



# TOWN OF HUDSON

## Board of Selectmen



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

### BOARD OF SELECTMEN MEETING

June 14, 2022

Board of Selectmen Meeting Room, Town Hall

#### Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. PUBLIC INPUT
5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

#### A. Appointments

- 1) Benson Park Committee - ( 4 vacancies - 1 member term to expire 4/30/25, 1 member term to expire 4/30/23, 2 alternate member vacancies to expire 4/30/25, 1 alternate member term to expire 4/30/24)

Erica Carreau

#### B. Nominations

- 1) Recreation Committee - ( 2 member term vacancies - 1 member term to expire 4/30/24, 1 member term to expire 4/30/25)

- a. Cristina Farris
- b. Tim Powers

- 2) Planning Board - (1 member term vacancy to expire 12/31/23, 1 alternate member term vacancy to expire 12/31/22)

- a. Victor Oates
- b. Brian Etienne
- c. Troy Tumpney
- d. George Hall Jr.

## 6. CONSENT ITEMS

### A. Assessing Items

- 1) Blind Exemptions Re-qualifications: 29 Stoney Lane, map 124, lot 042; 68 Windham Road, map 161, lot 013; 135 Abbott Farm Lane, map 165, lot 141, sub135; 98 Highland St, map 167, lot 013; 109 highland St, map 167, lot 061; 25 Cedar St, map 197, lot 103; 9 Tessier St, map 198, lot 066; 8 Hickory St., map 216, lot 014, sub 078; 59 Dracut Rd., map 241, lot 002
- 2) Elderly Exemption: 50 Lexington St., map 147, lot 017, sub 034
- 3) Elderly Exemption Re-qualifications: 9A Doveton Ln, map 156, lot 005, sub 006; 56 Pelham Rd. map 199, lot 007; 44 Glen Dr., map 205, lot 024; 70 Highland St., map 174, lot 118; 4 Davenport Rd., map 234, lot 043; 6 Washington St., map 168, lot 033; 5 Jackson Dr., map 168, lot 041; 42A Gowing Rd., map 237, lot 021
- 4) Institutional Exemptions:  
Charitable Exemption Requests: Kiwanis Club of Hudson, map 190, lot 015; The PLUS Company, map 242, lot 058, Alvirne School (Chapel) map 147, lot 027; Area Agency Properties, Inc. map 106, lot 006, and map 190, lot 085; Goodwill of Northern New England, map 222, lot 041-001; Southern New Hampshire Medical Center, map 109, lot 10
- 5) Veteran Tax Credit: 116 Abbott Farm Lane, map 165, lot 141, sub 116
- 6) Certification of Yield Taxes Assessed/Timber Warrant: Standish Lane, map 187, lot 010, sub 018-021
- 7) Current Use Lien Release: 112 & 114 Greeley Street, map 140, lots 2 & 3
- 8) Disabled Exemption Re-qualification: 102 Elmwood Dr, map 156, lot 063, sub 002

### B. Water/Sewer Items - none

### C. Licenses & Permits & Policies

- 1) Tag Day Permit - Knights of Columbus Council #5162
- 2) Raffle Permit - Saint Kathryn Parish

### D. Donations - none

### E. Acceptance of Minutes

- 1) Minutes of May 10, 2022
- 2) Minutes of May 24, 2022

**F. Calendar**

6/15	6:00	Library Trustees - Hills Memorial Library
6/16	3:00	Trustees of the Trust Funds - Buxton Meeting Room
6/16	7:00	Benson Park Committee - HCTV Meeting Room
6/21	7:00	Municipal Utility Committee - BOS Meeting Room
6/22	7:00	Planning Board - Buxton Meeting Room
6/23	7:00	Zoning Board of Adjustment - Buxton Meeting Room
6/27	7:00	Sustainability Committee - Buxton Meeting Room
6/28	7:00	Board of Selectmen - BOS Meeting Room

**7. OLD BUSINESS**

**A. Votes taken after Nonpublic Session on May 24, 2022**

1.) Selectman Morin made a motion seconded by Selectman Guessferd to hire Trinity (Xavier) Santana as a HCTV Part-time Videographer and be classified as a "Regular Special Shift Employee" at the current rate of \$60.00 per meeting, with every hour over four (4) hours at a rate of \$15.00 per hour. Carried 5-0.

2.) Selectman Gagnon made a motion seconded by Selectman Guessferd to hire Amanda Bowen as a full-time IT Technician II, with a starting salary of \$69,964 (Step 2), in accordance with the Hudson Police, Fire and Town Supervisors Association Contract, with a start date of May 31, 2022. Carried 5-0.

3.) Selectman Morin made a motion seconded by Selectman Guessferd to hire the Summer Camp Counselors listed on the memo from the Recreation Director dated May 18, 2022. Carried 5-0.

4.) Selectman Guessferd made a motion seconded by Selectman Morin to hire Summer Camp Counselors in Training listed on the memo from the Recreation Director dated May 18, 2022. Carried 5-0.

5.) Selectman Morin made a motion seconded by Selectman Guessferd to authorize the Town Administrator and Recreation Director to hire additional seasonal summer employees. Carried 5-0.

6.) Selectman Morin made a motion to adjourn at 9:24 p.m. this was seconded by Selectman Gagnon. Carried 5-0.

**B. Serious Incident Reporting - follow up from 4/26/22 discussion**

## 8. NEW BUSINESS

- A. Public Hearing - Traffic Safety Improvement Grant Acceptance
- B. Locality Equipment Purchase Program Grant - Acceptance
- C. Bulletproof Vest Partnership Grant - Request to Apply
- D. Haselton Barn Roof - Contract Award for Installation
- E. On Call Services for Trenchless Pipe Rehabilitation - Award
- F. Marsh Road Pump Station Design/Build
- G. Hudson Water Utility SCADA Radio System Backup
- H. Assessing Exemption Late Filings:
  - 1. 2022 Disabled Exemption - 7 Mobile Drive, map 178, lot 13-14
  - 2. 2022 Elderly Exemption - 9 Bond St, map 183, lot 59
  - 3. 2022 Elderly Exemption - 4 Summer Ave, map 165, lot 133
  - 4. 2022 Elderly Exemption - 5 Lawrence Rd, map 153, lot 10
  - 5. 2022 Elderly Exemption - 4 Chatham St., map 175, lot 132
  - 6. 2022 Elderly Exemption - 4 Hilltop Dr., map 142, lot 41
  - 7. 2022 Disabled Exemption - 4 Pinewood Rd., map 133, lot 57
  - 8. 2022 Veteran's Tax Credit - 15 Warren Rd., map 201, lot 7-11
  - 9. 2022 Religious Exemption - 236 Central St., map 176, lot 34
- I. Changes to Town Code 202 - Explosives
- J. Town Owned Property - 45 Sagamore Park Road
- K. Project Phoenix Feasibility Study
- L. Hills House Sign - RSA 674:54
- M. Nashua Transit System
- N. Supervisors of the Checklist - Laptop Computers
- O. Primex Contribution Assurance Program - Workers' Compensation
- P. Primex Contribution Assurance Program - Property & Liability
- Q. May 2022 Revenues and Expenditures



9. BOARD LIAISON REPORTS
10. REMARKS BY TOWN ADMINISTRATOR
11. REMARKS BY SCHOOL BOARD
12. OTHER BUSINESS/REMARKS BY THE SELECTMEN
13. NONPUBLIC SESSION

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

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

14. ADJOURNMENT

**Reminder... Items for the next agenda, with complete backup, must be in the Selectmen's Office  
no later than 12:00 noon on Thursday, June 23, 2022.**



How may we help you?

## Submission #62

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### Submission information

Form: Board & Committee Application  
Submitted by Visitor (not verified)  
Mon, 04/25/2022 - 10:09pm  
73.249.224.158

**Date**

Mon, 04/25/2022

**First Name**

Erica

**Last Name**

Carreau

**Street Address**

13 Blackstone St Hudson NH

**Home Phone**

6035665383

**Work Phone**

**E-mail Address:**

ecarreau18@gmail.com

**Education**

HS Diploma; Nashua Community College student

**Occupation (or former occupation if retired)**

Boys & Girls Club of Greater Nashua

**Special Interests**

Exploring outdoors; community service

**Professional/Community Activities**

Unofficially aided in Benson Cleanups

**Reference**

Members of the Park Cleanup Committee

**Reason for Applying**

I love going to Benson's & have a deep appreciation for the hard work that gets put into maintaining the park. I would like to be an official part of volunteering at Benson Park.

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

Member

**Please select area of interest**

Benson Park Committee

**Areas of Expertise**

Other

**Are you a Hudson, NH resident?**

yes

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12 School Street | Hudson, NH 03051 | (603) 886-6000

Agenda  
6-14-22

5B-1a

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TOWN OF HUDSON  
SELECTMEN'S OFFICE



How may we help you?

## Submission #66

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### Submission information

Form: Board & Committee Application  
Submitted by Visitor (not verified)  
Thu, 06/02/2022 - 11:17am  
73.89.33.6

**Date**

Thu, 06/02/2022

**First Name**

Cristina

**Last Name**

Farris

**Street Address**

67 Sousa Blvd

**Home Phone**

9786216748

**Work Phone**

**E-mail Address:**

cristinafarris22@gmail.com

**Education**

BSBA (Marketing) from Suffolk University; MBA (Global Business) from UNH

**Occupation (or former occupation if retired)**

Marketing Manager, Microsoft

**Special Interests**

Outside activities, event planning, gardening, puzzles, networking, tennis, basketball

**Professional/Community Activities**

PTO Volunteer, Soccer Coach, DEI Committee @ Microsoft, Pondview Association HOA Board Member

**Reference**

Daniel Farris

**Reason for Applying**

As a member of the community, I greatly appreciate everything that has been done from a Recreational standpoint. I think Chrissy and team are doing a great job and not only my children, but my husband and I have benefited from the programs.

Would love to join the committee to help use my background to continue to create and implement wonderful programs.

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

Member

**Please select area of interest**

Recreation Committee

**Areas of Expertise**

- Communications
- Other

**Are you a Hudson, NH resident?**

yes

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6-14-22  
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How may we help you?

## Submission #65

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### Submission information

Form: Board & Committee Application  
Submitted by Visitor (not verified)  
Wed, 06/01/2022 - 7:42pm  
71.255.116.188

**Date**

Wed, 06/01/2022

**First Name**

Tim

**Last Name**

Powers

**Street Address**

36 Pelham Rd

**Home Phone**

603-883-1657

**Work Phone****E-mail Address:**

tjpowers50@gmail.com

**Education**

Doctorates

**Occupation (or former occupation if retired)**

School Administration

**Special Interests****Professional/Community Activities****Reference**

Mandy Powers

**Reason for Applying**

Be involved in the community

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

Member

**Please select area of interest**

Recreation Committee

**Areas of Expertise**

- Finance
- Other

**Are you a Hudson, NH resident?**

yes

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Agenda 5-24-22  
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**MAY 13 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

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

Date: 5/13/22

Victor Oates  
Name

77 Soosa Blvd Hudson NH  
Street Address

5B-2a

(603) 617 803 6717  
Home Phone Number

978 394 9796  
Work Phone Number

IT & Data Security Manager  
Occupation (or former occupation, if retired)

Six Sigma Project manager  
Education/Special Interests

1 Local coach & town volunteer  
Professional/Community Activities

current Alternate on planning board  
Reason(s) for applying

Reference(s)

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

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

Area(s) of Expertise:

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

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

Circle One

Yes    No    Hudson Resident

[Signature]  
Signature of Applicant

voatesnh@gmail.com  
e-mail address



*Agenda*  
6.14.22

5B-2b



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JUN 01 2022  
TOWN OF HUDSON  
SELECTMEN'S OFFICE

How may we help you?

## Submission #64

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### Submission information

Form: Board & Committee Application  
Submitted by Visitor (not verified)  
Wed, 06/01/2022 - 9:14am  
136.226.75.79

**Date**

Wed, 06/01/2022

**First Name**

Brian

**Last Name**

Etienne

**Street Address**

13 Chase St, Hudson, NH 03051

**Home Phone**

713-540-3024

**Work Phone**

**E-mail Address:**

baetienne@gmail.com

**Education**

Master of Management, Masters of Business Administration

**Occupation (or former occupation if retired)**

Digital Infrastructure Innovation

**Special Interests****Professional/Community Activities****Reference**

Florence Nicolas

**Reason for Applying**

I am applying for a position as member of the planning board to serve the local community by helping guide the future development of the town through a thoughtful and sustainable approach. As a professional in the wireless technology and infrastructure space, I bring an added value of understanding the current and future needs of digital infrastructure. As I serve presently on the zoning board, the planning board is a natural extension as the policies and procedures are intersectional. I look forward to the opportunity to serve my community further.

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

Member

**Please select area of interest**

Planning Board

**Areas of Expertise**

- Communications
- Construction
- Finance
- Information Technology

**Are you a Hudson, NH resident?**

yes

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

Agenda  
6/14/22

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JUN 03 2022

Date: 6/3/2022 TOWN OF HUDSON  
SELECTMEN'S OFFICE

5B-2c

Troy W Tumpney 3 Regina St Hudson NH 03051  
Name Street Address

603-724-0469  
Home Phone Number Work Phone Number

Construction Supervisor  
Occupation (or former occupation, if retired)

High School, 2 Years Electrical School, Interior bath design  
Education/Special Interests

8 years Hillsboro County Sheriff's office as a bailiff, Hudson Historical Society  
Professional/Community Activities

I feel my construction experience and design will benefit the board and  
Reason for applying The residence of Hudson

Karen Ferrante 603-321-2081 / Matt Carpentier 603-785-0877  
Reference(s) Steve Armstrong 603-231-6177

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

- |  |  |  |
|--|--|--|
| Member <input checked="" type="checkbox"/>           | Alternate _____  | Reappointment _____                              |
| <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 checked="" type="checkbox"/> Planning Board   |  |  |
| <input type="checkbox"/> Sustainability Committee    |  |  |
| <input type="checkbox"/> Zoning Board of Adjustment  |  |  |

Area(s) of Expertise:

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

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Troy W Tumpney  
Signature of Applicant

Hudson Resident:  Yes  No

tumpneyt@gmail.com  
e-mail address

6-14-22

JUN 06 2022

TOWN OF HUDSON  
Vacancy on Elected Board or Committee Application Form  
(Hudson, NH Residents and Registered Voters Only)

TOWN OF HUDSON  
SELECTMEN'S OFFICE

Date: 6/6/2022

5B-2d

GEORGE R HALL JR 18 PAR LAKE  
Name Street Address

(603) 889-4065 N/A  
Home Phone Number Work Phone Number  
CELL

RETIRED, FORMER MANAGER OF REAL ESTATE DIV. OF BROX INDUSTRIES INC.  
Occupation (or former occupation, if retired)

ASSOC. DEGREE IN CIVIL & HIGHWAY ENGINEERING FROM WENTWORTH INST.  
Education/Special Interests

HUDSON PLANNING BOARD FEB 1995 THRU DEC 2015 & 5/20-10/20  
Professional/Community Activities

RENEW COMMUNITY INVOLVEMENT  
Reason(s) for applying

SELECTMEN MORIN & McGRATH, TIM MALLEY  
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

- PLANNING BOARD  Selectmen
- ~~Budget Committee~~  Supervisors of the Checklist
- Cemetery Trustees  Town Clerk/Tax Collector
- Code of Ethics  Treasurer
- Library Trustee  Trustee of Trust Funds
- Moderator

Area(s) of Expertise:

- Architecture/Construction  Environmental Planning
- Information Technology  Communications
- Finance  Other \_\_\_\_\_

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Circle One

- Yes  No Hudson Resident
- Yes  No Registered Voter

George R Hall Jr  
Signature of Applicant

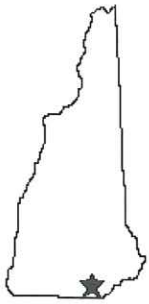
GRGHLL@AOL.COM  
e-mail address

Voter Identification number: \_\_\_\_\_









**TOWN OF HUDSON**  
Office of the Assessor

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

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



*Agenda*  
6-14-22

6A-3

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor

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TOWN OF HUDSON  
SELECTMENS OFFICE

RE: Elderly Exemption Re-qualifications

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

- Jennie Rizzo – 9A Doveton Ln – map 156/ lot 005/ sub 006
- Rita Desjardins – 56 Pelham Rd – map 199/ lot 007
- Alexander and Diane Samaras – 44 Glen Dr – map 205/ lot 024
- Robert Richard – 70 Highland St. – map 174/ lot 118
- Richard Cockerline – 4 Davenport Rd – map 234/ lot 043
- James and Joan Carlen – 6 Washington St – map 168/ lot 033
- Lucille Boucher – 5 Jackson Dr. – map 168/ lot 041
- William Lavoie – 42A Gowing Rd – map 237/ lot 021

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





- ◆ Map 182/ lot 129 – St. John the Evangelist Church
- ◆ Map 235/ lot 009 – St. Kathryn Church -
- ◆ Map 210/ lot 010 - Sisters of the Presentation of Mary
- ◆ Map 156/ lot 035 - United Pentecostal Church/Parsonage
- ◆ Map 105/ lot 007 - Lighthouse Baptist Church
- ◆ Map 182 / lot 49 – Hudson Community Church, UCC

Completed applications are available in the Assessor's office for your review.

*MOTION:*

**Motion to grant the Institutional Exemptions listed to the property owners referenced in the above request.**

---

*Kara Roy, Chairperson*

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*Robert Guessferd, Vice Chairman*

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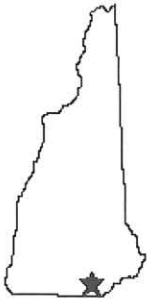
*David S. Morin*

---

*Marilyn E. McGrath*

---

*Brett Gagnon*



# TOWN OF HUDSON RECEIVED

Office of the Assessor

JUN 09 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE  
www.hudsonnh.gov



Agenda  
6-14-22

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

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

6A-5

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor

RE: Veteran Tax Credit:

116 Abbott Farm Ln. – map 165/ lot 141/ sub 116

I recommend the Board of Selectmen sign the PA-29 form granting a Veteran 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.

Keith Raymond - 116 Abbott Farm Ln. – map 165/ lot 141/ sub 116

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



# TOWN OF HUDSON

Office of the Assessor

Jim Michaud  
Chief Assessor, CAE

email: [jmichaud@hudsonnh.gov](mailto:jmichaud@hudsonnh.gov)

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

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JUN 09 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE



Agenda  
6-14-22

6A-6

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor *JM*

RE: Certification of Yield Taxes Assessed/Timber Warrant:

Standish Lane map 187/ lot 010/ sub 018 to sub 021  
197 Robinson Road map 105/lot 017/ sub 004

I recommend the Board of Selectmen sign the following attached Certifications of Yield Taxes Assessed and Timber Tax Warrants for:

Eagles Nest Estates, LLC.  
John Gargasz  
21 Continental Blvd  
Merrimack, NH 03054

Grey Fox Realty, LLC.  
Ben Bosowski  
40 Temple St.  
Nashua, NH 03060

**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: April 1, 2022 to March 31, 2023**

**TOWN / CITY OF:** HUDSON  
**COUNTY OF:** HILLSBOROUGH  
**DATE OF BILLING:** June 14, 2022

**SEND SIGNED COPY TO:** NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
PO BOX 487  
CONCORD, NH 03302-0487  
or E-mail to [timber@dra.nh.gov](mailto:timber@dra.nh.gov)

Kara Roy, Chairperson	Date
Bob Guessferd, Vice-Chairman	Date
David S. Morin	Date
Marilyn E. McGrath	Date
Brett Gagnon	Date

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET (In Thousands)	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VALUE	TAX AT 10 %	
EAGLES NEST ESTATES JOHN GARGASZ 21 CONTINENTAL BLVD MERRIMACK NH 03054-4303	WHITE PINE				\$230.00			<b>Subtotal of TAXES Due (Col. #9)</b>
	HEMLOCK				\$75.00			
	RED PINE				\$75.00			
	SPRUCE & FIR				\$200.00			
# 2	HARD MAPLE				\$550.00			
DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH				\$250.00			\$132.47
	YELLOW BIRCH				\$350.00			
	OAK	2.180			\$441.25	\$961.93	\$96.19	
<u>MAP &amp; LOT NUMBER</u>	ASH				\$250.00			<b>Less bond or amount previously paid, if applicable</b>
187/10-18, 19, 20, 21	SOFT MAPLE				\$240.00			
	BEECH/PALLET/TIE LOGS	0.125			\$112.25	\$14.03	\$1.40	
	PINE BOX / PALLET				\$20.00			
	OTHER: HICKORY							
# 3	OTHER:							
<u>OPERATION NUMBER</u>					TONS	CORDS		
22-229-01-T	SPRUCE & FIR				\$ 4.50			<b>Total Amount Due</b>
	HARDWOOD & ASPEN				\$ 8.50			
	PINE				\$ 2.50			
	HEMLOCK				\$ 4.00			
<u>ACCOUNT OR SERIAL #:</u>	BIOMASS CHIPS		205.17		\$ 1.70	\$348.79	\$34.88	
11820-11823	HIGH GRADE SPRUCE				\$ 35.00			
	CORDWOOD				\$ 10.00			
						<b>\$1,324.75</b>	<b>\$132.47</b>	

**ORIGINAL WARRANT  
YIELD TAX LEVY  
June 14, 2022  
THE STATE OF NEW HAMPSHIRE**

COUNTY OF: HILLSBOROUGH

TO: *Roger Ordway*, Collector of Taxes for Town of: HUDSON, in said County.

In the name of said State, you are hereby directed to collect on or before thirty (30) days from the date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the yield tax due, below, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00, or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at HUDSON,

Kara Roy, Chairperson	Date
Bob Guessferd, Vice-Chair	Date
David S. Morin	Date
Marilyn E. McGrath	Date
Brett Gagnon	Date

**DATE OF BILLING: June 14, 2022**

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
EAGLES NEST ESTATES JOHN GARGASZ 21 CONTINENTAL BLVD MERRIMACK NH 03054-4303	187/10-18, 19, 20, 21	22-229-01-T	\$132.47
<b>DATE YIELD TAX DUE:</b>			<b>July 14, 2022</b>

**CERTIFICATION OF YIELD TAXES ASSESSED**  
**INTENT FILED DURING TAX YEAR: April 1, 2021 to March 31, 2022**

**TOWN / CITY OF:** HUDSON  
**COUNTY OF:** HILLSBOROUGH  
**DATE OF BILLING:** June 14, 2022

**SEND SIGNED COPY TO:** NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
PO BOX 487  
CONCORD, NH 03302-0487  
or E-mail to [timber@dra.nh.gov](mailto:timber@dra.nh.gov)

Kara Roy, Chairperson	Date
Bob Guessferd, Vice-Chairman	Date
David S. Morin	Date
Marilyn E. McGrath	Date
Brett Gagnon	Date

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET (In Thousands)	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VALUE	TAX AT 10 %	
GREY FOX REALTY LLC BEN BOSOWSKI 40 TEMPLE ST NASHUA NH 03060	WHITE PINE	2.040			\$175.00	\$357.00	\$35.70	<b>Subtotal of TAXES Due (Col. #9)</b>
	HEMLOCK				\$60.00			
	RED PINE				\$60.00			
	SPRUCE & FIR				\$125.00			
	HARD MAPLE				\$350.00			
# 2 DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH				\$100.00			<b>\$477.26</b>
	YELLOW BIRCH				\$250.00			
	OAK	9.200			\$452.00	\$4,158.40	\$415.84	
<u>MAP &amp; LOT NUMBER</u>  105-017-004	ASH	0.130			\$181.25	\$23.56	\$2.36	<b>Less bond or amount previously paid, if applicable</b>
	SOFT MAPLE	0.170			\$135.00	\$22.95	\$2.30	
	BEECH/PALLET/TIE LOGS				\$60.00			
	PINE BOX / PALLET				\$25.00			
	OTHER:							
# 3	OTHER:							
<u>OPERATION NUMBER</u>					TONS	CORDS		
21-229-10-T	SPRUCE & FIR				\$ 1.00			<b>Total Amount Due</b>
	HARDWOOD & ASPEN		29.80		\$ 3.48	\$103.56	\$10.36	
	PINE				\$ 0.50			
	HEMLOCK				\$ 3.50			
	BIOMASS CHIPS		267.40		\$ 0.40	\$106.96	\$10.70	
ACCOUNT OR SERIAL #:  11841	HIGH GRADE SPRUCE				\$ 30.00			<b>\$477.26</b>
	CORDWOOD				\$ 8.00			
						<b>\$4,772.43</b>	<b>\$477.26</b>	

**ORIGINAL WARRANT  
YIELD TAX LEVY  
June 14, 2022  
THE STATE OF NEW HAMPSHIRE**

COUNTY OF: HILLSBOROUGH

TO: *Roger Ordway*, Collector of Taxes for Town of: HUDSON, in said County.

In the name of said State, you are hereby directed to collect on or before thirty (30) days from the date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the yield tax due, below, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00, or more often when directed by the Commissioner of Revenue Administration.

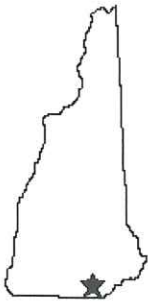
Given under our hands and seal at HUDSON,

Kara Roy, Chairperson	Date
Bob Guessferd, Vice-Chair	Date
David S. Morin	Date
Marilyn E. McGrath	Date
Brett Gagnon	Date

**DATE OF BILLING: June 14, 2022**

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
GREY FOX REALTY LLC BEN BOSOWSKI 40 TEMPLE ST NASHUA NH 03060	105-017-004	21-229-10-T	\$477.26
<b>DATE YIELD TAX DUE:</b>			<b>July 14, 2022</b>





# TOWN OF HUDSON

Office of the Assessor

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

RECEIVED

JUN 09 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

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



Agenda 6-14-22

6A-7

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

June 14, 2022

FROM: Jim Michaud, Chief Assessor

RE: Current Use Lien Release  
Heritage Landing Condo Site  
Map 140 Lot's 2 & 3 – 112 & 114 Greeley Street

The Assessing Department is requesting the BOS consideration to approve and sign the attached Current Use Lien Releases for this approved ( but not recorded as of 4-1-2022) condo project, 47 condo sites, that are subject to removal from the current use land tax program. The Subject parcel is a town- approved condo site, July 28, 2021 approval date, to be made up of 47 condo sites, 62 and older age restricted.

The land is coming out of current use as the developer, K & M Developers LLC, commenced physical activity on the site which, as the condo project is a single phase, triggers the land to come out of current use once the construction commenced in the fall of 2021. The land is coming out of current use before the value add of site improvements installation, as in accordance with RSA 79-A:7, V(b), Current Use Board administrative rule 307.03 and 301.06.

The developer has reviewed with me the status of the construction of on-site infrastructure costs through the relative timeframe upon which the disqualifying event occurred, October 1, 2021. I have reviewed prior appraisals that were done on other condo developments relative to bank financing from other sites. I have also reviewed a development cost approach to the value of this property. The developer and myself have agreed in principal to a value of \$50,000 per site, reflecting the as-is site value of these unimproved sites (raw land, with approvals, but not recorded) as of October 1, 2021.

The attached releases represent a full release of the current use land on Map 140 Lot's 2 & 3, a 16.933 AC +/- site with 1 acre that was already not in current use as there was a house there originally, that 1 acre equaling 2 less condo units to come out of current use, as that 1 acre wasn't in the current use program to start with. The math is: 45 times \$50,000 per site equals \$2,250,000 times the 10% current use penalty % equals an aggregate land use change tax bill of \$225,000. The amount will be split between both existing tax map/lots, Tax Map 140 Lot's 2 & 3.



**DRAFT MOTION: Motion to approve the attached Current Use Penalty Lien Releases for Map 140 Lot's 2 & 3, as recommended by the Chief Assessor.**

<b>FORM</b>
<b>A-5</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPALITY LAND USE CHANGE TAX BILL

**STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:**

**PROPERTY OWNER(S) OR**     **RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:**

PLEASE TYPE OR PRINT	LAST NAME/CORPORATION/TRUST NAME <b>DEVELOPERS LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>K &amp; M</b>	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	MAILING ADDRESS <b>46 LOWELL RD</b>		
MUNICIPALITY <b>HUDSON</b>		STATE <b>NH</b>	ZIP CODE <b>03051</b>

**STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND**

PLEASE TYPE OR PRINT	(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED			
	(b) ACCESSIBLE STREET LOCATION <b>112 GREELEY STREET</b>		MUNICIPALITY <b>HUDSON</b>	COUNTY <b>HILLSBOROUGH</b>
	(c) TOTAL ACRES OF PARCEL <b>9.61 AC</b>	PARCEL TAX MAP AND LOT # <b>140-002-000</b>	ACCT# <b>3077</b>	DEED BOOK AND PAGE # <b>9411    2460</b>
	(d) CHECK ONE BELOW: <input checked="" type="checkbox"/> PARTIAL RELEASE <input type="checkbox"/> FULL RELEASE <input type="checkbox"/> RIGHT OF WAY LAND USE CHANGE TAX			

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

**STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)**

(a) Owners Name When Land Was First Recorded in Current Use: <b>NORMAND C. MASSIE (ALSO BK 5893 PG 260 AND BK 2716 PG 688)</b>	DEED BOOK AND PAGE # <b>5921    1404</b>	
(b) Total Number of Acres Originally Enrolled in Current Use	<b>9.2 (S/B 9.61)</b>	
(c) Total Number of Acres Previously Released Since The Original Recording	<b>4.75</b>	
(d) Number of Acres Subject to the LUCT Per This Assessment	<b>4.86</b>	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	<b>0</b>	

<b>FORM</b>
<b>A-5</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**MUNICIPALITY LAND USE CHANGE TAX BILL**

(continued)

**STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX**

(a) Narrative Description of the Disqualification: <b>SITE PHYSICALLY DISTURBED FOR 62 AND OLDER CONDO COMPLEX</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>9/1/2021</b>
(c) Full and True Market Value at Time of Change in Use	\$ <b>1,100,000</b>
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ <b>110,000</b>

**STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS**

TYPE OR PRINT NAME (in black or dark blue ink) <b>KARA ROY</b>	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) <b>ROBERT GUESSFERD</b>	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) <b>MARILYN E. MCGRATH</b>	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) <b>DAVID S. MORIN</b>	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) <b>BRETT GAGNON</b>	SIGNATURE (in black or dark blue ink)	DATE

**STEP 6 - BILL LAND USE CHANGE TAX TO:**

**(COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)**

LAST NAME/CORPORATION/TRUST NAME <b>DEVELOPER LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>K &amp; M</b>	INITIAL
MAILING ADDRESS <b>46 LOWELL RD</b>		
MUNICIPALITY <b>HUDSON</b>	STATE <b>NH</b>	ZIP CODE <b>03051</b>
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>9/1/2021</b>	
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)		
(d) Full and True Market Value at Time of Change in Use	\$ <b>1,100,000</b>	
(e) Land Use Change Tax Due	\$ <b>110,000</b>	

<b>FORM</b>
<b>A-5</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**MUNICIPALITY LAND USE CHANGE TAX BILL**

(continued)

**STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)**

(a) MAKE CHECKS PAYABLE TO: <b>TOWN OF HUDSON</b>		
(b) MAIL TO: <b>TOWN OF HUDSON, C/O ROGER ORDWAY JR., TOWN CLERK/TAX COLLECTOR</b>		
MAILING ADDRESS: <b>12 SCHOOL ST</b>		
MUNICIPALITY <b>HUDSON</b>	STATE <b>NH</b>	ZIP CODE <b>03051</b>
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: <b>12 SCHOOL STREET HUDSON NH 03051</b>		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: <b>8 AM - 4:30PM MONDAY THRU FRIDAY</b>		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF \$ <b>20.53</b>		
PAYABLE TO: <b>HILLSBOROUGH COUNTY REGISTRY OF DEEDS</b>		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: _____		

**STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)**

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (in black or dark blue ink)	DATE OF PAYMENT
--	--	-----------------

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**WARRANT FOR LAND USE CHANGE TAX**

**STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:**

NAME OF MUNICIPALITY TOWN OF HUDSON NH		
STREET ADDRESS 12 SCHOOL ST		
MAILING ADDRESS		
MUNICIPALITY HUDSON	STATE NH	ZIP CODE 03051

**STEP 2 - COLLECTION OF LAND USE CHANGE TAX**

(a) State of New Hampshire, County of: HILLSBOROUGH	
(b) To: ROGER ORDWAY JR.	Municipal Collector of taxes
(c) for the municipality of: HUDSON	in said County.
(d) In the name of said State you are directed to collect the <b>LAND USE CHANGE TAX</b> in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	\$ 110,000
(e) Given under our hands at 7 PM	
(f) This day of JUNE 14 2022	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY K & M DEVELOPERS LLC	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 46 LOWELL RD HUDSON NH 03051	
(h) MUNICIPAL TAX MAP 140-002-000	LOT NUMBER ACCT # 3077

**STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS**

TYPE OR PRINT NAME (in black or dark blue ink) KARA ROY	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) ROBERT GUESSFERD	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) MARILYN E. McGRATH	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) DAVID S. MORIN	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) BRETT GAGNON	SIGNATURE (in black or dark blue ink)	DATE

<b>FORM</b>
<b>A-5</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**MUNICIPALITY LAND USE CHANGE TAX BILL**

**STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:**

**PROPERTY OWNER(S) OR**     **RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:**

PLEASE TYPE OR PRINT	LAST NAME/CORPORATION/TRUST NAME <b>DEVELOPERS LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>K &amp; M</b>	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	MAILING ADDRESS <b>46 LOWELL RD</b>		
MUNICIPALITY <b>HUDSON</b>		STATE <b>NH</b>	ZIP CODE <b>03051</b>

**STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND**

PLEASE TYPE OR PRINT	(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED			
	(b) ACCESSIBLE STREET LOCATION <b>114 GREELEY STREET</b>		MUNICIPALITY <b>HUDSON</b>	COUNTY <b>HILLSBOROUGH</b>
	(c) TOTAL ACRES OF PARCEL <b>7.323 AC</b>	PARCEL TAX MAP AND LOT # <b>140-003-000</b>	ACCT# <b>3076</b>	DEED BOOK AND PAGE # <b>9411    2460</b>
	(d) CHECK ONE BELOW: <input type="checkbox"/> PARTIAL RELEASE <input checked="" type="checkbox"/> FULL RELEASE <input type="checkbox"/> RIGHT OF WAY LAND USE CHANGE TAX			

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

**STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)**

(a) Owners Name When Land Was First Recorded in Current Use: <b>NORMAND C. MASSIE (ALSO BK 5893 PG 260 AND BK 2716 PG 688)</b>	DEED BOOK AND PAGE # <b>5921    1404</b>	
(b) Total Number of Acres Originally Enrolled in Current Use	<b>5 AC(S/B 7.323)</b>	
(c) Total Number of Acres Previously Released Since The Original Recording	<b>0</b>	
(d) Number of Acres Subject to the LUCT Per This Assessment	<b>7.323</b>	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	<b>0</b>	

<b>FORM</b>
<b>A-5</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**MUNICIPALITY LAND USE CHANGE TAX BILL**  
 (continued)

**STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX**

(a) Narrative Description of the Disqualification: <b>SITE PHYSICALLY DISTURBED FOR 62 AND OLDER CONDO COMPLEX</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>9/1/2021</b>
(c) Full and True Market Value at Time of Change in Use	\$ <b>1,150,000</b>
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ <b>115,000</b>

**STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS**

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
<b>KARA ROY</b>		
<b>ROBERT GUESSFERD</b>		
<b>MARILYN E. MCGRATH</b>		
<b>DAVID S. MORIN</b>		
<b>BRETT GAGNON</b>		

**STEP 6 - BILL LAND USE CHANGE TAX TO:**

(COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME <b>DEVELOPER LLC</b>		FIRST NAME/CORPORATION/TRUST NAME <b>K &amp; M</b>	INITIAL
MAILING ADDRESS <b>46 LOWELL RD</b>			
MUNICIPALITY <b>HUDSON</b>	STATE <b>NH</b>	ZIP CODE <b>03051</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)		<b>9/1/2021</b>	
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)			
(d) Full and True Market Value at Time of Change in Use		\$ <b>1,150,000</b>	
(e) Land Use Change Tax Due		\$ <b>115,000</b>	

<b>FORM</b>
<b>A-5</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**MUNICIPALITY LAND USE CHANGE TAX BILL**

(continued)

**STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)**

(a) MAKE CHECKS PAYABLE TO: <b>TOWN OF HUDSON</b>		
(b) MAIL TO: <b>TOWN OF HUDSON, C/O ROGER ORDWAY JR., TOWN CLERK/TAX COLLECTOR</b>		
MAILING ADDRESS: <b>12 SCHOOL ST</b>		
MUNICIPALITY <b>HUDSON</b>	STATE <b>NH</b>	ZIP CODE <b>03051</b>
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: <b>12 SCHOOL STREET HUDSON NH 03051</b>		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: <b>8 AM - 4:30PM MONDAY THRU FRIDAY</b>		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF \$ <b>25.53</b>		
PAYABLE TO: <b>HILLSBOROUGH COUNTY REGISTRY OF DEEDS</b>		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: _____		

**STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX COLLECTOR)**

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (in black or dark blue ink)	DATE OF PAYMENT



<b>FORM</b>
<b>A-5W</b>

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**WARRANT FOR LAND USE CHANGE TAX**

**STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:**

NAME OF MUNICIPALITY TOWN OF HUDSON NH		
STREET ADDRESS 12 SCHOOL ST		
MAILING ADDRESS		
MUNICIPALITY HUDSON	STATE NH	ZIP CODE <b>03051</b>

**STEP 2 - COLLECTION OF LAND USE CHANGE TAX**

(a) State of New Hampshire, County of: HILLSBOROUGH	
(b) To: ROGER ORDWAY JR.	Municipal Collector of taxes
(c) for the municipality of: HUDSON	in said County.
(d) In the name of said State you are directed to collect the <b>LAND USE CHANGE TAX</b> in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	\$ 115,000
(e) Given under our hands at 7 PM	
(f) This day of JUNE 14 2022	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY K & M DEVELOPERS LLC	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 46 LOWELL RD HUDSON NH 03051	
(h) MUNICIPAL TAX MAP 140-003-000	LOT NUMBER ACCT # 3076

**STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS**

TYPE OR PRINT NAME (in black or dark blue ink)	SIGNATURE (in black or dark blue ink)	DATE
KARA ROY		
ROBERT GUESSFERD		
MARILYN E. McGRATH		
DAVID S. MORIN		
BRETT GAGNON		



# TOWN OF HUDSON

Office of the Assessor

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

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



*Agenda  
6-14-22*

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

6A-8

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor

RE: Disabled Exemption Re-qualification:

**RECEIVED**

**JUN 09 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

I recommend the Board of Selectmen sign the PA-29 form granting a Disabled Exemption to the property owner listed below. The resident has provided the proper documentation to show they qualify for this exemption.

Robyn Braga – 102 Elmwood Dr. – map 156/ lot 063/ sub 002

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



*Agenda  
6-14-20*

**TAG DAY SALES  
Hudson, NH**

---

6C-1

RSA 31:91  
Soliciting Funds

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

Instructions to obtain Tag Day Permit:

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

\*\*\*\*\*

**For Office Use Only**

Organization Knights of Columbus Council No. 5162

\_\_\_\_\_ Approved \_\_\_\_\_ Denied by Board of Selectmen on \_\_\_\_\_

If denied, reason \_\_\_\_\_

\_\_\_\_\_  
Chairman, Board of Selectmen



# Knights of Columbus

REV. ROBERT FAUCHER COUNCIL, No. 5162  
P.O. Box 42  
Hudson, New Hampshire 03051

RECEIVED

JUN 08 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

To: Hudson Board of Selectmen  
Date: June 7, 2022

On July 15-16 and September 9-10, 2022 the Hudson KofC Council # 5162 would like to solicit donations to benefit the mentally handicapped of New Hampshire.

The times would be 9:00 AM to 7:00 PM at the Market Basket in Hudson. Our members will stand outside wearing aprons and holding donation containers. In return for a donation, we would then offer a "Tootsie Roll." All monies collected will be distributed to New Hampshire local charities like Plus Co, Gateway, and New Hampshire Special Olympics.

Thank you for your consideration in this matter.

Sincerely,

Bill Reilly  
KofC Council # 5162  
Hudson, NH

Ph: 603-305-5209

on our  
charitable  
organization  
LIST

6-9-22



June 6, 2022

Bill Reilly  
Knights of Columbus  
Breilly47@aol.com

Dear Bill:

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

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

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

DeMoulas Super Markets, Inc.

STORE LOCATION: Hudson #33

DATE(S): July 15-16, Sept. 9-10





Agenda 6-14-22  
**RECEIVED**

**JUN 09 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

6C-2

**RAFFLE PERMIT**

Hudson, New Hampshire

Name of Organization: Saint Kathryn Parish

Address: 4 Dracut Rd, Hudson, NH 03051

Raffle Benefit of: Saint Kathryn Parish

Date & Time of Raffle: Fiscal Year 2022-2023 (July 1 - June 30)

Raffle to be held at: Saint Kathryn Parish (28th Annual Christmas Bazaar and Penny Sale; 50/50 raffles; other fundraising events)

Prizes: \$1,000.00, \$500.00, \$250.00, various cash prizes,

gift cards, door prize, hundreds of penny sale items, theme basket

Date of Ticket Sales: as early as July 1, 2022 Other prizes TBD

(must be after date of Board of Selectmen approval)

Applicant's Signature/Address/Phone Number

Charlene Maniotis

Applicant's Signature

Charlene Maniotis

Applicant's Printed Name

4 Dracut Rd, Hudson, NH

Address

603-882-7793, ext 10

Phone Number

Approved on: \_\_\_\_\_, by

HUDSON BOARD OF SELECTMEN

Chairman \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

Selectman \_\_\_\_\_

(Fax completed form to 603-598-6481 or e-mail to [lweissgarber@hudsonnh.gov](mailto:lweissgarber@hudsonnh.gov), with Raffle Permit in subject line.)

## HUDSON, NH BOARD OF SELECTMEN

### Minutes of the May 10, 2022 Meeting

1. CALL TO ORDER - by Chairperson Roy the meeting of May 10, 2022 at 7:00 p.m. in the Selectmen Meeting Room at Town Hall
2. PLEDGE OF ALLEGIANCE led by Police Chief Tad Dionne
3. ATTENDANCE

Board of Selectmen: Kara Roy, Bob Guessferd, Brett Gagnon

Staff/Others: Tad Dionne, Police Chief; Jess Forrence, DPW Director; Elvis Dhima, Town Engineer; Jim Battis, Chairman CTAC; Bill Collins, Chairman Conservation Commission; Lisa Labrie, Finance Director; Mike Campbell, School Board Representative; Jill Laffin, Executive Assistant

Selectmen Excused Absence: Marilyn McGrath, David Morin,

4. PUBLIC INPUT - there was no one present for public input.

#### 5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

##### A. Nomination Interviews

- 1) Benson Park Committee - ( 5 vacancies - 1 member term to expire 4/30/25, 1 member term to expire 4/30/23, 2 alternate member vacancies to expire 4/30/25, 1 alternate member term to expire 4/30/24)

1. Sarah Petkiewicz

Chairperson Roy invited Sarah Petkiewicz up and asked her to state her name and address for the record. Ms. Petkiewicz said my name is Sarah Petkiewicz and I live at 18 Heritage Circle in Hudson. Chairperson Roy asked, and you can tell us a little bit about yourself and why you want to be on the Benson Park Committee? Ms. Petkiewicz replied, Sure. So I haven't lived in Hudson very long. I've only been here about two years. But thanks to COVID, we got a lot of time in outdoor spaces. So I have two young children and we took advantage of Benson's as well as other parks in the area. And I think it's really important to keep that alive and really keep it going. And a great space for kids and families. Great to get outdoor exercise. So I'm a firm supporter of that in terms of what I do professionally, I'm an HR director for an international software company. The Chairperson asked, is any member of the Board have any questions?

Selectman Gagnon was recognized and said so first and foremost, thank you for standing up and volunteering. Just looking at your education, your background, it's very impressive. So I encourage you to hopefully enjoy this position if you get appointed and please stay around for more and work yourself into other potential positions with that kind of education. We'd love to have you around.

Chairperson Roy then said so what we typically do is, is we take it under advisement and at the next meeting, we'll make a nomination. You don't have to show up our executive assistant will reach out to you with what the next steps are. Ms. Petkiewicz replied, okay, great, thank you.

2. Monica Holm - did not show up for interview.
3. Ruth St.Hilaire - emailed the day of meeting stating something came up and she won't be able to volunteer anymore.

The Town Administrator said, so the other two candidates didn't show up, obviously, so we'll have to defer them to the next meeting. Chairperson Roy said so if you could ask. The Town Administrator replied, yeah, we'll have Jill check into that.

B. Appointments

- 1) Municipal Utility Committee - (3 vacancies - 1 member term to expire 4/30/23, 1 member term to expire 4/30/24 and 1 member term to expire 4/30/25)

1. Dan O'Brien

Selectman Guessferd made a motion, seconded by Selectman Gagnon to appoint Dan O'Brien as a member of the Municipal Utility Committee with a term to expire 4/30/25. Carried 3-0.

6. CONSENT ITEMS

Chairperson Roy asked does any member of the Board wish to remove any item for separate consent? Seeing no one, Selectman Guessferd made a motion, seconded by Selectman Gagnon to approve Consent Items A, B, E and F. Carried 3-0.

A. Assessing Items

- 1) Elderly Exemption Re-qualifications: 58 School St. - map 174/ lot 223; 7 Lorraine St. - map 198/ lot 119; 44 Highland St. - map 174/ lot 107; 21 Hawkview Rd. - map 187/ lot 012; 28 Westchester Ct. - map 147/ lot 022/ sub 018; 8 Madeleine Ct. - map 156/ lot 008/ sub 017; 4 Nottingham St. - map 174/ lot 145; 46B Pine Rd. - map 252/ lot 033; 33 Library St. - map 182/ lot 126; 102 Musquash Rd. - map 242/ lot 054; 16 Mobile Dr. - map 178/ lot 013/ sub 011; 17 Greentrees Dr. - map 183/ lot 110; 14 Karas Crossing - map 187/ lot 024; 35B Lund Dr. - map 162/ lot 028/ sub 002; 12 Ridgecrest Dr. - map 229/ lot 016; 67 Schaeffer Cir. - map 253/ lot 024; 114 Belknap Rd. - map 184/ lot 005; 104 Kimball Hill Rd. - map 179/ lot 001
- 2) Elderly Exemptions: 16 Library St., map 182, lot 087; 21 Amanda Dr., map 156, lot 008, sub 008
- 3) Elderly Exemption: 81 River Rd., map 251, lot 007
- 4) Disabled Exemptions: 15 Cheney Dr., map 153, lot 019; 38B Barretts Hill Rd., map 151, lot 005, sub 002
- 5) Disabled Exemption Re-qualifications: 60 Highland St., map 174, lot 113; 50 Riviera Rd., map 148, lot 040, sub 085; 44 Riverside Dr., map 190, lot 082
- 6) Veteran Tax Credits: 4 Heritage Cir., map 116, lot 062; 5B April Ct., map 177, lot 005, sub 130; 2A Taunton Ln., map 156, lot 006, sub 043
- 7) Current Use Lien Release: 8 Electric Way, map 218, lot 22-3



- B. Water/Sewer Items - none
- C. Licenses & Permits & Policies
  - 1) Re-adopt Fund Balance Policy
  - 2) Re-adopt Investment Policy
  - 3) Night Trucking Permit - Brox Industries
- D. Donations
  - 1) \$1,310 donation from The Bar to Hudson Fire Department
- E. Acceptance of Minutes
  - 1) Minutes of April 26, 2022
- F. Calendar

5/12	3:30	Trustees of the Trust Funds - Buxton Meeting Room
5/16	6:00	Right to Know Committee - BOS Meeting Room
5/17	7:00	Municipal Utility Committee - BOS Meeting Room
5/18	6:00	Library Trustees - Hills Memorial Library
5/18	7:00	Planning Board - Buxton Meeting Room
5/19	7:00	Benson Park Committee - HCTV Meeting Room
5/23	7:00	Sustainability Committee - Buxton Meeting Room
5/24	7:00	Board of Selectmen - BOS Meeting Room

7. OLD BUSINESS

Votes taken after Nonpublic Session on April 26, 2022

- 1.) Selectman Guessferd made a motion, seconded by Selectman Morin motion to hire Nicholas Collishaw as a full-time police officer with the Hudson Police Department, with a starting salary of \$32.67 (step 5), per hour, all in accordance with the Hudson Police Employee Association Contract. Carried 5-0.
- 2) Motion to adjourn at 9:35 p.m. by Selectman Gagnon seconded by Selectman Morin. Carried 5-0.
- 3) Motion to adjourn at 9:35 p.m. by Selectman Gagnon seconded by Selectman Morin. Carried 5-0.

8. NEW BUSINESS

- A. Public Hearing - Changes to Town Code 202 - Explosives

Fire Chief Rob Buxton was recognized and he began by saying, Good evening, Madam Chair, members of the Board, we're here tonight for the first of two public hearings regarding the suggested changes to the blasting code that we have put forward. I'll just, I'll give you a 30 second synopsis as to where we're at. Just a reminder, we wanted to adjust the fee attached to the permit from \$175 to \$300. We had added some restrictions regarding the permits and licensing and tracking of those pieces, and then we had limited the actual blasting activities not happening before 10:00 in the morning. That was also one of the changes, but the bulk of, the bulk of the changes

actually took place under notifications requiring that if a company was going to blast, they would call in in the morning between 7:00a.m. and 9:00a.m. and we would send out a Code Red notification town wide to say that it was going to be potential for blasting activities at the following sites on that day. And then they would also continue to call in 30 minutes prior to their blast, and we would send out a Code Red notification in that general area. So those were the suggestions that we had pushed forward during our meeting April 12th, and we're here for the first of two public hearings, and the second one will obviously be the next meeting in May.

Chairperson Roy said before I open the public hearing, I just want to say thank you to the Chief and staff and for Mr. Jim Crowley for working diligently to make some, I guess, necessary and well thought out changes to the Town Code. So open the public hearing at 7:06p.m. Is there anyone in the audience that would like to comment on the changes to Town Code 202? Seeing none. I will close public hearing at 7:06p.m. and the next public second hearing will be on May 24th. Thank you.

B. HPD - Locality Equipment Purchase Program Grant - Application Approval

Police Chief, Tad Dionne was recognized and said, Good evening. Thank you. I'm here before you again for another grant opportunity grant and this one is Locality Equipment Purchase Program Grant. We've come before the Board I think the last few meetings with similar ones. This particular one is to help purchase some safety equipment. It's essentially some filters for our gas masks. I don't even know if we're going to need this grant. We're looking at pricing of others from a trusted source that might be, make it a lot more affordable for us. However, the grant closes June 3rd, so we'd like permission to apply just in case. Chairperson Roy asked, does anybody have any questions? Selectman Guessferd replied, no, it's good. Chairperson Roy asked, do you guys train with this stuff? Do you guys do like gas chambers? Chief Dionne replied, this this is specifically for the team members that belong to Hudson Police for the SOU. So they do train with it. Seeing no further questions from the Board Selectman Gagnon made a motion, seconded by Selectman Guessferd to authorize the Hudson Police Department approval to apply for the Locality Equipment Purchase Program Grant to purchase filters for masks for the Hudson SOU members. Carried 3-0.

C. Request to Advertise - Town Clerk/Tax Collector - FT Clerk Position

The Town Administrator was recognized and said one of the clerks has submitted her resignation to the Town Clerk/Tax Collector, effective end of the month. So to get the jump on it, we're looking for permission to advertise for the position. That means we go out, we look for suitable candidates, conduct interviews, but we want to get the ball rolling. So the person leaving is basically due to a family issue, nothing else. So quite simply put, we come to the Board for permission to advertise, to begin the process. Selectman Guessferd made a motion, seconded by Selectman Gagnon to begin the hiring process for the Full Time Clerk position. Chairperson Roy asked if there was any discussion. Selectman Gagnon said, yes Madam Chair. Just quickly, Mr. Malizia, do these employees get exit interviews? The Town Administrator replies typically, yes. We offer them an exit interview if they would like to, they come in, and they can meet. If they don't want to, they decline. So it's up to them. We'll extend that to her. She's still got a couple more weeks. Selectman Gagnon replied, thank you. Chairperson Roy then said it sometimes involves a selectman. Sometimes they'll ask to talk to a member of the Board. But it's up to the employee. Selectman Gagnon replied, okay, great. I tend to think those are very important.

D. Replacement Copy Machines Lease

Town Administrator Steve Malizia was recognized and said so I believe we have 14 copy machines through the organization, Police, Fire, Highway, here. They're basically 14 machines of varying capabilities. We're coming off the lease that's expiring. So we went out for competitive bid. I believe it was directly mailed, I believe, to nine vendors. We advertised in the Union Leader, Town website, HCTV, Rogers Library, Bulletin Boards, etc. We received six sealed bids. The bids were reviewed by Kathy Wilson who spearheaded the project. Lisa Labrie the Finance Director and John Beike the IT Director to make sure that everything meshes with our system. And they're recommending the low bidder, Conway Technology Group, who was the low bidder for a 60 month lease, we budgeted \$31,139. I believe that coming in at \$22,280. So it will be a good savings based on the budget. So that's a positive for us. And I do believe any of these leases have an opt-out clause. If for some reason we don't get funding in a future year, we opt out. That would be difficult without copiers. So we don't like to exercise that, but we do have those clauses. So we're recommending that the board award, approve the 60 month lease to Conway technology.

At this point Selectman Gagnon was recognized and said Madam Chair, just a point of order. I believe I interrupted you and had discussion on the last, last topic and we didn't take a motion or a vote. I think you made the motion. It was seconded. You said discussion. I had a question and I don't believe you took a vote. Chairperson Roy said and that was to post the advertising. Okay, so the motion is on the floor and seconded. Motion carried 3-0.

Continuing on Chairperson Roy said now does anybody have... I just I just want to be clear. I presume this includes maintenance. The Town Administrator replied, yes, maintenance, staples, and toner. The only thing it doesn't include is paper. All the other consumables are included with it. So it is a good deal for the Town. Selectman Gagnon made a motion, seconded by Selectman Guessferd to approve the 60 month lease to Conway Technology Group, the lowest bidder, in the amount of \$22,280.64 per year for 14 replacement copy machines recommended by the Human Services Specialist, Finance Director and IT Director. Carried 3-0.

E. Post Insurance Tax Compliance Policies and Procedures

The Town Administrator was recognized and said now we come to the really exciting part of the agenda. Selectman Guessferd laughed and said reading through it was really interesting. (laughter). The Town Administrator then explained, so as part of our as part of our police station bond, it has been recommended by our bond counsel who we hired. We're required to have bond counsel to advise us and to help us with some of the legalese that we have a post issuance task compliance policy and procedure. We didn't have that before in 2007 when we last bonded, but it's become the standard. And basically what it ensures is that you're meeting all the IRS requirements to keep this a tax exempt bond. So when folks are purchasing it, they can be assured that this is tax exempt as opposed to maybe other taxable bonds. So I worked with the bond counsel to prepare this policy. The Finance Director will be the coordinator. Makes sense if you read through it and there's three motions that we basically need to pass should we wish to adopt this policy so I can check that box and that'll be part of our bond package. Seeing no questions from the Board the Town Administrator read the three motions.

Selectman Gagnon made a motion, seconded by Selectman Guessferd hat the Post-Issuance Tax Compliance Policies and Procedures, attached herto as Exhibit A are hereby approved. Carried 3-0.

Selectman Guessferd made a motion, seconded by Selectman Gagnon that the Board hereby names the Finance Director as the "Coordinator" under the Post-Issuance Tax Compliance Policies and Procedures and that the Finance Director has accepted such nomination. Carried 3-0.

Selectman Gagnon made a motion, seconded by Selectman Guessferd that this resolution shall take effect from and after its adoption. Carried 3-0.

#### F. NH Bond Bank Loan Agreement

The Town Administrator was again recognized and explained, this is the loan agreement that we would enter into with the bond bank. We're going through the New Hampshire Municipal Bond Bank. As we discussed, I think at a previous meeting, you gave us the approval. They have basically the best interest rates and it's the lowest cost way to issue as opposed to doing it on our own, where we would spend more money actually doing that. So we're going to go through the bond bank. And as part of that is this loan agreement. This loan agreement has been reviewed and vetted by bond counsel, who we've already previously spoken about, but there's a series of motions that legally we have to have so that we can show that we did this, this, this and this and this, so that when the agreement goes up to the bond bank, it's all in compliance. The stuff is all very rigid and very strict. So this is going to be long. So I'll do the best I can. But you can certainly ask.

Selectman Gagnon then said can I pause for one second. Just to go back for my own clarification, can you give a little bit more detail on the bond attorney? How do they interact or not interact with the current setup of attorneys? We have different companies? The Town Administrator replied, very specific to the bond. Our attorney does not handle this sort of work. He gave me a list of firms that he recommended. I reached out to the firms. I received two quotes. I took the lower of the two quotes. It's about \$3,700. Very specific specialty. So our attorney does not handle this. So you need to go to a bond counsel. And again, there's about ten of them in the state that seem to service, because that's the list I got. So I literally went through, sent it to everybody. I got two responses. I just picked the lower of the two and that seemed to be a logical, very experience there with, I believe Divine Millimet. That's a firm up in Manchester. This is what they do. They provide bond counsel service. So not just to us, they would anybody else going out on their own or going through the bond bank can utilize them and it gets a very special dry you can see process.

Selectman Gagnon then said and last question, if I may. How often do you hire this type of counsel? The Town Administrator replied the only time we've ever hired this counsel is when we've done our bond issues. So we did a bond issue in 1997 when we bought the water utility, and we didn't go through the bond bank because that was such a large bond at the time that the bond bank couldn't handle that. So we actually hired a financial consultant, bond attorney. We did the whole thing. And it cost us significant money, like \$50,000 plus money. But we were issuing 27 and a half million dollars' worth of bonds to buy the water utility. We use the bond bank in 2007 when we did the south end, looping for the water system, the Compass Point Booster Station, and we constructed the south end water tank. We went through the bond bank. So we had bond counsel at that point in time. Again, much more in this range. We've refinanced bonds through the bond bank, but that did not require bond counsel or any special... it just required some application paperwork because that was a refi. Yeah, this is a, this is going out to market this they make sure all the boxes are checked because again, people buy these bonds. Are they tax exempt? Did they comply with everything? You don't want somebody coming back saying, hey, you didn't do this. You didn't have a hearing. You didn't. You didn't. He didn't complete this part of the process, which would then make the whole thing invalid. And we don't want to put the project in jeopardy. So we're very, very careful with this. Selectman Gagnon replied, excellent explanation. Thank you very much for that.

Chairperson Roy then said I just have a quick question the \$3,700, is that a flat fee or. The Town Administrator replied, that was a flat fee. The Chair replied, all right. Makes sense. The Town Administrator then said so if you're ready, I'm going to read a series of motions. Are you ready?

The Town Administrator read, *motion: That under and pursuant to the Municipal Finance Act, Chapter 33, N.H. R.S.A., as amended, the New Hampshire Municipal Bond Bank Law, Chapter 35-A, N.H. R.S.A., as amended, and other laws in addition thereto, and to votes of the Issuer duly adopted on March 8, 2022 under warrant article 9 of the Warrant for such annual meeting of the Issuer there be and hereby is authorized the issuance of a \$5,928,280 Bond of the Issuer (the "Bond") which is being issued by the Issuer for the purpose of financing the expansion and renovation of the Police Facility. The Bond shall be dated as of its date of issuance, shall be in such numbers and denominations as the purchaser shall request, shall mature in accordance with the schedule set forth in Exhibit A to a certain Loan Agreement hereinafter described (the "Loan Agreement"), shall bear a net interest cost rate (as defined in the Loan Agreement) of five percent (5.00%) per annum or such lesser amount as may be determined by a majority of the Board. The bond shall be substantially in the form set forth as Exhibit B to the Loan Agreement and otherwise shall be issued in such manner and form as the signatories shall approve by their execution thereof. Motion made by Selectman Guessferd, seconded by Selectman Gagnon. Carried 3-0.*

The Town Administrator read *motion: That the Bond shall be sold to the Bond Bank at the par value thereof plus any applicable premium. Motion made by Selectman Guessferd, seconded by Selectman Gagnon. Carried 3-0.*

The Town Administrator read *motion: That in order to evidence the sale of the Bond, the Treasurer of the Issuer and a member of the Board are authorized and directed to execute, attest and deliver, in the name and on behalf of the Issuer, a Loan Agreement in substantially the form submitted to this meeting, which is hereby approved, with such changes therein not inconsistent with this vote and approved by the officers executing the same on behalf of the Issuer. The approval of such changes by said officers shall be conclusively evidenced by the execution of the Loan Agreement by such officers. Selectman Guessferd made this motion, seconded by Selectman Gagnon. Carried 3-0.*

The Town Administrator read *motion: That all things heretofore done and all action heretofore taken by the Issuer and its officers and agents in its authorization of the project to be financed by the Bond are hereby ratified, approved and confirmed. Selectman Guessferd made this motion, seconded by Selectman Gagnon. Carried 3-0.*

The Town Administrator read *motion: That the Clerk and the signers of the Bond are each hereby authorized to take any and all action necessary and convenient to carry out the provisions of this vote, including delivering the Bond against payment therefor. Selectman Guessferd made this motion, seconded by Selectman Gagnon. Carried 3-0.*

The Town Administrator read *motion: That the useful life of the project being financed is in excess of twenty (20) years. Selectman Guessferd made this motion, seconded by Selectman Gagnon. Carried 3-0.*

The Town Administrator then said thank you. Necessary. You got to do what you got to do.

#### G. April 2022 Revenues and Expenditures

The Town Administrator was again recognized and said so we are looking at this revenues and expenditures through April. So that is 5/6<sup>th</sup> or 83% complete of the year. Legal if you look at it, it looks tight, but we're getting \$40,000. It hasn't been booked yet. I believe we received the money and in the next. Selectman Guessferd asked so we received it? The Town Administrator replied, we received the \$40,000 so this will be closed up. So that was my main area of concern. Everybody else is tracking right around that 83. It's going to be tight, but everybody seems to be meeting their target. So I'm pretty comfortable so far with that. And motor vehicles continue to do well. We're ahead of budget. We're a little bit off of last year's pace, which was a record pace. So but maybe 200K off of last year's total if I extend it out. But we're still well above our budget, so that's a positive. That'll flow to surplus and can be voted onto use for something, tax reduction perhaps, but that's a positive sign.

And for those who keep track of the ambulance billing, we are two months behind, not one month. The ambulance billing company had some sort of cyber-attack, which we're okay, but they had to go back and recreate their records. So normally we are a month lagging on receivables, we are two months lagging. It looks good though. We're going to hit the numbers. We're probably going to exceed them. But I just want to let you know if you're looking at that closely.

Selectman Gagnon asked, and Mr. Malizia seeing that we are in a by default budget this year and a default budget next year as well. You know, are you and your staff kind of keeping a record? Because I know we've talked about what are we going to miss out on? What are we have to cut on? Can we get a report either actively or at the end of the fiscal year explaining this is how we stay within the default budget, but this is what we lost out on so we can have a factual conversation about that? The Town Administrator replied, so if I could take you back, we had a conversation at the, before we got into this fiscal year of what we are exactly cutting. Those are the things we cut. We'll have a similar conversation for next year. I'm anticipating at the next meeting. So I can trot out what we gave you before, but that's the stuff that we didn't do. But simply put, I mean, you can certainly look at it. We're not deviating from that. One possible, one little exception is that we allocated money for the Moderator's poll books, we did modest things like that, but we had other deferred projects, things we weren't going to do, which was on a list that you all reviewed. We'll have a subsequent list for next year. We're just kind of fine tuning things. Selectman Gagnon replied, okay. Thank you for that reminder. The Town Administrator replied, it's tough. Selectman Gagnon then said I just want to make sure it's clear to everyone, both myself and the public about what that vote really does. Thank you, sir.

#### H. MRI Report - Town Hall Staffing/Needs Assessment

Chairperson Roy said so the next thing on the agenda is the long awaited MRI Report for the Town Hall staffing and needs assessment. The Town Administrator then said so obviously you've all received the report. I believe we emailed you a flash copy and a hard copy. It's also been, just for the information, released on the department heads, just so it's out of the public realm. As I understand it, probably a more in-depth analysis will take place at a future workshop when all members are present to discuss the recommendations. It certainly is pretty spot on in my opinion. The one caveat is we have no money. Selectman Guessferd said yeah, it's a constraint. The Chairperson replied, it is a constraint, although I think it's worthwhile to have a workshop meeting and talk about what our priorities are going forward. So then when we look at FY 24, then we'll know we're, you know. Selectman Guessferd added, and how we can move toward that. There's some excellent recommendations there that I think we need to take a serious look at.

Chairperson Roy then said and then there might be some things that we may not feel as a Board is a priority. We might want to put those on. The Town Administrator replied, you might have to time some things but you certainly would be looking at your 24 budget and saying, okay, what can we propose based on an independent analysis, what makes sense? You can't do everything all at once. That's probably not practical, but you can start taking steps and you can determine which steps you want to take.

The Chairperson said so I guess I'll ask, can we tentatively set up June 7th as a workshop date to talk about it? And then while we're talking about it, can we can we post this as a separate document from the website? The Town Administrator replied, yes. If you'd like. It's part of the agenda, but we can put it out separate. Selectman Guessferd said yeah, we can do that. I'm okay with that. The Town Administrator said tentatively we'll have it, and then we'll post it separate, but we'll tentatively. Chairperson Roy said Yeah. And then we can reach out to Selectman McGrath and Selectman Morin and make sure and if you want to follow up, make sure we're all available.

Selectman Gagnon then said and if I may add to listening to this, you know, I definitely I read over it. It's very interesting. What I'd also like to do maybe during this workshop is connect the recommendations here, for example, like if it's a headcount to someone and then make a kind of a decision tree, what the head count will cost and what that will affect and connect it to like the CIP plan and other major projects. So we can say that we can prioritize by saying, you know, this this document recommends five major changes to how town hall operates. One of those changes is adding this head count and that potential person will have interactions with three different CIP projects. So you really add weight to prioritizing and showing that the value of what the recommendations are would be key.

#### I. Budget Committee Bylaws

The Town Administrator said and as you can clearly see, the Budget Committee has amended their bylaws. I think everybody's well aware of that. And it appears that they are not recording or not allowing the ex-officio members that would be the School Board member and the Board of Selectmen member, of the Budget Committee, to vote. So at this point in time, they have been sent a letter from our attorney, I believe the same exact letter went from the School's attorney. And I don't believe any action was taken to change or amend the bylaws. So at this point in time, you folks have to make a decision. What would you like to do to proceed?

Chairperson Roy said okay so I will I will entertain a.....Selectman Gagnon was recognized and said thank you before the motion, you know, I think it's a shame, you know, I sat in that Committee for a year now. You know, I generally I liked the individual. We had good conversation. We didn't always agree, but I had great respect for that Committee. One recommendation I didn't make to them when I sat there before I was not the liaison anymore, was, you know, there are free resources for them to utilize. New Hampshire Ma has lawyers and costs nothing, and if they feel valid in their opinions, I would love to see them speak to a lawyer or multiple and support that feeling they have. So for them, I'm quite disappointed that they didn't seek out any type of free counsel to see if what they thought is truly valid, legally or not, and jump right to requesting financial aid from us, making it kind of like, you know, kind of an argument back and forth that's really going to cost the taxpayer. So it's really unfortunate. I thought we had better people at both boards that could really come to an agreement on this. But we'll have to do what we have to do based on what the law is clearly stating.

Selectman Guessferd then said yeah, and to that point. So I just want to make sure that it's clear there are two different documents we're looking at here. We're looking at the RSA and we're looking at the municipal what it, the basic, the Law of Budgeting Municipal Guide is. Right. The Municipal Guide is much more specific about ex-officio voting members. The RSA isn't quite as specific, but it

doesn't exclude us collectively from from voting. And I've always struggled with this because when I was on the Budget Committee last year, they started talking about this and about this idea of not being able to vote. And and I never quite understood it because there's nothing in the RSA that says they're non-voting members. And so it's indeed is unfortunate. But I just want to make sure I think that's where they're coming from. I think they're looking at the RSA and saying, well, it doesn't say we are, it doesn't say we're not. I mean, unless I'm wrong in terms of my reading the RSA.

Chairperson Roy replied, no, I don't think you are. I think that actually, if I remember correctly, I don't have it in front of me. There are essentially two types of members that are at large, members of the board that elected by the people. And then there are two appointed members, one from the school board and one from the select board that but the RSA is clear when it says that all of the members have the same rights. Selectman Guessferd said have equal rights. And that's the place right there where, where. And the reason I'm talking about this right now is because I want to make sure that, there's a lot of folks out there that I believe are looking at this and going, here we go again. You know, our town is we're essentially heading to a place where we're going to sue each other. And but it's not for no reason. And I think I think people need to understand that that this is this is a fundamental aspect of the Budget Committee organization and members that it's that this is something that is essentially comes down from the state law. Now, I watched the Budget Committee meeting last week and there were things said about that maybe the state law isn't clear, whatever, but it's clear enough. And I just think that the folks need to understand that that we're not just taking this whatever actions we're going to take just because we want to be adversarial, we're not. We believe it's in the best interest of the taxpayer that both the School Board and the Select Board have members on that Committee. And I think I just want to make sure, because a lot of folks watch these meetings and they look at things, but they look at them from 50,000 feet. And they don't see. All they see is the the action. They don't see what's behind it. So I just I think it's important that people know and understand at least as well as they can, that this is what's happening.

Chairperson Roy said so I'll just say a couple of things. One the offer was also proffered for for by both the School Board and Town Council to go to the New Hampshire Municipal Association for a free legal opinion about how this is going. But I also think to your point, that it's important that the governing bodies of this town protect their interests in being able to govern. Right? So so I don't think it is pointless. I think it's its unfortunate, but not not pointless right? Selectman Guessferd replied, right, exactly. Chairperson Roy continued saying so I guess we're at a point where it will go where it will go. And to that, if there's no more questions.

Selectman Gagnon then said Madam Chair, sorry for dragging this out, but just just one more thing to that. You know, I've had some discussions with people on the topic too and and I don't disagree that maybe what they're saying makes sense personally to me, the law doesn't say that doesn't support their reasoning. Do they have reasoning? Sure. Do I understand the reasoning? Yes. But in my interpretation of the law, it doesn't support their reasoning. And as you and I know and others, there have been attempts at the state level to change the law. And I'll give you if that law changes and the interpretation is much more clear I have no I have no say, and that's fine. So be it. But as it stands right now and if I may, I'll brief this, but I was just reading the Budget Committee bylaws, not bylaws, State RSAs and I'll kind of slim this down. But Section, Subsection B says that the school board and the select board members are ex-officio. And then it goes on to say that no town selectman can serve as a member at large. So we have two terms an ex officio and a member at large. So we can't be members at large. And that's Section five. Section six then says one member at large can be elected to the Budget Committee chairman. So my interpretation of those three sections is that, yes, our term collectively is an ex-officio member and that the other elected members are members at large. And the only difference there is not the voting capacity, but it's that we as ex-Officio members do not have the ability to be chair or vice chair or even clerk for that matter, I believe, based on reading those three in order. So that's my stance and thank you for that time.



Chairperson Roy asked so is there any more questions? More questions? So at this point, I will entertain a *motion to initiate legal action by petitioning the Superior Court for an order compelling the Budget Committee to amend its bylaws to restore the voting rights of the ex-officio members of the Budget Committee. Selectman Guessferd made this motion, seconded by Selectman Gagnon. Carried 3-0.*

J. Budget Committee Request for Legal Funds

Chairperson Roy said so the next part of that, I guess that same thing, is the Budget Committee's request for legal fees mechanism. The Town Administrator was recognized and said so in tandem with that, the Budget Committee has made, I believe at their last meeting, two motions. A motion to request a request, \$6,000 transfer from the legal or from the operating budget, they didn't specify where from, to their account. And then for next year, fiscal 23, an additional \$24,000 from the operating budget to their account. So what they're basically asking for, my understanding, is transfers so that I believe their request mentioned something about procurement of legal services. So they would seek representation different than the Town Council to represent them in this matter. So you have a choice. You could either make those transfers or you could allocate funds from the legal budget to the Budget Committee, i.e. you don't have to transfer the money. It's all the same budget for both years. So it depends on how you folks want to proceed.

Chairperson Roy said I'm going to take the pro to the chair for a second and talk about this. First, I think the motion to allocate is the more appropriate motion of this at this point. Right? I think and it's kind of my professional opinion that I don't know where there's \$30,000 worth of work in this case. Right. That's a lot of hours at a going rate of about \$225 an hour. So first, I would I would suggest that again, the second, the second motion to allocate the money as opposed to transfer the monies is more appropriate. And then I think it would be very generous if it was \$6,000 for this FY 2022 and then \$10,000 for FY 2023. And I think that's that would more than get them there. The other thing I would say about that is that if I am incorrect and it is more than that, they can always come forth and request more. Selectman Guessferd asked, so are you recommending that we actually change this motion from 24 to 12? Chairperson Roy replied, 24 to 10. Yes, yes, yes. Again, with the caveat of that, if I'm incorrect, they can come back and ask for more. I just again, when I do it in my head at \$225 an hour, that's like 133 hours if I did the math right. Selectman Guessferd then said that was presuppose that you're probably ending up in the courtroom for a significant amount of time. Chairperson Roy replied, right. So so I will, quite frankly say that I don't practice this kind of law. But but general legal procedure would tell me town council files a petition, they file an opposition and there's a hearing. And that's sort of the life of the case. Right. Right. So, I mean, maybe they appeal. That's something that we can't predict. And I wouldn't want to, I guess, presuppose that and kind of lock up that money for something that may or may not happen.

Selectman Gagnon said if I may, just for understanding what is the budget committee's budget currently? Do they get a couple hundred dollars, a couple \$1,000? The Town Administrator replied, I think it's less than \$1,000. They don't have a separate legal budget, the only separate legal is for water and sewer. They have a modest budget for advertising, for supplies. It's pretty modest. Chairperson Roy then said yeah, I actually had, we had that discussion. The only separate budget is and I'm presuming is water and sewer. And that's just because they're self-funded, right? The Town Administrator replied correct. Chairperson Roy said so there is only one legal bucket of money. Selectman Guessferd said well, and that's where I was actually. The Town Administrator said \$800 is the Budget Committee's budget. Selectman Guessferd said that's where I was kind of heading in terms of my thought process on this as well. I just think that if it's legal fees, it's Town of Hudson that most likely belongs in that legal bucket. So that if you put it in the in the Budget Committee budget, then then it's then it's in a place that's it's a much broader, I guess I'll say, purpose for whatever. And granted, I know they're going to use it for legal services, just more or less from an accounting perspective, just the legal fees. The Town Administrator said so when, when and if they procure an

attorney, I'm assuming they would we would do a purchase order. We'll assist them. We'll do the purchase over \$6,000 this year. And should they need it, \$10,000 next year, no problem assisting them. And, you know, tell us who the vendor is. Tell us who the attorney is. We'll do the purchase order so they'll expend against that purchase order. We do the same. We do it with our general counsel. We expend against the purchase order. So not any different really. Just a different attorney.

Chairperson Roy then said and then I'm sure you send out a letter or something explaining the point of contact is and what the process is. The Town Administrator asked to who? Chairperson Roy replied, to the chair person, the Budget Committee. The Town Administrator replied, we will certainly let them know that we are prepared to assist them preparing purchase orders. I I'm assuming I don't know if they have an attorney. I have not been asked to assist on that, but we'll make sure that they get the assistance they need. So did somebody make a motion?

Selectman Gagnon made a motion, seconded by Selectman Guessferd to allocate \$6,000 from FY 2022 legal budget and \$10,000 from FY 2023 legal budget for the Budget Committees procurement of legal services at the Municipal Attorney Market Rate. Chairperson Roy asked, any discussion? So I just want, I guess, transparent and clear that that in discussions with Town Council and a little bit of research, \$225 per hour is the ballpark for the municipal attorney market rate. With that, all those in favor signify by saying I. Carried 3-0.

#### K. Clarification of Budget Committee Concerns on Audit Report

Chairperson Roy recognized the Town Administrator who said so it's my understanding that was conveyed back to us from, I believe, your liaison so much more and that there was a question concern vis a vis some comments and the latest audit report that an adverse opinion was extended vis a vis our fixed assets just for some history. This has to do with Government Accounting Standards Board standard number 34. They call it also GASB 34, which is basically an accounting of your fixed assets and how you present them in an annual report. The Board of Selectmen, through the years, decided not to implement GASB 34 because of the cost. In other words, they would have had to have gone out and valued every underground pipe, infrastructure, and it would have cost thousands and thousands of dollars. So the selectmen, consciously through the years, made decisions not to be compliant. This opinion has basically been in our audit report since 2004. So I'm not sure why it's highlighted this year over any other year. I look back 2003, 2004, 2005. I see it in our audit report. So it's nothing that we're not aware of, any new assets that we've added we are accounting for because we know what they cost. We just did not go back and price out all of the stuff that was in the ground and that was prohibitively costly to do. That was a conscious decision by the board.

Chairperson Roy said so can I just so we're clear that you're talking about laid pipe. The Town Administrator replied, we're talking about infrastructure. All of our buildings are accounted for. All of our equipment is accounted for. Anything we've constructed since 2003 is accounted for. We just didn't go do a forensic back look at all the assets that we have that are not easily costed, for lack of a better word. We would have to hire an outside professional firm to do it. And the Board and the Board discussed it multiple years. I have minutes. I pulled a few years' worth of minutes. They've had this conversation. They decided not to do it. The only real detrimental effect from what we could figure might affect your bond rating didn't seem to affect it because we wanted the bond bank.

Selectman Guessferd said so I just I just want to I just want to ask the question again. You've already you've already stated here, and I appreciate that because I don't have a lot of the history of when this started. I appreciate because when I read through the audit report, you know, I my thought initially was kind of well, it was a lot of negativity here, a lot of things that are. But I just want to hear it again from you. Then the taxpayers can hear it. Anybody who's watching this, what is the negative effect on the taxpayer of this town for being non-compliant with that particular part? The Town Administrator

replied, to my knowledge, the only negativity is the fact that it might affect your bond rating if you were to go out on your own and do a bond. I'm not sure that it would affect it, but it is an adverse opinion because you're not accounting for all those assets. Selectman Guessferd replied, so from what I'm hearing, it's actually saved us money because we haven't had to go out and evaluate all of that infrastructure. The Town Administrator replied, that's why the Board of Selectmen did not, chose not to do this, multiple times. If you recall, a selectman named Ken Massey was on the Trustees. He actually came he actually was promoting let's do it, let's do it. He eventually came around to say, I see no value in doing it. So it's a standard we're not complying with. So that was that standard came out in the late nineties, early 00's. Standard 34, it's up to standard 80 something now. They propagate a lot of standards and we're basically compliant with every other standard except for that one.

Chairperson Roy asked, okay. So can I just ask, what is our bond rating? The Town Administrator replied, the last I checked, it was AA1. Chairperson Roy asked, and I guess what is the? The Town Administrator replied, double-A one. AAA is the highest. It's very difficult for New Hampshire. It's possible, but most New Hampshire communities aren't at triple-A just because of the way we do revenue, the property tax and stuff. Bond rating agencies like to see more than one main source of revenue. That's my understanding. When we went into the water utility, I actually went down to Wall Street with a financial advisor. We got the bond rating upgraded to that AA1, so we haven't really needed to do anything with it since because quite frankly, the bond bank is the best option, lower cost of issuance and quite honestly, it's just a more efficient way to do it. So anyways, that was that was the concern brought forward. So I just wanted to explain it and that's it's been in the audit report since 2003 or for.

Selectman Guessferd asked and the second item here right. That that's the management discussion has to do with the GASB 34. So they're in tandem. So if you're not doing GASB 34, you're not going to be in compliance with the management discussion. It's quite simply put.

#### L. Budget Committee Request

Chairperson Roy said so there was a request at the last Budget Committee that I believe it was the Town Administrator and the Financial Director appear before them. After a discussion with Selectman Morin my understanding is they have been provided all of the information that they requested. The Town Administrator replied, we always try to provide whatever information is requested. So if there's something deficient, I mean, I'm not aware of what it may be from before. If they want something new, I'm sure Selectman Morin will communicate that. In the past, typically the Finance Director is the support the staff person that supports the Budget Committee. So when you look at non budget, i.e.; in the budget season, it's all hands on deck. All departments usually go. But typically during the year the Finance Director would be there to assist, answer questions, and provide information. It's not uncommon for that to be the case. Don't necessarily have to go to every meeting, but typically have gone to meetings. I did it many years ago as the finance director. Ms. Carpentier did it many years as a finance director. It's Ms. Labrie's responsibility to be the staff liaison, at that level to the Budget Committee. It doesn't mean she has to go to every meeting. And again, if somebody wants something, I generally think they would communicate back to the liaison, I believe, which is Mr. Morin. And actually it's the member, not the liaison. My apologies.

Chairperson Roy asked, anybody want to? Selectman Guessferd said there was a couple of things that were brought to light that they were talking about in their meeting. And one of them had to do with grants and accounting for those. And I know that Member Clegg of the Committee was concerned about that and supposedly getting together with the Finance Directors of both the School District, I believe, and ours to talk about the accounting for grant money, both the influx and the spending of that. But we keep that that's pretty well managed, correct? The Town Administrator replied, so we so we do account for the grants, as a matter of fact, because we exceeded the

threshold of \$750,000 of grants. We are required to have a single audit. So our grants have been actually audited by the audit firm as a separate audit from the general audit. So everything gets reviewed by the auditor, say, yep, you did this, you have that, you have this. I mean, it's a requirement when you hit the 750 threshold under 750 does not require a single audit. It doesn't require a special audit, but we account for all the grants. Selectman Guessferd asked, so we have that documentation available should they want to? The Town Administrator replied, if somebody wants to see it. What would you like to see? I'm not aware that anybody previously asked for it. If they did, I missed it. Maybe I wasn't at that meeting. But we get grants. Selectman Guessferd replied, I just watched it, that's all.

Chairperson Roy then said, so I have a question about this because I maybe I'm not as all that knowledgeable about this part of it, but, what authority does the Budget Committee have over grants and how they're accounted for? Selectman Guessferd replied, they really have none. No, I mean, that's asked and answered. They're what I believe they're trying to do is in some of these cases is to just understand and make sure that that the in there, I guess, the fiduciary duty that they're being spent, the moneys are being spent appropriately and accounted for in the right way. I mean, I don't know anything. I mean, that's what I would assume if I was asking those questions as a Budget Committee member, I would just want to make sure that, you know, that those things, if I wanted to review them, I would be able to see those records. Chairperson Roy replied, and don't get me wrong, it's not that I wouldn't obviously the public documents, and I wouldn't curtail the Budget Committee from seeing them. I just do sort of have some concerns that they may, for lack of overstep and trying to change the way things are done within the system. Selectman Guessferd replied, yeah and I'm not sure that's what the, the intent is, but, but certainly the way we do, I guess they want to want to make sure that that the, the way we do, do business is is financially responsible, I guess. But I mean, it's a it's a deeper dive than I've seen, you know, and I'm not sure how it focuses in on the actual upcoming budget. Chairperson Roy replied, Right. I that's I guess that's where I'm a little... Selectman Guessferd said I'm that's where I'm a little bit confused, I guess I'll say on that. So, so I guess I know there was also discussion of the word I think transfers came up. You know, it's always it's one of those I think I think it was it was said. But again, there was no specific request. What about this particular transfer or this particular grant? And so I'm not sure exactly. It's almost like casting your rod...Chairperson Roy replied, and see what comes up? Selectman Guessferd said in a big pond. And if there's specifics, we certainly would be able to answer those particular questions. Tell us what the concern is and whether or not that's know we can we can provide the information. So I, I really think if there's going to be asks and we get Budget Committee, this is the time of the year when the Budget Committee does a lot of this asking and it's okay to take a look at the monthly revenues, to see where we are, to make sure that we're meeting our you know, that we're not underspending when we're, you know. Or overspending or just making sure that we're it's a clear path of of our of our year that would impact possibly the following year and when we go into the next budget season. But right now, I I'm not seeing specific asks at this point.

Chairperson Roy replied, right. I think maybe that's where my...Mr. Gasida, Chairperson of the School Board said and just for complete transparency, the school is being asked for the same thing in a deeper dive than we've seen in the past. And again, perfectly within their right, you know, we're providing the information when we when we can. But the same question came up about the grants. And I think on our side now know if it's the same on yours. It seems like a lot of the question is we show the grants on the revenue side and then on the expenditure side, there's nothing that indicates necessarily this is for a grant. And so I don't know if it's a transparency thing or I'm not exactly sure what, but I just want it to be clear that it's not just the Town they are going to the School as well. So, you know, within their rights to ask and where just similar to you, we're doing everything we can to provide them what they what they ask for. And I know we're going to have some folks at the next the June 1st meeting or whatever, the June 4th the date is as well. So it is it is a full, you know, both sides of that. Both bodies are being asked for a lot of information.

9. Board Liaison Reports

Selectman Gagnon: So the Sustainability Committee is having an Eco Fest on May 21st at the Rogers Memorial Library. It's held by both the Sustainability Committee and the Palmer CTE Center. So look forward to that. Let's see. And last night was my first time joining the School Board as a liaison. That was pleasurable. Thank you for having me. I don't believe there was anything major to recap, but you can always nudge me in the side if I forget something. And I think that's the two most recent committees I've been to. So that's all I had. Thank you.

Selectman Guessferd: Yeah. So it's been about a month, a little over a month since I'll start with Cable there. Basically, the big thing we're doing right now is they're updating their bylaws. So we're in the process of people, everybody on the Committee is looking at them and making suggestions. And we're going to come up with an update. And then I believe we have to have a public hearing on that. So that's kind of where we're heading. Don't have a scheduled I don't know when the next meeting is, but I'm sure when we do have it, that's when we're going to be going over those changes as requested changes from various members of the of the of the Committee. So that's TV. Cable. Planning is doing a much awaited update to our land use laws, which over the years have kind of gotten a little convoluted in some ways. You know, I think anybody who's gone through those regulations, going through a process to get permits and things like that, sometimes, you know, things have kind of been added. So right now the focus is, is to make them more organized, easily, more easily usable. And by the folks that you know, by people that are looking to have things done, to be able to find things. So we had our first workshop on that at the last meeting. We will have our second workshop on that on the 25th of May. In the in the meantime, our next meeting on the 18th is going to be we'll be addressing a few a few cases, a few things that we're looking at. So that's where we are on Planning.

And Rec is my, my other rec department. Chrissy Peterson and her department are doing a great job. We got a couple father daughter dances coming up this weekend, Friday and Saturday. You can go to one or the other. Selectman Gagnon replied, I'm going to one. Selectman Guessferd replied, all right. So here we go. There's lots of spring sports that just had their first weekend. Mother's Day was the kickoff of their new flag football season, the first time they've done it. And it looks like it was a real success. We're doing a calendar fundraiser this month and I looked at the names and they're doing draws on Facebook, the biggest with Rec Department. If you want to find out about the programs and the things that are going on, definitely go to the Town website, go to the Recreation Department page, and there's a lot of stuff there. There's pictures from the Easter Bunny bash and I mean, there's all kinds of things. But the other place to go, if you're really looking at trying to understand what's going on, a lot of the fun things they have a Facebook page, Town of Hudson Recreation Department, Facebook page. And they've been doing they've been doing live draws every day. None of our names have been drawn yet, but it's been it's been kind of fun. And various Town employees have been have been drawing the names out of the hat. And I saw I saw Elvis on one of them. And so there's lots of great things going on with the Rec Department. And, you know, it's I really love what they're doing. It's because it's a real it's a real boon for this town, that department and what they're doing right now. So and of course, the summer program is coming up. I think everybody's excited about that because this will be, what, the first time in a couple of years that we've had the summer program. So that's really, I think, where I think my departments.

Chairperson Roy then said If I could just add one plug for the Rec Department, if, if you're old enough and looking for work, please reach out to them. I know they are looking for summer, summer help. Counselors, counselors and those kinds of things. Yeah, yeah. And knowing the Recreation Director, sure. She's a pleasure to work for because she's a very wonderful person. Selectman Guessferd added, as a matter of fact, she just won Citizen of the Year for Hudson. So it's an indication of all the great things that she's doing and the contributions she's making to our town.

Chairperson Roy: So the only update I have is for the Zoning Board of Adjustment. They too is a season they are looking at, They have been actually for a couple of months now looking at their

bylaws, looking at their forms, trying to make them a little bit more user friendly and more clear on what the regulations are so that people don't keep having to come back. They also are adjusting to account for some of the zoning adjustment ah zoning ordinances that were changed as a result of the election. So those things will be forthcoming. Same thing I think they need if they want to change an ordinance, they need they need we need to have a hearing and such. So that will be forthcoming.

And then I mentioned it the last time, but I'll mention again, the library is switching over to what's called GMILK and that is a multi-county, multi town library card system. So if you have a Rogers Memorial library card you can use I know Salem's in their Londonderry's in there Derry's in there. Just a ton of libraries. You can either go there physically or you can order online. You can do both. You can order something online, get it and return it to Rogers or return it to the original library. There's all kinds of good things that go along with those, those things. So looking forward to using some of those resources. And with that, I will turn it over to remarks by the Town Administrator.

10. Remarks by Town Administrator

Just have a couple of public service announcements. Basically, hydrant flushing has started. That started Sunday night will finish around May 26th. That's typically when we flush the hydrants to make sure we get any rust or sediment out, keeps the water system running clear.

For those who use it, the Transfer Station will be closed this weekend, May 14th. Closed means no leaves, no brush, no trash due to the construction. If you haven't been over there, I've been over there doing great progress, making the large walls for the new setup. So they've done a great job, but it is closed this weekend.

And finally, the RFP for the Police Station has been released. There's a mandatory PRE-BID meeting will be held on June 13th at the police station. So we are moving along on that project too. I think that's all I have for now.

11. Remarks by School Board

School Board Chairman Gary Gasdia was recognized and said so as Mr. Gagnon said, he was at his first meeting. Big shoes to fill. Our last liaison was fantastic, but jumped right in. Got involved. Ask some questions. It was great. Great to have you look forward to working together.

For the schools. I think the big thing is our superintendent transition is going unbelievably well. You know, really want to publicly thank Superintendent Russell. He has literally opened up every book, every coffer, everything he's learned over his years with us. And to incoming Superintendent Mullis, he's attending cabinet meetings. He's attending staff meetings, he's attending School Board meetings. He's pretty much all in, which is phenomenal, given the fact that he is still a superintendent in his own district. So the transition is going great. And so I think we're going to be in a great place come July 1st.

The students are very busy, a lot of academics going on, a lot of AP exams going on and getting ready for finals. There are sports activities. There are. Fiddler on the Roof is at Alvirne this weekend. The spring concert is coming up the following weekend. The Washington, D.C. trip was back this year, back and improved. They did not only Washington, D.C., they also did Williamsburg. It might have been a little too much for the bus on the ride home, but that's a different story. But it's great to see that trip back and over spring break. We also had some kids that were in Panama, which was a trip that was planned pre COVID that got pushed on. But they got to do that. And in less than a month, our seniors graduate. So all of those activities that go with that will be taking place. So very lively, very lively place our schools this time of year. So if any of the community members want to

come to the shows or taking a sport or go to a concert more than welcome, we'd love to see you. So that's it.

12. Other Business/Remarks by the Selectmen

Selectman Gagnon: I have nothing further tonight. Thank you.

Selectman Guessferd: I'm all set as well.

Chairperson Roy: I just want to congratulate all the recipients of the Citizen of the Year award in the Business of the Year award from the Chamber of Commerce, and then from all the recipients of the Loyalty Day Awards at the VFW. I also want to give a kudos to HCTV for their coverage of the construction at the Transfer Station. They're out there providing video updates. So if you want to know where that's going, I think they do it once or twice a week they have a video update on what's going on there.

13. Nonpublic Session

*Motion by Selectman Gagnon at 8:05 p.m., seconded by Selectman Gagnon to go into non-public session under RSA 91-A: 3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph. A roll call vote was taken. Carried 3-0.*

Nonpublic Session was entered at 8:05 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.

Chairperson Roy entered open session at 8:33 p.m.

Motions made after nonpublic session

*1. Selectman Gagnon made a motion, seconded by Selectman Guessferd to approve Chief Assessor, Jim Michaud's request to buy back 100 hours of his earned time. Carried 3-0.*

*2. Selectman Guessferd made a motion, seconded by Selectman Gagnon to recognize and award Atty. Joe Tessier, Lt. Steve McElhinney, Lt. Roger Lamarche, Executive Coordinator Sherrie Kimball, and Animal Control Supervisor Jana MacMillan with a merit award of \$200 each per the Supervisors Association Contract. Carried 3-0.*

*3. Selectman Guessferd made a motion, seconded by Selectman Gagnon to recognize and award Jeri Cloutier, Colleen Jefferson, Ethan Brodell, Giomar Colon, and Matt Topper each*

with a \$100 merit award according to the Hudson Police Employee Association Contract. Carried 3-0.

4. Selectman Gagnon made a motion to adjourn at 8:34 p.m. this was seconded by Selectman Guessferd. Carried 3-0.

14. ADJOURNMENT

Motion to adjourn at 9:35 p.m. by Selectman Gagnon seconded by Selectman Morin. Carried 3-0.

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

\_\_\_\_\_  
Kara Roy, Chairperson

\_\_\_\_\_  
Bob Guessferd, Vice Chairman

\_\_\_\_\_  
Absent  
David Morin, Selectman

\_\_\_\_\_  
Absent  
Marilyn McGrath, Selectman

\_\_\_\_\_  
Brett Gagnon, Selectmen



## HUDSON, NH BOARD OF SELECTMEN

### Minutes of the May 24, 2022 Meeting

1. CALL TO ORDER - by Chairperson Roy the meeting of May 24, 2022 at 7:00 p.m. in the Selectmen Meeting Room at Town Hall
2. PLEDGE OF ALLEGIANCE led by Attorney Joe Tessier
3. ATTENDANCE

Board of Selectmen: Brett Gagnon, Bob Guessferd, Marilyn McGrath, Dave Morin, Kara Roy

Staff/Others: Steve Malizia, Town Administrator; Rob Buxton, Fire Chief; Jim McIntosh, Dir. of Community Media; John Beike, IT Director; Chrissy Peterson, Recreation Director; Gary Gasdia School Board Representative; Jill Laffin, Executive Assistant

Also present: Flo Nicolas and Atty. Joe Tessier of the Right to Know Committee

#### 4. PUBLIC INPUT

1. James Crowley, 4 Fairway Drive

Mr. Crowley said Okay. I'm James Crowley 4 Fairway Drive. And I want to give my support and appreciation for the professionalism and effort the Hudson Fire Department has performed in revising Chapter 202 Explosives of the Hudson Town Code. I feel new business item 8B should be given full Board of Select support and approval, plus a handshake and a smile for their efforts. Wouldn't hurt either. Thank you.

#### Message to the Residents of Hudson from Chairperson Roy

At this point, Chairperson Roy said it's not on the agenda, but I'm going to take the privilege of the chair because I have a statement to make today. Chairperson Roy went on to read the following statement:

"This Board, through counsel, has made the extraordinary and unfortunate, yet necessary step of filing a petition with the Hillsborough County Superior Court, asking them to compel the Hudson Municipal Budget Committee to come into compliance with the laws of the State of New Hampshire. Tonight, I'd like to go over the facts and the timeline that led up to this unusual decision. I will discuss three emails I received, and those emails will be included in the minutes of this meeting, along with the petition that was filed today.

On March 16th, 2022, the Budget Committee voted 7 to 1 to change their bylaws, to deny the appointed School Board member and the appointed Board of Selectmen member their right to vote in contradiction of RSA 32:15-I (b), at that meeting. Mr. Cole, Mr. Clegg, Mr. Weissgarber, Mr. Trost, Mr. Martin, Mr. Murray and Mr. Quinlan voted in favor of the change Mr. Guessferd voted against. There was no School Board representative appointed at that time, and Mr. Urrutia and Ms. O'Leary were absent.

On March 26, 2022 I received an email from Chairperson Cole. He questioned whether I was aware of or authorized an email from Selectman Gagnon. In that email Selectman Gagnon asked

Chairperson Cole if he would explain the legal theory behind the motion to change the bylaws. On March 27th I responded and explained that I did not sensor Selectperson Gagnon's emails or any other member of this Board. I did voice the same concerns expressed by a Selectperson Gagnon. I then invited Chairperson Cole to come to a Board of Selectmen meeting to discuss his position. The Board would make sure his appearance would be an agenda item, and he would provide whatever time would be necessary to publicly discuss his position. To date, Mr. Cole has failed to respond to this invitation.

On April 13th, both town counsel and counsel for the school district sent the Budget Committee a letter explaining how the Budget Committee's change to the bylaws violated RSA 32:15-I (b), and suggested that the Budget Committee contact New Hampshire Municipal Association for free legal opinion.

On May 4th, the Budget Committee, in response to those letters, requested the Board of Selectmen authorize the expenditure \$30,000 for the legal fees.

On May 10th, this Board authorized \$16,000 for the Budget Committee's legal fees.

On May 11th, I received another email from Mr. Cole. In this email, he cited as evidence, an email purportedly from Selectperson Gagnon to an unnamed citizen in November of 2021. Understanding Mr. Cole, to the best of my knowledge, does not possess the background, education, experience and training as an attorney, I will forgive his fundamental misunderstanding of the rules of evidence. Chairperson Cole alleges the RSA is the ambiguous ambiguity ridden when in fact the RSA is very clear and written in plain English. Mr. Cole claims, and I quote, He has been assured that the road you appear to be heading down will not end where you want it to.

Finally, Chairperson Cole went on to disparage a respected member of the. It is unfortunate that Chairperson Cole and by extension, the Budget Committee, has attempted to use bullying tactics and insults to violate the laws of the state of New Hampshire and usurp the authority of this Board and the School Board. This Board is obligated to uphold the laws of the State of New Hampshire. Therefore, we had no choice but to file this petition in the spirit of transparency and transparency. Updates will be made to the situation as they arise, including court dates and court filings. Other than updates, I will allow the pleadings in this case to stand as the statement, and I would suggest my fellow Board members do the same. Thank you."

Chairperson Roy then said, so we will go on with the regular agenda now. Selectman Morin was recognized and said Chairman Roy, due to an email that was received today, I would like to invite the School Board Representative to have any comments on the topic, if that's okay with you.

School Board Chairman Gary Gasdia then said absolutely. So first, everything that was just stated, you know, to the best of my knowledge is true. Obviously, I'm not privy to the Board of Selectmen emails, and the only thing I would add was that at last night's meeting we signed on to be co-plaintiffs or again, I'm not I'm not legally knowledgeable myself, but we signed on as well because I think it's important that this is a fundamental way in which the Budget Committee was set up not by Hudson, but how budget committees are set up and outlined is that these members are to vote. And so if we're going to not have that privilege this is, this is the step that needs to be taken. And so together, I guess we've always said we wanted to work together. This wasn't the way we envisioned. But, you know, the School Board is in full support of the Board of Selectmen. And the actions you took two weeks ago at your last meeting, we did the same last night. Hopefully this comes to a quick end.

# Selectman Gagnon 24 Mar '22 e-mail

William Cole <bcfairway@msn.com>

Sat 3/26/2022 1:02 PM

To: Roy, Kara <kroy@hudsonnh.gov>;

From: Guessferd, Robert <rguessferd@hudsonnh.gov>; McGrath, Marilyn <mmcgrath@hudsonnh.gov>; Morin, Dave <dmorin@hudsonnh.gov>; Gagnon, Brett <bgagnon@hudsonnh.gov>; Malizia, Steve <smalizia@hudsonnh.gov>;

**EXTERNAL: Do not open attachments or click links unless you recognize and trust the sender.**

Chairman Roy,

I think it is safe to assume that as Chairman of the Hudson Board of Selectmen you either directed, approved or at least were aware of Selectman Gagnon's 24 March e-mail to the Budget Committee, subj: Budget Committee (roster) a/o 24 Mar '22 (please see excerpt, below).

Which leaves me with the overarching question - "Why was the e-mail allowed to be sent, and what purpose does it serve?"

With regards,

Bill Cole

Chairman,

Hudson Municipal Budget Committee

EXCERPT

*In a more serious note, we should really talk about your last motion to change the by-laws... I would like your legal reference to show where you believe your authority comes from in removing the liaisons from the committee... If I could see some precedent or legal reference I would be much more apt to understand your point of view and possibly even agree with it ...but as of now, I have seen nothing other than opinions on the topic... I really don't want this to become a bigger issue than it needs to... and I'd like to extend the olive branch here so we can all come to an agreement"*

# Re: Selectman Gagnon 24 Mar '22 e-mail

Roy, Kara

Sun 3/27/2022 10:57 AM

cc: William Cole <bcfairway@msn.com>;

cc: Gagnon, Brett <bgagnon@hudsonnh.gov>; Guessferd, Robert <rguessferd@hudsonnh.gov>; dave morin <hfdcapt@me.com>; Marilyn McGrath <mmcgp2@gmail.com>; Shawn Murray <hudchief1@comcast.net>; senclegg@aol.com <senclegg@aol.com>; Rich Weissgarber <budgetweiss@gmail.com>; Martin, Normand <nmartin@hudsonnh.gov>; Trost, Ted <ttrost@hudsonnh.gov>; patrickquinlanbudget@gmail.com <patrickquinlanbudget@gmail.com>; aurrutia.hudsonbudget@gmail.com <aurrutia.hudsonbudget@gmail.com>; unager@msn.com <unager@msn.com>;

Dear Chairperson Cole,

I'm in receipt of your communications dated March 26, 2022.

As to your concerns regarding a duly elected member of this Board. Selectman Gagnon is a duly elected official of the Town of Hudson. I do not censor his emails, or for that matter, the emails of any duly elected member of the BOS. I do, however, believe that Selectman Gagnon has unearthed some valid statutory arguments.

To save you some time in legal research, a simple Google search would enlighten your understanding of this term. Simply stated, "An ex officio member is a member of a body (notably a board, committee, council) who is part of it by virtue of holding another office. The term ex officio is Latin, meaning literally 'from the office', and the sense intended is 'by right of office'; its use dates back to the Roman Republic."

In fact, your committee was previously put on notice by Town Counsel that as a member, ex-officio, enjoys all the rights of any other member of the Budget Committee, including the right to vote. I'm sure that you will agree that this is not only the law, but also just plain common sense.

If you would like to schedule an appearance before the BOS at the next scheduled meeting, or any other BOS meeting for that matter, please contact our Executive Assistant, Jill Laflin and ask her to add you to the agenda. I'm sure the Board would be delighted to hear you articulate your legal position. Be fully aware - I will use my vote to oppose any of your actions to usurp the authority of the Board of Selectmen.

Warmest Regards,

Kara Roy

Chairperson, Hudson Board of Selectmen

# Budget Committee

William Cole <bcfairway@msn.com>

Sent: 5/11/2022 11:16 AM

To: Roy, Kara <kroy@hudsonnh.gov>;

Malizia, Steve <smalizia@hudsonnh.gov>;

**EXTERNAL: Do not open attachments or click links unless you recognize and trust the sender.**

Chairman Roy,

It appears that the Board of Selectmen and the School Board have decided to "cross the Rubicon" and collaborate Hudson, once again, into Superior Court.

While I am not an attorney, I seem to recall something about "evidence" being shared between all parties.

With that in mind - and in the spirit of doing what is best for the Hudson community - the following is provided and offered for your serious consideration.

The excerpt below is from an e-mail stream (dtd 7-8 Nov '21) between a Hudson citizen and Selectman Gagnon (who at the time was representing the Board of Selectmen as "liaison" to the Budget Committee).

*Though I do agree that the budget committee should be a standalone auditing body, there needs to be a "veto" process incorporated for the BOS and School Board...the budget committee is a powerful committee that can do nearly anything they want to the budget but it needs to be a feedback loop of sorts allowing the original creators to weigh in on any changes before the budget is provided to the "people" for voting"*

Given the ambiguity-ridden RSAs being referenced - combined with Selectman Gagon's obvious affirmation that the Board of Selectmen **is committed** to having "veto" power over another **Elected** body, and the subsequent actions on the part of the Board of Selectmen and School Board to circumvent the **will of the people** - I am left with one overarching conclusion, the Town (and by extension, SAU81) will not prevail in Court.

I have been assured that the road you appear to be heading down will not end where you want it to.

I sincerely hope you will not allow some 2nd-rate ambulance chaser to convince you to burn, today, a bridge you may well need to cross tomorrow.

Best regards,

Bill

**THE STATE OF NEW HAMPSHIRE**

HILLSBOROUGH  
Southern Judicial District

SUPERIOR COURT

Town of Hudson and  
Hudson School District SAU 81

v.

Hudson Budget Committee

Docket No. 226-2022-CV-00203

PETITION FOR DECLARATORY JUDGMENT,  
PRELIMINARY AND PERMANENT INUNCTION  
(Petition for Writ of Mandamus)

NOW COME the Petitioners, Town of Hudson, by and through its attorneys, Tarbell & Brodich, P.A., and Hudson School District SAU 81, by and through its attorneys, Soule, Leslie, Kidder, Sayward & Loughman, P.L.L.C. and respectfully submit the within Petition for Declaratory Judgment, Preliminary and Permanent Injunction, and in support thereof states as follows:

Parties

1. The Petitioner, Town of Hudson (“Town”), is a New Hampshire municipal corporation, with an address of 12 School Street, Hudson, New Hampshire 03051, acting by and through its Board of Selectmen.
2. The Petitioner, Hudson School District SAU 81 (“School District”), is a New Hampshire municipal corporation, with an address of 20 Library Street, Hudson, New Hampshire 03051, acting by and through its School Board.

3. The Respondent, Hudson Budget Committee (“Budget Committee”), is a statutory agency of the Town and School District, with a mailing address of 12 School Street, Hudson, New Hampshire 03051.

Jurisdiction and Venue

4. Jurisdiction is proper in the Superior Court pursuant to RSA 498:1 and RSA 491:22.

5. The Town and School District are located in the County of Hillsborough, State of New Hampshire, and venue is proper in the Superior Court for the Southern Judicial District of Hillsborough County.

Conduct Complained of and Request for Relief

6. On March 16, 2022, the elected members of the Budget Committee amended their bylaws to exclude the appointed ex officio Board of Selectmen and School Board members of the Budget Committee from voting.

7. The Town and School District are seeking a declaratory ruling and mandatory injunction from the Court which prohibits the elected members of the Budget Committee from excluding the appointed members of the Budget Committee from participating in the affairs of the Budget Committee and restores the appointed members’ voting status.

Applicable Law

8. Pursuant to RSA 32:15:

I. The budget committee shall consist of:

(a) Three to 12 members-at-large, who may be either elected or appointed by the moderator, as the town or district adopting the provisions of this subdivision shall by vote determine, who shall serve staggered terms of 3 years; and

(b) One member of the governing body of the municipality and, if the municipality is a town, one member of the school board of each school district wholly within the town and one member of each village district wholly within the town, all of whom shall be appointed by their respective boards to serve for a term



of one year and until their successors are qualified. Each such member may be represented by an alternate member designated by the respective board, who shall, when sitting, have the same authority as the regular member.

9. By statute, the Budget Committee membership consists of both elected members-at-large, and appointed members.
10. The appointed members include one (1) member of the governing body of the municipality, and if applicable, one (1) member of the school board for each school district in the town, and one (1) member for each village district in the town.
11. The appointed members are equal members of the budget committee with full voting rights.

Facts

12. In Hudson, the Budget Committee consists of nine (9) elected members-at-large, together with, one (1) appointed member of the Board of Selectmen, and one (1) appointed member of the School Board, for a total of eleven (11) members.
13. On March 16, 2022, the elected members of the Budget Committee amended its Bylaws by adding a new provision, Section VII, F (3)(c), as follows:

Any and all votes of the Hudson municipal Budget Committee will be limited to the nine (9) elected or duly appointed members at large.
14. The Bylaw was adopted with a vote of 7-1.
15. The seven (7) members who voted in favor are all elected members; the one (1) vote in opposition was the Selectmen's appointed member; the School Board's appointed member was absent from the meeting and did not vote.
16. The effect of the Bylaw is to prohibit the Town and School District's appointed members from voting on any and all matters before the Budget Committee.

17. On or about April 13, 2022, legal counsel for both the Town and School District wrote letters to the Budget Committee, advising the Budget Committee that excluding the appointed members from participating on the Budget Committee was contrary to applicable law, and requested that the Budget Committee rescind the Bylaw and restore the appointed members' voting status.

18. The Budget Committee has failed to rescind the Bylaw, and continues to maintain that the appointed members of the Budget Committee are not full members and do not enjoy voting rights.

19. The Budget Committee continues to refuse to allow the appointed members to participate in any vote of the Budget Committee.

#### **Count I – Declaratory Judgment**

20. The allegations set forth in paragraphs 1 through 19 are herein incorporated by reference.

21. An actual controversy exists regarding the Town and School District's appointed members' right to vote and participate on the Budget Committee.

22. The Budget Committee has no right to exclude the appointed members from voting or participating in matters before the Budget Committee.

23. The Petitioners request that the Court issue a declaratory ruling that the appointed members of the Budget Committee are full voting members of the Budget Committee.

24. The Petitioners request that the Court issue a declaratory ruling that the Bylaw is contrary to applicable law, *ultra virus*, and therefore void.

25. The Petitioners request that the Court issue a declaratory ruling which restores the appointed members' voting status.

**Count II – Preliminary and Permanent Injunction**

26. The allegations set forth in paragraphs 1 through 25 are herein incorporated by reference.
27. The actions of the Budget Committee, by adopting the Bylaw and excluding the appointed members from voting, are ongoing and continuous.
28. The Budget Committee’s denial of the appointed members’ right to vote is real and not speculative.
29. The Budget Committee’s denial of the appointed members’ right to vote constitutes an immediate and irreparable harm for which there is no adequate alternative remedy at law.
30. The Petitioners request that the Court issue an injunction which enjoins the Budget Committee from excluding the appointed members from voting or otherwise participating in matters before the Budget Committee.

**Count III – Expedited Merits Hearing**

31. The allegations set forth in paragraphs 1 through 30 are herein incorporated by reference.
32. The issue presented to the Court is a question of law.
33. There are no disputed substantive or material issues of fact.
34. An early decision is necessary to restore the appointed members’ voting rights such that they may participate on the Budget Committee throughout the upcoming year.
35. The Petitioners request that the Court consolidate the final hearing on the merits with the hearing on the requested preliminary injunction.

WHEREFORE, Petitioners Town of Hudson and Hudson School District SAU 81 respectfully request that this Honorable Court:

- A. Issue a Summons for service on the Budget Committee;

- B. Rule that the appointed ex-officio members are full members of the Budget Committee with full voting rights;
- C. Issue a declaratory ruling and injunction which restores the appointed ex-officio members' full voting rights;
- D. Declare that the Budget Committee's Bylaw that excludes appointed members from voting is *ultra virus*, contrary to applicable law, and void;
- E. Permanently enjoin the Budget Committee from excluding the appointed members from voting or otherwise participating in matters before the Budget Committee; and
- F. Grant such other and further relief as may be just and proper.

Respectfully submitted,  
Town of Hudson,  
By and through its Attorneys,  
TARBELL & BRODICH, P.A.

Dated: May 24, 2022

/s/ David E. LeFevre  
By: David E. LeFevre, Esq. BNH #13811  
45 Centre Street  
Concord, New Hampshire 03301  
(603) 226-3900

Respectfully submitted ,  
Hudson School District SAU 81,  
By and through its Attorneys,  
SOULE, LESLIE, KIDDER,  
SAYWARD & LOUGHMAN, P.L.L.C

Dated: May 24, 2022

/s/ Diane M. Gorrow  
By: Diane M. Gorrow, Esq. BNH #4817  
220 Main Street  
Salem, New Hampshire 03079  
(603) 898-9776

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

A. Nomination Interviews

- 1) Benson Park Committee - ( 5 vacancies - 1 member term to expire 4/30/25, 1 member term to expire 4/30/23, 2 alternate member vacancies to expire 4/30/25, 1 alternate member term to expire 4/30/24)

Erica Carreau

Chairperson Roy invited Erica Carreau up and asked her to state her name and address for the record. Ms. Carreau said hi. Nice to meet you all. I'm Erica Carreau of 13 Blackstone Street.

Chairperson Roy asked, can you tell us a little bit about yourself and why you want to be on the on the park committee? Ms. Carreau replied, well, right now I work at the Boys and Girls Club of Greater Nashua, hence the attire. I love the outdoors, love going for walks and stuff, especially at Benson's. I used to be a part of the Junior ROTC program at Alvirne, which was very centered around volunteer work and community service. And since graduating from high school, I've always wanted to kind of continue that service to the community and recently found out about the Benson Park Committee. So I decided to officially apply for that. But previously last season, I did get together with some of the people who clean up and got involved in that a little bit. Absolutely loved it. So I just wanted to be like an official part of that and give back to the community, especially keeping Benson Park as beautiful as it is. I'm there so often. I just always wanted to give back to it.

Chairperson Roy asked, does any member of the board have any questions? Seeing none, she then said thank you. So the way it works is we did your interview tonight, and at our next meeting, we'll take it under consideration and we'll let you know. Ms. Carreau asked, is there anything else anybody wants to know? Seeing no questions from the Board, Ms. Carreau said well, thank you for this opportunity. I really appreciate it.

- 2) Recreation Committee - (2 member term vacancies - 1 member term to expire 4/30/24, 1 member term to expire 4/30/24)

Lauren Young

Chairperson Roy informed the group that Ms. Young emailed the Board shortly before the meeting stating she could no longer attend this evening.

B. Appointments

- 1) Benson Park Committee - ( 5 vacancies - 1 member term to expire 4/30/25, 1 member term to expire 4/30/23, 2 alternate member vacancies to expire 4/30/25, 1 alternate member term to expire 4/30/24)

Sarah Petkiewicz

Selectman Morin made a motion, seconded by Selectman Guessferd to appoint Sarah Petkiewicz as a member of the Benson Park Committee with a term to expire 4/30/25. Carried 5-0.

## 6. CONSENT ITEMS

Chairperson Roy asked does any member of the Board wish to remove any item for separate consent? Selectman Guessferd asked that item 6A-5 be removed for separate consideration.

Selectman Gagnon made a motion, seconded by Selectman Guessferd to approve Consent Items A 1,2,3,4, B, E and F. Carried 5-0.

Regarding Consent Item 6A-5, Selectman Guessferd said Yes, I just like to just make sure I first. I think it's the first I've seen one of these. Just wanted to kind of understand the difference in the I think it has to do with the valuation. Yeah. It's really just a kind of an informational thing, Mr. Malizia, this is basically a denial of an abatement for Eversource correct? The Town Administrator replied, we disagree on the valuation. That is correct. We hire a professional utility appraiser, Sansoucy, to conduct a valuation of all the assets of the electric company as well as other utilities. Eversource in this case is relying on a state generated value, which that's very nice, but they didn't go out and do the field work that we did. So we have a disagreement. So therefore our option is to either agree or disagree and we disagree. So it has the denial, assuming that it will be litigated because they will come back and they will probably take this to the Board of Land and Tax Appeals or potentially superior court depending.

Selectman Guessferd then said so we expect that that will be the next action, that they won't just accept that. The Town Administrator replied, this is a perennial matter. This happens every year. Again, \$96 million worth of assets, in our opinion. They're at \$60 Million. Selectman Guessferd said big difference. Okay. I just wanted to get some clarity on it, that's all. The Town Administrator replied, and I believe there's a series of back up in here. Selectman Guessferd replied, yeah, I read through it. The Town Administrator continued, saying we spend a lot of effort and energy trying to fairly value the assets that Eversource and the other utilities have in our community to make sure they're paying their fair part.

### A. Assessing Items

- 1) Elderly Exemption Re-qualifications: 14 Oliver Dr. - map 142/ lot 007/ sub 013; 23 Bonnie Heights - map 158/ lot 001/ sub 007; 24 Riviera Rd. - map 148/ lot 040/ sub 059; 72 Mobile Dr. - map 178/ lot 013/ sub 077; 24 Ledge Rd. - map 166/ lot 008; 6 Hurley St. - map 182/ lot 158; 9 Eagle Dr. - map 240/ lot 008; 513 Abbott Farm Ln. - map 165/ lot 141/ sub 513; 11 Belknap Terrace - map 198/ lot 128; 1 Blackstone St. - map 183/ lot 011; 2 Sunland Dr. - map 138/ lot 031; 19 Glasgow Cir. - map 149/ lot 001/ sub034; 11 Rena Ave, - map 228/ lot 046; 925 Fox Hollow Dr. - map 204/ lot 006/ sub 925; 54 Dracut Rd. - map 241/ lot 067; 69 Wason Rd. - map 217/ lot 019; 814 Elmwood Dr. - map 156/ lot 063/ sub 118
- 2) Disabled Exemption Re-qualifications: 13A Intervale Ct., map 177, lot 005, sub 075; 259 B Webster St., map 138, lot 027
- 3) Disabled Exemption: 11 Belknap Terrace, map 198, lot 128
- 4) Certification of Yield Taxes Assessed/Timber Warrant: 282 & 286 Lowell Road, map 234, lot 038 and map 234, lot 040
- 5) 2021 Abatement Application - Eversource Energy: map 100, lot 8; Map 100 Lot 8-1; Map 100 Lot 8-2; Map 167, Lot 9; Map 190, Lot 192; Map 179, Lot 31; Map 107, Lot 30; Map 208, Lot 11; Map 107, Lot 3-1; Map 144, Lot 8; Map 175, Lot 153; Map 182, Lot 181; Map 162, Lot 80; Map 138, Lot 36; Map 179, Lot 11;

Map 195, Lot 5; Map 175, Lot 6; Map 171, Lot 30; Map 171, Lot 31; Map 162, Lot 16; Map 135, Lot 7; Map 135, Lot 2; Map 171, Lot 46; Map 138, Lot 56; Map 175, Lot 153-2; Map 138, Lot 86

B. Water/Sewer Items - none

C. Licenses & Permits & Policies

1) Raffle Permit - Hudson Fish and Game

D. Donations - none

E. Acceptance of Minutes - none

F. Calendar

5/25	7:00	Planning Board - Buxton Meeting Room
5/26	7:00	Zoning Board of Adjustment - Buxton Meeting Room
5/30		Memorial Day - Town Offices Closed
6/01	8:30	Highway Safety Committee - BOS Meeting Room
6/01	7:00	Budget Committee - Buxton Meeting Room
6/02	6:30	Recreation Committee - BOS Meeting Room
6/07	7:00	Board of Selectmen Workshop - BOS Meeting Room
6/08	7:00	Planning Board - Buxton Meeting Room
6/13	7:00	Conservation Commission - Buxton Meeting Room
6/14	7:00	Board of Selectmen - BOS Meeting Room

7. OLD BUSINESS

Votes taken after Nonpublic Session on May 10, 2022

- 1.) Selectman Gagnon made a motion, seconded by Selectman Guessferd to approve Chief Assessor Jim Michaud's request to buy back 100 hours of his earned time. Carried 3-0.
- 2) Selectman Guessferd made a motion, seconded by Selectman Gagnon to accept Chief Dionne's recommendation to recognize & award Attorney Joe Tessier, Lieutenant Steve McElhinney, Lieutenant Roger Lamarche, Executive Coordinator Sherrie Kimball and Animal Control Supervisor Jana McMillan with a merit award of \$200 each per the Supervisors Association Contract. Carried 3-0
- 3) Motion to adjourn at 8:34 p.m. by Selectman Guessferd seconded by Selectman Gagnon. Carried 3-0.

8. NEW BUSINESS

## A. Right to Know Committee - Draft Policy

Chairperson Roy recognized Flo Nicolas and Attorney Tessier of the Right to Know Committee. Ms. Nicolas began by saying as you mentioned, this is just a draft. So we wanted to make sure that we had something that the Board can take a look at in accordance with the timely settlement agreement provisions. So the board is still hard at work at really trying to iron things out in regards to what should be in the right to know policy. One of the things that we've really been discussing is that we want to keep this simple. We don't want to make it complicated. It should be easy to read and have the people in the general public understand it and really kind of try to avoid using extra language, as I like to call it. I think one of the things that we're doing right now is really trying to stay in accordance with RSA 91 and not deviate too far from it. I think it provides the best guidance in terms of what to do with the right to know policy. Does anybody have any questions so far with what they have taken a look at before I go on?

Selectman Morin was recognized and asked I just got a question. If we got the draft, but you're still working on it, what should we expect for changes in the future other than what we got here? Ms. Nicolas replied what you're going to expect is probably adding a little bit of more meat to the right to know policy. One of the things that we definitely want to make clear right now, we attached to the right to know draft that you got is the form. We want to also make sure that that form, in terms of the proposed fees, are in line. We've already had that discussion and they seem to be in line with RSA 91. One of the things that has come up during the discussion is, you know, what happens in a scenario when someone is asking for boxes and boxes of material, you know, how are we going to implement, for example, the fees for that amount of a request? So do we create a special circumstance provision to it? So there's other things that we're still ironing out. And the other things also, too, that we want to make very clear when we're looking at RSA 91 is what are the exemptions, right? You know, because not everything is just going to be readily copied and provided upon request. There are exemptions that are within RSA 91. So we want to make sure that we're clearly defining that. So again, keeping it simple in accordance with RSA 91, Joe and I have looked at other towns to see how they've put their policy together. And what we're seeing is everybody is pretty much, again, staying in accordance with RSA 91 and they're keeping it simple. We don't want to create a policy that's like 50 to 100 pages long. You just want to make it simple for the general public, if anything.

Selectman Guessferd was recognized and said you know, rather than get into a specific blow by blow kind of editing sort of thing, from our perspective, if we see things in here, should we bring them to Selectman Gagnon's attention and he can bring them to the Committee? Or how would you like to handle our any any any inputs? Because, again, I don't want to I don't think it's probably a good use of time at this forum to to make edits per se. I had a lot of comments on here and I can give them to Selectman Gagnon if that's the right way. You want us to kind of. Atty. Tessier replied, I think that'd be good. We're in the data collection phase. Part of our methodology is looking at the different towns and their policies and talking to people. And yeah, we welcome. Selectman Guessferd asked, so is this a template that you used that you got from somewhere or is this from scratch? Atty. Tessier replied, it's kind of from scratch that we kind of looked at other things together. Selectman Guessferd replied, because a lot of times I know I believe me, I like when I do contracts, I like to kind of pull legacy documents in and use those if they've been, you know, a best practice sort of thing. Right. Ms. Nicolas then said and you make a good point. And that's why I mentioned, you know, Joe and I have looked at other towns to see what they're doing, what they're referencing, you know, just to kind of get that type of template available. So but yeah, right, right now, like I said, we're using kind of what we're seeing from other towns to create our own template. A template that we can modify as we go if needed. And again, just trying to you know, there are some right to know policies that are going to be quite extensive. One of the other things we're also discussing is how the public can access this information and how it's going to be readily available where they can get the form. Is it a form that's going to be a paper form or is it a form that we're going to make electronic and they can make the request electronically? So there's so much discussion that's still going on right now. And like Joe



said, this is an early phase, collecting the data, making sense of the data and then putting it together where other people can make sense of the same. Selectman Guessferd then said because I don't want to I don't want it to be thought the message to me that it's not good. I mean, it's a good start draft, but hopefully we can maybe all collectively bring some additional thoughts to the table as you and then you decide on your end because we're not the committee, you guys are the committee. Ms. Nicolas replied, so yeah, and we welcome that.

Atty. Tessier then said kind of looking at kind of two sides of it. One for the how can we make it accessible and efficient for the citizen to make the request and have that persons request processed? And how can we make it efficient and easy to understand for the administrators and those record keepers in town to process those requests? And that's why we're constantly looking at those two sides of it.

Selectman McGrath was recognized and said so I have a couple of questions. One, is this going to be a living document so that if there's changes to the RSA that it automatically gets updated at? Atty. Tessier replied, so this is that's always the tension, right? So if we put too much law in there, we run the risk of it becoming obsolete over time so that we're kind of balancing that. I think taking a look at the policy on an annual basis and I think training is important for town personnel that are engaging in record keeping and record distribution. So there's always that tension. You put too much in there. The laws are going to change next year. So we've been talking about having a built in kind of review process, but perhaps not including so much law where it becomes obsolete quickly. Ms. Nicolas added, there's definitely going to have to be a point of contact who's making sure that they're keeping up to date with any changes. So that's one of the things that will be outlined in here as well.

Selectman McGrath then said and the second question I have for both of you, were either one of you part of the original lawsuit that caused this to be implemented? Attorney Tessier replied, I was not. Ms. Nicolas replied, I was not either. Selectman McGrath replied thank you.

Chairperson Roy asked, does anybody else have anything? Selectman McGrath continued on saying because there's others in this room, I think, that have been part of that. So thank you.

Selectman Gagnon was recognized and said think Mr. Tessier, you took my notes right out of me. That's exactly what I said is I think we're in the process of trying to balance the difference between explaining some of the law to residents to know how to make the request and then also to employees about how to handle said requests. So that was exactly right. On top of that, you know, we're trying to balance as well as there are already some processes in place. So the police station probably gets more right to request than the school or the town may. So we don't want to step on their toes and change their process, but we do want to kind of pull it in so that we have kind of a hierarchy. So if people were to, they can come to town and see all the school has a contact go there. This is the office. Or the police station. If yours is specific to the police station, you can go here. But trying to make a policy that brings it all together so it's fully seen and all the connections are made without making this policy that affects previously existing policy. So it's a it's a balancing act. But the committee has been very active, very talkative about everything. And the more feedback, the better for sure. So this is a very rough draft for now, just to show that something's been done. But I fully intend that this is going to be scrubbed multiple times from this point forward.

Chairperson Roy said, I just have a suggestion for you and I haven't looked at it in a while, but the Freedom of Information Act, the federal law, they used to have a a tiered out cost thing. So if you ask for so much, it cost this much. If you were asking for more than that than it costs this much, it's just something you might want to look out at to figure out how to how to do the cost piece of it. Ms. Nicolas replied, right. So we already have something like that on the request form. It's highlighted and it's kind of highlighted in yellow. But on the draft request form, we already kind of have a more detailed out request form, just as is the way you detailed it out. Of course, we'll probably add more because we haven't really accounted for large or large request. Right. So but yeah, it's definitely something that we've been talking about it because we definitely see the need to make sure that the fees are broken down where it's easy to understand for the person who is not only making the request or the person who's also taking in their request as well. Atty. Tessier added, so there's some

some potential to we have to resolve an issue where and the right to know it's the reasonable cost of copying. And that doesn't always coincide with a flat fee system that's in our town code.

Chairperson Roy replied, so this is a great start and I look forward to hearing from you and I want to thank the entire committee. You're all volunteers and we appreciate your time and effort in doing this now.

Ms. Nicolas replied saying, our pleasure. It's been great working with Joe. Selectman Gagnon spoke up saying and if I may add to that, Joe's, the whole committee is excellent, but I like to call out Joe. He's done a fabulous job. He's really put a lot of time into it and a lot of effort and really gotten the ball rolling. So I really appreciate his work.

#### B. Public Hearing - Changes to Town Code 202 - Explosives

Chairperson Roy recognized Fire Chief Rob Buxton who said, good evening, Chairperson Roy. Members of the Board. Tonight is your second public hearing surrounding the changes to the suggested changes to the blasting program.

Chairperson Roy opened the public hearing at 7:27 p.m. and asked is there anyone present who would like to speak to this matter? Seeing none. I will close a public hearing at 7:27p.m. and per RSA 41:14-b the Board will vote on this amendment at the June 14th meeting.

#### C. American Rescue Plan Monies

Chairperson Roy again recognized Chief Buxton. Chief Buxton began by saying yeah, so thank you. We just filed our first quarterly report on American Rescue monies as required by the law, and thought it was appropriate to give you a little bit of an update as to where spending has been and projects are at. And we do have one suggested change for you this evening.

So you highlighted four projects through the ARPA group, four to be completed. One was Flagstone Drive culvert. One was the Lowell Road Bridge and then the Taylor Falls Memorial Bridge Project, and then the West Road Transfer Station.

I'm happy to report that the Flagstone Project has been completed by Engineering and Public Works. And that came out actually came in under budget. You estimated cost was \$350,000 when it came in just north of \$243,000. At the March 22nd meeting, the Board took the remaining funds that were highlighted for that project and rolled them forward towards the West Road Transfer Station. As you're awarding a bid that evening for that construction project.

The Lowell Road Bridge has gone through the design phase and the Engineer is working right now to identify the final construction phase project. And you have an estimation estimated cost for that project at \$700,000. And to date they've spent approximately \$25,000 on the design phase.

The bridge, the Taylor Falls Bridge has a cost associated for \$475,000. That is in the planning process. Just as a reminder, that is half of the cost, right. The City of Nashua will have the other \$475,000 to bring that project to closure.

Which brings us to the West Road Transfer Station. This was one of significant goal for the community to improve efficiency on the site and prove on site safety and environmental compliance for the transfer station. The estimated funds were north of \$856,000. As you heard during your March 22nd meeting when you awarded the bid, the cost for that project has been escalated because of steel costs and associated concrete costs for the project. To date, you've have spent just north of \$315,000 on the project. And last week we had a brief conversation in the Town Administrator's office

regarding the close of that project. What will it look like at the end and how does that all roll together? So the Public Works Director, myself and the Town Engineer, along with the Administrator, sat in his office and there was an open discussion about pavement on the site and how do we how do we totally seal that site? And the estimated cost, we felt that we're short about \$48,000. So we're asking the Board for an additional \$48,000 out of the ARPA money this evening to put towards this project. And that will afford the opportunity for pavement along the entire site and allow for better maintenance and environmental impact from that transfer station. It'll actually seal up against the wall and make a cleaner opportunity for the Public Works department to maintain that.

Chief Buxton went on to say, so a couple of details for you just so you have some quick math. Currently, you have a balance of north of \$261,000 remaining in ARPA money. If you award the additional 48K this evening, that will leave you a balance of \$213,302 remaining of ARPA money. And the second portion of the ARPA money will actually come in this August. So just as a reminder, you receive 1.3 in the front end and receive the other portion of that project to make the 2.6 in August for this year. So that the recommendation is to see if the Board will allow an additional \$48,000 to be put towards paving this project and close this project completely.

Selectman Morin was recognized and said just your best guess with the projects we got out there. You see the costs going up, then what we've got? Chief Buxton replied so that 48....Selectman Morin interjected saying no, no, no. I'm talking about the bridge, the Lowell Road project. Chief Buxton replied, great, great question. Conversation with the Town Engineer and the Public Works Director, It's very difficult to nail down estimates at this point. I can tell you that the Town Engineer was happy with the design money that was spent on the Lowell Road Bridge. He did come in a little bit under budget, but we did not we don't recommend moving anything out of that project because we're unsure over the escalation of the construction phase.

Chairperson Roy asked, does anybody else have any questions? Selectman McGrath was recognized and said I have a question about so you talked about the sealing of the West Road land site. So is that going to be completely sealed at just the roadway? Chief Buxton replied, just the roadway, the parking areas. And I do have a quick picture. The Town Administrator said I think there's a picture in your packet, the last page will kind of give you an indication of what's going to be paved. If you go in there now, its dirt road and it's pretty much all dust and dirt. This picture here depicts what we're going to do to complete this project. When we say seal, we're not sealing the landfill. We're sealing the parking. So they can maneuver around without disturbing ground, without dust, dirt. It's safer for the public. They'll be able to maintain it better in the winter. So we got together and we said for \$48,000, we'd like to be able to do this, which is represented in your package. Selectman McGrath then asked, so the seal that exists at the land site isn't going to be....The Town Administrator replied we're not on the landfill, which is sealed, we haven't disturbed any of that. This is just basically the egress, entrance, parking and around the dumpsters.

Thank you. And so a question I think I know the answer, but please clarify for me, when it comes to town business, town construction, we're exempt from any kind of Planning Board, Conservation Commission review? Chief Buxton replied, right. Selectman Gagnon then said with that said, just seeing such a large portion of pavement. Are there any water features, wetlands, rivers, brooks, that would cause concern or does the project get any kind of state overview for that type of thing? Chief Buxton replied, so this the highlight with the sealing of that location, if you remember the wall construction and I'm pulling from my memory bank here, the wall construction and the pad that's attached to that. The, the key was to basically be able to remove any spillage that happened around the dumpsters. Right? Right now, it was falling on natural dirt and being absorbed in the in the ground. So this provides an opportunity for it to be sealed and then cleaned up and then disposed of appropriately. Selectman Gagnon replied, got it. And you told me before, has there been any, like EPA or anything input just giving guidance or? The Town Administrator replied, this just that's what spurred the whole project in the first place. So that we are compliance with all the rules because right now trash is on the ground. Selectman Gagnon replied, got it. Excellent. That's all I was looking for. Thank you, sir. Seeing no further questions, Selectman Gagnon made a motion, seconded by Selectman Guessferd to approve an additional \$48,000 to the West Road Transfer Station Project

account #7203 for the purpose of paving on site. Funds to come from the American Rescue Plan. Monies received by the Town of Hudson. Carried 5-0.

D. HFD - Letter of Resignation

Chief Buxton was again recognized by the Chair and said this evening, I bring forward the resignation of our part time support services employee Robert Haggerty. Bob originally started with us on the call department, and when that program sunsetted, he actually rolled forward into the part time support services position. Bob has been an integral part of the administration through the COVID 19 process and keeping us to task in regards to compliance with best practices, suggested guidance, documents, those types of things, as that's his expertise. Bob will be greatly missed after the 20 years that he spent with the community. We would ask the Board to accept his letter of resignation and wish him well in his future.

Chairperson Roy asked does anybody have any questions for the Chief. Selectman McGrath was recognized and said I don't have any questions. I just have a comment. I'm sad to see him go. He was a gentleman. He was a real gentleman and very kind and very helpful. Selectman McGrath made a motion, seconded by Selectman Morin to accept the resignation letter of resignation from Support Service Services. Robert Haggerty effective May 17th, 2022, with the Board's thanks and appreciation. Carried 5-0.

E. IAFF Local 3154 MDA Boot Drive

Chairperson Roy recognized the Town Administrator who said I believe this came through actually Selectman Morin but the IAFF Local 3154 like to do an MDA boot drive. They typically do. I think this year they're looking to do three different occasions they basically do them at this area here of town the intersections here and they're looking for permission to conduct them on Saturday, June 11th, Friday, July 15, and Friday, August 19th, at the intersections of Ferry Street, Derry Street, Chase Street and Library Street. This is what you see on, I think, the Labor Day telethon. I know there's a lot of pride in this, trying to collect the most money. Each department tries to beat what they did the previous time, so I'd recommend that you approve their request to conduct the boot drives. They will have the appropriate signage, safety vests. It's well marked. And like, say, these guys are pros, they've done it many times before, so they know the drill. Selectman Gagnon made a motion, seconded by Selectman Guessferd to approve the Professional Firefighters of Hudson Local 3154 request to conduct an MDA Boot Drive on Saturday, June 11, 2022, Friday, July 15, 2022, and Friday, August 19, 2022, at the intersections of Ferry Street, Derry Street, Chase Street and Library Street. Carried 5-0.

~~F. HPD - Locality Equipment Purchase Grant Application~~

This agenda item was removed after the agenda was published.

G. Candidate Information Flyer - Final Draft

Thank you, Madam Chair. And this is a follow up to our discussion. We had, I believe, maybe two meetings ago. This is a quick recap. The initial intent was to provide some state RSA overview of candidate information and political advertising. I receive feedback from this Board, from the Planning Director, the Assessor, a couple other individuals at town hall. I try to do my best to

include all of their input, including the Moderator as well. Mr. Morin had some some discussion at last meeting as well to include additional information to incorporate more signage and signage problems around town. I tried my best to incorporate set information in the final pages. So tonight I'm providing you with what I deem as a final draft to ask for your approval to put this forward and just to keep it on record. Just to be clear, it's not additional policy. It's not additional ordinances. It's just informational purposes highlighting to individuals kind of what the rules are. So it can be known. So down the road, we want to take enforcement. Not that this document does that. We said we've done our due diligence and we provided the information and that was the intent here.

Chairperson Roy asked, anybody have any questions or comments? School Board Chairman Gary Gasdia said may I say something? So I think this is fantastic. The only thing I'm going to invoke my lazy self if you handed me this packet, I don't know if I would actually read it. So if you could take this and then also have a one page like here's the three or four things that really matter, like the signs and something like that. Because again, all great information. But I would, I would be like, okay, good. Got it. So get something to maybe add. Selectman Gagnon said, Thank you. If I may respond to that. So great input. I think Mr. Morin was saying something kind of similar as well. I would like to. The reason I did this as a long document is to put all the like information together. But the true intent would be to potentially split it up. Where the candidate specific information is only two pages that can be included with candidate applications. And then the other sign information can potentially be used in another section of Town Hall that attracts people who want to put up signs and so forth. So it's simply together for the sake of keeping it organized in town records. But my intent was that if you split up to your point, in order to pass it out. Chairman Gasdia replied, I think it's great. I think it's great. I just want to make sure it gets used. Selectman Gagnon replied, thank you sir.

Chairperson Roy then said is the plan would be just to refresh my memory, it would not only be passed out to candidates, it'd be available on the website and in a variety of ways. Selectman Gagnon replied, I would I would like to see that happen. I think my main intent is just to have the candidates to know. But if this Board would like to provide it in other media avenues, I would support that fully. Chairperson Roy then asked, and so now what are you looking for us? Selectman Gagnon replied, if this Board sees that this document is okay, I'd like the approval to then to be able to keep it on record as an official document and then be able to use the candidate section to attach with the candidate applications and the other signed document to use as town hall individuals and employees see fit with any kind of concern to questions arise. Selectman McGrath was recognized and said you're not going to be printing out a whole sheaf of these to be handed out. Selectman Gagnon replied, no, Ms. McGrath. That wasn't....Selectman McGrath said, you mean Selectman McGrath. Selectman Gagnon continued saying, no, no. No need to print unless someone specifically asks for it. As the Chairman said, I think it might be valid to put it on electric media to make it easier and less costly. Selectman McGrath replied saying because otherwise the Sustainability Committee would have a whole lot of things to be picking up along the way. Selectman Gagnon replied it's a great point.

Chairperson Roy asked, okay, so do you need motion? Would anybody like to make a motion? Selectman Gagnon said, I don't know if a motion's necessary or not. If you guys all approve, then I'll pass it along. The Town Administrator then said it's probably best to have a motion to record what you did. Selectman Guessferd made a motion to approve the information packet for use for candidates and for Town Hall employees to disseminate as needed. This was seconded by Selectman Morin. Carried 4-0-1, Selectman McGrath abstained.

#### H. Fiscal Year 2023 Default Budget

The Chairperson recognized the Town Administrator who said, so as you are all well aware, we will be entering the second year of a default budget this fiscal year. We'll have one in 23. This year the proposed budget was reduced by \$504,232. Last year it was \$773,621. So not as bad. Still not great. Similar to last year, the budget was reviewed, basically looked to the Department

Heads, who took a look through the budgets, looked at what they were giving up, what they wouldn't be able to do. And we also identified that as about 70K excess in certain accounts like for example, Town Poor, we reduced but because of the default it got set back to what we had pre reduction. So there's about 70K worth of excess monies in certain budgets. So took a look at that. What I am proposing and what I've blended through this worksheet, which is the last page, all of your non-union full time and part time people, all their raises got removed from the default budget. I'm proposing that you restore the 3% that we budgeted for the non-union full time and part time people at a cost of approximately 39K. That's a COLA, again for those folks.

I had allocated back in to about 24K for the NRPC Planning assistance that we've been utilizing and I also allocated six grand back in for medical exams in the Fire Department. That's, that's a necessary thing that we need to do. Just wasn't picked up in the default budget. Numbers change every year.

The Town Administrator went on to say, as you're well aware, you've already taken an action on the Moderator polling books that's got pulled into this year. So that's 17K that we're doing out of this year's funds. I believe we took it from the Town Poor again, we're seeing an under run on that account. As far as some of the departments, the Highway Department took a pretty big hit. As you're well aware, we put extra road salt in. Cost of road salt has gone up. He's coming off some vehicle, big equipment leases that I wasn't able to put back in the default budget. So he had, he the Public Works Department, had the biggest shortfall. Really no way to make it up. We can't invent money. So what he's probably going to do is defer, finish coat paving on streets. That's really his only option at this point in time, just too at least get a point to see where we are maybe partway through the year as far as our salt goes and what we're using for fuel in particular. So I think that's where the Department of Public Works is going to be.

In the Police Department the big ticket was we still didn't have the body cameras and the bulletproof vest and the tasers and the shields into the budget. So fortunately, we have a capital reserve fund that was funded last year and this year. So we'll be able to take that expenditure out of there, but we don't want to keep doing that. But next year it will be in the default budget. So it's just a problem this year. I reviewed the Fire Department items. You made a change, you promoted a fire marshal. But there's going to be some savings in the insurance accounts for the suppression. So that should cover that.

So all together, if I looked at all of the accounts and that's the last page of this document, about \$405,000, we could sort of figure out where it's coming from, what we're deferring, what we're going to pull in, what we're getting from capital reserve, which is about \$98,000, which we're just going to have to absorb in all the other little departments, which is a better number than the \$224,000 we had to absorb this year. One of the things that we'll probably be able to do this year is take a look at when we get the earned time buyouts. We have a reserve fund, a trust fund for that. We're most likely going to have to tap into that. Departments will not be able to absorb that cost. But that fund is about \$800,000. So there should be sufficient funding for this year and possibly next year. Again, I can't invent money. I'm just trying to look at where the buckets are, how we can maybe reallocate some funds so that we can at least accomplish the core missions. I'd be remiss if I didn't point out one of the other things that falls by the wayside is something you all added, which would be the operation of a senior bus. I don't have money to cover that, so I wanted you to just put that on the table, identify that maybe we'll get maybe things will go. Maybe things will get fortunate, maybe we can do it halfway through the year. But it looks like at the beginning of the year, I wouldn't recommend you commit to that. You're not doing it now. I hate to take something away, but I didn't take it away. This is what the voters voted and that was not in the default budget. That was clearly added by the Board here. So I think it's imperative that we at least be able to maintain the roads i.e. salt, plow, maintain law and order and maintain the Fire Department. So that's my recommendation. I hope this is clear. If you're looking at this document, if it's a positive number, that was an account that had excess monies. If it's a negative number, they lost money. And this is just sort of the big ticket items here, just so you can get a feel. Very similar to same layout as last year. So I didn't do anything different. I tried to be consistent. Our departments are very engaged. They do a great job and they will do their best to manage to the numbers that they have. But obviously, we can't have default budget after default budget. You know, I think we run fairly tight around here and I think we'll make it. But again, we can't keep doing this perennially.

Selectman Morin was recognized and asked, where we at on our fuel budget for this year right now? The Town Administrator replied, it's getting tight. Yeah, we are luckily not paying. I mean, it's great that they want to suspend the gas tax at the federal level. We don't pay the gas tax. So that's one salvation for us. But, yeah, it's tight. I mean, like I say, we're not going to be to absorb our in time for it. But you all we all look at the budget, the actuals. We're just about that 82-84% where we should be. There's not going to be any more storms. So we're good there. So we can manage to that. Chairperson Roy asked, we got what about six weeks left? To which the Town Administrator replied, yeah, about six weeks left. Luckily we got the legal under control with that Money that came back. So that's helpful. And to be frank, Town Poor is another account we haven't really, really spent yet. Selectman McGrath said yet. The Town Administrator replied I've said this a million times. Ms. Wilson does a great job using the resources in the area without having to spend town resources. She spends a lot of effort looking for the other resources that are part of the area that we sometimes we pay for in the community grants.

Selectman Gagnon said excuse me. Kind of a side note, when you talk a lot about trust funds, my layman understanding is those are investment funds that we put aside to grow. The Town Administrator replied they're capital reserve funds, which you typically, you are, the for the majority, you are the agents to expend. So basically, if you make an expenditure, you can seek reimbursement from that capital reserve fund. Selectman Gagnon then said I guess let me clarify my point. Are any of those capital reserve funds or any other funds that are overseen by the Trustees of the Trust Funds, are they investments in like stocks or bonds and so forth? The Town Administrator replied, they have an investment policy. Typically, they are not heavily invested in stocks and bonds because they also have to think about safety. They may have some longer term investments, but typically they're not in the they're not fully invested in the stock market right now. Selectman Gagnon replied, so then my conclusion question would be, you know, are they still growing at what we expect or are they getting any kind of Hits? Selectman Morin replied, no. I talked to one of them the other day? They've been taking some serious hits. Selectman Guessferd said like we all have. Yeah. Selectman Gagnon said, that's what I was I was what I was curious about. Any action need to be taken or just that's life? Selectman Morin said not at this point. The Town Administrator said no. they have the ability and they are by law, the Trustees of the Trust Fund. So they meet with investment professionals, they have their own investment policy. It's really not the Board's purview. It's actually their purview. I think they've done a great job managing what you might see in your own portfolio. They're not seeing quite that bad. Chairperson Roy added, they tend to be very conservative. The Town Administrator added, as is the Town. Let me just assure you, the Town does not invest in stocks and bonds as far as the Town money goes. That's why we have rather anemic interest. We are not we are not in any speculative or any sort of risk investment. Our goal is safety of principle. Selectman Gagnon replied, I got it. But even with the big hits that you speak of, it's not enough that it's going to concern our budget. Selectman Morin replied oh no. That group does very well with what they do. They really do. I mean, they've made a lot of money with what they've done with the portfolios that they have. So I wouldn't worry about it just as everybody else, if taken it like us at this point. The Town Administrator said there's nothing on here that I would be concerned that they wouldn't have enough money to cover. That's probably the best way to express that.

The Town Administrator then said so what I was basically trying to get is, is a consensus for the Board, is this acceptable? Do you want to do something different? What do you want to do? I put it to you all. Selectman Morin was recognized and said as long as everybody feels that they can do with what they got at this point. I understand the buyouts and fuel we're probably going to have to look at it at some point. But if everybody's good right now. The Town Administrator then said if I may also offer we really haven't touched the contingency account this year. So if we got in a jam by the end of this year, we would have sufficient money to stock up the gas tank again. Again, looked at this with the Department Heads....Chairperson Roy asked would that carry over to FY23 if that continues? The Town Administrator replied, well, if gas goes to \$8 a gallon, probably not. But then again, we wouldn't be able to cover that anyways. Even if we had a regular budget, we'd have to still rob from Peter to pay Paul.

Selectman Morin said, I just want to ask one question because last time we did this, there was discussion about cutting tires. We're not doing anything like that anywhere, correct? Everybody that's gonna need maintenance, tires things of that are important. The Town Administrator replied they will prioritize that. Yes. That's not coming out of here. These are the big hitters here. And again. In the Public Works Department the biggest problem was the road salt and the fact that we were coming off a truck lease or vehicle lease I forget which one it was, excavator maybe, and he needed to replace that. But that came out of the default budget, so it created a big gap for him. Nothing I can do about it. It's just default budgets are calculated a certain way. Those are the things that come out. I can't put a new lease in because it doesn't work that way. Now next year I'll be able to put it in because we've already had it. So you get you get these sort of anomalies. But don't forget, Police has a \$9 million budget. Fires over \$8 million. Public Works is 4 to \$5 million that it's a lot of labor but we'll get by. We'll have to. We have no choice.

Selectman Guessferd was recognized and said just my maybe it's more of a comment than anything else but it's the paving bothers me. You said we're not going to be able to finish coats. The Town Administrator replied more than likely that's what's going to go. Correct. Selectman Guessferd then said because I you know, I mean, we see we see it all the time, especially after the after the winter. We get all kinds of they're just patching, you know, it's. The Town Administrator explained, on a newly paved road, if it's been reconstructed in particular, you're not going to have that problem as much. It's just a finished course, which is like the last inch or two of binder pavement. It's probably getting to other roads down the road that's going to be more of a problem. But right now, if you don't put a finish coat on something, it implies you've already rebuilt or redone the road. And a year or two and we're not talking main thoroughfares, we're talking back roads, side roads, neighborhood roads. We're not talking, you know, Old Derry Road or Robinson Road. We're pretty much talking maybe where you live or where I live or any of us live on a side street that typically would get deferred. I mean, they're pretty, they know what to do, what roads they can pull back on. Selectman Guessferd replied, pull back on a little bit. The Town Administrator replied, that's quite honestly where he's going to have to get it. There is no other bucket of money. I guess the other alternative, and I'm not going to recommend, is we got to get rid of people. Yeah, yeah. And I'm not sure we're in a position. We run lean as it is. I don't I don't think anybody wants to do that. Selectman Guessferd and Chairperson Roy both replied no. The Town Administrator went on to say, so, you know, maybe we'll catch some breaks. I hear there's maybe some money coming to us for the pension. Maybe the state's going to put some money out there, you know, we'll see.

Selectman McGrath was recognized and said I just want to suggest that you keep an eye on the Town Poor. And as we, well, I'm not even going to make that statement. As someone that watches the news a lot. There's lots of discussion on the news about the import of the southern border and a lot of people coming in over that border. One of the courts just voted to require Title 42 to remain in existence for the time being. But once that comes, once that opens up, then the floodgates are going to open up. And they're already flying different, different groups of people all over the country. I know Massachusetts has gotten, gotten a large influx of them and other states and in the country as well. So if they're experiencing that, we're certainly going to experience that at some point. That doesn't mean Hudson is going to, but the State of New Hampshire may so. The Town Administrator then said and as you're well aware, we have welfare guidelines that require some sort of residency. You can't just move to Hudson and get free money. There is some sort of residency required. The other ace in the hole we have, so to speak, on this is we have a donation account that's got funds in it. So that's in the back of our head. We know if push came to shove, I have a donation account. We can come in here and expend. It would help. So I'm comfortable and we were comfortable reducing that budget. So it's no different. We're going to have the same budget that we would have had anyways. I'm just looking to potentially repurpose it to satisfy some other needs.

Chairperson Roy asked, do you need anything else from us? The Town Administrator replied, you can make a motion to approve what I recommended. I mean, it might be the cleanest way to do it. That way I can put this into. Into, into play. Selectman McGrath made a motion to approve the FY23 Default Budget presented by the Town Administrator. Seconded by Selectman Morin. Carried 5-0.



## I. Board of Selectmen Visioning Session

Chairperson Roy recognized the Town Administrator who said, I believe this came up a few meetings ago. Board I think the chair brought forward the idea of having a vision visioning session with the Board. I've contacted and work with Primex, who is our insurer. They provide our workers comp our property liability, and then they provide other service to us. And one of the services we would get is free visioning. So someone who's trained would come in and actually conduct a visioning session for the Board. I believe you would ask when we could do it. You were recommended August 2nd. So it's here to see if the Board would be amenable to a workshop on August 2nd. That would be a workshop night. That's a Tuesday.

Chairperson Roy then said so the only other caveat I would put on that is that I would suggest that we do that someplace other than here, like the library or something like that, something that's not. The Town Administrator replied, it would be public, but it might be more conducive to a free flow of ideas if you're not feeling constrained in this room. It certainly would be public. They, Primex, thinks it's a good idea if you did it somewhere else. You don't have to. But it's a good idea just because it gives, you just you think differently.

Selectman Gagnon said, Mr. Malizia, I don't know if you told me you emailed me this week, and I think you asked for a date. And I didn't think...The Town Administrator replied, that was the date was for the MRI report. That's June 7th. So your calendar is booking up quickly. Selectman Gagnon then said August 2<sup>nd</sup>, unfortunately I'm away, so I won't be able to join for an important agenda item. Selectman Guessferd, and Selectman Morin both replied, I'm good. Chairperson Roy said okay. Selectman Gagnon then said please go ahead with it. Chairperson Roy then said, all right. We have a consensus, August 2nd at Rogers Memorial Library. Can you? The Town Administrator said I'll check if Rogers is available. Make sure that's available. The only other thing is maybe you want to start a little earlier at 6:30. I know that's not too, too early, but you get a better start. Maybe you give yourself a little bit of wiggle room. So if you go write down 6:30 for me and I'll check the Rogers first to see if that's available. And if not, if something if they can't, I'll come back and we'll figure out where we want to go. All right. Sounds good. Thank you.

## 9. Board Liaison Reports

Selectman Gagnon: Thank you, Madam Chair. So a couple just quick updates from my different liaison assignments. The Sustainability Committee with partnership from the CTE Center had a successful Eco Fest, as they're now calling it, this past weekend. On Saturday, they were at the Rogers Memorial Library. I believe Con Comm took part in it as well. They had a couple different booths, everything from planting trees like an Earth Day to information. I believe they had a TESLA there so that people can kind of look at and check out and just people kind of talking. The library got involved, so I wasn't able to attend, but it seemed like a very successful event, so I applaud them for that effort.

I attended the NRPC annual event. That event had various speakers that talked about energy issues in the state. What we're doing about them, both sustainability issues, natural wind, solar, those kind of alternative, environmentally friendly energy, as well as the discussion from the power company about what they're trying to do in the last couple of years. Cut trees, keep the power lines, keep the utilities up and running.

The School Board and tell me if I'm wrong here, had an active discussion last night, just a few topics to take away. There was a very nice overview from a student trip to Panama, which I thought was very nice. The Board also welcomed a student to sit on the Board as input from the students, which I think was the first night. I thought that was a very innovative. Chairperson Roy said so I want to

comment on that. I was glad to see that back because it hasn't been there for a couple of years, right? Chairman Gasdia replied, correct. We did not have one during COVID so they had their elections. Typically they elect them now and they start in September but she was willing to start right away. We're not going to make her come over the summer unless she really wants to. But she was willing to come, so we had to jump right in. It is great to have her back. Selectman Gagnon said, so I think that was a great addition to see that. And then they had some discussion about hiring. As everyone knows, any business is tough to hire these days. And even I jumped in a little bit talking about how do we retain teachers? You know, because it's the complications of union and contracts. It's not a professional business where you can just offer a matching salary. So interesting discussion there.

And lastly, you heard a little bit tonight the right to know group. I think Flo and Mr. Tessier did a great job presenting it. We had really active communication and discussions. We're still trudging for with lots of things to do, but I think we have our head around what needs to happen. We just need to make it happen.

Selectman Guessferd: Let's see I have a few items. Nothing, nothing too major on Rec. I think this this week the calendar is wrapping up. You know the calendar raffles? I don't know if anybody has...haven't seen anything for me. So the soccer is registration is just opened up for the father daughter dance was a rousing success both of them and they're continuing to work on their programming and doing some good work over there.

Cable We're continuing to work on the bylaws. We'll be looking at our next meeting

And Planning Board tomorrow, we're going to be doing our part two of our regulation updates. Hopefully we'll. Selectman Morin asked, do you want me to just add? Selectman Guessferd replied, yeah, absolutely, yeah, yeah. You want me just add. Selectman Morin asked the Chair, do you want me to do that now or wait? To which Selectman Guessferd replied, that's all I had anyway so I will go ahead and give the floor back.

Selectman Morin: So for the Planning Board there were basically two items that were discussed, 56 Central Street, which is in the area of Library Street, they're looking to put a street and a cul de sac with nine units there. That was just the first review of that. And then the professional office that's being reviewed for River Road was pushed off to the next meeting looking for due to information requirements that they needed. And that was it pretty much for the Planning Board.

Benson's they're waiting on the cost for the roof of the barn. So they're really hasn't been any movement there. This past Saturday had a clean-up day at the park. They did have a discussion on your request of funding for the park. They do have some ideas, but they're going to bring that up again at the next meeting and figure out where they're going to go and how they're going to approach it. And then they'll get to us at some point with what they came up with.

Budget Committee had several requests, Mr. Malizia and Jill and Lorrie, have taken care of most of the information that they've requested and got almost all of that out to Mr. Cole. The Town Administrator added, I believe so we can double check. But I mean, I gave you the purchasing policies. Selectman Morin said so we'll discuss that at our next meeting and that's pretty much it at this point.

Selectman McGrath: I don't have anything for you, for the Municipal Utility Committee. There's nothing to report on that.

Police Department, I talked to Chief Dionne and he provided me with quite a bit of information, which I think is, I don't think that we're going to do this at every meeting, because this is, this is I mean, he's trying to cover a lot of territory and he provides a monthly report, and that should cover most of most of it. So in any event, I'm going to read from this what he provided me. "They're moving forward with the building expansion and renovation. With the help of some other town employees, Captain Cayot

has submitted RFPs for those that aren't familiar with that term, its request for proposals. We have received feedback that at least three companies will be offering bids. A mandatory meeting for all contractors wishing to bid is scheduled for June 13<sup>th</sup>, 2022 at the Police Station. HPD has hired MRI, Municipal Resources, Inc., to assist the Hudson Police Department with a multiyear strategic plan. At his request, MRI conducted a squad analysis with almost the entire staff on Thursday, May 19, 2022, as a component to developing the 3 to 5 year plan, it was conducted in two separate groups. First the command staff, then the rest of the employees. This was done in an effort to assure free flowing discussions.

With the default budget, we are aggressively seeking out innovative ways to offset costs going into the fiscal year 2023. It is important to remember the police are mandated to move in increments from 8 hours additional mandatory training per officer to 24 hours by 2024. This has an enormous cost associated with it and we began this year in a default budget and need to keep pace in fiscal year 2023 by increment in default. We are in the process of procuring some grant funding to reimburse monies already spent in equipment. We have applied for some funding to assist in some small way with the renovation. And we did receive \$3,500 from the New Hampshire forfeiture fund for psychological exams related to police hiring.

May 2022 is bringing in the New Town of Hudson newsletter. We are honored. We were honored to present an article about the college process written by Lieutenant Steve McElhinney. I also presented a brief article about our new our two newest hired police officers. It is exciting to have a new platform to reach the community lest they continue to collaborate and form a new partnerships within the community. Two weeks ago we had our quarterly meeting with the president and the security head at Saint Joseph's Hospital. Later, we met with the BAE security leaders and Merrimack to discuss the Hudson facility. On May 9, 2022, we had the pleasure of welcoming Dr. Dan Moullis, the incoming. I hope I pronounce that incoming SEIU 81 superintendent who agreed to meet us at the police station. We also reviewed, updated and signed the SROs MOU with the School Department." Selectman McGrath then said, so that covers it. Thank you.

Chairperson Roy: So all my liaison meetings happen this week, so I'll have something at the next meeting. And everything else has been either covered by one of you folks in the land use or by Chief Buxton. So I don't have anything as far as Board Liaison Reports. I will have something at the next meeting.

Selectman Gagnon then said Madam Chair, I have a question for Selectman McGrath. I know the Chief was talking almost two months ago now about donating some of the bulletproof vests that have expired. I don't know if I ever heard anything back from that. Are you aware of what happened with that? Selectman McGrath replied, I am not. But I do know that I don't know if Hudson's were geared towards going over to the Ukraine, but I've heard that some of those didn't get there. But I don't know if it included Hudson's or not. I don't know where they were going. Selectman Gagnon replied, all right. Thank you.

#### 10. Remarks by Town Administrator

Just a couple of things that just a refresher/reminder workshop on June 7th to discuss the MRI Town Hall report.

Check your mail boxes, your first half tax bills should be hitting them by the end of the week. I know everybody's looking forward to that.

And just a personal note. Memorial Day is this weekend. I'd like to thank all the service personnel who've sacrificed for our country. And I ask everyone to please be safe this weekend.

#### 11. Remarks by School Board

Thank you, Chairman Roy. I'd like a little bit of latitude at the beginning here. This isn't about Hudson, but earlier today there was a tragic school shooting in Texas. I don't know what the count is now, but it was 14 dead and another 15 or 20 in the hospital when I walked in here today. And, you know, at the end of the day, when you send your kid to school, you expect to be able to pick them up. And so that's the most important thing that that we have to do. And we'll let the experts figure out how it happened, why it happened and what could be done and all of that. But I think it's an important time to reflect on to all the parents, the students, the community members, if you see something that looks suspicious, please contact the Hudson Police. We have a phenomenal relationship with them. You know, we're not immune in Hudson. We've had threats come in, some in the middle of the night. And the next morning Hudson Police are right there keeping our kids safe. If you see something, say something. And this is also why we do all of these drills, why we have professional development. You know, as we've learned over the years, I know this is close to your heart, slightly more and we're never perfect. So we need to keep practicing. And so I'm sure there were some heroic things that happened in Texas today that, you know, kept that count down. We hope it never happens here, but that's why we're always doing ALICE drills, professional development. And we really need the help of the community to make sure that we're never the ones making headlines to the best of our ability.

Now on to Hudson. So the reality is that the next Board of Selectmen meeting will be the night before the last day of school. Our seniors will have graduated. So there is a lot of great stuff going on. This is the time for field trips and prom on June 7th. So if you want to avoid Bensons between 4:00 and 6:00 that may be good. Graduation is June 9th. There were all sorts of academic awards. A lot of our teams are in playoffs and things like that.

And Memorial Day. We will have the parade, weather permitting, and so you'll get to hear the Alvirne High School marching band, in all of their glory, marching down Derry Road there. So a lot of good stuff happening. It's great.

You saw the incoming superintendent has been phenomenal. He has been pretty much everywhere. It seems like everywhere I show up, he seems to be so I think that's going to bode well for us when he starts. So with that echo, Mr. Malizia's comments, hope everyone has a good Memorial Day and thank you to all of the service men and women over the years that keep us safe.

## 12. Other Business/Remarks by the Selectmen

Selectman Morin: Just a couple of things just for information. Then we received some correspondence from the labor attorney reference to the major incident, but we didn't get it in time to go on the agenda. So we'll be on the next one. Selectman McGrath brought up in the newsletter, just an update on that. The Town newsletter will be issued the first business day of June. And at this point, because it's been so long putting it together, it's going to be what, 18 pages. The Town Administrator said, it's gonna be like the Globe. (laughter). Selectman Morin continued saying, it won't be that big every month. But she's gotten a ton of information. He's done a great job putting it together. So that'll be the first business day of June that that will come out.

And is the Board doing anything for the parade? Chairperson Roy replied, oh, yeah. So it's Monday at 2:00p.m. Selectman Guessferd said step off. Is it 2:00p.m., yeah. Selectman Morin said I figured you'd be marching with the band. Selectman Guessferd replied, I'll be, we're not going to march. We're just going to be in the Library Park. Yeah, I'll be playing taps. Chairperson Roy then said whoever's going to go together at the Hudson Mall at like 1:30, and then it's just goes from the Hudson Mall to the to the Library Park. I know I plan on be there. Selectman Guessferd said you have to continue on to the Legion afterwards. Selectman Morin said I'll be available. Selectman Gagnon said, I believe I'm going to try to shoot to join. Chairperson Roy said okay. All right. So, yeah, that's step on at 2:00, 1:30 at the Hudson Mall.

Selectman McGrath: Just to answer you, as you can see, I'm still in this flipping wheelchair, so I'm not able to go to that. But I will be watching any things that are happening on the news related to any type of memorial services. I happen to watch those when I'm able to. So and as far as comments, again, you know. This is Memorial Day is meant to commemorate those that have given their lives for this country and for our freedoms. It's not it's not for all of the parades and everything else. It's really to commemorate, commemorate those that have given their lives for us, for our freedoms. So that's what I'll be doing on Memorial Day. I won't be out celebrating, but I will be honoring those that have gone before us.

Selectman Guessferd: I could not have said it better Selectman McGrath. I was planning to make a comment. I know we've had a few comments here, but what she said was exactly correct. We're not, this weekend, this holiday is not for all the veterans, like myself. This is for those that have that have lost their lives and given the ultimate sacrifice to our country. And we have we enjoy this wonderful three day weekend because of them. So it's not just about the barbecues, but we do hope everybody has a wonderful weekend and enjoys that extra day thanks to them. So, yes, come out for our parade. There's one in Nashua in the morning. There will also be some other local wreath laying ceremonies in Nashua. The VFW there does. I'll be attending those as well. So again, it's perfect. Absolutely perfectly said. Beyond that, everybody stay safe and we'll see you again soon.

Selectman Gagnon: Nothing tonight, thank you

Chairperson Roy: So I'll just reiterate what everybody else said about Memorial Day. I will also add that, as the Town Administrator, mentioned war on June 7th, we're going to do a workshop for the MRI Manpower Report. And I would encourage employees, department heads and the public to attend, hopefully read it if they have any input. I'm sure we'd love to take that in. And that's all I have for tonight.

### 13. Nonpublic Session

Motion by Selectman Gagnon at 8:20 p.m., seconded by Selectman Guessferd to go into non-public session under RSA 91-A: 3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (b) The hiring of any person as a public employee. A roll call vote was taken. Carried 5-0.

Nonpublic Session was entered at 8:20 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.

Chairperson Roy entered open session at 9:23 p.m.

### Motions made after nonpublic session

1. Selectman Morin made a motion seconded by Selectman Guessferd to hire Trinity (Xavier) Santana as a HCTV Part-time Videographer and be classified as a "Regular Special Shift Employee" at the current rate of \$60.00 per meeting, with every hour over four (4) hours at a rate of \$15.00 per hour. Carried 5-0.

2. Selectman Gagnon made a motion seconded by Selectman Guessferd motion to hire Amanda Bowen as a full-time IT Technician II, with a starting salary of \$69,964 (Step 2), in accordance with the Hudson Police, Fire and Town Supervisors Association Contract, with a start date of May 31, 2022. Carried 5-0.

3. Selectman Morin made a motion seconded by Selectman Guessferd to hire the Sumer Camp Counselors listed on the memo from the Recreation Director dated May 18, 2022. Carried 5-0.

4. Selectman Guessferd made a motion seconded by Selectman Morin to hire Summer Camp Counselors in Training listed on the memo from the Recreation Director dated May 18, 2022. Carried 5-0.

5. Selectman Morin made a motion seconded by Selectman Guessferd to authorize the Town Administrator and Recreation Director to hire additional seasonal summer employees. Carried 5-0.

6. Selectman Morin made a motion to adjourn at 9:24 p.m. this was seconded by Selectman Gagnon. Carried 5-0.

14. ADJOURNMENT

Motion to adjourn at 9:24 p.m. by Selectman Morin seconded by Selectman Gagnon. Carried 5-0.

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

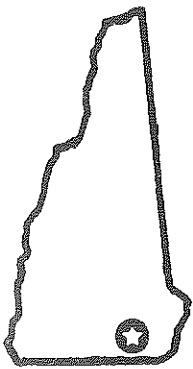
\_\_\_\_\_  
Kara Roy, Chairperson

\_\_\_\_\_  
Bob Guessferd, Vice Chairman

\_\_\_\_\_  
David Morin, Selectman

\_\_\_\_\_  
Marilyn McGrath, Selectman

\_\_\_\_\_  
Brett Gagnon, Selectmen



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

Agenda  
6-14-22



7B

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Stephen A. Malizia, Town Administrator – [smalizia@hudsonnh.gov](mailto:smalizia@hudsonnh.gov) – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 8, 2022

Re: Serious Incident Reporting Policy

The Board of Selectmen have discussed instituting a serious incident reporting policy. The Board asked that I contact the Town's labor attorney, Mark Broth, to solicit his input regarding the employee privacy aspect of a policy. Our attorney advises that the Board proceed with caution if the Town chooses to proceed with a serious incident reporting policy. Due to the public disclosure requirements in light of recent NH Supreme Court decisions, serious incident reports that are drafted with excessive details, unverified facts or conclusions of fault could expose the Town to unnecessary liability. Should the Board of Selectmen choose to proceed with developing a serious incident reporting policy, our attorney has offered to draft a policy and a template report for the Boards consideration. I recommend that we ask Attorney Broth to draft a policy and template report for the Board to review. Should the Board of Selectmen accept my recommendation, the following motion is appropriate:

Motion: To have the Town's labor Attorney, Mark Broth, draft s serious incident reporting policy and template report for the Board of Selectmen's consideration.

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

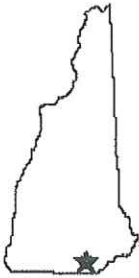
Agenda  
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JUN 09 2022



8A



# TOWN OF HUDSON

## Engineering Department

12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator  
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer  
Tad Dionne, Police Chief  
Dave Bianchi, Police Captain

DATE: May 12, 2022

RE: Traffic Safety Improvement Grant Acceptance

The Board of Selectmen, in March of 2022, approved the grant application for four Shield 15 speed signs for the amount not to exceed \$18,852.00. This grant is a 90% / 10% split with the Town portion to come from Police Department.

The Town was notified on 5/12/2022 that we have been qualified for \$16,877.00 reimbursement, upon showing proof of purchase. This reimbursement is also subject to final approval by the Governor and Executive Council.

**First Motion:**

To accept the grant for the amount of \$16,877.00 related to the purchase of four Shield 15 speed signs.

**Second Motion:**

To waive the bid process and purchase the Shield 15 from All Traffic Solutions for the following reasons:

The purchase has been pre-approved by the State.  
The speed sign in question are produced by All Traffic Solutions.

**Third Motion**

To authorize the Police Chief to purchase four Shield 15 Speed Signs for the amount not to exceed \$18,852.00, from Police Account # 5671-403.



Agenda  
6-14-22



# 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) 594-1162

RECEIVED  
JUN 09 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE



8B

Tad K. Dionne  
Chief of Police

Captain David A. Cayot  
Special Investigations Bureau

Captain David A. Bianchi  
Administrative Bureau

Captain Michael P. Davis  
Operations Bureau

To: The Board of Selectmen  
Steve Malizia, Town Administrator

From: Tad K. Dionne, Chief of Police 

Date: 9 June 2022

Re: Agenda Request – 14 June 2022

**Scope:**

Part one: The Police Department would like to meet at the next scheduled Board of Selectmen meeting on Tuesday, 14 June 2022 to request approval to accept the Locality Equipment Purchase Program Grant in the amount of \$4,500.00. This is the reimbursement costs for two half cages installed in our 2021 Ford Interceptor police cruisers.

Part two of this award is to accept the Locality Equipment Purchase Program Grant in the amount of \$4,950.00 for the purchase of two more half cages in the 2022 cruisers before December 31, 2022.

**Motion:**

Part one: To authorize the Hudson Police Department approval to accept the Locality Equipment Purchase Program Grant in the amount of \$4,500.00.

Part two: To authorize the Hudson Police Department approval to accept the Locality Equipment Purchase Program Grant in the amount of \$4,950.00 before December 31, 2022.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Agenda  
6-14-22

# TOWN OF HUDSON

RECEIVED

## Police Department

JUN 09 2022

*Partners with the Community*

TOWN OF HUDSON  
SELECTMEN'S OFFICE



8C



1 Constitution Drive, Hudson, New Hampshire 03051  
Voice/TTY (603) 886-6011/Crime Line (603) 594-1150/Fax (603) 594-1162


Tad K. Dionne  
Chief of Police

Captain David A. Cayot  
Special Investigations Bureau

Captain David A. Bianchi  
Administrative Bureau

Captain Michael P. Davis  
Operations Bureau

To: The Board of Selectmen  
Steve Malizia, Town Administrator

From: Tad K. Dionne, Chief of Police 

Date: 9 June 2022

Re: Agenda Request – 14 June 2022

**Scope:**

The Police Department would like to meet at the next scheduled Board of Selectmen meeting on Tuesday, 14 June 2022 to request approval to apply for the Patrick Leahy Bullet Proof Vest Partnership. This program provides reimbursement at 50% for the purchase of new and replacement bullet proof vests. We intend to purchase (5) five vests during the FY23 year. Two are replacement vests which are purchased through the Bullet Proof Vest Replacement Fund and three are new vests which are purchased through the police budget. The total cost is \$6510.00, which 50% of that would be reimbursed through this program.

**Motion:**

To authorize the Hudson Police Department approval to apply for the Patrick Leahy Bullet Proof Vest Partnership Program Grant in the amount of \$3,255.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

## Patrick Leahy Bulletproof Vest Partnership (BVP) Overview

BVP Website: <https://www.ojp.gov/program/bulletproof-vest-partnership/overview>

BVP Helpdesk: 1-877-758-3787 / Email: [vests@usdoj.gov](mailto:vests@usdoj.gov)

The purpose of the Patrick Leahy Bulletproof Vest Partnership (BVP) Program is to reimburse states, counties, federally recognized tribes, cities, and local jurisdictions up to 50% of the cost of body armor vests purchased for law enforcement officers. Since 1999, over 13,000 jurisdictions have participated in the BVP Program, with a total of \$548 million in federal funds for the purchase of over 1.4 million vests.

Since FY 2015, protective vests were directly attributable to saving the lives of at least 272 law enforcement and corrections officers (based on data collected by the Office of Justice Programs). Thirty-nine of those vests were purchased, in part, with BVP funds.

**1. Eligible Applicants:** Any recognized unit of general government (states, counties, federally recognized tribes, cities, and local jurisdictions) recognized by the U.S. Census Bureau that employs law enforcement officers.

**2. Law Enforcement Officer Definition:** The term 'Law Enforcement Officer' means any officer, agent, or employee of a State, unit of local government, or federally recognized tribes authorized by law or by a government agency to engage in or supervise the prevention, detection, or investigation of any violation of criminal law, or authorized by law to supervise sentenced criminal offenders. This includes full, part-time and auxiliary personnel, whether paid or volunteer.

**3. Application Period:** The BVP application usually opens in April and closes six weeks from the opening date. The BVP application only opens once per year. The BVP website has user guides and checklists for each step of the BVP application process: <https://www.ojp.gov/program/bulletproof-vest-partnership/program-resources#h449g>.

**4. Award Process:** When a BVP recipient is notified of an award amount, the funds are not disbursed until the recipient logs into the BVP site and provides the receipt information for the vests. Once the payment request is made, BJA reviews the request for accuracy and completes payments on a monthly schedule. BVP funds will be available for drawdown for two years from the time of the award announcement. **A current SAM registration is required to apply for BVP funds.** Jurisdictions are also required update their ACH banking in SAM.

**5. Small Jurisdiction Priority Funding:** Current legislation allocates funds first to jurisdictions with less than 100,000 residents. Please see the [BVP legislation for details](#).

**6. Vest Requirements:** In order to qualify for this reimbursement, body armor must comply with the most current National Institute of Justice [JTIC - Ballistic Armor Compliant Product List](#) (NIJ) body armor standards, as of the date the body armor was ordered.

**7. SWAT vests/tactical armor vest eligibility:** BVP funds can be used for tactical-level armor, but for only one vest per officer in a replacement cycle. If the agency purchases a tactical level vest for an officer, it must be the officer's primary vest. The agency cannot then use BVP funds to purchase a regular duty vest for the same officer during the same replacement cycle.

**8. Mandatory Wear Policy:** BJA will continue the existing policy that requires a written mandatory wear policy for uniformed patrol officers in place when BVP applications are submitted. There are no requirements regarding the nature of the policy other than it **specify when mandatory wear is required** for uniformed officers on duty. Please see the [Mandatory Wear FAQs](#) for details.

**9. Uniquely Fitted Vest Requirement:** Jurisdictions receiving funding for reimbursement of body armor purchases must have in place a uniquely fitted vest requirement when BVP applications are submitted. Please see the unique fit FAQ for details: [https://ojp.gov/bvpbasi/bvpfaqs\\_appguidelines\\_01.htm](https://ojp.gov/bvpbasi/bvpfaqs_appguidelines_01.htm).

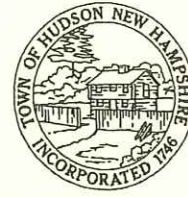


Agenda  
6-14-22



# TOWN OF HUDSON

## Finance Department



8D

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

**RECEIVED**

**MAY 27 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

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

**From:** Lisa Labrie, Finance Director *LL*

**Date:** May 30, 2022

**Subject:** **Contract Award for Haselton Barn Roof Installation**  
**Work not to be started until July 1, 2022 (FY23)**

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

**Recommendation:**

To award the Haselton Barn Roof Installation to Peter DeSalvo Contracting LLC. as recommended by the Town Engineer, Public Works Director and Finance Director. This company has done work in the past for the Town of Hudson and School Dept. and was the only bidder.

**Information:**

The invitation to bid was advertised followed by a pre-bid meeting held on May 12, 2022. Two parties attended. In addition, four different vendors were sent bid invitations. The budget for this contract is \$100,000. On May 26, 2022, we received one bid.

Peter DeSalvo Contracting LLC, Hudson:

\$42,000 (10 year asphalt roof)

\$42,000 (25 year asphalt roof)

\$160,000 (50 year metal roof)

Three possible additional tasks were included:

- 1.) \$65/100 sq. ft. to remove additional roof layers beyond two.
- 2.) \$95/sheet (32 sq. ft.) for repairing the existing plywood layer.
- 3.) \$95/sheet (32 sq. ft.) for installing a new plywood layer.

**Funding:** The construction is to be charged to Parks Dept. Building Maintenance (5556-224) and then a request will need to be made to request funds from the Trustees of the Trust Funds account for Benson's CRF which has \$102,397.41 as of 4/30/22.

**Motion 1: To approve the base contract for the Haselton Barn Roof Installation to Peter DeSalvo Contracting LLC, Hudson NH for the amount of not to exceed \$42,000 using account 5556-224 and then being reimbursed thru the Benson's Capital Reserve Fund.**

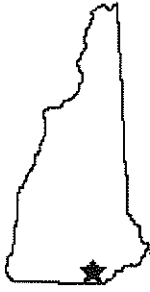
**Motion 2: To authorize the Town Engineer to approve potential additional work related to the removal of additional roof layer, not to exceed \$975 (25% of roof area) using account 5556-224 and then being reimbursed thru the Benson's Capital Reserve Fund.**

**Motion 3: To authorize the Town Engineer to approve potential additional work related to fixing the existing plywood layer, not to exceed \$3,562.50 (20% of roof area) using account 5556-224 and then being reimbursed thru the Benson's Capital Reserve Fund.**

**Motion 4: To authorize the Town Engineer to approve potential additional work related to installing an additional plywood layer, not to exceed \$17,812.50 (100% of roof area) using account 5556-224 and then being reimbursed thru the Benson's Capital Reserve Fund.**

**The above 4 motions are recommended by the Town Engineer, Public Works Director and Finance Director.**

**Cc: Elvis Dhima, Town Engineer  
Jess Forrence, Public Works Director**



# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

8D

TO: Steve Malizia, Town Administrator  
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer

DATE: May 30, 2022

RE: Contract Award for Haselton Barn Roof Installation

On March 22, 2022, the Board of Selectmen decided to take action on the Haselton Barn roof matter, which is currently in need of repair.

We advertised on the town website and in the Union Leader on April 21, 2022. On May 12, 2022 we held a mandatory pre-bid meeting and two parties attended. In addition, we sent the bid invitations to four different vendors. Our budget was \$100,000.

On May 26, 2022, we received one bid as follows:

Peter DeSalvo Contracting LLC, Hudson, NH:	\$42,000 (10 Year asphalt roof)
	\$42,000 (25 Year asphalt roof)
	\$160,000 (50 Year metal roof)

In addition, three possible additional tasks were included as follows:

1. \$65/100 square feet to remove additional roof layers beyond two
2. \$95/sheet (32 square feet) for repairing the existing plywood layer
3. \$95/sheet (32 square feet) for installing a new plywood layer

We contacted New Hampshire Division of Historical Resources and received approval for the asphalt shingle roof option, see attachment.

This local company has done work in the past for the Town of Hudson and School Department. The Town Engineer and Public Works Director's recommendation to the BOS is to award the contract to the firm, Peter DeSalvo Contracting LLC.

**First Motion**

To approve the base contract for Haselton Barn Roof Installation to Peter DeSalvo Contracting LLC, Hudson, NH, for the amount of, not to exceed \$42,000, using Capital Reserve Fund

**Second Motion**

To authorize the Town Engineer to approve potential additional work related to the removal of additional roof layers, not to exceed \$975 (25% of roof area), using Capital Reserve Fund

**Third Motion**

To authorize the Town Engineer to approve potential additional work related to fixing the existing plywood layer, not to exceed \$3,562.50 (20% of roof area), using Capital Reserve Fund

**Fourth Motion**

To authorize the Town Engineer to approve potential additional work related to installing an additional plywood layer, not to exceed \$17,812.50 (100% of roof area), using Capital Reserve Fund



**NHDHR EASEMENT PROGRAM  
ALTERATION REQUEST RESPONSE**

Town: Hudson  
Historic Resource Name: Haselton Barn  
Project Description: Roof Repair  
Date Received: 4-25-2022  
Additional Information Requested Today? Yes  No   
Dates Additional Information Requested Previously: \_\_\_\_\_  
Dates Additional Information Received: \_\_\_\_\_

In reviewing the above project under the Secretary of the Interior's Standards for the Treatment of Historic Properties (Secretary's Standards) and any other requirements of this individual easement, the New Hampshire Division of Historical Resources determines that:

- The project meets the Secretary's Standards
- The project does not meet the Secretary's Standards
- The project meets the Secretary's Standards (in full  or part ) if the following conditions are met:
  - Removing layers of asphalt replacement shingles and replacing them with a new asphalt shingle roof, while avoiding impact to the original wood shake roof underneath, will meet the Standards. Previously relied-upon 3-tab shingle replacement roofs are no longer readily available; Careful consideration of currently marketed architectural shingles should be undertaken to choose a brand, line, and color that minimizes to the greatest extent possible faux shadows, textures, and shapes. The roof should not become a design feature of the building.
- Project tasks for discussion/follow-up/comments
  - As this barn has never been covered with a metal roof, introducing this material and design feature would require additional discussion if that option is pursued further.

Laura S. Black

May 12, 2022

Date





# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Benjamin Wilson  
Director and State Historic Preservation Officer  
19 Pillsbury Street - 2nd floor  
Concord, NH 03301-3570

FROM: Elvis Dhima, P.E., Town Engineer

DATE: April 21, 2022

RE: Haselton Barn Roof Repair

Mr. Wilson,

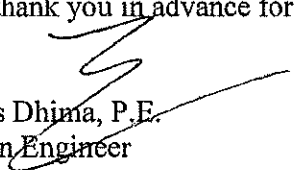
On March 22, 2022, the Board of Selectmen decided to take action on the Haselton Barn roof matter, which is currently in need of repair. While we currently don't have the funds to rehabilitate this barn, we understand that we are obligated to maintain this building.

We are taking action at this time to repair the roof to prevent any further deterioration. We believe the best approach is to remove two previous layers of existing shingles and replace them with new asphalt shingles, with either a ten year or 25 year warranty. We are also looking at a metal roof option, which we believe might be too expensive to execute. Our intent is to leave the original wood shakes in place, please see attached plan for additional information. We are currently advertising for these services and have a drone video of the existing roof that is in much need of repair/rehabilitation.

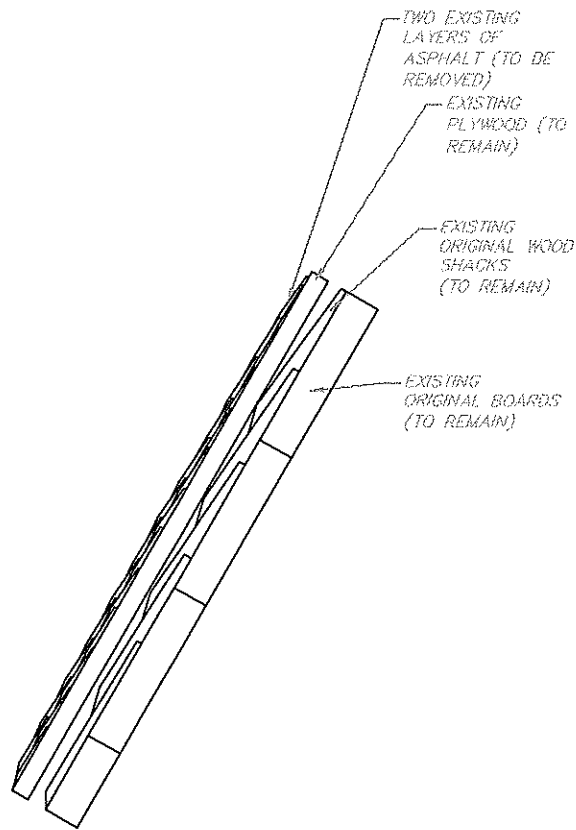
We are reaching out to notify the New Hampshire Division of Historical Resources, and to make you aware that the Town of Hudson will continue to meet their obligations to maintain this barn to the conditions it was received in.

Please feel free to reach out to me at [edhima@hudsonnh.gov](mailto:edhima@hudsonnh.gov) or 603-886-6008.

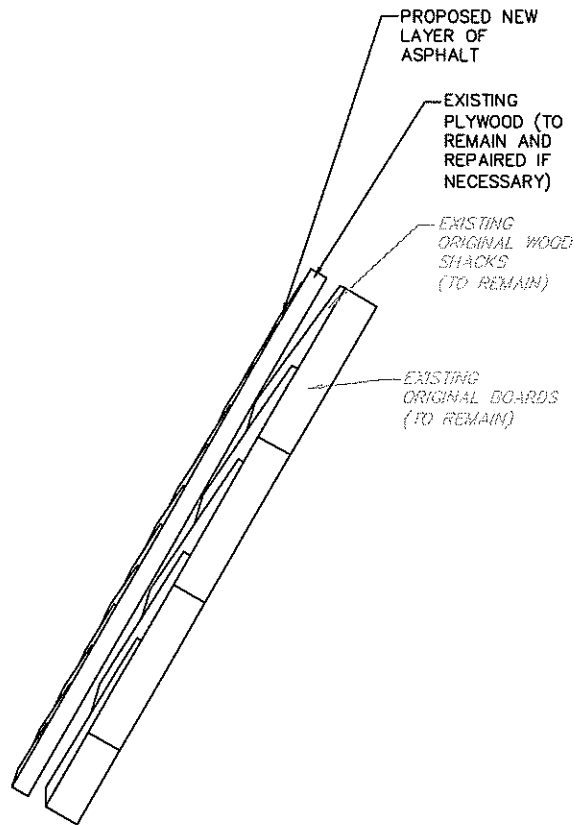
We thank you in advance for you time,

  
Elvis Dhima, P.E.  
Town Engineer

DRAWING: C:\USERS\EDHIMA\DESKTOP\BARN.DWG [ALL]



EXISTING CROSS SECTION



PROPOSED CROSS SECTION

HASELTON BARN ROOF SECTION  
27 BUSH HILL ROAD  
HUDSON NH 03051  
NOT TO SCALE  
DATE: APRIL 2022  
SHEET 1 OF 1

TOWN OF HUDSON  
ENGINEERING DEPARTMENT  
12 SCHOOL STREET  
HUDSON, NH 03051

DRAFTED E. Z. D      DESIGNED E. Z. D



# **HASELTON BARN ROOF INSTALATION/REHABILITATION**

Shingle Roof Option

Cover Page



**PROJECT COST ESTIMATE PROPOSAL FOR**  
**HASELTON BARN ROOF INSTALATION/REHABILITATION**  
 PROJECT ADDRESS:  
 25 BUSH HILL ROAD  
 HUDSON, NH 03051

Prepared by: Peter Desalvo ☎: [Peter@desalvocontracting.com](mailto:Peter@desalvocontracting.com) Proposal Date: 5/16/2022

**Prepared for**

<i>Name</i>		<i>Email</i>		<i>Cell</i>
Elvis Dhima		edhima@hudsonnh.gov		
<i>Company</i>			<i>Address</i>	
Town Of Hudson NH				
<i>Phone</i>				<i>Fax</i>
25 Year CertainTeed warranty				Shingle Roof Option

**Overview**

**Project Description:**

Shingle Roofing system on existing building

Plan Documents

Architectural  Structural  Scope Narrative  Specs  Addendums #(s):

<b>This Proposal Includes:</b>	<b>Labor</b>	<b>Materials</b>
Roofing: CertainTeed Landmark shingle system	Yes	Yes
Siding: Wood shakes	Yes	Yes
Roofing: Demolition	Yes	
Taxes		NO
Labor Rate	Open Shop	

**Proposal - Scope**

Use	Description	Type	Note	Labor		Material	
				Incl.	Excl.	Incl.	Excl.
Shingle							
	Strip existing roof down to first plywood layer	Entire roof	Per specs – Town to supply dumpster and disposal.	x			x
	Nail off existing sheathing down to the best of our ability.	Entire roof	Galvin. Nails.	x		x	
	Add sheathing to the areas under metal roof sections.			x		x	
	CertainTeed Landmark shingle	CertainTeed	Storm nailed /color: TBD	x		x	
	CertainTeed roof runner underlayment	CertainTeed	Cover all exposed roof sheathing	x		x	
	Drip edge with a 2" face to hide the remainder of roof layers.	Aluminum	Facia and rake -- Color: TBD	x		x	
	CertainTeed Starter strip plus	CertainTeed	Eves and rake for maximum wind rating warranty	x		x	
	Flash roof to wall		Ice and water with roll flashing	x		x	
	CertainTeed shadow ridge cap	CertainTeed	Ridge Cap	x		x	
	Temp toilet to be supplied during work duration			x		x	
	Provide full clean up to site			x		x	
	Bond		Included	x		x	
	4 Star Warranty (registered)	CertainTeed	25 Year coverage (See cut sheet for more information)	x		x	

## HASELTON BARN ROOF INSTALATION/REHABILITATION

Siding							
	Strip siding were roof meets wall under window frame		This is prep work for roof flashing	x		x	
	Install new shakes back into area, as well as covering any exposed		Per spec	x		x	
	Town to supply dumpster and disposal.						
	Provide full clean up to site						



Install plywood in this section only once metal is removed.

Siding scope section.



**HASELTON BARN ROOF INSTALATION/REHABILITATION**



protect your Investment

The extra measure of protection when a credentialed company installs an Integrity Roof System™

**Applies to structures that are not a single family detached home**

	3 STAR COVERAGE	4 STAR COVERAGE	5 STAR COVERAGE
Lifetime Shingles	20 years	25 years	30 years
Non-Prorated Coverage	✓	✓	✓
Materials & Labor	✓	✓	✓
Tear-off	✓	✓	✓
Disposal		✓	✓
Workmanship			✓***

NOTE: XT™25, XT™30 and Patriot shingles carry 10 years with 3-STAR, 20 years with 4-STAR and 25 years with 5-STAR coverage including the features as indicated above.

SureStart™ PLUS extends the duration and coverage of standard SureStart™ protection for the installed CertainTeed roofing products. For all other warranty features refer to CertainTeed's Limited Asphalt Shingle Warranty in place at the time your shingles were installed (obtain a copy by calling 800-782-8777 or visit [www.certainteed.com](http://www.certainteed.com)).

Upgraded 130 mph wind warranty available on lifetime products when special application methods are used.

Extended fully transferable for 10 years with 3-STAR Coverage, 12 years with 4-STAR Coverage, and 15 years with 5-STAR Coverage; refer to CertainTeed's limited warranty for details on transfers.

\*\*\*Workmanship is covered for 25 years.

Flat roof sections: If a CertainTeed Flintlastic® roof system is part of the job, up to 10 squares will be covered for 12, 15 or 20 years depending upon the specific system installed.

- Flintlastic SA 2-ply system (nailbase and cap sheet) for 12 years
- Flintlastic SA 3-ply system (nailbase, plybase and cap sheet) for 15 years
- Flintlastic SA 3-ply system (nailbase, midply and cap sheet) for 20 years

Refer to the *Commercial Systems Specifications Manual* for all other Flintlastic systems.



**HASELTON BARN ROOF INSTALATION/REHABILITATION****Exclusion Notes**

- No Permits
- No Disposal – Dumpster to be provided by Town
- No winter conditions. Roof shoveling is a T&M charge @ 85.00 per hr. per man.
- No special roof vents, or louvers.
- No ice and water shield.
- No ridge vent.
- No fascia or rake trim repair or replacement.

**Expectations and Provisions**

- ❖ *Prices for all materials quoted to be guaranteed for Duration of Project days unless otherwise noted.*
- ❖ *Peter DeSalvo Contracting reserves the right to bill for all materials upon receipt at the jobsite.*
- ❖ *RETAINAGE shall not be placed upon any material.*
- ❖ *PAYMENTS are due no more than 30 days after invoice/requisition has been sent. On the 31st day Peter DeSalvo Contracting reserves the right to stop work and deliveries without further warning and file for a Construction Lien. A 1½% charge shall be assessed for each month not paid thereafter.*
- ❖ *Manufacturer Warranties released after 100% payment for trade.*
- ❖ *All Work specified above shall be completed in a workmanlike manner according to standard construction practices.*
- ❖ *Peter DeSalvo Contracting and its labor force shall determine the best use of Equipment and Fasteners (Such as, but not limited to, those listed in inclusions above) for its crews to complete work as specified. Changes due to site conditions, other subs' installation methods, or GC determination shall result in a reassessment of costs involved.*
- ❖ *Peter DeSalvo Contracting requires at least a 20-foot perimeter around the job site to be able to get in and around the building with the forklift, and boom lift. Price subject to change if the Conditions do not meet these requirements.*
- ❖ *Any alteration or deviation from above specifications will be executed only upon written change orders.*
- ❖ *All agreements are contingent upon strikes, accidents, or delays beyond our control.*
- ❖ *Owner to carry fire, flood, earthquake, and other necessary insurance as required by law.*
- ❖ *Peter DeSalvo Contracting and its supplied labor are fully insured as required by law. We are fully covered by Workmen's Compensation Insurance. Additional coverage by agreement only.*
- ❖ *Peter DeSalvo Contracting requests that this proposal be accepted, Signed, and Incorporated into the contract.*

**HASELTON BARN ROOF INSTALATION/REHABILITATION**

TOTAL PRICE FOR WORK DESCRIBED ABOVE:	
Base Bid - Shingle roof and Siding	\$42,000.00
<b>Total:</b>	<b>\$42,000.00</b>
Add/ alt – Additional layers (\$65.00 per layer)	
Add / alt Plywood repair – \$95.00 per sheet Labor & materials	

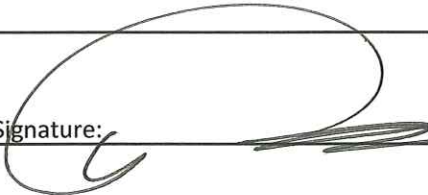
Acceptance of Proposal:

*Upon the signing of the Project Contract this Estimate Proposal (Proposal) shall be incorporated as a contract document. If no contract is signed prior to execution of project, then this proposal shall stand as the authoritative document for execution of the scope of work and charges incurred.*

*The above prices, specifications and conditions are satisfactory and hereby accepted.*

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Customer: \_\_\_\_\_ Date of Acceptance: \_\_\_\_\_

Authorized Signature:  \_\_\_\_\_ Print Name: Peter DeSalvo

Peter DeSalvo Contracting  \_\_\_\_\_ Date of Acceptance: 5-16-22





**PROJECT COST ESTIMATE PROPOSAL FOR**

**HASELTON BARN ROOF INSTALATION/REHABILITATION**

PROJECT ADDRESS:  
25 BUSH HILL ROAD  
HUDSON, NH 03051

Prepared by: Peter Desalvo ☎: [Peter@desalvocontracting.com](mailto:Peter@desalvocontracting.com) Proposal Date: 5/16/2022

**Prepared for**

<i>Name</i>		<i>Email</i>		<i>Cell</i>
Elvis Dhima		edhima@hudsonnh.gov		
<i>Company</i>			<i>Address</i>	
Town Of Hudson NH				
<i>Phone</i>				<i>Fax</i>
25 Year CertainTeed warranty				Shingle Roof Option

**Overview**

**Project Description:**

Shingle Roofing system on existing building

Plan Documents

Architectural  Structural  Scope Narrative  Specs  Addendums #(s):

<b>This Proposal Includes:</b>	<b>Labor</b>	<b>Materials</b>
Roofing: CertainTeed Landmark shingle system	Yes	Yes
Siding: Wood shakes	Yes	Yes
Roofing: Demolition	Yes	
Taxes		NO
Labor Rate	Open Shop	

**Proposal - Scope**

Use	Description	Type	Note	Labor		Material	
				Incl.	Excl.	Incl.	Excl.
Shingle							
	Strip existing roof down to first plywood layer	Entire roof	Per specs – Town to supply dumpster and disposal.	x			x
	Nail off existing sheathing down to the best of our ability.	Entire roof	Galvin. Nails.	x		x	
	Add sheathing to the areas under metal roof sections.			x		x	
	CertainTeed Landmark shingle	CertainTeed	Storm nailed /color: TBD	x		x	
	CertainTeed roof runner underlayment	CertainTeed	Cover all exposed roof sheathing	x		x	
	Drip edge with a 2" face to hide the remainder of roof layers.	Aluminum	Facia and rake -- Color: TBD	x		x	
	CertainTeed Starter strip plus	CertainTeed	Eves and rake for maximum wind rating warranty	x		x	
	Flash roof to wall		Ice and water with roll flashing	x		x	
	CertainTeed shadow ridge cap	CertainTeed	Ridge Cap	x		x	
	Temp toilet to be supplied during work duration			x		x	
	Provide full clean up to site			x		x	
	Bond		Included	x		x	
	4 Star Warranty (registered)	CertainTeed	25 Year coverage (See cut sheet for more information)	x		x	

**HASELTON BARN ROOF INSTALATION/REHABILITATION**

Siding							
Strip siding were roof meets wall under window frame			This is prep work for roof flashing	x		x	
Install new shakes back into area, as well as covering any exposed			Per spec	x		x	
Town to supply dumpster and disposal.							
Provide full clean up to site							



Install plywood in this section only once metal is removed.

Siding scope section.



**HASELTON BARN ROOF INSTALATION/REHABILITATION**



protect your Investment

The extra measure of protection when a credentialed company installs an Integrity Roof System™

**Applies to structures that are not a single family detached home**

	3 STAR COVERAGE	4 STAR COVERAGE	5 STAR COVERAGE
Lifetime Shingles	20 years	25 years	30 years
Non-Prorated Coverage	✓	✓	✓
Materials & Labor	✓	✓	✓
Tear-off	✓	✓	✓
Disposal		✓	✓
Workmanship			✓***

NOTE: XT™25, XT™30 and Patriot shingles carry 10 years with 3-STAR, 20 years with 4-STAR and 25 years with 5-STAR coverage including the features as indicated above.

SureStart™ PLUS extends the duration and coverage of standard SureStart™ protection for the installed CertainTeed roofing products. For all other warranty features refer to CertainTeed's Limited Asphalt Shingle Warranty in place at the time your shingles were installed (obtain a copy by calling 800-782-8777 or visit [www.certainteed.com](http://www.certainteed.com)).

Upgraded 130 mph wind warranty available on lifetime products when special application methods are used.

Extended fully transferable for 10 years with 3-STAR Coverage, 12 years with 4-STAR Coverage, and 15 years with 5-STAR Coverage; refer to CertainTeed's limited warranty for details on transfers.

\*\*\*Workmanship is covered for 25 years.

Flat roof sections: If a CertainTeed Flintlastic® roof system is part of the job, up to 10 squares will be covered for 12, 15 or 20 years depending upon the specific system installed.

- Flintlastic SA 2-ply system (nailbase and cap sheet) for 12 years
- Flintlastic SA 3-ply system (nailbase, plybase and cap sheet) for 15 years
- Flintlastic SA 3-ply system (nailbase, midply and cap sheet) for 20 years

Refer to the *Commercial Systems Specifications Manual* for all other Flintlastic systems.



**HASELTON BARN ROOF INSTALATION/REHABILITATION****Exclusion Notes**

- No Permits
- No Disposal – Dumpster to be provided by Town
- No winter conditions. Roof shoveling is a T&M charge @ 85.00 per hr. per man.
- No special roof vents, or louvers.
- No ice and water shield.
- No ridge vent.
- No fascia or rake trim repair or replacement.

**Expectations and Provisions**

- ❖ *Prices for all materials quoted to be guaranteed for Duration of Project days unless otherwise noted.*
- ❖ *Peter DeSalvo Contracting reserves the right to bill for all materials upon receipt at the jobsite.*
- ❖ *RETAINAGE shall not be placed upon any material.*
- ❖ *PAYMENTS are due no more than 30 days after invoice/requisition has been sent. On the 31st day Peter DeSalvo Contracting reserves the right to stop work and deliveries without further warning and file for a Construction Lien. A 1½% charge shall be assessed for each month not paid thereafter.*
- ❖ *Manufacturer Warranties released after 100% payment for trade.*
- ❖ *All Work specified above shall be completed in a workmanlike manner according to standard construction practices.*
- ❖ *Peter DeSalvo Contracting and its labor force shall determine the best use of Equipment and Fasteners (Such as, but not limited to, those listed in inclusions above) for its crews to complete work as specified. Changes due to site conditions, other subs' installation methods, or GC determination shall result in a reassessment of costs involved.*
- ❖ *Peter DeSalvo Contracting requires at least a 20-foot perimeter around the job site to be able to get in and around the building with the forklift, and boom lift. Price subject to change if the Conditions do not meet these requirements.*
- ❖ *Any alteration or deviation from above specifications will be executed only upon written change orders.*
- ❖ *All agreements are contingent upon strikes, accidents, or delays beyond our control.*
- ❖ *Owner to carry fire, flood, earthquake, and other necessary insurance as required by law.*
- ❖ *Peter DeSalvo Contracting and its supplied labor are fully insured as required by law. We are fully covered by Workmen's Compensation Insurance. Additional coverage by agreement only.*
- ❖ *Peter DeSalvo Contracting requests that this proposal be accepted, Signed, and Incorporated into the contract.*

**HASELTON BARN ROOF INSTALATION/REHABILITATION**

TOTAL PRICE FOR WORK DESCRIBED ABOVE:	
Base Bid - Shingle roof and Siding	\$42,000.00
<b>Total:</b>	<b>\$42,000.00</b>
Add/ alt – Additional layers (\$65.00 per layer)	
Add / alt Plywood repair – \$95.00 per sheet Labor & materials	

Acceptance of Proposal:

*Upon the signing of the Project Contract this Estimate Proposal (Proposal) shall be incorporated as a contract document. If no contract is signed prior to execution of project, then this proposal shall stand as the authoritative document for execution of the scope of work and charges incurred.*

*The above prices, specifications and conditions are satisfactory and hereby accepted.*

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Customer: \_\_\_\_\_ Date of Acceptance: \_\_\_\_\_

Authorized Signature:  \_\_\_\_\_ Print Name: Peter DeSalvo

Peter DeSalvo Contracting  \_\_\_\_\_ Date of Acceptance: 5-16-22





Peter DeSalvo 14 years ago founded Peter DeSalvo Contracting. He started the business with one vision in mind, to be the best Roofing and Siding Contractor in Southern New Hampshire. As the company success took off, so did Peter's goals. He was extremely interested in getting into the Commercial business and not much time passed before he began not only estimating and quoting Commercial projects, but he also began having them awarded to him. He now currently has Estimating Department, Operations, Controller, project managers, and an army of well qualified Site Supervisors to help lead the projects to success.

Peter DeSalvo Contracting is proud to say that they are certified with the following companies:

- Carlisle/SynTec Certified Installer of TPO & EPDM
- GENFLEX / Firestone Certified Installer of TPO & EPDM
- CertainTeed Asphalt Certified SelectShingle Master
- Owens Corning Asphalt Certified Installer
- CertainTeed Vinyl Siding Certified Installer
- Exterior Portfolio Vinyl Siding Certified Installer

## MISSION:

To provide the best construction experience through:

Relationships built on integrity.

Success built on performance.

Fueled by a commitment to continual improvement, both personally and professionally.

## VISION:

To be sought out as the recognized and trusted firm in the industry and community; retaining, developing, and attracting the best in committed construction leadership, and to drive deliberate and intelligent growth of the company



# REFERENCES

## **Town Of Windham, New Hampshire**

**Projects:** Nesmith Library, Fire Station, and town clerk's office

**Dollar value:** 200 – 300 K over the last 3 years

**Roofing Scope:** Shingles, EPDM roofing & Gutters

**Contacts:** Dennis Senibaldi 978-857-0970

## **Pilot Construction Inc.**

**Projects:** Multiple large apartment complex's over the years

**Dollar value:** Multimillion dollars over the last 4 years

**Roofing Scope:** Shingle, TPO, EPDM & Metal roofing

**Siding Scope:** Vinyl, Hardie, PVC, and panel system exterior cladding.

**Contacts:** Nate Latiolais or Drew Carter 603-436-2510

## **Town Of Hudson, New Hampshire**

**Projects:** Town Office, Alvirne High School, and the Alvirne agricultural barn.

**Dollar value:** 200K – 300K over the last 3 years

**Roofing Scope:** Shingles, TPO roofing & Gutters

**Contacts:** Steve Beals 603-809-7998 & Elvis Dhima 603-318-8286

## **North Point Construction**

**Projects:** Multiple commercial projects over the years

**Dollar value:** 500k – 1 million over the last 4 years

**Roofing Scope:** Shingle, TPO, EPDM & Metal roofing

**Siding Scope:** Vinyl, Hardie, PVC, and panel system exterior cladding.

**Contacts:** Gary Thomas 603-546-2002 & Scott Cornett 603-546-2002





## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/12/2022

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

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


<b>PRODUCER</b> Fortified Insurance Agency, Inc. 911 Candia Rd  Manchester NH 03109	<b>CONTACT NAME:</b> Wendy Viola <b>PHONE (A/C, No, Ext):</b> (603) 644-3700 <b>FAX (A/C, No):</b> (603) 644-0001 <b>EMAIL ADDRESS:</b> wendy@fortifiedins.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
<b>INSURED</b>  Peter DeSalvo Contracting LLC 15 Central St  Hudson NH 03051-4204	<b>INSURER A:</b> Motorists Insurance Group <b>INSURER B:</b> LM Insurance Corporation <b>INSURER C:</b> Hartford Underwriters Insurance Company <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC#</b> 13331 27243 30104

**COVERAGES**      **CERTIFICATE NUMBER:** CL2182905142      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDC INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MMDD/YYYY)	POLICY EXP (MMDD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			5000054275	10/05/2021	10/05/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			5000054275	10/05/2021	10/05/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			5000054301	10/05/2021	10/05/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$
E	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC5-315-610292-031	08/21/2021	04/22/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER NH EL EACH ACCIDENT \$ 500,000 EL DISEASE - EA EMPLOYEE \$ 500,000 EL DISEASE - POLICY LIMIT \$ 500,000
C	WORKERS COMPENSATION-MA			6060UB-9F67320-9-21	04/26/2021	04/26/2022	EL EACH ACCIDENT \$1,000,000 EL DISEASE EA EMPLO \$1,000,000 EL DISEASE POL LIMIT \$1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Operations usual and customary to Residential & Commercial General Construction  
  
**WORKERS COMPENSATION:** Peter DeSalvo has opted to exclude himself from coverage as LLC Member/Owner  
 Certificate Holder is included as Additional Insured, on a Primary & Non-Contributory Basis with Waiver of Subrogation, as regards General Liability and Auto Liability, when required by Written Contract

<b>CERTIFICATE HOLDER</b>  SAMPLE DOCUMENT For Proposal purpose only	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  

INSURANCE



This is to certify that

# Peter DeSalvo Contracting

has achieved CertainTeed's highest credential level and therefore is authorized to operate and represent itself as a SELECT ShingleMaster™, and can offer the CertainTeed SureStart™ PLUS warranty extensions.



To become a SELECT ShingleMaster, this company has met the following conditions. Each of these criteria, by itself, is stringent, and highlights this contractor as a model in the trade.

1

All job supervisors, plus at least 50% of the shingle installation workforce, must be Master Shingle Applicators™. And, at least one employee is qualified as a Shingle Quality Specialist™.

2

The company owner has agreed to abide by the terms and conditions described in the "Code of Ethics and Professional Practices," and has qualified as a fiscally responsible business owner.

3

Proof of current workers' compensation insurance, as required by law, and liability insurance covering roofing have been submitted and are on file at CertainTeed.

4

The company has been in business for at least five years, or accredited in the CertainTeed ShingleMaster™ program for at least one year, or have prior industry experience that CertainTeed considers a comparable qualification.

A SELECT ShingleMaster™ since:

2015

**CertainTeed**  
SAINT-GOBAIN

A handwritten signature in black ink, appearing to read "Kelly Warren".

**Kelly Warren**

Sr. Manager - Channel & Contractor Programs  
Strategy and Communications, Exterior Products Sales

**Valid through January 31, 2023**



## Introduction

Thank you for your time, consideration, and the opportunity to quote on your upcoming roofing project at Haselton Barn in Hudson, NH. Peter DeSalvo Contracting is a local Roofing and Siding expert that is willing to go the extra mile for locals that want to work with and support local companies. Peter DeSalvo Contracting has been in business for over 14 years, in Hudson, NH, and under the same name. If there is one thing I can say about Peter DeSalvo, he does not run away or hide if there is ever a problem. Over the past 14 years, Peter has been a driving force in the Residential and Commercial Roofing and Siding industry. In the most recent years, Peter DeSalvo Contracting has taken on the Commercial World 100%. He built his reputation and the reputation of the company on the core values that drive a successful business: honesty, reliability, trustworthy, and stellar workmanship. That is what allowed him to enter the Commercial world with confidence and effectiveness.

Your project at Haselton Barn in Hudson falls right into his work portfolio. Not only are we estimating, managing multi-million-dollar new construction projects, but projects like your when you are looking for someone to help guide you through the process. It is often said that you only buy one roof in your lifetime, well Peter DeSalvo Contracting has sold, serviced, and installed thousands of roofs over the company's lifetime.

The key to starting a large successful project is planning. As you can see from the proposal booklet, this is exactly what we are helping you with. We start out showing and guiding you through the process, from Product Submittals to Forecasting Cost. Peter DeSalvo Contracting has a team with many years of experience in Distribution, Manufacturing, Estimating, Project Management, Site Supervision and so on. Adding up all the experience we have over 200 years of experience collectively. Peter DeSalvo Contracting has developed a plan for the Haselton Barn project that helps to keep the community and neighborhood safe while conducting a tedious reroofing process. We plan to have a staging area fenced in to allow space for Porta-pots, Material Stock, Dumpster, and a place to park equipment. This safely stores the material away from cars, landscaping and most importantly, removes the temptation of the neighborhood children that may think it all that material is a cool climbing structure. We want to limit the exposure and lessen the liability for you and us.

We want to set the expectations to limit stress for all involved.



## Procedure

### Once awarded the project:

- Get shingle and drip edge colors approved.
- Order materials for the project.
- Order and set up delivery of porta pot.

### A few days before Project Start:

- Site visit with the town employee who oversees the project to set a game plan and expectations.

### Day 1 of Roofing Project

- 7AM - Work crews will assemble in staging area for daily briefing and safety discussion.
- 8:00 AM – Work will commence, Heavy-duty Canvas tarps will be attached to the front and back of the building that will be worked on that day.
- 8:30 AM – Roof Installers will begin to remove shingles off the roof.
- 9:30 AM – Clean-up crews will begin to remove shingles from ground tarps to portable dumpster.
- 12:30 PM – Roof installers will begin to lay the foundation of materials.
  - Checking roof deck for rot, damage, and/or loosely nailed plywood
  - Install 2” galvanized ring shank nails to plywood to help flatten any lifted sheathing.
  - Install underlayment to the entire roof.
  - Install Drip Edge around perimeter of the roof deck.
  - Install Starter shingles around the perimeter of the roof deck.
  - Install flashing
  - Start to Install Shingles
- 5:30-6:00PM – Start the final clean up and weather-tight the roof for the next day installation.

### Day 2 of Roofing Project (repeating day one)

### Day 3 of Roofing Project (repeating day one and two)

**We plan to complete in three days.**

# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Peter DeSalvo Contracting, LLC**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ S

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.  
**15 Central Street**

6 City, state, and ZIP code  
**Hudson, NH 03051**

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type. See Specific Instructions on page 3.

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-						
or									
Employer identification number									
9	0	-	0	5	4	4	4	3	9

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign this certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
		1-24-22

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

# **HASELTON BARN ROOF INSTALATION/REHABILITATION**

Metal Roof Option

Cover Page





**PROJECT COST ESTIMATE PROPOSAL FOR**  
**HASELTON BARN ROOF INSTALATION/REHABILITATION**

PROJECT ADDRESS:  
 25 BUSH HILL ROAD  
 HUDSON, NH 03051

Prepared by: Peter Desalvo | Email: [Peter@desalvocontracting.com](mailto:Peter@desalvocontracting.com) | Proposal Date: 5/16/2022

**Prepared for**

Name	Email	Cell
Elvis Dhima	edhima@hudsonnh.gov	
Company	Address	
Town Of Hudson NH		
Phone	Fax	
	<b>Metal Roof Option</b>	

**Overview**

**Project Description:**

Metal Roofing system on existing building

**Plan Documents**

Architectural  Structural  Scope Narrative  Specs  Addendums #(s):

Plans Dated:

Plan Level:

Proposal Level:

Click here to enter a date. | Bid Set | For Buyout

This Proposal Includes:	Labor	Materials
Roofing: Standing seam metal roofing	Yes	Yes
Siding: Wood shakes	Yes	Yes
Roofing: Demolition	Yes	
Taxes		NO
Labor Rate	Open Shop	

**Proposal - Scope**

Use	Description	Type	Note	Labor		Material	
				Incl.	Excl.	Incl.	Excl.
Metal							
	Strip existing roof down to first plywood layer	Entire roof	Per specs – Town to supply dumpster and disposal.	x			x
	Nail off existing sheathing down to the best of our ability.	Entire roof	Galvin. Nails.	x		x	
	Install U20 synthetic underlayment to entire roof.	Entire roof		x		x	
	Install plywood to areas under the existing metal roof patched area		See diagram for area	x		x	
	Atas metal panel	Entire roof	Color: TBD - .032 metal – 14" wide striation panel with 1 3/4 rib	x		x	
	Flash roof to wall			x		x	
	Includes all parts and pieces		Drip edge, cap, side wall screws etc.	x		x	
	Temp toilet to be supplied during work duration			x		x	
	Provide full clean up to site			x		x	
	Bond			x		x	

**PROJECT COST ESTIMATE PROPOSAL (CONT.)  
 HASELTON BARN ROOF INSTALATION/REHABILITATION**

Siding							
	Strip siding were roof meets wall under window frame		This is prep work for roof flashing	x		x	
	Install new shakes back into area, as well as covering any exposed		Per spec	x		x	
	Town to supply dumpster and disposal.						
	Provide full clean up to site						



Install plywood in this section only once metal is removed.

Siding scope section.

**Exclusion Notes**

- No Permits
- No Disposal – Dumpster to be provided by Town
- No winter conditions. Roof shoveling is a T&M charge @ 85.00 per hr. per man.
- No special roof vents, or louvers.
- No ice and water shield.
- No ridge vent.
- No fascia or rake trim repair or replacement.



**PROJECT COST ESTIMATE PROPOSAL (CONT.)  
HASLTON BARN ROOF INSTALATION/REHABILITATION**

**Expectations and Provisions**

- ❖ Prices for all materials quoted to be guaranteed for Duration of Project days unless otherwise noted.
- ❖ Peter DeSalvo Contracting reserves the right to bill for all materials upon receipt at the jobsite.
- ❖ RETAINAGE shall not be placed upon any material.
- ❖ PAYMENTS are due no more than 30 days after invoice/requisition has been sent. On the 31st day Peter DeSalvo Contracting reserves the right to stop work and deliveries without further warning and file for a Construction Lien. A 1½% charge shall be assessed for each month not paid thereafter.
- ❖ Manufacturer Warranties released after 100% payment for trade.
- ❖ All Work specified above shall be completed in a workmanlike manner according to standard construction practices.
- ❖ Peter DeSalvo Contracting and its labor force shall determine the best use of Equipment and Fasteners (Such as, but not limited to, those listed in inclusions above) for its crews to complete work as specified. Changes due to site conditions, other subs' installation methods, or GC determination shall result in a reassessment of costs involved.
- ❖ Peter DeSalvo Contracting requires at least a 20-foot perimeter around the job site to be able to get in and around the building with the forklift, and boom lift. Price subject to change if the Conditions do not meet these requirements.
- ❖ Any alteration or deviation from above specifications will be executed only upon written change orders.
- ❖ All agreements are contingent upon strikes, accidents, or delays beyond our control.
- ❖ Owner to carry fire, flood, earthquake, and other necessary insurance as required by law.
- ❖ Peter DeSalvo Contracting and its supplied labor are fully insured as required by law. We are fully covered by Workmen's Compensation Insurance. Additional coverage by agreement only.
- ❖ Peter DeSalvo Contracting requests that this proposal be accepted, Signed, and Incorporated into the contract.

TOTAL PRICE FOR WORK DESCRIBED ABOVE:	
Base Bid - Metal roof and Siding	\$160,000.00
<b>Total:</b>	<b>\$160,000.00</b>
Add/ alt – Additional layers (\$65.00 per layer)	
Add / alt Plywood repair – \$95.00 per sheet Labor & materials	


Acceptance of Proposal:

Upon the signing of the Project Contract this Estimate Proposal (Proposal) shall be incorporated as a contract document. If no contract is signed prior to execution of project, then this proposal shall stand as the authoritative document for execution of the scope of work and charges incurred.

The above prices, specifications and conditions are satisfactory and hereby accepted.

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Customer: \_\_\_\_\_ Date of Acceptance: \_\_\_\_\_

Authorized Signature:  \_\_\_\_\_ Print Name: Peter DeSalvo

Peter DeSalvo Contracting  \_\_\_\_\_ Date of Acceptance: 5-16-22





**PROJECT COST ESTIMATE PROPOSAL FOR**

**HASELTON BARN ROOF INSTALATION/REHABILITATION**

PROJECT ADDRESS:  
25 BUSH HILL ROAD  
HUDSON, NH 03051

Prepared by: Peter Desalvo ☎: [Peter@desalvocontracting.com](mailto:Peter@desalvocontracting.com) Proposal Date: 5/16/2022

**Prepared for**

<i>Name</i>		<i>Email</i>		<i>Cell</i>
Elvis Dhima		edhima@hudsonnh.gov		
<i>Company</i>			<i>Address</i>	
Town Of Hudson NH				
<i>Phone</i>			<i>Fax</i>	
			Metal Roof Option	

**Overview**

**Project Description:**

Metal Roofing system on existing building

Plan Documents

Architectural  Structural  Scope Narrative  Specs  Addendums #(s):

<i>Plans Dated:</i>	<i>Plan Level:</i>	<i>Proposal Level:</i>
Click here to enter a date.	Bid Set	For Buyout
<b>This Proposal Includes:</b>	<b>Labor</b>	<b>Materials</b>
Roofing: Standing seam metal roofing	Yes	Yes
Siding: Wood shakes	Yes	Yes
Roofing: Demolition	Yes	
Taxes		NO
Labor Rate	Open Shop	

**Proposal - Scope**

Use	Description	Type	Note	Labor		Material	
				Incl.	Excl.	Incl.	Excl.
Metal							
	Strip existing roof down to first plywood layer	Entire roof	Per specs – Town to supply dumpster and disposal.	x			x
	Nail off existing sheathing down to the best of our ability.	Entire roof	Galvin. Nails.	x		x	
	Install U20 synthetic underlayment to entire roof.	Entire roof		x		x	
	Install plywood to areas under the existing metal roof patched area		See diagram for area	x		x	
	Atas metal panel	Entire roof	Color: TBD - .032 metal – 14" wide striation panel with 1"3/4 rib	x		x	
	Flash roof to wall			x		x	
	Includes all parts and pieces		Drip edge, cap, side wall screws etc.	x		x	
	Temp toilet to be supplied during work duration			x		x	
	Provide full clean up to site			x		x	
	Bond			x		x	

**PROJECT COST ESTIMATE PROPOSAL (CONT.)  
HASLTON BARN ROOF INSTALATION/REHABILITATION**

Siding							
	Strip siding were roof meets wall under window frame		This is prep work for roof flashing	x		x	
	Install new shakes back into area, as well as covering any exposed		Per spec	x		x	
	Town to supply dumpster and disposal.						
	Provide full clean up to site						



Install plywood in this section only once metal is removed.

Siding scope section.

**Exclusion Notes**

- No Permits
- No Disposal – Dumpster to be provided by Town
- No winter conditions. Roof shoveling is a T&M charge @ 85.00 per hr. per man.
- No special roof vents, or louvers.
- No ice and water shield.
- No ridge vent.
- No fascia or rake trim repair or replacement.



**PROJECT COST ESTIMATE PROPOSAL (CONT.)  
HASLTON BARN ROOF INSTALATION/REHABILITATION**

**Expectations and Provisions**

- ❖ Prices for all materials quoted to be guaranteed for Duration of Project days unless otherwise noted.
- ❖ Peter DeSalvo Contracting reserves the right to bill for all materials upon receipt at the jobsite.
- ❖ RETAINAGE shall not be placed upon any material.
- ❖ PAYMENTS are due no more than 30 days after invoice/requisition has been sent. On the 31st day Peter DeSalvo Contracting reserves the right to stop work and deliveries without further warning and file for a Construction Lien. A 1½% charge shall be assessed for each month not paid thereafter.
- ❖ Manufacturer Warranties released after 100% payment for trade.
- ❖ All Work specified above shall be completed in a workmanlike manner according to standard construction practices.
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- ❖ Any alteration or deviation from above specifications will be executed only upon written change orders.
- ❖ All agreements are contingent upon strikes, accidents, or delays beyond our control.
- ❖ Owner to carry fire, flood, earthquake, and other necessary insurance as required by law.
- ❖ Peter DeSalvo Contracting and its supplied labor are fully insured as required by law. We are fully covered by Workmen's Compensation Insurance. Additional coverage by agreement only.
- ❖ Peter DeSalvo Contracting requests that this proposal be accepted, Signed, and Incorporated into the contract.

TOTAL PRICE FOR WORK DESCRIBED ABOVE:	
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<b>Total:</b>	<b>\$160,000.00</b>
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The above prices, specifications and conditions are satisfactory and hereby accepted.

Authorized Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Customer: \_\_\_\_\_ Date of Acceptance: \_\_\_\_\_

Authorized Signature:  \_\_\_\_\_ Print Name: Peter DeSalvo

Peter DeSalvo Contracting  \_\_\_\_\_ Date of Acceptance: 5-16-22



Peter DeSalvo 14 years ago founded Peter DeSalvo Contracting. He started the business with one vision in mind, to be the best Roofing and Siding Contractor in Southern New Hampshire. As the company success took off, so did Peter's goals. He was extremely interested in getting into the Commercial business and not much time passed before he began not only estimating and quoting Commercial projects, but he also began having them awarded to him. He now currently has Estimating Department, Operations, Controller, project managers, and an army of well qualified Site Supervisors to help lead the projects to success.

Peter DeSalvo Contracting is proud to say that they are certified with the following companies:

- Carlisle/SynTec Certified Installer of TPO & EPDM
- GENFLEX / Firestone Certified Installer of TPO & EPDM
- CertainTeed Asphalt Certified SelectShingle Master
- Owens Corning Asphalt Certified Installer
- CertainTeed Vinyl Siding Certified Installer
- Exterior Portfolio Vinyl Siding Certified Installer

## MISSION:

To provide the best construction experience through:

Relationships built on integrity.

Success built on performance.

Fueled by a commitment to continual improvement, both personally and professionally.

## VISION:

To be sought out as the recognized and trusted firm in the industry and community; retaining, developing, and attracting the best in committed construction leadership, and to drive deliberate and intelligent growth of the company

ABOUT OUR COMPANY



**Town Of Windham, New Hampshire**

**Projects:** Nesmith Library, Fire Station, and town clerk's office

**Dollar value:** 200 – 300 K over the last 3 years

**Roofing Scope:** Shingles, EPDM roofing & Gutters

**Contacts:** Dennis Senibaldi 978-857-0970

**Pilot Construction Inc.**

**Projects:** Multiple large apartment complex's over the years

**Dollar value:** Multimillion dollars over the last 4 years

**Roofing Scope:** Shingle, TPO, EPDM & Metal roofing

**Siding Scope:** Vinyl, Hardie, PVC, and panel system exterior cladding.

**Contacts:** Nate Latiolais or Drew Carter 603-436-2510

**Town Of Hudson, New Hampshire**

**Projects:** Town Office, Alvirne High School, and the Alvirne agricultural barn.

**Dollar value:** 200K – 300K over the last 3 years

**Roofing Scope:** Shingles, TPO roofing & Gutters

**Contacts:** Steve Beals 603-809-7998 & Elvis Dhima 603-318-8286

**North Point Construction**

**Projects:** Multiple commercial projects over the years

**Dollar value:** 500k – 1 million over the last 4 years

**Roofing Scope:** Shingle, TPO, EPDM & Metal roofing

**Siding Scope:** Vinyl, Hardie, PVC, and panel system exterior cladding.

**Contacts:** Gary Thomas 603-546-2002 & Scott Cornett 603-546-2002





### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/12/2022

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

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

<b>PRODUCER</b> Fortified Insurance Agency, Inc. 911 Candia Rd Manchester NH 03109		<b>CONTACT NAME:</b> Wendy Viola <b>PHONE (A/C No, Ext):</b> (603) 644-3700 <b>FAX (A/C, No):</b> (603) 644-0001 <b>EMAIL ADDRESS:</b> wendy@fortifiedins.com	
<b>INSURED</b> Peter DeSalvo Contracting LLC 15 Central St Hudson NH 03051-4204		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Motorists Insurance Group NAIC# 13331 <b>INSURER B:</b> LM Insurance Corporation 27243 <b>INSURER C:</b> Hartford Underwriters Insurance Company 30104 <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	

COVERAGES CERTIFICATE NUMBER: CL2192905142 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			5000054275	10/05/2021	10/05/2022	EACH OCCURRENCE \$ 1,000,000 UNWAIVED RENTED PREMISES (EA OCCURRENCE) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			5000054275	10/05/2021	10/05/2022	COMBINED SINGLE LIMIT (EA ACCIDENT) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			5000054301	10/05/2021	10/05/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ PER STATUTE NH OTHER NH
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC5-315-610292-031	08/21/2021	04/22/2022	<input checked="" type="checkbox"/> PER STATUTE NH EL EACH ACCIDENT \$ 500,000 EL DISEASE - EA EMPLOYEE \$ 500,000 EL DISEASE - POLICY LIMIT \$ 500,000
C	WORKERS COMPENSATION-MA			606005-9F67320-9-21	04/26/2021	04/26/2022	EL EACH ACCIDENT \$ 1,000,000 EL DISEASE EA EMPLO \$ 1,000,000 EL DISEASE POL LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Operations usual and customary to Residential & Commercial General Construction

WORKERS COMPENSATION: Peter DeSalvo has opted to exclude himself from coverage as LLC Member/Owner. Certificate Holder is included as Additional Insured, on a Primary & Non-Contributory Basis with Waiver of Subrogation, as regards General Liability and Auto Liability, when required by Written Contract.

CERTIFICATE HOLDER

CANCELLATION

SAMPLE DOCUMENT For Proposal purpose only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  
--	---

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INSURANCE



## Introduction

Thank you for your time, consideration, and the opportunity to quote on your upcoming roofing project at Haselton Barn in Hudson, NH. Peter DeSalvo Contracting is a local Roofing and Siding expert that is willing to go the extra mile for locals that want to work with and support local companies. Peter DeSalvo Contracting has been in business for over 14 years, in Hudson, NH, and under the same name. If there is one thing I can say about Peter DeSalvo, he does not run away or hide if there is ever a problem. Over the past 14 years, Peter has been a driving force in the Residential and Commercial Roofing and Siding industry. In the most recent years, Peter DeSalvo Contracting has taken on the Commercial World 100%. He built his reputation and the reputation of the company on the core values that drive a successful business: honesty, reliability, trustworthy, and stellar workmanship. That is what allowed him to enter the Commercial world with confidence and effectiveness.

Your project at Haselton Barn in Hudson falls right into his work portfolio. Not only are we estimating, managing multi-million-dollar new construction projects, but projects like your when you are looking for someone to help guide you through the process. It is often said that you only buy one roof in your lifetime, well Peter DeSalvo Contracting has sold, serviced, and installed thousands of roofs over the company's lifetime.

The key to starting a large successful project is planning. As you can see from the proposal booklet, this is exactly what we are helping you with. We start out showing and guiding you through the process, from Product Submittals to Forecasting Cost. Peter DeSalvo Contracting has a team with many years of experience in Distribution, Manufacturing, Estimating, Project Management, Site Supervision and so on. Adding up all the experience we have over 200 years of experience collectively. Peter DeSalvo Contracting has developed a plan for the Haselton Barn project that helps to keep the community and neighborhood safe while conducting a tedious reroofing process. We plan to have a staging area fenced in to allow space for Porta-pots, Material Stock, Dumpster, and a place to park equipment. This safely stores the material away from cars, landscaping and most importantly, removes the temptation of the neighborhood children that may think it all that material is a cool climbing structure. We want to limit the exposure and lessen the liability for you and us.

We want to set the expectations to limit stress for all involved.





## Procedure

### Once awarded the project:

- Get Metal colors approved.
- Order materials for the project.
- Order and set up delivery of porta pot.

### A few days before Project Start:

- Site visit with the town employee who oversees the project to set a game plan and expectations.

### Day 1 of Roofing Project

- 7AM - Work crews will assemble in staging area for daily briefing and safety discussion.
- 8:00 AM – Work will commence, Heavy-duty Canvas tarps will be attached to the front and back of the building that will be worked on that day.
- 8:30 AM – Roof Installers will begin to remove shingles off the roof.
- 9:30 AM – Clean-up crews will begin to remove shingles from ground tarps to portable dumpster.
- 12:30 PM – Roof installers will begin to lay the foundation of materials.
  - Checking roof deck for rot, damage, and/or loosely nailed plywood
  - Install 2” galvanized ring shank nails to plywood to help flatten any lifted sheathing.
  - Install underlayment to the entire roof.
  - Install Drip Edge around perimeter of the roof deck.
  - Install metal roof system
- 5:30-6:00PM – Start the final clean up and weather-tight the roof for the next day installation.

### Day 2 of Roofing Project (repeating day one)

### Day 3 of Roofing Project (repeating day one and two)

### Day 4 of Roofing Project (repeating day one, Two, and Three)

### Day 5 of Roofing Project (repeating day one, Two, Three, and Four)

**We plan to complete in Five days.**



## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p><b>Peter DeSalvo Contracting, LLC</b></p>	
	<p><b>2</b> Business name/disregarded entity name, if different from above</p>	
	<p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC    <input type="checkbox"/> C Corporation    <input type="checkbox"/> S Corporation    <input type="checkbox"/> Partnership    <input type="checkbox"/> Trust/estate</p> <p><input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <u>S</u></p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.</p> <p><b>15 Central Street</b></p>	<p>Requester's name and address (optional)</p>
	<p><b>6</b> City, state, and ZIP code</p> <p><b>Hudson, NH 03051</b></p>	
	<p><b>7</b> List account number(s) here (optional)</p>	

<p><b>Part I Taxpayer Identification Number (TIN)</b></p> <p>Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i>, later.</p> <p><b>Note:</b> If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="9" style="text-align: center;"><b>Social security number</b></td> </tr> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> <tr> <td colspan="9" style="text-align: center;"><b>OR</b></td> </tr> <tr> <td colspan="9" style="text-align: center;"><b>Employer identification number</b></td> </tr> <tr> <td style="width: 20px; height: 20px;">9</td> <td style="width: 20px; height: 20px;">0</td> <td style="width: 20px; height: 20px;">-</td> <td style="width: 20px; height: 20px;">0</td> <td style="width: 20px; height: 20px;">5</td> <td style="width: 20px; height: 20px;">4</td> <td style="width: 20px; height: 20px;">4</td> <td style="width: 20px; height: 20px;">4</td> <td style="width: 20px; height: 20px;">39</td> </tr> </table>	<b>Social security number</b>																		<b>OR</b>									<b>Employer identification number</b>									9	0	-	0	5	4	4	4	39
<b>Social security number</b>																																														
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9	0	-	0	5	4	4	4	39																																						

<b>Part II Certification</b>	
Under penalties of perjury, I certify that:	
<p>1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and</p> <p>2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and</p> <p>3. I am a U.S. citizen or other U.S. person (defined below); and</p> <p>4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.</p>	
<p><b>Certification Instructions.</b> You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.</p>	
<b>Sign Here</b>	<p>Signature of U.S. person ▶ </p> <p>Date ▶ <u>1-24-22</u></p>

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

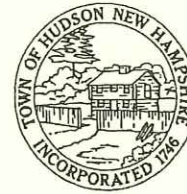
*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What Is backup withholding, later.*

Agenda  
6-17-22



# TOWN OF HUDSON

## Finance Department



8E

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

**RECEIVED**

**MAY 27 2022**

TOWN OF HUDSON -  
SELECTMEN'S OFFICE

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

**From:** Lisa Labrie, Finance Director *LL*

**Date:** May 27, 2022

**Subject:** **On Call Services for Trenchless Pipeline Rehabilitation**

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

**Recommendation:**

To award a contract for on call services to rehabilitate approximately 3,500 linear feet of sewer main to both National Water Cleaning Co. & Vortex Services, LLC. I agree with the recommendation of the Town Engineer and Public Works Director to award these two companies the contract to be used as needed.

**Information:**

The work was advertised on the Town's website and in the Union Leader. On May 12, 2022 a mandatory pre-bid meeting was held and three parties attended. In addition, bid invitations were sent to four different vendors. Most of the repairs can be done through a trenchless pipe rehabilitation procedure on an as-needed basis.

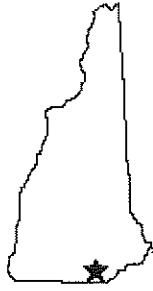
The bids scored as follows:

- |   |    |
|---|----|
| 1.) National Water Main Cleaning Co., Canton, MA  | 96 |
| 2.) Vortex Services, LLC Livermore, ME            | 93 |
| 3.) Insituform Technologies LLC, Chesterfield, MO | 67 |

National Water Main and Vortex Services companies scored the highest and have both successfully completed recent projects, such as the Flagstone Drainage and the Sewer Flume on time and on budget. The budget for this contract is \$330,000.

**Motion:** **To approve the contract for On-call services for Trenchless Pipeline Rehabilitation to National Water Main Cleaning Co. and Vortex Services, LLC on an as-needed basis, using Sewer Capital Project Account # 5564-640. Recommended by the Public Works Director, Town Engineer and Finance Director.**

**Cc:** Elvis Dhima, Town Engineer  
Jess Forrence, Public Works Director



# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator  
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer  
Jess Forrence, Public Works Director

DATE: May 30, 2022

RE: Contract Award for On Call Services for Trenchless Pipeline  
Rehabilitation

The Public Works Department has identified approximately 3,500 linear feet of sewer main in need of rehabilitation. Most of this rehabilitation can be done through the trenchless pipe rehabilitation process that doesn't require heavy road construction or long disruptions in the sewer service. The Town is in need of a contractor that can perform these repairs on an as-needed basis.

We advertised for this work on the town website and in the Union Leader on April 14, 2022. On May 12, 2022 we held a mandatory pre-bid meeting and three parties attended. In addition, we sent the bid invitations to four different vendors. Our budget for this contract is \$330,000 and it will be on an as-needed basis.

On May 26, 2022 we received three bids and they were evaluated on the following criteria:

- Cost / Price = 50%
- Ability to secure staff and material/ Schedule flexibility = 15%
- Ability to complete all required services= 15%
- Similar contracts with other municipalities = 10%
- Interview = 10%

The bids scored as follows:

1. National Water Main Cleaning CO, Canton, MA:	96
2. Vortex Services, LLC, Livermore, ME:	93
3. Insituform Technologies LLC, Chesterfield, MO:	67

National Water Main and Vortex Services companies scored the highest and are very close. In addition, they have both successfully completed recent projects, such as the Flagstone Drainage and the sewer flume on time and on budget.

The Town Engineer and Public Works Director's recommendation to the BOS is to hire both National Water Main Cleaning CO & Vortex Services, LLC for these services.

**Motion**

To approve the contract for On-call Services for Trenchless Pipeline Rehabilitation to National Water Main Cleaning CO and Vortex Services, LLC, on an as-needed basis, using Sewer Capital Project Account #: 5564-640.

**ON-CALL SERVICES FOR TRENCHLESS PIPELINE REHABILITATION**

Bid Tab

UV CURED PIPE					
Length Range	Diameter	Unit	Price/unit Vortex Services	Price/unit Water Main Cleaning	National Price/unit Insituform Technologies, LLC
Less than 100'	8"	LF	\$ 92.00	\$ 151.00	Did not bid
	10"	LF	\$ 98.00	\$ 155.00	Did not bid
	12"	LF	\$ 127.00	\$ 161.00	Did not bid
	15"	LF	\$ 134.00	\$ 167.00	Did not bid
	18"	LF	\$ 160.00	\$ 182.00	Did not bid
	20"	LF	\$ 197.00	\$ 220.00	Did not bid
	24"	LF	\$ 214.00	\$ 228.00	Did not bid
	30"	LF	\$ 256.00	\$ 291.00	Did not bid
	36"	LF	\$ 299.00	\$ 327.00	Did not bid
<b>Total</b>			<b>\$ 1,577.00</b>	<b>\$ 1,882.00</b>	<b>\$ -</b>
<b>Scoring</b>			<b>4.55</b>	<b>3.81</b>	<b>0.00</b>
100' - 200'	8"	LF	\$ 59.00	\$ 96.50	Did not bid
	10"	LF	\$ 63.00	\$ 100.00	Did not bid
	12"	LF	\$ 88.00	\$ 106.00	Did not bid
	15"	LF	\$ 92.00	\$ 111.75	Did not bid
	18"	LF	\$ 115.00	\$ 127.00	Did not bid
	20"	LF	\$ 140.00	\$ 155.50	Did not bid
	24"	LF	\$ 158.00	\$ 163.75	Did not bid
	30"	LF	\$ 196.00	\$ 211.00	Did not bid
	36"	LF	\$ 233.00	\$ 247.50	Did not bid
<b>Total</b>			<b>\$ 1,144.00</b>	<b>\$ 1,319.00</b>	<b>\$ -</b>
<b>Scoring</b>			<b>4.55</b>	<b>3.94</b>	<b>0.00</b>
200'-300'	8"	LF	\$ 53.00	\$ 57.25	Did not bid
	10"	LF	\$ 56.00	\$ 60.75	Did not bid
	12"	LF	\$ 71.00	\$ 66.50	Did not bid
	15"	LF	\$ 76.00	\$ 72.50	Did not bid
	18"	LF	\$ 104.00	\$ 87.75	Did not bid

	20"	LF	\$ 120.00	\$ 125.00	Did not bid
	24"	LF	\$ 131.00	\$ 133.50	Did not bid
	30"	LF	\$ 170.00	\$ 175.75	Did not bid
	36"	LF	\$ 205.00	\$ 212.00	Did not bid
Total			\$ 986.00	\$ 991.00	\$ -
Scoring			4.55	4.52	0.00

300'-400'	8"	LF	\$ 48.00	\$ 50.50	Did not bid
	10"	LF	\$ 52.00	\$ 54.00	Did not bid
	12"	LF	\$ 63.00	\$ 59.75	Did not bid
	15"	LF	\$ 73.00	\$ 65.50	Did not bid
	18"	LF	\$ 75.00	\$ 81.00	Did not bid
	20"	LF	\$ 118.00	\$ 117.75	Did not bid
	24"	LF	\$ 136.00	\$ 126.00	Did not bid
	30"	LF	\$ 166.00	\$ 168.25	Did not bid
	36"	LF	\$ 201.00	\$ 204.50	Did not bid
Total			\$ 932.00	\$ 927.25	0
Scoring			4.52	4.55	0.00

SEWER LATERAL LINING					
Length Range	Diameter	Unit	Price/unit Vortex Services	Price/unit Water Main Cleaning	National Price/unit Insituform Technologies, LLC
1-10'	6"	LF	\$ 660.00	\$ 495.00	\$ 820.00
	18"	LF	\$ 900.00	\$ 600.00	\$ 1,365.00
10-25'	6"	LF	\$ 600.00	\$ 400.00	\$ 437.00
	18"	LF	\$ 800.00	\$ 533.33	\$ 983.00
Total			\$ 2,960.00	\$ 2,028.33	\$ 3,605.00
Scoring			3.11	4.55	2.56

THERMAL CURED PIPE LINER					
Length Range	Diameter	Unit	Price/unit Vortex Services	Price/unit Water Main Cleaning	National Price/unit Insituform Technologies, LLC
	8"	LF	\$ 61.00	\$ 91.00	\$ 44.00
	10"	LF	\$ 65.00	\$ 93.50	\$ 50.00

Less than 100'	12"	LF	\$ 72.00	\$ 96.50	\$ 60.00
	15"	LF	\$ 176.00	\$ 104.00	\$ 87.00
	18"	LF	\$ 191.00	\$ 111.50	\$ 100.00
	20"	LF	\$ 218.00	\$ 184.25	\$ 120.00
	24"	LF	\$ 227.00	\$ 191.00	\$ 145.00
	30"	LF	\$ 288.00	\$ 245.50	\$ 220.00
	36"	LF	\$ 350.00	\$ 268.00	\$ 280.00
Total			\$ 1,648.00	\$ 1,385.25	\$ 1,106.00
Scoring			3.05	3.63	4.55

100' - 200'	8"	LF	\$ 42.00	\$ 57.50	\$ 36.00
	10"	LF	\$ 46.00	\$ 60.00	\$ 42.00
	12"	LF	\$ 52.00	\$ 63.00	\$ 48.00
	15"	LF	\$ 106.00	\$ 70.50	\$ 70.00
	18"	LF	\$ 121.00	\$ 78.00	\$ 91.00
	20"	LF	\$ 143.00	\$ 121.75	\$ 103.00
	24"	LF	\$ 156.00	\$ 128.50	\$ 131.00
	30"	LF	\$ 208.00	\$ 163.00	\$ 186.00
	36"	LF	\$ 267.00	\$ 185.50	\$ 233.00
Total			\$ 1,141.00	\$ 927.75	\$ 940.00
Scoring			3.70	4.55	4.49

200' - 300'	8"	LF	\$ 31.00	\$ 42.75	\$ 28.00
	10"	LF	\$ 33.00	\$ 45.25	\$ 34.00
	12"	LF	\$ 39.00	\$ 48.25	\$ 55.00
	15"	LF	\$ 74.00	\$ 55.50	\$ 70.00
	18"	LF	\$ 88.00	\$ 63.25	\$ 73.00
	20"	LF	\$ 107.00	\$ 97.00	\$ 83.00
	24"	LF	\$ 122.00	\$ 104.00	\$ 106.00
	30"	LF	\$ 170.00	\$ 131.75	\$ 153.00
	36"	LF	\$ 224.00	\$ 154.00	\$ 194.00
Total			\$ 888.00	\$ 741.75	\$ 796.00
Scoring			3.80	4.55	4.24

300'-400'	8"	LF	\$ 31.00	\$ 31.00	\$ 25.00
	10"	LF	\$ 34.00	\$ 33.50	\$ 30.00
	12"	LF	\$ 39.00	\$ 36.50	\$ 34.00
	15"	LF	\$ 62.00	\$ 44.00	\$ 48.00
	18"	LF	\$ 75.00	\$ 51.50	\$ 65.00
	20"	LF	\$ 94.00	\$ 84.75	\$ 74.00
	24"	LF	\$ 109.00	\$ 91.50	\$ 96.00
	30"	LF	\$ 157.00	\$ 116.00	\$ 140.00
	36"	LF	\$ 213.00	\$ 138.00	\$ 177.00
Total			\$ 814.00	\$ 626.75	\$ 689.00
Scoring			3.50	4.55	4.13

Point Sectional Repairs					
Length Range	Diameter	Unit	Price/unit Vortex Services	Price/unit Water Main Cleaning National	Price/unit Insituform Technologies, LLC
4 Feet	6" – 12"	Each	\$ 3,000.00	\$ 2,500.00	\$ 3,550.00
	15" – 18"	Each	\$ 3,500.00	\$ 5,000.00	\$ 6,000.00
	20" – 24"	Each	\$ 4,000.00	\$ 7,800.00	\$ 10,300.00
Protruding Service Connection Removal	4"-12"	Each	\$ 250.00	\$ 500.00	\$ 490.00
Total			\$ 10,750.00	\$ 15,800.00	\$ 20,340.00
Scoring			4.55	3.09	2.40

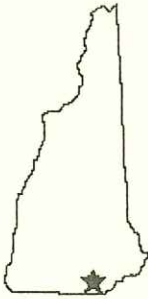
Manhole Lining					
Length Range	Diameter	Unit	Price/unit Vortex Services	Price/unit Water Main Cleaning National	Price/unit Insituform Technologies, LLC
0-35	4' Diameter Manhole	VF	\$ 300.00	\$ 225.00	\$ 192.00
Scoring			2.91	3.88	4.55

Total 42.77 45.60 26.91



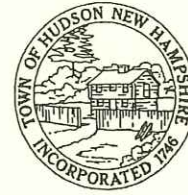
<b>Overall Score Table</b>			
<b>Criteria</b>	<b>Vortex Services</b>	<b>National Water Main Cleaning</b>	<b>Insituform Tech., LLC</b>
• Cost / Price 50 max	42.77	45.6	28.08
• Ability to secure staff&material/ Schedule flexibility 15 max	15	15	9.5
• Ability to complete all required services 15 max	15	15	9.5
• Similar contracts with other municipalities 10 max	10	10	10
• Interview 10 max	10	10	10
<b>Total Score</b>	<b>93</b>	<b>96</b>	<b>67</b>

Agenda  
6-14-22



# TOWN OF HUDSON

## Finance Department



8F

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

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

**From:** Lisa Labrie, Finance Director *LL*

**Date:** June 6, 2022

**Subject:** Marsh Road Pump Station Design/Build

**RECEIVED**

JUN 06 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

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

**Recommendation:**

To adopt a three (3) year approach to complete this project instead of awarding it to the sole bidder.

**Information:**

The work was advertised on the Town's website and in the Union Leader. On May 6, 2022 a mandatory pre-bid meeting was held and ten parties attended. In addition, bid invitations were sent to four different vendors. We budgeted \$375,000 for this project back in October of 2021.

On June 3, 2022, we received one (1) bid:

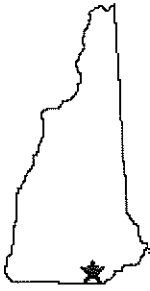
<b>Northeast Earth Mechanics, Pittsfield, NH</b>	<b>\$1,167,500.</b>
--	---------------------

The wait time is currently eight (8) months for "Made in the U.S.A." pumps.

**Motion 1: To reject the bid.**

**Motion 2: To adopt a three year approach to complete this project. In the first year, the Town directly purchases the pumps (FY23). In the second year, the Town budgets for and purchases the prefabricated building and electrical components (FY24). Then in the third year, the Town budgets and completes this project (FY25). Recommended by the Town Engineer and Finance Director.**

**Cc: Elvis Dhima, Town Engineer**



# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator  
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer

DATE: June 3, 2022

RE: Marsh Road Pumps Station Design/Built

The Town of Hudson currently operates only one entirely underground booster station. This booster station facility is over 36 years old and is in need of an upgrade and repair.

We advertised on the town website and in the Union Leader on March 17, 2022. On May 6, 2022 we held a mandatory pre-bid meeting and ten parties attended. In addition, we sent the bid invitations to four different vendors. We budgeted \$375,000 for this project back in October of 2021.

On June 3, 2022, we received one bid as follows:

Northeast Earth Mechanics, Pittsfield, NH:	\$1,167,500
--	-------------

In addition, we asked other parties that did not submit a bid for feedback, and received comments about the current price of this project being over one million dollars due to the current financial climate and delays in receiving material and equipment.

At this time there is no value in re-advertising for this project and the wait time for the “Made in the USA” pumps are eight (8) months.

The Town Engineer’s recommendations to the BOS are the following motions:

**First Motion**

**To reject the bid.**

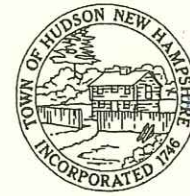
**Second Motion:**

**To adopt a three year approach to complete this project, in which the first year the Town directly purchases the pumps (FY23), the second year the Town budgets and purchases the prefabricated building and electrical components (FY24), and the third year the Town budgets and completes this project (FY25).**





TOWN OF HUDSON  
Finance Department



Agenda 6-14-22  
**RECEIVED**

**JUN 07 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE **8G**

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

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

**From:** Lisa Labrie, Finance Director *LL*

**Date:** June 7, 2022

**Subject:** Hudson Water Utility SCADA Radio System Back Up

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

**Recommendation:**

To create an integrated backup communication system in case of internet disruption or failure. This is part of new federal guidelines. Recommended by the Town Engineer and agreed to by the Finance Director.

**Information:**

The Hudson Water Utility currently has twelve (12) assets located in Hudson and Litchfield (wells, booster stations and storage tanks). They are in constant communication with each other and it is imperative that we maintain a reliable system.

A backup radio communication system will require close coordination with our security, SCADA (Supervisory Control and Data Acquisition System) and water operator due to the security and sensitivity of the work. A radio propagation study in 2021 for these services suggests a budget of \$165,000.

On April 8, 2022, we received a quote for \$145,864.91 which includes Two – 50 ft. radio towers, One – 30 ft. radio tower, Twelve cellular antennas, Radio installation on our asset location.

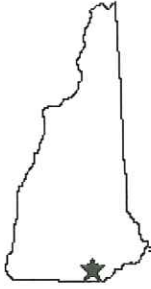
**Motion 1: To waive the bid process and sole source this work to TCS Communication as:**

- 1.) They are currently a Hudson Water Utility contractor.
- 2.) They have performed similar services in the past for the Town of Hudson.
- 3.) Their quote is less than the budget amount.

**Motion 2: To approve the contract for antenna and tower installation, for the amount of: not to exceed \$145,864.91 using account # 5593-411. Recommended by the Town Engineer and Finance Director.**

**Cc: Elvis Dhima, Town Engineer**





# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator  
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer

DATE: June 6, 2022

RE: Hudson Water Utility SCADA Radio System Back Up

The Hudson Water Utility currently has twelve (12) assets located in Hudson and Litchfield, such as wells, booster stations and storage tanks. These assets are in constant communication with each other and we are required to maintain an operational and reliable system.

The Town has been planning for integrating a backup communication system, in case of internet disruption or failure, as part of new federal guidelines. This can be achieved by building a radio communication system which will be integrated into our Supervisory Control and Data Acquisition (SCADA) system.

This task will require close coordination with our security, SCADA and water operator, due to the security and sensitivity of the work. We contacted one of our consultants who performed the radio propagation study in 2021 for these services, and we budgeted \$165,000.

On April 8, 2022, we received a quote for \$145,864.94 for services that include the following, but not limited to:

- Two - fifty (50) foot radio towers
- One – thirty (30) foot radio tower
- Twelve (12) cellular antennas
- Radio installation on our asset location

The Town Engineer's recommendation to the BOS are the following motions:

### **First Motion**

**To waive the bid process and sole source this work to TCS Communication Corp, for the following reasons:**

1. They are currently a Hudson Water Utility contractor.
2. They have performed similar services in the past for the Town of Hudson.
3. Their quote is less than the budget amount.

**Second Motion:**

**To approve the contract for antenna and tower installation, for the amount of, not to exceed \$145,864.91, using Account #: 5593-411.**





PO Box 5192, 85 Lafayette Road  
 Salisbury, MA 01952  
 Phone (978) 465-7932 Fax (978) 462-8980 www.tcscommunications.com

QUOTE

DATE: April 8, 2022  
 QUOTE # Hudson NH Water SCADA Radio System  
 Budgetary Pricing Summary

Bill To: Town of Hudson NH  
 12 School Street  
 Hudson, NH 03051

Ship To: Same  
 Attn: Elvis Dhima, Town Engineer  
 edhima@hudsonnh.gov  
 603-886-6008

SALESPERSON	SITE NAME	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Dean Marengi	Hudson NH Water					NET 30

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
1	Weinstein Well	Radio system Installed with 50 foot tower installed by SS Tower	\$13,705.78	\$13,705.78
1	Marsh Tank	Radio system Installed with 50 foot tower installed by SS Tower	\$14,667.03	\$14,667.03
1	Gordon Tank	Radio system Installed, including SS Tower materials & Installation	\$9,198.03	\$9,198.03
1	South Tank	Radio system Installed, including SS Tower materials & Installation	\$7,749.23	\$7,749.23
1	Dame Well	Radio system Installed, including SS Tower materials & Installation	\$7,853.93	\$7,853.93
1	Hickory Well	Radio system Installed, including SS Tower materials & Installation	\$7,853.93	\$7,853.93
1	Old Windham	Radio system Installed, including SS Tower materials & Installation	\$7,403.93	\$7,403.93
1	Wason Booster	Radio system Installed with 30 foot tower installed by SS Tower	\$8,806.28	\$8,806.28
1	Woodland Heights	Radio system Installed, including SS Tower materials & Installation	\$7,403.93	\$7,403.93
1	Town Office	Radio system Installed, including SS Tower materials & Installation	\$7,906.28	\$7,906.28
1	Whitewater Office	Radio system installed, including SS Tower materials & Installation	\$7,906.28	\$7,906.28
1	Landfill Tower	Radio system Installed, including SS Tower materials & Installation	\$11,060.28	\$11,060.28
1	Cellular Antennas	Cellular antennas Installed at 12 locations, including SS Tower	\$28,350.00	\$28,350.00
1	FCC license	FCC license, 217-220 MHz Telemetry spectrum	\$1,000.00	\$1,000.00
1	Contingencies	Additional hardware, cable, connectors, labor (if required)	\$5,000.00	\$5,000.00

		SUBTOTAL	\$145,864.91
		TAX RATE	0.00%
		SALES TAX	-
		SHIPPING & HANDLING	
		TOTAL	\$ 145,864.91

Authorized Signature:	<i>Dean A. Marengi Vice President</i>
Date:	April 8, 2022

Make all checks payable to TCS Communications Corp.

If you have any questions concerning this invoice, contact Dean Marengi, (978) 465-7932, dean.marengi@tcscommunications.com

THANK YOU FOR YOUR BUSINESS!



# TOWN OF HUDSON

Office of the Assessor

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

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

RECEIVED

JUN 09 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE



Myrdal  
6.14.22


12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

8H-1

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor 

RE: 2022 Disabled Exemption Application – late filing  
Tax Map 178 Lot 13-14 – 7 Mobile Drive

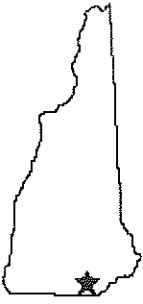
The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline.

The subject property owner submitted a late requalification application for Disabled Exemption, on April 18<sup>th</sup>, three days after the filing deadline. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they are qualified under "accident/mistake/misfortune". I am recommending that the BOS accept the late application under the provisions of "accident/mistake/misfortune" in accordance with applicable section of state law.

The applicant is otherwise qualified, their income/asset are under the limits for the Disabled Exemption, is a resident at their property location here in Hudson, and otherwise qualified in all other respects.

*Draft Motion #1: Motion to accept late application under the provisions of RSA 72:33 I-a.*

*Draft Motion #2: Motion to grant the disabled exemption for Tax Map 178 Lot 13-14, 7 Mobile Drive*

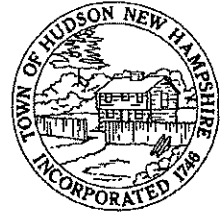


# TOWN OF HUDSON

Office of the Assessor

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

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



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## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

In accordance with RSA 72:33 I, applications for any property tax credit or property tax exemption cannot be granted unless the property owner has applied for the applicable tax exemption or credit by April 15<sup>th</sup>, in addition to other requirements per applicable tax exemption and/or tax credit law.

However, RSA 72:33 I-a also states;

“ I-a. If any person, otherwise qualified to receive an exemption or credit, shall satisfy the selectmen or assessors that he or she was prevented by accident, mistake, or misfortune from filing a permanent application or amended permanent application on or before April 15 of the year in which he or she desires the exemption to begin, said officials may receive the application at a later date and grant an exemption or credit for that year; but no such application shall be received or exemption or credit granted after the local tax rate has been approved for that year.”

“Accident, mistake or misfortune” **ordinarily** means something beyond **your** control and not due to **your** own neglect, or something which a reasonably prudent person would not be expected to guard against or provide for. *See e.g. Pelham Plaza v. Town of Pelham*, 117 N.H. 178 (1977).

If you wish for the Board of Selectmen to consider your filing for a property tax exemption or credit after the April 15<sup>th</sup> statutory filing deadline, please attach a letter in support of your claim. This is in addition to all of the requirements on the PA-29 and the Financial Statement requirements, including copies of all necessary documents. This letter has to identify how you have met, in your opinion, the “accident, mistake, misfortune” provisions as defined above, and be signed under penalty of perjury. Please include the date, your property location, and your printed name under your signature. Please keep in mind that the Board of Selectmen may approve a late filing, they are not required to.



# TOWN OF HUDSON

Office of the Assessor

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JUN 09 2022

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*Hyeabr  
6-14-22*

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

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8H-2

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor *JM*

RE: 2022 Elderly Exemption Application – late filing  
Tax Map 183 Lot 59 – 9 Bond Street

The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two reminder requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline.

The subject property owner submitted a late requalification application for Elderly Exemption, on April 18<sup>th</sup>, three days after the filing deadline. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they are qualified under "accident/mistake/misfortune". I am recommending that the BOS accept the late application under the provisions of "accident/mistake/misfortune" in accordance with applicable section of state law.

The applicant is otherwise qualified, their income/asset are under the limits for the Elderly Exemption, is a resident at their property location here in Hudson, and otherwise qualified in all other respects.

*Draft Motion #1:* **Motion to accept late application under the provisions of RSA 72:33 I-a.**

*Draft Motion #2:* **Motion to grant the elderly exemption for Tax Map 183 Lot 59, 9 Bond Street**

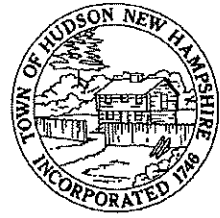


# TOWN OF HUDSON

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## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

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Agenda 6-14-22



# TOWN OF HUDSON

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8H-3

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor 

RE: 2022 Elderly Exemption Application – late filing  
Tax Map 165 Lot 133 – 4 Summer Ave

The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two reminder requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline.

The subject property owner submitted a late requalification application for Elderly Exemption, on April 29<sup>th</sup>, fourteen days after the filing deadline. The elderly exemption category for this application is E3, 80 years old and above. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they believe they are qualified under "accident/mistake/misfortune". In reviewing the explanation communication from the taxpayer, I find myself unable to provide a positive recommendation that the BOS to accept the late application under the provisions of "accident/mistake/misfortune". The BOS have the legal authority to arrive at their own conclusion as to whether the explanation provided meets the provisions of "accident/mistake/misfortune".

The applicant is otherwise qualified, their income/asset are under the limits for the Elderly Exemption, is a resident at their property location here in Hudson, and otherwise qualified in all other respects.

If the BOS wishes to accept the taxpayers explanation of "accident/mistake/misfortune", then the following motions would be in order;

***Draft Motion #1: Motion to accept late elderly exemption application under the provisions of RSA 72:33 I-a.***

***Draft Motion #2: Motion to grant the elderly exemption for Tax Map 165 Lot 133, 4 Summer Avenue***

If the BOS wishes to deny acceptance of the late filing for this application, then the following motion would be in order;

***Draft Motion #3: Motion to deny acceptance of the late application for an elderly exemption on Tax Map 165 Lot 133, 4 Summer Avenue.***



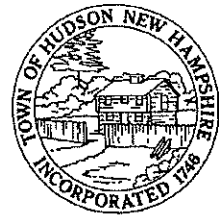


# TOWN OF HUDSON

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## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

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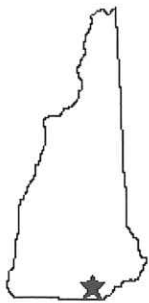
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If you wish for the Board of Selectmen to consider your filing for a property tax exemption or credit after the April 15<sup>th</sup> statutory filing deadline, please attach a letter in support of your claim. This is in addition to all of the requirements on the PA-29 and the Financial Statement requirements, including copies of all necessary documents. This letter has to identify how you have met, in your opinion, the “accident, mistake, misfortune” provisions as defined above, and be signed under penalty of perjury. Please include the date, your property location, and your printed name under your signature. Please keep in mind that the Board of Selectmen may approve a late filing, they are not required to.

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# TOWN OF HUDSON

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8H-4


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Chief Assessor, CAE  
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12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor 

RE: 2022 Elderly Exemption Application – late filing  
Tax Map 153 Lot 10 – 5 Lawrence Road

The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two reminder requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline. In addition, we also sent out certified mailings on May 11<sup>th</sup> to this property, as well as those that had not responded as of yet on that date.

The subject property owner submitted a late requalification application for Elderly Exemption, on May 27<sup>th</sup>, forty-two days after the filing deadline. The elderly exemption category for this application is E1, 65-74 years old. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they believe they are qualified under "accident/mistake/misfortune". In reviewing the explanation communication from the taxpayer, I find myself unable to provide a positive recommendation that the BOS to accept the late application under the provisions of "accident/mistake/misfortune". The BOS have the legal authority to arrive at their own conclusion as to whether the explanation provided meets the provisions of "accident/mistake/misfortune".

The applicant is otherwise qualified, their income/asset are under the limits for the Elderly Exemption, is a resident at their property location here in Hudson, and otherwise qualified in all other respects.

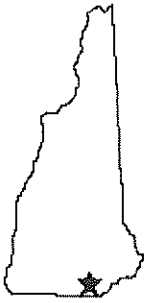
If the BOS wishes to accept the taxpayers explanation of “accident/mistake/misfortune”, then the following motions would be in order;

*Draft Motion #1:* **Motion to accept late elderly exemption application under the provisions of RSA 72:33 I-a.**

*Draft Motion #2:* **Motion to grant the elderly exemption for Tax Map 153 Lot 10, 5 Lawrence Road**

If the BOS wishes to deny acceptance of the late filing for this application, then the following motion would be in order;

*Draft Motion #3:* **Motion to deny acceptance of the late application for an elderly exemption on Tax Map 153 Lot 10, 5 Lawrence Road.**



# TOWN OF HUDSON

Office of the Assessor

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## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

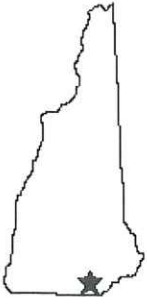
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However, RSA 72:33 I-a also states;

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If you wish for the Board of Selectmen to consider your filing for a property tax exemption or credit after the April 15<sup>th</sup> statutory filing deadline, please attach a letter in support of your claim. This is in addition to all of the requirements on the PA-29 and the Financial Statement requirements, including copies of all necessary documents. This letter has to identify how you have met, in your opinion, the “accident, mistake, misfortune” provisions as defined above, and be signed under penalty of perjury. Please include the date, your property location, and your printed name under your signature. Please keep in mind that the Board of Selectmen may approve a late filing, they are not required to.



# TOWN OF HUDSON

Office of the Assessor

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Chief Assessor, CAE  
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*Agenda 6-14-22*

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8H-5

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor *JM*

RE: 2022 Elderly Exemption Application – late filing  
Tax Map 175 Lot 132 – 4 Chatham Street

The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two reminder requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline. In addition, we also sent out certified mailings on May 11<sup>th</sup> to this property, as well as those that had not responded as of yet on that date.

The subject property owner submitted a late requalification application for Elderly Exemption, on May 16th, thirty-one days after the filing deadline. The elderly exemption category for this application is E3, 80 years and above. The applicant's representative has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they believe they are qualified under "accident/mistake/misfortune". I am recommending that the BOS accept the late application under the provisions of "accident/mistake/misfortune" in accordance with applicable section of state law.

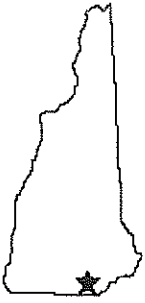
The applicant is otherwise qualified, their income/asset are under the limits for the Elderly Exemption, is a resident at their property location here in Hudson, and otherwise qualified in all other respects.

If the BOS wishes to accept the taxpayers explanation of "accident/mistake/misfortune", then the following motions would be in order;

*Draft Motion #1:* **Motion to accept late elderly exemption application under the provisions of RSA 72:33 I-a.**

*Draft Motion #2:* **Motion to grant the elderly exemption for Tax Map 175 Lot 132, 4 Chatham Street.**



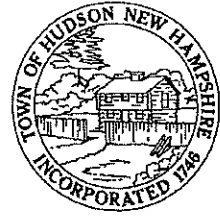


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## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

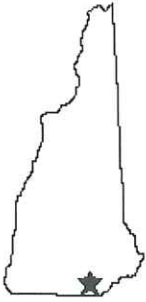
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# TOWN OF HUDSON

Office of the Assessor

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8H-6

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## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor

RE: 2022 Elderly Exemption Application – late filing  
Tax Map 142 Lot 41 – 4 Hilltop Drive

The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two reminder requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline.

The subject property owner submitted a late requalification application for Elderly Exemption, on April 18th, three days after the filing deadline. The elderly exemption category for this application is E1, 65-74 years old. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they believe they are qualified under "accident/mistake/misfortune". In reviewing the explanation communication from the taxpayer, I find myself unable to provide a positive recommendation that the BOS to accept the late application under the provisions of "accident/mistake/misfortune". The BOS have the legal authority to arrive at their own conclusion as to whether the explanation provided meets the provisions of "accident/mistake/misfortune".

The applicant is otherwise qualified, their income/asset are under the limits for the Elderly Exemption, is a resident at their property location here in Hudson, and otherwise qualified in all other respects.

If the BOS wishes to accept the taxpayers explanation of "accident/mistake/misfortune", then the following motions would be in order;

***Draft Motion #1: Motion to accept late elderly exemption application under the provisions of RSA 72:33 I-a.***

***Draft Motion #2: Motion to grant the elderly exemption for Tax Map 142 Lot 41, 4 Hilltop Drive***

If the BOS wishes to deny acceptance of the late filing for this application, then the following motion would be in order;

***Draft Motion #3: Motion to deny acceptance of the late application for an elderly exemption on Tax Map 142 Lot 41, 4 Hilltop Drive.***



# TOWN OF HUDSON

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## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

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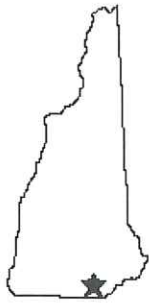
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8H-7

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor 

RE: 2022 Disabled Exemption Application – late filing  
Tax Map 133 Lot 57 – 4 Pinewood Road

The Assessing Department is in receipt of a number of late filings/missed applications deadlines for those exemptions/credit recipients whom the department has been involved in requalifying, as per the requirements of the DRA's 5-year assessment review process. The department consulted with town legal counsel on a document (attached) that explains the "accident/mistake/misfortune" portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them. The department had sent out two reminder requalification mailings on these in 2022, reminding them of the statutory April 15<sup>th</sup> filing deadline. In addition, we also sent out certified mailings on May 11<sup>th</sup> to this property, as well as those that had not responded as of yet on that date.

The subject property owner submitted a late requalification application for Disabled Exemption, on May 16th, thirty-one days after the filing deadline. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they believe they are qualified under "accident/mistake/misfortune". I am recommending that the BOS accept the late application under the provisions of "accident/mistake/misfortune" in accordance with applicable section of state law.

The applicant however is not otherwise qualified, they are over the income limit for the Disabled Exemption, this has been explained to the applicant.

If the BOS wishes to accept the taxpayers explanation of "accident/mistake/misfortune", and deny the exemption as they are over income, then the following motions would be in order;

**Draft Motion #1: Motion to accept late disabled exemption application under the provisions of RSA 72:33 I-a.**

*Draft Motion #2: Motion to deny the disabled exemption for Tax Map 133 Lot 57, 4 Pinewood Road.*





# TOWN OF HUDSON

Office of the Assessor

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

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



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

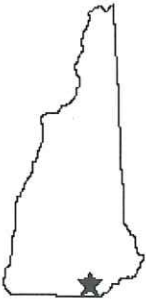
In accordance with RSA 72:33 I, applications for any property tax credit or property tax exemption cannot be granted unless the property owner has applied for the applicable tax exemption or credit by April 15<sup>th</sup>, in addition to other requirements per applicable tax exemption and/or tax credit law.

However, RSA 72:33 I-a also states;

“ I-a. If any person, otherwise qualified to receive an exemption or credit, shall satisfy the selectmen or assessors that he or she was prevented by accident, mistake, or misfortune from filing a permanent application or amended permanent application on or before April 15 of the year in which he or she desires the exemption to begin, said officials may receive the application at a later date and grant an exemption or credit for that year; but no such application shall be received or exemption or credit granted after the local tax rate has been approved for that year.”

“Accident, mistake or misfortune” **ordinarily** means something beyond **your** control and not due to **your** own neglect, or something which a reasonably prudent person would not be expected to guard against or provide for. *See e.g. Pelham Plaza v. Town of Pelham*, 117 N.H. 178 (1977).

If you wish for the Board of Selectmen to consider your filing for a property tax exemption or credit after the April 15<sup>th</sup> statutory filing deadline, please attach a letter in support of your claim. This is in addition to all of the requirements on the PA-29 and the Financial Statement requirements, including copies of all necessary documents. This letter has to identify how you have met, in your opinion, the “accident, mistake, misfortune” provisions as defined above, and be signed under penalty of perjury. Please include the date, your property location, and your printed name under your signature. Please keep in mind that the Board of Selectmen may approve a late filing, they are not required to.



# TOWN OF HUDSON

Office of the Assessor

RECEIVED

JUN 09 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

www.hudsonnh.gov



*Agenda  
6-14-22*

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

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

8H-8

## MEMORANDUM

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor *JM*

RE: 2022 Veteran's Tax Credit Application – late filing  
Tax Map 201 Lot 7-11 – 15 Warren Road

The Assessing Department is in receipt of a late application for a veterans tax credit for this property, application submitted on May 31, 2022. The department consulted with town legal counsel on a document (attached) that explains the “accident/mistake/misfortune” portions of RSA 72:33 I-a. The BOS may receive and accept a late filing for tax exemption/credit, they are not required to. This form was given to each of the late applicants, to date, in order to assist them.

The applicant was receiving a veteran tax credit at their former property at 18 St. Anthony Drive, through the 2020 tax year. The applicant sold that property and subsequently purchased their new property at 15 Warren Road on September 25 2020. In order for a veteran tax credit to be applied against a new property, within the same community, the applicants would need to timely file an amended/new application to accomplish that. The applicant has provided a letter for the BOS's review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they believe they are qualified under “accident/mistake/misfortune”. In reviewing the explanation communication from the taxpayer, I find support for a recommendation to accept the late filing of the veteran tax credit application, based on “accident/mistake/misfortune”.

The applicant further requests that the BOS retroactively grant an abatement equal to the veteran tax credit for the 2021 tax year. If the BOS are in agreement there is a provision of RSA 76:16 I-a that allows for an abatement of taxes, for good cause shown, in spite of no abatement application being received timely, which would have been March 1 2022. The BOS may grant an abatement, in spite of untimely filing of that request, they are not required to, and that decision is unable to be appealed.

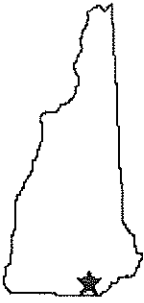
If the BOS wishes to accept the taxpayers explanation of “accident/mistake/misfortune”, then the following motions would be in order;

***Draft Motion #1: Motion to accept late veteran tax credit application under the provisions of RSA 72:33 I-a.***

***Draft Motion #2: Motion to grant the veterans tax credit for Tax Map 201 Lot 7-11, 15 Warren Road***

If the BOS wishes to approve an abatement equal to the amount of the veterans tax credit, \$600.00, under the provisions of RSA 76:16 I (a) then the following motion would be in order;

***Draft Motion #3: Motion to approve an abatement of property taxes in the amount of the veterans tax credit of \$600.00 on Tax Map 201 Lot 7-11, 15 Warren Road.***

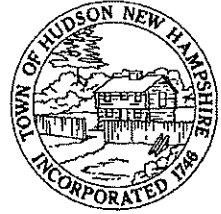


# TOWN OF HUDSON

Office of the Assessor

Jim Michaud  
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12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

## 2022 Property Tax Year Property Tax Exemption / Property Tax Credit - late filings

In accordance with RSA 72:33 I, applications for any property tax credit or property tax exemption cannot be granted unless the property owner has applied for the applicable tax exemption or credit by April 15<sup>th</sup>, in addition to other requirements per applicable tax exemption and/or tax credit law.

However, RSA 72:33 I-a also states;

“ I-a. If any person, otherwise qualified to receive an exemption or credit, shall satisfy the selectmen or assessors that he or she was prevented by accident, mistake, or misfortune from filing a permanent application or amended permanent application on or before April 15 of the year in which he or she desires the exemption to begin, said officials may receive the application at a later date and grant an exemption or credit for that year; but no such application shall be received or exemption or credit granted after the local tax rate has been approved for that year.”

“Accident, mistake or misfortune” **ordinarily** means something beyond **your** control and not due to **your** own neglect, or something which a reasonably prudent person would not be expected to guard against or provide for. *See e.g. Pelham Plaza v. Town of Pelham*, 117 N.H. 178 (1977).

If you wish for the Board of Selectmen to consider your filing for a property tax exemption or credit after the April 15<sup>th</sup> statutory filing deadline, please attach a letter in support of your claim. This is in addition to all of the requirements on the PA-29 and the Financial Statement requirements, including copies of all necessary documents. This letter has to identify how you have met, in your opinion, the “accident, mistake, misfortune” provisions as defined above, and be signed under penalty of perjury. Please include the date, your property location, and your printed name under your signature. Please keep in mind that the Board of Selectmen may approve a late filing, they are not required to.

## **76:16 By Selectmen or Assessors. –**

I. (a) Selectmen or assessors, for good cause shown, may abate any tax, including prior years' taxes, assessed by them or by their predecessors, including any portion of interest accrued on such tax; or

(b) Any person aggrieved by the assessment of a tax by the selectmen or assessors and who has complied with the requirements of RSA 74, may, by March 1, following the date of notice of tax under RSA 76:1-a, and not afterwards, apply in writing on the form set out in paragraph III to the selectmen or assessors for an abatement of the tax. The municipality may charge the taxpayer a fee to cover the costs of the form required by paragraph III.

II. Upon receipt of an application under paragraph I(b), the selectmen or assessors shall review the application and shall grant, for good cause shown, or deny the application in writing by July 1 after notice of tax date under RSA 76:1-a. The failure to respond shall constitute denial. All such written decisions shall be sent by first class mail to the taxpayer and shall include a notice of the appeal procedure under RSA 76:16-a and RSA 76:17 and of the deadline for such an appeal. The board of tax and land appeals shall prepare a form for this purpose. Municipalities may, at their option, require the taxpayer to furnish a self-addressed envelope with sufficient postage for the mailing of this written decision.

III. The abatement application form shall be prescribed by the board of tax and land appeals. The form shall include the following and such other information deemed necessary by the board:

(a) Instructions on completing and filing the form, including an explanation of the grounds for requesting tax abatements, including abatements for poverty and inability to pay pursuant to RSA 76.

(b) Sections for information concerning the person applying, the property for which the abatement is sought and other properties in the municipality owned by the person applying.

(c) A section concerning compliance with the RSA 74 inventory requirement.

(d) A section explaining the appeal procedure and stating the appeal deadline in the event the municipality denies the tax relief request in whole or part.

(e) A section requiring the applicant to state with specificity the reasons supporting the abatement request with an explanation of what specificity means.

(f) A section for the applicant to list any comparable properties supporting an abatement request.

(g) A place for the applicant's signature with a certification by the person applying that the application has a good faith basis and the facts in the application are true.

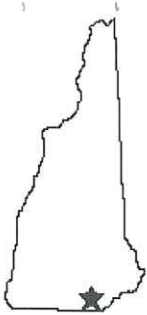
(h) The statement: "If an abatement is granted and taxes have been paid, interest on the abatement shall be paid in accordance with RSA 76:17-a. Any interest paid to the applicant must be reported by the municipality to the United States Internal Revenue Service, in accordance with federal law. Prior to the payment of an abatement with interest, the taxpayer shall provide the municipality with the applicant's social security number or federal tax identification number. Municipalities shall treat the social security or federal tax identification information as confidential and exempt from a public information request under RSA 91-A."

IV. Failure to use the form prescribed in paragraph III shall not affect the right to seek tax relief.

**Source.** RS 44:1. CS 47:1. GS 53:10. GL 57:11. PS 59:10. PL 64:13. 1939, 46:1. RL 77:13. RSA 76:16. 1967, 180:1. 1990, 49:1. 1991, 386:3, 5. 1992, 175:1. 1993, 86:1. 1994, 91:1, 2; 393:3.

1995, 265:16. 1997, 189:1. 2002, 217:1. 2004, 203:12, eff. June 11, 2004. 2014, 175:1, eff. Sept. 9, 2014.





# TOWN OF HUDSON

Office of the Assessor

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*Agenda  
6-14-22*

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

8H-9

## MEMORANDUM

**RECEIVED**

**JUN 09 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

TO: Board of Selectmen  
Steve Malizia, Town Administrator

DATE: June 14, 2022

FROM: Jim Michaud, Chief Assessor *JM*

RE: 2022 Religious Exemption Application – late filing  
Tax Map 176 Lot 34 – 236 Central Street

The Assessing Department is in receipt of a late filing for a Religious Exemption on the First Baptist Church of Hudson. The department consulted with town legal counsel on a document (attached) that explains the “accident/mistake/misfortune” portions of RSA 72:23-c I. The BOS may receive and accept a late filing for an institutional (religious) exemption, they are not required to. This form was given to the First Baptist Church in order to assist them. The department had sent out, as a courtesy, a reminder document to all the institutional exemption properties on January 14, 2022, we also left a voice mail on this subject property on April 11<sup>th</sup>, reminding them of the statutory April 15<sup>th</sup> filing deadline.

The subject property owner submitted a late requalification application, on April 29<sup>th</sup>, fourteen days after the filing deadline. The applicant has provided a letter for the BOS’s review (provided under general read and possibly exempt from public disclosure under RSA 91-A:5 IV) providing some detail as to why they are qualified under “accident/mistake/misfortune”. I am recommending that the BOS accept the late application under the provisions of “accident/mistake/misfortune” in accordance with applicable section of state law. The subject property is otherwise duly qualified in all other respects.

**Draft Motion #1: Motion to accept late application under the provisions of RSA 72:23-c I.**

**Draft Motion #2: Motion to grant the a religious exemption for Tax Map 176 Lot 34, 236 Central Street**

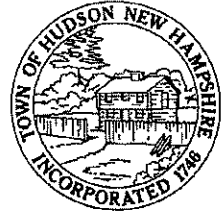


# TOWN OF HUDSON

Office of the Assessor

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



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-598-6481

## 2022 Property Tax Year Charitable/Religious/Educational Property Tax Exemption - late filings

In accordance with RSA 72:23-c I, applications for any charitable, religious or educational tax exemption cannot be granted unless the property owner(s) have properly applied for the applicable tax exemption category by April 15<sup>th</sup>, in addition to other requirements per applicable tax exemption law.

However, RSA 72:23-c I also states;

“ I. Every religious, educational and charitable organization, Grange, the Veterans of Foreign Wars, the American Legion, the Disabled American Veterans, the American National Red Cross and any other national veterans association shall annually, on or before April 15, file a list of all real estate and personal property owned by them on which exemption from taxation is claimed, upon a form prescribed and provided by the board of tax and land appeals, with the selectmen or assessors of the place where such real estate and personal property are taxable. If any such organization or corporation shall willfully neglect or refuse to file such list upon request therefor, the selectmen may deny the exemption. If any organization, otherwise qualified to receive an exemption, shall satisfy the selectmen or assessors that they were prevented by accident, mistake or misfortune from filing an application on or before April 15, the officials **may** receive the application at a later date and grant an exemption thereunder for that year; but no such application shall be received or exemption granted after the local tax rate has been approved for that year.

“Accident, mistake or misfortune” ordinarily means something beyond **your** control and not due to **your** own neglect, or something which a reasonably prudent person would not be expected to guard against or provide for. *See e.g. Pelham Plaza v. Town of Pelham*, 117 N.H. 178 (1977).

If you wish for the Board of Selectmen to consider your filing for a property tax exemption after the April 15<sup>th</sup> statutory filing deadline, please attach a letter in support of your claim. That is in addition to all the requirements under RSA 72:23-c. Please identify how you have met, in your opinion, the “accident, mistake, misfortune” provisions as defined above. Please submit, in a legible manner, a document that addresses how you believe you have met those definitions, signed under penalty of perjury, with your printed name as well, date it, and provide the property location. The Board of Selectmen may approve a late filing, they are not required to.



# TOWN OF HUDSON FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

RECEIVED

APR 07 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE




*Agenda  
4.12.22*

8I

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

Robert M. Buxton  
Chief of Department

TO: Kara Roy  
Chairman

FR: Robert M. Buxton   
Fire Chief

DT: April 6, 2022

RE: BOS Public Agenda April 12, 2022, Blasting Hudson Town Code 202

Over the last few months we have been working to review Hudson Town Code 202 Explosives.

This section of Town Code applies to the transportation, storage, possession and use of explosive materials in the Town of Hudson. We are asking the Board of Selectmen to consider the following adjustments to this program, which have been highlighted in the attached copy of Town Code and are outlined below.

### **Section 202-12 Permit applications; fee; preblasting conference; renewal;**

Under this section, we have the ability to assign a fee for the permitting.

Section D;

- Currently the fee is \$175.00. We are recommending the board consider moving this fee up to \$300.00. The justification for this increase is the additional notification responsibility that will be facilitated by Town staff. This will be addressed further in this document.
- This currently states that all checks are made payable to the Hudson Fire Department-Prevention. We would like to simply update this to match current practice of Town of Hudson.

### **Section 202-13 Permit restrictions;**

- Section C shall read as follows;
  - The permit expiration date shall not be later than the expiration date of the blaster's insurance certificate, blaster's State of New Hampshire license to use, purchase and transport explosive materials or the blasting Supervisors State of New Hampshire certificate of competency to conduct blasting operations.

- Section D shall read as follows;
  - The permit shall bear the name and address of the blasting company, the address of the blasting location and the name of the person(s) designated to supervise the blasting operation and the signature of the approving authority.

**Section 202-17 General regulations;**

- Section G shall read as follows:
  - Blasting operations shall be conducted no earlier than 10:00AM, except by permission of the Fire Chief.

**Section 202-18 Notification;**

Section A;

Currently, Town Code requires that blasting operations shall be published in a local daily newspaper on at least three consecutive days prior to the start of blasting. As we are all aware, most of our daily newspaper activities have moved to a membership based electronic format. This has ultimately led to a regulation that is to a certain extent not successful.

We are asking the board to consider the following alteration. When a blasting company files for a permit they will provide the Town of Hudson with the required information for public notification. Upon the issuance of the permit, the Hudson Fire Department would list this notification on the Town of Hudson website under the blasting page. Additionally, an updated notice shall be posted on HCTV and both the Town of Hudson and Hudson Fire Department social media accounts.

Section C:

We would recommend the following two-step process for the day of blasting activities;

1. Between the hours of 07:00 and 08:00 the blasting company shall notify the Hudson Fire Department Dispatch Center. The purpose of this notification is to inform the Hudson Fire Department of their intent to blast on that specific day.
  - a. At 09:00 the Hudson Fire Department shall distribute a Code Red alert through the State of New Hampshire alerting system of pending blasting that will take place in the Town of Hudson on that specific day.
    - i. If there is no pending blasting activities scheduled for that day, the Code Red Alert will not be sent out.
2. The blaster shall notify the Hudson Fire Department Dispatch Center 30 minutes prior to each blast.
  - a. The blaster shall provide;
    - i. The name of the company conducting the blasting
    - ii. The address of the blasting
    - iii. The time of the blasting
    - iv. The amount of explosive material to be used
  - b. Upon receipt of this information, the Hudson Fire Department shall issue an additional Code Red alert that blasting is scheduled for the address submitted.

If the Board of Selectmen are in agreement with the suggested changes, we would recommend scheduling two public hearings in accordance with RSA 41:14-b at the May 10, 2022 and May 24, 2022 meetings.

Thank you for your consideration in this matter.

## Chapter 202. Explosives


[HISTORY: Adopted by the Town Council of the Town of Hudson 12-13-1988 as Ord. No. O88-8. Amendments noted where applicable.]

### GENERAL REFERENCES

Fire Department — See Ch. 58.

Fire prevention — See Ch. 210.

202a Seismographic Instrumentation 

202b Records Requirements 

## Article I. General Provisions

### § 202-1. Applicability.

- A. This chapter shall apply to the transportation, storage, possession and use of explosive materials in the Town of Hudson.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
- B. This chapter shall not apply to:
- (1) Explosive materials while in the course of transportation via railroad, water, highway or air when explosive materials are moving under the jurisdiction of and in conformity with regulations adopted by any federal or state department or agency.
  - (2) The laboratories of schools and similar institutions when confined to the purpose of instruction or research or to explosive materials in the forms prescribed by the official United States Pharmacopeia or the National Formulary and used in medicines and medicinal agents.
  - (3) The normal and emergency conditions of any government, including all departments, agencies and divisions thereof, provided that they are acting in their official capacity and in the proper performance of their duties or functions.
  - (4) Explosive materials for delivery to any government or any department, agency or division thereof.
  - (5) Pyrotechnics commonly known as "fireworks," including signaling devices such as flares and fuses.
  - (6) Small arms ammunition and components thereof, which are subject to the Gun Control Act of 1968 (Title 18, Chapter 44, of the United States Code) and regulations promulgated thereunder.

- (7) Gasoline, fertilizers and propellants used in propellant-activated power devices or tools.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]

## § 202-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

### **AUTHORIZED, APPROVED or APPROVAL**

Authorized, approved or approval by the Fire Chief.

### **BLAST AREA**

The area of a blast within the influence of flyrock gasses and concussion.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]

### **BLASTER**

That qualified person in charge of and responsible for the loading and firing of a blast.

### **BLASTING AGENT**

An explosive material which meets prescribed criteria for insensitivity to initiation in conformity with Title 27 of the Code of Federal Regulations, Section 55.11 (for storage), and Title 49 of the Code of Federal Regulations (for transportation).

### **BLAST SITE**

The area where explosive material is handled during loading, including the perimeter of blast holes and for a distance of 50 feet in all directions from loaded holes or holes to be loaded.

### **DETONATING CORD**

A flexible cord containing a center core of high-velocity explosive and used to initiate other explosives.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]

### **DETONATOR**

Any device containing any initiating or primary explosive that is used for initiating detonation. The term includes, but is not limited to, electric blasting caps of instantaneous and delay types, blasting caps for use with safety fuses, detonating cord delay connectors and nonelectric instantaneous and delay blasting caps which use detonating cord or other replacement for electric lag wires.

### **EXPLOSIVE**

Any chemical compound mixture or device, the primary or common purpose of which is to function by explosion.

### **EXPLOSIVE MATERIALS**

These include explosives, blasting agents and detonators. The term includes, but is not limited to, dynamite and other high explosives, safety fuses, detonating cord and igniters. Title 49 of the Code of Federal Regulations, Parts 1 through 999, subdivide these materials into:

- A. Class A explosives: detonating or otherwise maximum hazard.
- B. Class B explosives: flammable hazard.



C. Class C explosives: minimum hazard.

D. Blasting agents: See definition.

#### **HIGH EXPLOSIVES**

Explosives which are characterized by a very high rate of reaction, high pressure development and the presence of a detonation wave in the explosive.

#### **PERSON**

Any individual, corporation, company, association, firm, partnership, society or joint-stock company.

#### **PYROTECHNICS**

Any combustible or explosive compositions or manufactured articles designed and prepared for the purpose of producing audible or visible effects. "Pyrotechnics" are commonly referred to as "fireworks."

#### **SAFETY FUSE**

A flexible cord containing an internal burning medium by which fire or flame is conveyed at a continuous and uniform rate from the point of ignition to the point of use, usually a fuse detonator.

### **§ 202-3. Word usage.**

Words used in the singular shall include the plural and in the plural shall include the singular. Words used in the masculine gender shall include the feminine gender and vice versa.

### **§ 202-4. Forms and procedures.**

The Fire Chief shall issue forms necessary or useful for carrying out the purposes of this chapter.<sup>[1]</sup> He may also establish procedures necessary or useful for carrying out the purposes of this chapter which are consistent with the provisions of this chapter.

[1] *Editor's Note: Said forms are on file in the town offices and may be examined there during regular business hours.*

### **§ 202-5. Violations and penalties.**

Any person who violates any provision of this chapter commits a separate violation of this chapter for each provision violated and shall be subject to a civil fine of not more than \$500 for each separate violation.

## **Article II. Licenses and Permits**

### **§ 202-6. Applicability of Article.**

Safety and security are primary considerations in the manufacture, transportation, storage, sale, possession and use of explosive materials. An appropriate and thorough system of licensing or permitting is designed to promote these considerations by assuring that these

products come only into the hands of qualified persons who require them in their own occupation.

- A. The license and permit requirements of this Article shall apply to all explosive materials.
- B. This Article is intended to supplement existing federal and state laws and regulations.

### § 202-7. Exceptions.

This Article shall not apply to hand-loading of small arms ammunition for personal use and not for resale.

### § 202-8. Manufacture of explosives.

- A. The manufacture of explosive materials within the Town of Hudson shall be limited to those having an appropriate state and/or federal license.
- B. The manufacture of explosive materials within the Town of Hudson shall be prohibited when such manufacture presents an undue hazard to life and property.

### § 202-9. Dealers of explosives.

- A. Persons intending to act as dealers in explosive materials must possess an appropriate federal license from the Bureau of Alcohol, Tobacco and Firearms.
- B. Explosive materials shall not be sold, given, delivered or transferred to any person not in possession of a valid license or permit.

### § 202-10. Blaster's license required.

- A. No person may load or fire explosive materials unless such person or his supervisor is a licensed blaster in conformance with the rules and regulations promulgated under RSA 158:9 of the State of New Hampshire.
- B. Proof of said license shall be provided upon request to the Fire Chief.

### § 202-11. Permit required.

- A. No person shall use explosive materials within the Town of Hudson without first obtaining the proper permit which authorizes him to use such materials.
- B. The authorized agent or person conducting an operation or activity requiring the use of explosive materials shall obtain a permit to use explosive materials and shall be responsible for the results and any other consequences of any loading and firing of explosive material and shall permit the loading and firing to be performed or supervised only by a licensed blaster.

## § 202-12. Permit applications; fees; preblasting conference; renewal.

- A. Application for a permit or its renewal shall be made to the Fire Chief on forms provided by him and shall contain such information as may be required.
- B. Applications submitted shall have attached proof of the following:
- (1) State of New Hampshire license to use, purchase and transport explosive materials.
  - (2) State of New Hampshire certificate of competency to conduct blasting operations.
  - (3) Certificate of insurance showing minimum coverage of \$1,000,000 bodily injury and \$500,000 property damage by a carrier authorized by the State of New Hampshire Insurance Commissioner to do business in New Hampshire. The insurance certificate shall state that the insurance company is authorized to do business in the State of New Hampshire.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
  - (4) The blaster's license of the person in charge of or supervising the use of explosives.
  - (5) Written permission from the owner of the land on which the use of explosives will occur for the Fire Chief to inspect the land during the period of the permit and until 20 days after the expiration of the permit.
- C. Applications must be received by the Fire Chief at least 10 and not more than 30 business days prior to the estimated start date of blasting operations.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
- D. A fee shall be assessed for each permit. Checks shall be made payable to the Hudson Fire Department-Prevention and must be received by the Fire Department prior to permit approval and issuance. Permit fee rates have been established by the Board of Selectmen.<sup>[1]</sup>  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]  
[1] *Editor's Note: See Ch. 205, Fees.*
- E. Preblasting conferences may be scheduled by the Fire Chief prior to approval of permit application. Conference attendees may include but not be limited to representatives of the blaster, other town officials and/or citizens likely to be affected by blasting operations.
- F. If an application for renewal is filed with the issuing authority before expiration of the old permit, the renewal will become effective when the old permit expires. No renewal permit shall be issued more than 30 days before the expiration date of the current permit.
- G. If an application for renewal is filed after the expiration of the old permit, it shall be considered as an application for a new permit.

## § 202-13. Permit restrictions.

- A. No permit shall be assigned or transferred.
- B. Approved permits shall be dated and be valid for no more than one year from date of issue.
- C. The permit expiration date shall be no later than the expiration date of the blaster's insurance certificate.
- D. The permit shall bear the name and address of the person who applied for the permit, the name and address of the person(s) with a blaster's license who will supervise the use of explosives and the signature of the approving authority.

## § 202-14. Denial, revocation or suspension of permit.

- A. A permit for use of explosive materials may be denied, revoked or suspended for any of the following reasons:
  - (1) Noncompliance with any order of the issuing authority.
  - (2) If it is determined that any applicant or permit holder was or is under the influence of any drug (prescription or nonprescription) or alcohol that may have impaired their judgment or ability to transport, store, possess or use any explosive material under the jurisdiction of the Town of Hudson in a safe and prudent manner, while operating under such permit, their permit to operate in the town shall be suspended immediately. The Fire Chief or his designee shall contact the Hudson Police Department and the State of New Hampshire Department of Safety if they feel that any applicant or permit holder has or is suspected of violating this or any part of this chapter because they may have been or were impaired by any drugs (prescription or nonprescription) or alcohol. No permit to operate shall be reissued until the matter is fully investigated and the Fire Chief's office provided with the findings of any investigations into the matter.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
  - (3) Proof that the permit holder or applicant suffers from a mental or physical defect that would interfere with the safe handling of explosive materials.
  - (4) Violation by the applicant or permit holder of any provision of any law or regulation relating to explosive materials or proof that false information was willfully given or a misrepresentation was willfully made to obtain the permit.
  - (5) Determination by the issuing authority that blasting operations pose a hazard to the health or property of any person or have or will cause an unnecessary nuisance to any person.
  - (6) For other good cause.
- B. Notification; hearing.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
  - (1) In any case where the Fire Chief determines that it may be appropriate to deny a permit, he shall promptly notify the applicant. Said notice will set forth specific basis for the denial and state that, upon written request, a hearing before the Chief will be held within 10 days after the date of receiving the request. Following said hearing,



the Chief will make a final determination as to whether to grant or deny the applicant a permit.

(2) In any case where the Fire Chief determines that it may be appropriate to revoke a permit from a current permit holder, he shall promptly notify the applicant that the applicant's current permit is temporarily suspended pending a hearing. Said notice will set forth specific basis for the suspension and anticipated revocation and state that, upon written request, a hearing before the Chief will be held within 10 days after the date of receiving the request. Following said hearing, the Chief will make a final determination as to whether to revoke the permit.

- C. Within 15 days after such hearing, the Fire Chief shall state his findings and conclusions, in writing, and transmit a copy to the applicant or former permit holder.
- D. Upon notice of the revocation or suspension of any permit, the former permit holder shall immediately surrender to the issuing authority the permit and all copies thereof.

## § 202-15. Licenses and permits available for public inspection; protection of permits.

- A. Licenses (or copies thereof) to deal in explosive materials shall be kept available for inspection at each place of operation.
- B. A permit to blast (or copies thereof) shall be kept available for inspection at each place of operation.
- C. Permit holders shall take every reasonable precaution to protect their permits from loss, theft, defacement, destruction or unauthorized duplication, and any such occurrence shall be reported immediately to the Fire Chief.

## § 202-16. Recordkeeping and reporting.

- A. A holder of a permit to use explosive materials shall make a record of all operations within the Town of Hudson. Such record shall be made available to the Fire Chief upon request and shall be retained for five years.
- B. All persons holding a blaster's permit shall make daily records for each blast that at a minimum contains the information required by the current version of the Hudson Fire Department's **Records Requirements** for Blasting. These records shall be retained for five years.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
- C. The Fire Chief shall be notified promptly by any permit holder of a change in business address or phone number and home address, if applicable.
- D. The theft or loss of explosive materials shall be reported immediately to the Fire Chief and to the Hudson Police Department.
- E. Records made and kept pursuant to regulations promulgated by any federal or state agency need not be duplicated to satisfy the requirements of this section.

## Article III. Use of Explosive Materials

### § 202-17. General regulations.

- A. The conduct of all blasting operations shall be governed by the New Hampshire Code of Administrative Rules, Chapter Saf-C 1600, Explosives.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
- B. In the case of conflicting rules or regulations, the most stringent rule or regulation shall apply.
- C. While explosive materials are being handled or used, smoking shall not be permitted, and no one near the explosive material shall possess matches, open flame or fire- or flame-producing devices, except that the blaster may possess a device for the specific purpose of igniting the safety fuse.
- D. No one shall handle explosive materials while under the influence of alcohol, narcotics or other substances that may impair one's judgment.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
- E. For all blasts, the blaster shall exercise precautions to prevent injury to persons and damage to property and to prevent earth vibrations and atmospheric sounds from exceeding regulatory limits.  
[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]
- F. When conducting blasting operations, the holder of the permit shall use reasonable precautions, including but not limited to warning signals, flags, barricades or mats as may be required or appropriate to maximize safety.
- G. **Blasting operations shall be conducted during daylight hours only, except by permission of the Fire Chief.**
- H. No explosive materials shall be intentionally abandoned in any location for any reason, nor left in such a manner that they may easily be obtained by children or other unauthorized persons. All unused explosive materials shall be returned to proper storage facilities.
- I. Explosive materials shall be loaded and used in a manner that is consistent with any recommendations or instructions of the manufacturer for that explosive material.
- J. Transportation, storage and possession of explosive materials in the Town of Hudson shall be governed by the New Hampshire Code of Administrative Rules, Chapter Saf-C 1600, Explosives.  
[Added 3-14-2000 by ballot by the ATM, Art. No. 34]

### § 202-18. Notification.

[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]

- A. **Notification of intent to conduct blasting operations shall be published in a local daily newspaper on at least three consecutive days prior to the start of blasting. Said**



notification shall also be published in the local weekly newspaper at least once prior to the start date of blasting. Notification shall include the area of operations and the name of the company responsible for operations.

- B. Persons intending to conduct blasting operations within the Town of Hudson shall submit written notification of such intent to the Chief of the Police Department. Said notification shall be made no less than 24 hours prior to the estimated start date of blasting and shall be submitted on forms provided by the Police Department.
- C. The blaster shall notify the Hudson Fire Department dispatcher no less than 30 minutes prior to each blast. The blaster shall provide:
  - (1) The name of the company conducting the blasting;
  - (2) The address of the blasting;
  - (3) The time of the blasting; and
  - (4) The amount of explosive material to be used.

## § 202-19. Preblast surveys.

[Amended 3-14-2000 by ballot by the ATM, Art. No. 34]

Prior to conducting any blasting operations, the applicant or their agent shall conduct a preblast structural inspection condition survey of all existing structures and conditions on the site, adjacent to the site or in the vicinity of the site at no cost to the property owner or the Town of Hudson. This survey shall extend to such structures or conditions as may be affected by the applicant's blasting operations. As a minimum, preblast structural inspection condition surveys shall be performed on all structures, including homes, foundations, driveways, roadbeds, swimming pools, wells and mobile homes within 500 feet of the anticipated blasting area. The applicant as well as the owner of the property being surveyed shall sign all such surveys once completed. If an owner refuses to allow for or sign a preblast survey form for whatever reason the applicant shall note this on the form. The applicant shall make at least three attempts to notify the owner of the need for such surveys; the last such attempt shall include written notification and the name and contact number of a person that they may contact.

- A. The preblast structural inspection condition survey shall consist of a written description of the interior and exterior condition of each of the structures examined. Descriptions shall locate any existing cracks, damage or other defects and shall include such information so as to make it possible to determine the effect, if any, of the blasting operations on the defect. Where significant cracks or damage exist, or for defects too complicated to describe in words, photographs shall be taken. A good quality videotape survey with appropriate audio description of locations, conditions and defects can be used in lieu of a written form. Prior to the start of work, a copy of the preblast condition survey shall be submitted to the Fire Chief or his designee and the homeowner or occupant.
- B. The individual person conducting the survey shall give written notice to the owner of the property concerned and tenants of the property. The notice shall state the dates on which the surveys are to be conducted. Copies of all notices shall also be provided to the Fire Chief or his designee.

## § 202-20. Blasting operations.

- A. During the time that holes are loaded or are being loaded with explosives, blasting agents or detonators, the blast site shall be barred to all but those authorized personnel engaged in the drilling and loading operations or otherwise authorized to enter that site. The blast site shall be guarded or barricaded and posted.
- B. After loading for a blast is completed, and before firing, all excess explosive materials shall be removed from the area and returned to proper facilities.
- C. As soon as practical after all blastholes are connected, prior to connecting to a source of initiation, such as a blasting machine, and until the shot has been fired and subjected to post-blast examination, the blast area shall be guarded or barricaded and posted or flagged against unauthorized entry.

## § 202-21. Warning required.

- A. No blast shall be fired until the blaster in charge has made certain that all surplus explosive materials are in a safe place, all persons and equipment are at a safe distance or under sufficient cover and that an adequate warning signal has been given.
- B. The blaster shall inform the Fire Chief of the method by which a signal is sounded and the type of signal prior to starting blasting operations.

## § 202-22. Supervision of operations.

- A. Loading and firing shall be performed or supervised only by a person possessing an appropriate blaster's permit. (See Article II.)
- B. The Fire Chief or his designee may, at his discretion, monitor at or near the blast site any blasting operations conducted within the Town of Hudson.
- C. If, making the required thirty-minute prior notification (§ 202-18D), the blaster is informed that the blast will be monitored, the blaster shall delay initiation of the shot until such time as the Fire Department representative is in position to monitor the blast.

## § 202-23. Seismographic monitoring.

- A. The Fire Chief may, at his discretion, require that seismographic monitoring be conducted by the blaster for any or all blasts initiated.
- B. The location of seismographic equipment for tests may be determined by the Fire Chief in coordination with the blaster.
- C. The seismographic instrumentation shall, at a minimum, meet the specifications as outlined by the Hudson Fire Department. The Chief has the option of requiring that the original seismographic strip chart, digital seismographic data and calibration data be provided.<sup>[1]</sup>

[Added 3-14-2000 by ballot by the ATM, Art. No. 34<sup>[2]</sup>]

[1] *Editor's Note: Said specifications are located at the end of this chapter.*

[2] *Editor's Note: Said article also provided for the relettering of former Subsection C as Subsection D.*

- D. All seismographic test results shall be made available, in writing, to the Fire Chief upon request. The Chief has the option of requiring that the original seismographic strip be provided.

## Article IV. Complaints

### § 202-24. Categories of complaints.

- A. The Fire Chief shall have the responsibility of coordinating all activities relative to complaints received concerning blasting operations within the Town of Hudson.
- B. Complaints received may be grouped into two categories:
  - (1) Complaints of an informational nature or of a nuisance nature relative to blasts.
  - (2) Complaints wherein possible damage is claimed as a result of blasting operations.

### § 202-25. Nuisances.

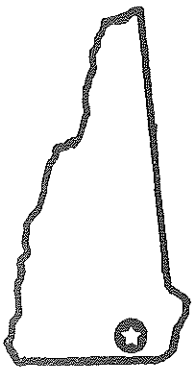
- A. Complaints of an informational nature or reporting a nuisance factor relating to blasting operations shall be handled by the Fire Chief. The Chief shall contact, in a timely manner, the complainant and attempt to resolve the complaint. In the event that the complainant is not satisfied after contact by the Chief, the Chief shall require the blaster or the blasting company to contact the complainant directly.
- B. If, in the determination of the Fire Chief, sufficient complaints have been received in reference to a specific blasting operation, the Chief may direct such actions as may reduce the possible nuisance factor. Such actions may include but not be limited to reductions in the amounts of explosive materials used, change in the time of the blast initiation and monitoring of blasts by noise level or earth vibration equipment to determine the extent of or existence of the nuisance factor.

### § 202-26. Damage complaints.

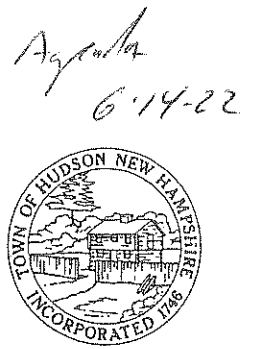
- A. Complaints received by the Fire Department which allege damage to property as a result of blasting operations shall be coordinated promptly by the Fire Chief.
- B. The complainant shall be contacted directly by the Fire Chief to ascertain pertinent information relative to the alleged damage.
- C. The complainant shall also receive written instructions outlining the procedures to follow in order to seek compensation for possible damage.
- D.

The Fire Chief may elect to inspect the alleged damage and shall be authorized to document and/or photograph such evidence as he deems necessary.

- E. If, in the determination of the Fire Chief, the blaster, the blasting company or their insurance representatives are not dealing with the complainant in a satisfactory manner, the Chief may exercise any option provided by the Code, including ordering suspension of blasting operations until such time as a satisfactory resolution is attained.



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



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Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

8J

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 7, 2022

Re: Town Owned Property – 45 Sagamore Park Road

The Town of Hudson owns a parcel of land located at 45 Sagamore Park Road. The property has been owned by the Town since October 1995. The Town received a complaint from an abutting property owner regarding a dilapidated structure on the property. After conferring with Public Works and Inspectional Services staff, the decision was made to have an evaluation of the dilapidated structure completed due to its age and potential for asbestos. The evaluation came back indicating that the structure has asbestos containing materials. Inspectional Services has secured a quote to properly remove all of the asbestos material in conformance with NHDES regulations and to remove the remainder of the structure and debris around the structure with a grading of the site for safety purposes. The quoted amount to complete all of this work is \$9,650. As this is not a budgeted item, I am recommending that the Board approve the expenditure of \$9,650.00 from cost center 5940-298, the Selectmen's Contingency account, for this project. Should the Board of Selectmen agree with my recommendation, the following motion is appropriate:

***Motion: To approve the expenditure of \$9,650 from the Selectmen's Contingency account, 5940-298, for the proper removal of a dilapidated structure on Town owned property located at 45 Sagamore Park Road.***

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



# TOWN OF HUDSON

FIRE DEPARTMENT

INSPECTIONAL SERVICES DIVISION



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12 SCHOOL STREET, HUDSON, NEW HAMPSHIRE 03051

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

Robert M. Buxton  
Chief of Department

June 2, 2022

To: Fire Chief Buxton

Re: Asbestos containing materials and structure demolition located at 45 Sagamore Park Road.

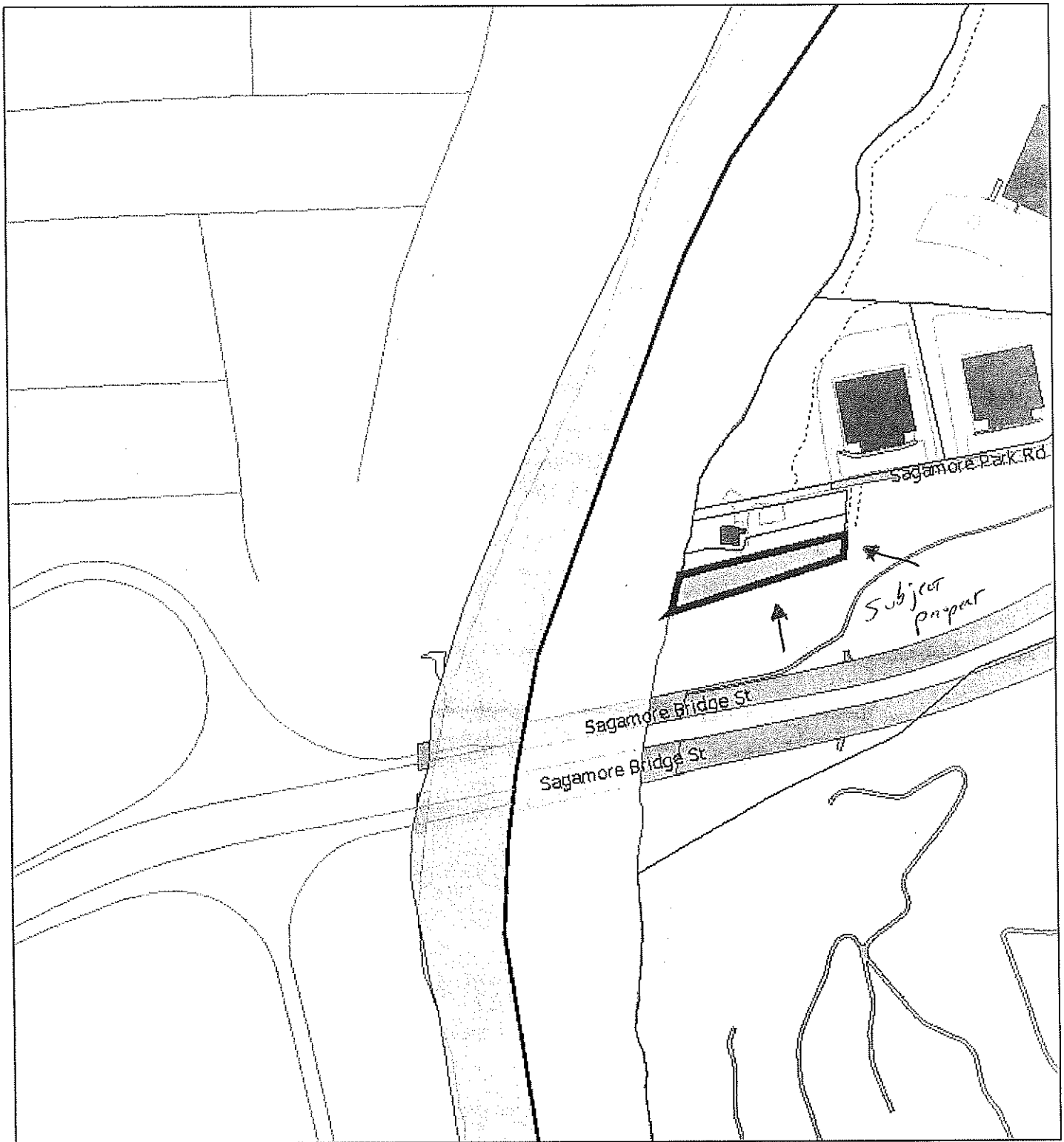
Chief, I would like to recommend ACM Group to be the approved vendor to perform the asbestos containing materials removal and demolition of the Town owned structure. ACM Group has provided a detailed quote. The asbestos abatement quote is \$6655.00. The structure demolition quote is \$2995. The total to remove the structure is \$9650.00.

Sincerely,

David Hebert  
Fire Marshal



# 45 Sagamore Park Road



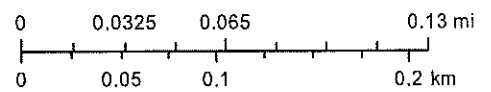
June 9, 2022

Legend

----- Easement\_Lines

▭ Parcels

1:3,810



# Unofficial Property Record Card - Hudson, NH

## General Property Data

Parcel ID 227-007-000  
Prior Parcel ID 0007 -0081-0005  
Property Owner HUDSON, TOWN OF  
Mailing Address 12 SCHOOL STREET  
City HUDSON  
Mailing State NH Zip 03051  
ParcelZoning

Account Number 5079  
Property Location 45 SAGAMORE PARK RD  
Property Use TOWN PROP  
Most Recent Sale Date 10/12/1995  
Legal Reference 5663-664  
Grantor FRIEL  
Sale Price 0  
Land Area 1.152 acres

## Current Property Assessment

Card 1 Value Building Value 0 Xtra Features Value 0 Land Value 13,600 Total Value 13,600

## Building Description

Building Style  
# of Living Units 0  
Year Built N/A  
Building Grade  
Building Condition N/A  
Finished Area (SF) N/A  
Number Rooms 0  
# of 3/4 Baths 0

Foundation Type  
Frame Type  
Roof Structure  
Roof Cover  
Siding  
Interior Walls N/A  
# of Bedrooms 0  
# of 1/2 Baths 0

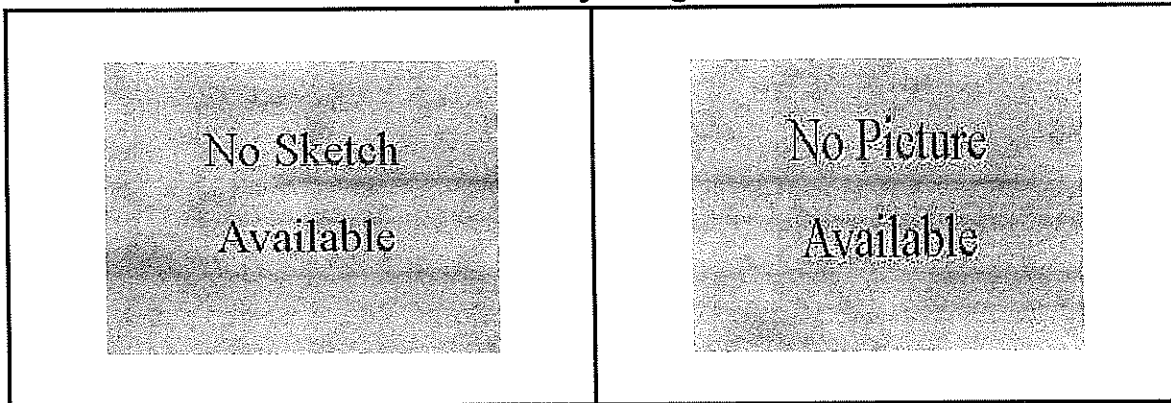
Flooring Type N/A  
Basement Floor N/A  
Heating Type N/A  
Heating Fuel N/A  
Air Conditioning 0%  
# of Bsmt Garages 0  
# of Full Baths 0  
# of Other Fixtures 0

## Legal Description

## Narrative Description of Property

This property contains 1.152 acres of land mainly classified as TOWN PROP with a(n) style building, built about N/A , having exterior and roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

## Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.



# TOWN OF HUDSON – FIRE DEPARTMENT

15 Library Street • Hudson, New Hampshire 03051 • Tel: 603-886-6021 • Fax: 603-594-1164

## Purchase Order Request Form

Vendor Name: ACM Group Inc Date: 06/02/20

Address: 50 Northwestern Drive Requestor: David Hebert

Salem, NH 03079 Cost Center: \_\_\_\_\_

Phone #: (603) 319-1270 Budgeted: Yes \_\_\_\_\_ No \_\_\_\_\_

W9 Submitted: Yes \_\_\_\_\_ No \_\_\_\_\_ Email signed PO to requestor: Yes \_\_\_\_\_ No \_\_\_\_\_

Quantity	Description	Unit Price	Price
1	Asbestos abatement 45 Sagamore Park Rd	6,655.00	6,655.00
1	Structure demolition and remaval	2,995.00	2,995.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
<b>Total P.O. Amount</b>			<b>9,650.00</b>

Divisional Director David R. Hebert Digitally signed by David R. Hebert Date: 2022.06.02 16:19:55 -0400  
Approved: \_\_\_\_\_

Chief Approved: \_\_\_\_\_

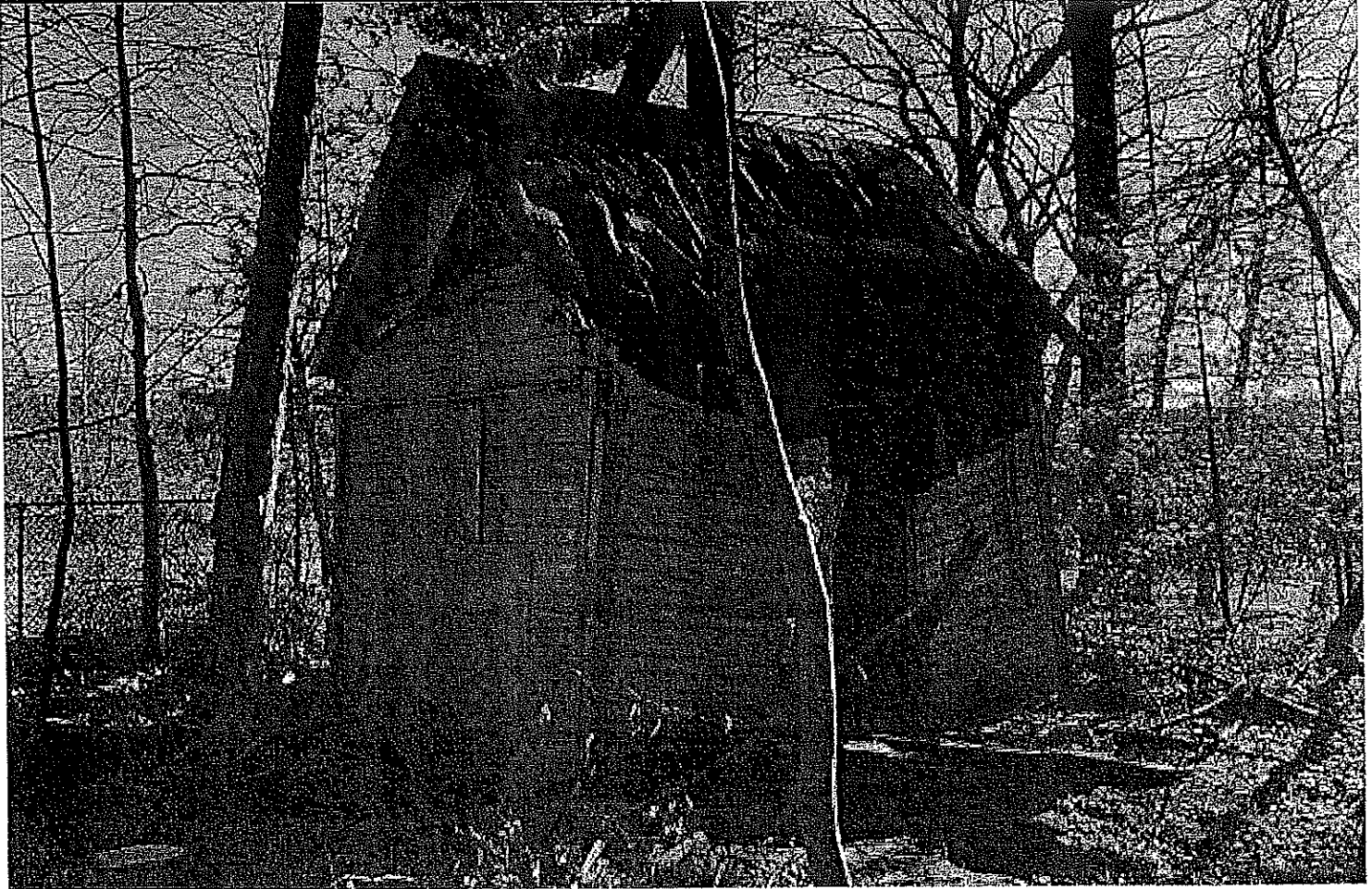
Approving Officer: \_\_\_\_\_

Comments:

# PROPOSAL

APR 21, 2022

Project #45 Sagamore Park Road Hudson, NH 03051



## HUDSON FIRE DEPARTMENT DAVE HEBERT

45 Sagamore Park Road  
Hudson, NH  
03051

Wade Hebert, Fire Chief

Address: 45 Sagamore Park Road  
Commercial & Industrial

Phone: 603-878-1230  
Fax: 603-878-1230

# INTRODUCTION

Hi Dave,

Thank you for the opportunity to provide a cost proposal for the asbestos abatement and demolition project. Please find your estimate below.

**General Provisions:** ACM Group will furnish all labor, materials, equipment, and disposal to complete the scope of work listed in this proposal. The proposal is based on non prevailing wage / open shop wage rates and void after sixty (60) days. The proposal is based on the survey provided with the material listed at the specific locations described. Building materials assumed to contain asbestos were not included in the proposal.

**Scope of Work:** The following items will be removed and disposed of per Hazardous Materials Identification Survey and site visit:

The following estimate is for:

1. Remove and disposal of asbestos containing materials
2. Provide all waste shipment records
3. Provide a NH DES Asbestos Notification
4. Final Clean work Area
5. Your own dedicated Production Scheduling team.
6. All employees are licensed in the State of New Hampshire
7. All Employees are required to undergo Medical Surveillance and Monitoring
8. Punchlist follow up to ensure customer satisfaction

We don't want the company or ownership to be liable should a worker happen to get injured therefore we maintain current WCB for all employees and crews. We carry six million liability insurance.

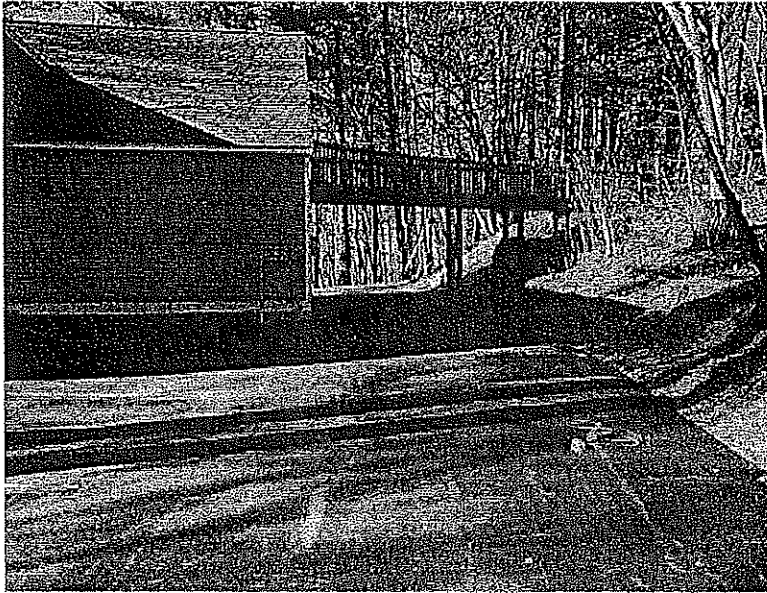
As well, we have mandatory safety training for our staff to ensure safe practices always. Once the job is complete, complete an additional full inspection of the site to ensure we did everything correct and up to our strict standards and site is spotless.

If you have any questions, please give me a call. We always want to provide the best value to our clients. If we are outside your budget, please let me know and we will do our best to work within that.

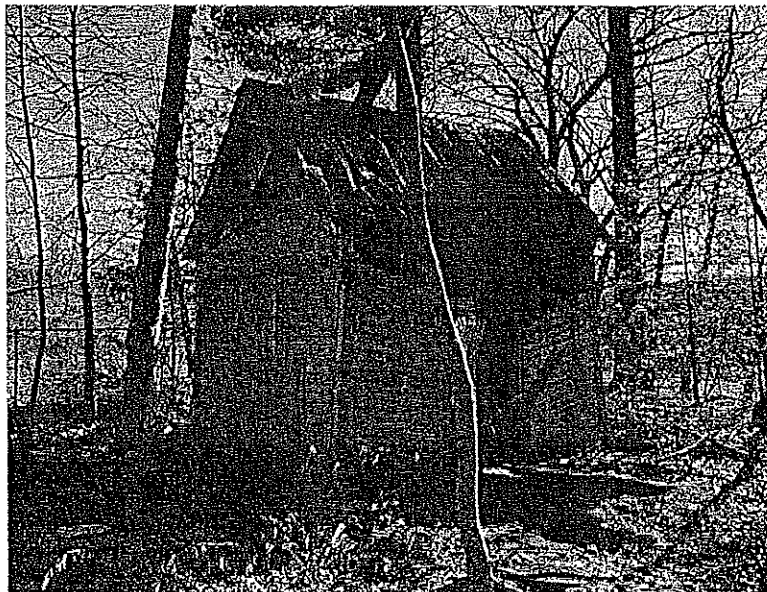
Kind regards,

Robert Lavallee | President  
robert@acmdemogroup.com  
6033191270

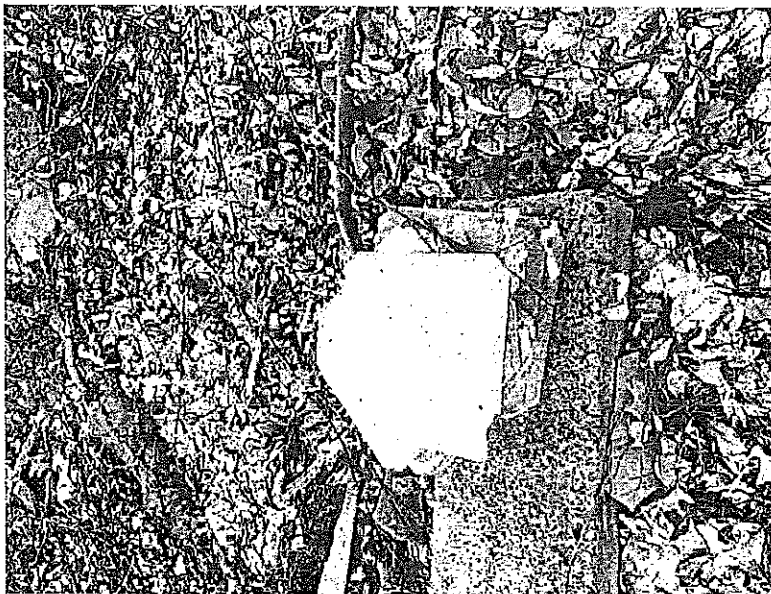
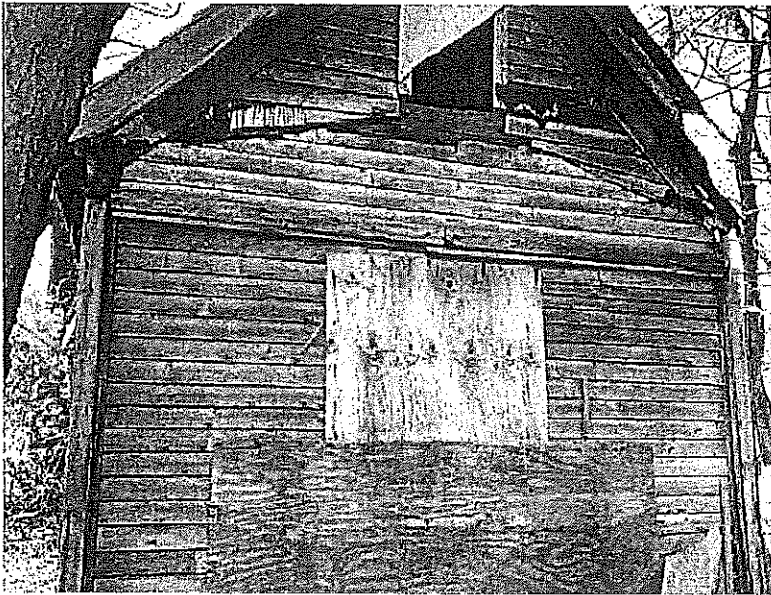
# INSPECTION

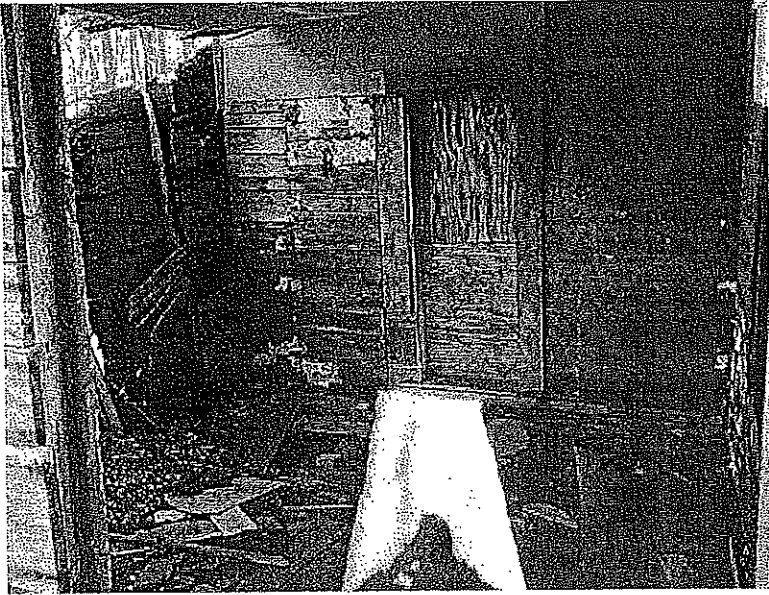


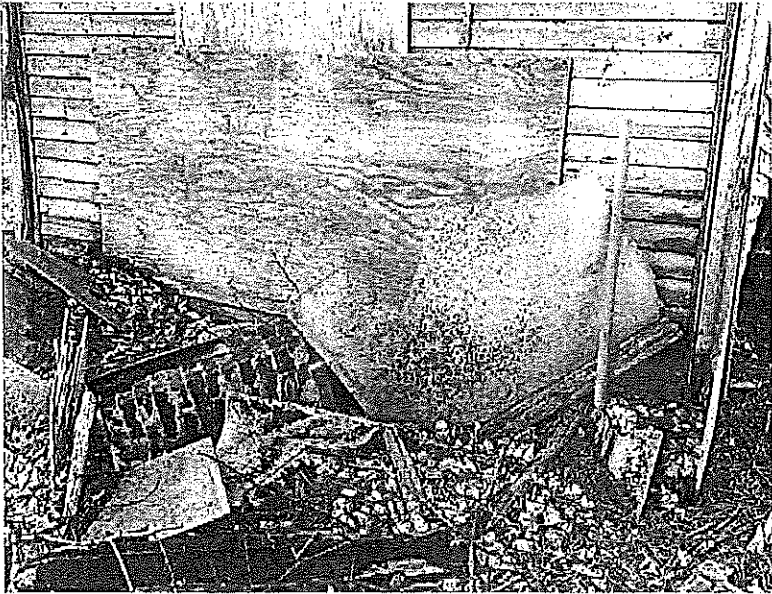
Access











# ASBESTOS ABATEMENT QUOTE DETAILS

## Description

### Asbestos Abatement Scope of Work

File NH DES Notification. 10 business day filing process from the notice to proceed.

File local Board of Health Department & Fire Department permit. (If necessary)

Personel required to wear all personal protective equipment. (Hard hat, high visibility vest, steel toe boots, safety glasses, gloves, respiratory protection, tyvek suits).

Remove & dispose of the following asbestos containing building materials:

- Cement Panels Interior Wall, Loft Area Ceiling, Exterior on Ground 986 SF.

- Cement Shingles Roof, Exterior on

Ground. 320 SF

- Roof Cement West Exterior Wall 10LF & (1) 5 gallon bucket

- Chimney Mortar West Exterior Wall 70 SF.

Package, remove, and transport all asbestos containing waste material.

Dispose of asbestos containing waste material in an asbestos approved landfill.

Provide waste manifest documentation and shipment records for asbestos waste.

Provide a third party licensed environmental consultant to perform visual inspections.

**Section Total**

**\$6,655.00**

## Description

### Notations / Qualifications / Exclusions

- First shift 7:00 AM – 3:30 PM

- Single Phase - 1 Mobilization

- Final visual and air clearances by ACM Group.

- Power & water supplied by ACM Group.

- All recordings / surveys/ engineering not included – by Owner

- Does not include temporary weather protection for windows or roofing / enclosures / site fence

- Dumpsters / trailers are to be placed on site adjacent to work area.

- Quote Valid 60 days.

- No retainage held.

**Quote subtotal**

**\$6,655.00**

**Total**

**\$6,655.00**

# STRUCTURAL DEMOLITION QUOTE DETAILS

## Description

### Structural Demolition Scope of Work

File Demolition Permit with Local Building Department

Personel required to wear all personal protective equipment. (Hard hat, high visibility vest, steel toe boots, safety glasses, gloves, respiratory protection, tyvek suits).

Structural demolition of shed structure on property.

Remove & dispose of all contents within the footprint of the buildings.

Remove & dispose of all debris surrounding the structure.

Remove & dispose of concrete footings and foundations.

Grade all voids to make safe.

Remove and transport all C&D waste material.

Total

Section Total

\$2,995.00

## Description

### Notations / Qualifications / Exclusions

- First shift 7:00 AM – 3:30 PM.
- Single Phase - 1 Mobilization
- 1 Day Project Schedule.
- Dig Safe by Owner unless discussed.
- Rodent control by owner
- All recordings / surveys/ engineering not included – by Owner
- Salvaged items to be packaged / stored by Owner.
- Salvage Value is for ACM Group
- Utilities to be disconnected / decommissioned / cut & capped by Owner.
- Does not include site work.
- All excavation & backfilling is not included – by others. No imported Fill.
- Quote Valid 60 days.
- No retainage held.

<b>Quote subtotal</b>	\$2,995.00
<b>Total</b>	\$2,995.00



# WARRANTY



**Customer**

Hudson Fire Department Dave Hebert

**Project #**

45 Sagamore Park Road Hudson, NH 03051

**Project address**

45 Sagamore Park Road, Hudson, NH

**Date Project Completed**

Robert W. Lavallee III - President

# AUTHORIZATION PAGE

- Asbestos Abatement Quote Details \$6,655.00
- Structural Demolition Quote Details \$2,995.00

**Project:** 45 Sagamore Park Road Hudson, NH 03051  
**Name:** Hudson Fire Department Dave Hebert  
**Address:** 45 Sagamore Park Road, Hudson, NH

---

## Customer Comments / Notes

---

**Dave Hebert:**

**Date:**

---

By signing this form I agree to and confirm the following: I certify that I am the registered owner of the above project property, or have the legal permission to authorize the work as stated. I agree to pay the total project price and understand that this work will be completed in accordance with industry best practices.



## TERMS & CONDITIONS

ACM GROUP INC.

### CONTRACTING AND PROFESSIONAL SERVICES

ACM Group Inc. ("ACM Group") hereby agrees to provide "CLIENT", with the professional services ("Services") set forth in the attached Proposal for Services under the following Terms and Conditions. These Terms and Conditions are incorporated by reference into the attached Proposal for Services.

### Billing and Payments

The CLIENT is contracting ACM Group, for professional and/or contracting services. Full payment for all lump sum or fixed fee services is due by CLIENT at completion of project or as otherwise stated in the proposal. Payment is not conditional upon the Client's securing of mortgage monies, permits or insurance coverage. CLIENT shall have sole responsibility for understanding its available insurance coverages and sources of payment for ACM Group's services. ACM Group may submit interim invoices for expenses incurred from outside analytical laboratory, drilling, earthwork or surveying companies or other outside vendors to CLIENT, and CLIENT is responsible for paying these expenses in the same manner as ACM Group's own services.

All payments are due by CLIENT upon receipt of ACM Group's invoice. Finance charges of two percent per month shall be imposed after 30 days (expressed as an annual percentage, the finance charge is 21%). The CLIENT agrees that if ACM Group turns its account over for collection, CLIENT shall be responsible for paying all of ACM Groups costs of collection including, but not limited to, whether or not legal action is instituted.

If CLIENT fails to pay any invoice due to ACM Group within 30 days, ACM GROUP may without waiving any other claim or right against the CLIENT and without liability whatsoever to the Client terminate its performance hereunder upon notice to CLIENT.

Prior to performing any work on the property, ACM GROUP reserves the right to post a notice of contract and property (lien). Please be advised that, in the event of a payment dispute, ACM Group intends to assert a lien against the project for the labor, equipment, and materials it supplies to the project.

If CLIENT stops work on a project for any reason, ACM GROUP will not be responsible for consequences, financial or otherwise associated with project delays or completion thereof including consequential or incidental damages. CLIENT agrees to defend, indemnify, and hold ACM GROUP harmless for any liability imposed upon ACM GROUP for CLIENT'S decision to stop work on a project.

The parties agree that ACM Group, LLC has no obligation to release drawings or other project documents until CLIENT has paid the final bill for services.

### Confidentiality and Standard Limitations

ACM Group proposes to perform these services on a confidential basis on behalf of the CLIENT. Our personnel and subcontractors

I acknowledge that I have read and understand this page. Initials:

involved in the performance of these studies shall be instructed about the confidential nature of these tasks, such that neither the nature or our work nor our findings will be disclosed to others without the CLIENT's permission, or as required by law. Thus, all work progress findings, reports, etc. will be delivered only to the CLIENT or other persons designated by the CLIENT.

ACM GROUP is not responsible for the accuracy and veracity of information provided to us by outside parties with respect to project sites and adjacent properties. Data presented in reports and opinions are based on data and provided in accordance with our Proposal for Professional and/or Contacting services, which is hereby incorporated by reference. Reports and Opinions generated by ACM GROUP are for the sole use of the CLIENT. Any reuse or reliance on ACM Group's reports or opinions by third parties is prohibited and shall only be allowed with the prior written consent of ACM Group and opinions are valid for a period not to exceed twelve (12) months from the date of the report or opinion. Any use beyond his time period will require the report and opinions be updated. ACM Group reserves the right to request additional compensation for the task of updating its reports or opinions.

All services are provided solely for the benefit of the CLIENT and not for the benefit of any other third party. No party other than the CLIENT shall be entitled to rely on the Services or any information, documents, records, data, interpretations, advice or opinions given to the CLIENT by ACM GROUP in the performance of the Services. The Services relate solely to the specific project for which ACM GROUP has been retained under this Agreement and shall not be used or relied upon by the CLIENT or any third party for any variation or extension of this project, any other project or any other purpose. Any unpermitted use by the CLIENT or any third party shall be at the CLIENT's or such third party's own risk. The CLIENT agrees to defend, indemnify, and hold ACM GROUP and, its present and future officers, directors, owners, agents and employees (an "Indemnitee") harmless from any and all liability, loss or damage which an Indemnitee is required to pay, including, without limitation, liability, losses, penalties, or damages arising from the bodily injury, illness, death, property damage or any other source and reasonable attorneys' fees and investigative and discovery costs, resulting from or relating to any unpermitted use of the Services or of any information, documents, records, data, interpretations, advice, reports or opinions given by ACM GROUP to the CLIENT.

ACM GROUP makes no representations, warranties, or guarantees concerning the presence of Asbestos Containing Materials (ACM), lead, radon gas or polychlorinated biphenyls (PCB's) unless expressly addressed by ACM GROUP in a formal report or opinion. Reports present the opinions of ACM GROUP with respect to the environmental conditions on the subject property. The actual determination of compliance of present or former operators of a site with federal or state regulations can only be made by the appropriate regulatory agencies. The opinions rendered by ACM GROUP are not intended to imply a warranty or a guarantee and are based solely upon site conditions at the time of our investigation.

## Right of Entry and Normal Disturbances

CLIENT hereby grants to ACM Group warrants (if site is not owned by CLIENT) that permission has been duly granted for a Right of Entry from time to time, by ACM Group personnel, contractors or subcontractors upon the site for the purpose of performing and with the right to perform all Services, acts, assessments, and research, including without limitation the making of earth excavations, pursuant to the scope of services in the attached Proposal for Services. In addition, the CLIENT hereby recognizes the use of earth equipment may unavoidably affect, alter or damage terrain, affect vegetation and subterranean structures upon the site. CLIENT accepts the fact that this risk is inherent in ACM Group's work and will not hold ACM GROUP liable or responsible for any such reasonable effect or damage. If ACM Group required to restore land or subterranean structures (i.e., pipes, tanks, telephone cables) to their former condition, CLIENT will be responsible for all costs and expenses associated with such remediation work.

## General/Professional Liability

To the fullest extent permitted by law, ACM Group's liability to the CLIENT and to all owners, contractors and subcontractors on the project for any and all injuries, claims, losses, expenses or damages, arising out of or in any way related to the project or this Agreement from any cause or causes including, but not limited to, ACM Group's negligent acts, errors, omissions, breaches of contract or breaches of warranty, ACM Group shall not exceed the total fee for ACM Group's services stated in the Proposal for Services.

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Under no circumstances shall ACM Group be liable to the Client for any consequential or incidental damages, including, but not limited to, loss of use, loss or rental income, loss of profit or cost of any financing, however caused including by ACM Group fault or negligence.

### **Indemnification for Hazardous Materials**

The CLIENT agrees that ACM Group not contributed to the presence of hazardous wastes, oil or other hazardous materials that may exist or be discovered in the future at the site and that ACM Group does not assume any liability for the known or unknown presence of such materials.

Therefore, the CLIENT shall defend, indemnify, and hold harmless ACM Group its consultants, agents, employees, and contractors from and against all claims, damages, losses and expenses including defense costs and attorneys' fees that result from the actual alleged or threatened discharge and dispersal, release or escape of any of any solid, liquid, gaseous or thermal irritant, asbestos in any form, asbestos or contaminants including smoke, vapor, soot, fumes, acids, alkalis, chemicals, waste, oil or other hazardous materials.

### **Public Responsibility**

The CLIENT acknowledges that the CLIENT or the Site Owner, as the case may be, is now and shall remain in control of the Site for all purposes at all times. Except as required by law, ACM GROUP does not undertake to report to any federal, state, county or local public agencies having jurisdiction over the subject matter of any conditions existing at or on the Site from time to time that may present a potential danger to public health, safety, or the environment. The CLIENT agrees to timely notify each appropriate federal, state county and local public agency, as required by law, of the existence of any condition at the Site that may present a potential danger to public health, safety, or the environment.

Notwithstanding the foregoing, ACM GROUP will comply with subpoenas, judicial orders or government directives and federal, state, county and local laws, regulations and ordinances, and applicable agencies of findings with respect to potential dangers to public health, safety or the environment. ACM GROUP shall not have liability or responsibility to the Client or to any other person or entity for reports or disclosures made in accordance with such statutory or other lawful requirements. The CLIENT shall defend, indemnify, and hold ACM GROUP harmless from and against any and all claims, demands, liabilities and expenses, including reasonable attorney's fees, incurred by ACM GROUP and arising directly or indirectly in connection with ACM Group's reporting such information under a bona fide belief or upon advice of counsel that such reporting or disclosure is required by law.

### **Observation Services**

If applicable, upon request, ACM Group will provide professional personnel to observe and report on specific aspects or phases of a project. This does not include supervision or direction of the work of the general contractor, his employees, or agents. The contractor should be advised of the Observation Services by the CLIENT and should also be informed by the CLIENT that neither the presence of our field representative nor observation and/or testing by ACM GROUP shall excuse contract for defects discovered in its work. Providing that all pertinent readings, observations and reports are made by ACM Group without the necessity of reliance upon others, ACM GROUP will provide all representations and documentation necessary to obtain permits and licenses from governmental authorities and required by lending institutions. ACM Group, LLC shall be free to decline to make such representations or to limit their scope when it is not satisfied that aspects or phases of the project comply with the required criteria. Unless otherwise agreed, ACM GROUP representations will be limited to establishing compliance with the technical requirements of the contract documents which the firm is engaged to produce and do not extend to any other technical requirements whether or not incorporated in the technical provisions by reference. ACM Group is not responsible for the Contractor's use or administration of personnel, machinery, temporary or precautionary construction, safety procedures, or contractual compliance. Observation services provided by ACM GROUP Care solely for the benefit of the CLIENT.

I acknowledge that I have read and understand this page. Initials: \_\_\_\_\_

## Opinions of Probable Construction/Cleanup Cost

ACM Group may render opinions or probable environmental construction/clean-up costs for purposes of evaluating alternative systems. These opinions may also involve approximate quantity estimates and prices. ACM Group does not guarantee the accuracy of probable construction/clean-up costs unless they are within Proposal for Services being provided.

## Sale of Products

ACM Group may, from time to time, provide CLIENT with certain products. In such event, CLIENT agrees that the terms and conditions on the ACM GROUP Bill of Sale will be incorporated into this agreement and will govern in the event of any conflict between the terms of this agreement and the Bill of Sale as to matters arising from the sale of product(s) by ACM GROUP to CLIENT.

## Governing Law & Choice of Venue

The parties agree that this Agreement shall be governed by the laws of the State of New Hampshire without regarding to its conflict of law principles. All disputes concerning, or arising from, the Scope of Work or these related Terms and Conditions shall be filed in New Hampshire state or federal court.

I acknowledge that I have read and understand this page. Initials: \_\_\_\_\_





# TOWN OF HUDSON

## Board of Selectmen



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

June 9, 2022

To: Board of Selectmen

From: Jill Laffin, Executive Assistant

Re: Project Phoenix Feasibility Study

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Chairperson Roy asked that this item be added to the agenda for discussion.

## A "Strawman" to Save Green Meadow's Golf Course Project "Phoenix"- a vision-document

*DRAFT to provide some context and information about the future of Hudson and Southern NH*

### Summary:

- Sustain Hudson's Character
- Retain Hudson's Green Space
- Build a Stronger Community
- Retain and Create High Quality Jobs
- Increase Recreational Opportunities
- Promote Real Progress

The town of Hudson, NH has a unique opportunity\* to retain its rural suburban character, by acquiring the Green Meadow Golf Club, through a public- private partnership. This partnership can evolve the Green Meadow Golf Club into a premier regional recreational complex that includes golf, dining, wedding venues, river-activities, outdoor-theater, walking trails and winter sports. The project will not cost the town more money as it would be financed through a municipal debt issuance that will be serviced through existing golf course revenues as well as additional revenues derived from modest and responsible development. Excess profits will be provided back to the town's operating budget as well as to a conservation trust, to strengthen the rural quality of life in Hudson NH. Beyond benefiting the residents of Southern NH and Northern MA, the complex will retain existing high-quality jobs, from the existing golf courses, while creating additional quality local jobs.

*\* the opportunity remains hypothetical as the property is currently under agreement for sale*

### Background:

Hudson and Southern NH are at a crossroads. The area has benefited from its proximity to the Boston Metropolitan area yet has retained its rural character because it sat far enough away to not become overwhelmed by urban sprawl. However, the tide changed quickly as Hudson became susceptible to the warehousing trend that superimposed massive structures into residential areas, near large urban centers.

The Town of Hudson (*and Southern New Hampshire*) finds itself at ground zero to these trends, by potentially having to host a staggering 2.5 million square feet of industrial warehousing space (*referred to as the Hudson Logistic Center*) on the 440-acre parcel of land currently occupied by the Green Meadow Golf Club and owned by the Friel family. This proposed development will create more jobs than the local economy can supply and at a lower wage than is required to live in Southern New Hampshire. The proposed development does not blend with the rural and residential character of Hudson, nor Southern New Hampshire. Given the significance of this proposed development, Southern New Hampshire will be dramatically impacted soon, likely burdened by significant increases in traffic, unsightly industrial buildings, as well as potential noise and light pollution.

### Another Path Forward for the Town of Hudson:

Fortunately, there is another path forward, for the town of Hudson NH to seek public financing and use the proceeds of this debt issuance to acquire the Green Meadow Golf Course for fair

market value (*no loss to the seller over their current proposal*). The town in turn can use existing proceeds generated by fully functioning championship public golf courses to pay-down and retire the municipal debt over 20 years. The private sector will partner with the town to help develop aspects of the project to generate more revenues and create a state-of-the-art recreational complex that includes golf; dining at several indoor and outdoor locations; a conference center that can host events and weddings; river-activities including kayaking, boating and crew; outdoor-theater; river front walking and running trails; indoor golf simulators; and winter sports that include cross-country skiing and ice-skating. The town of Hudson would benefit immensely by having a Southern Hudson recreational facility as well as Benson Park.




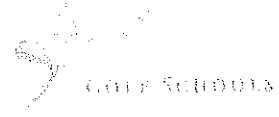
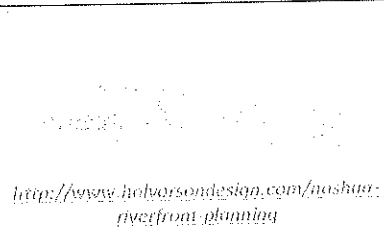
### Summary Plan:

- **The Concept:**

- Unlike most public land acquisitions, Hudson is uniquely positioned to acquire the property with existing revenues. With interest rates at cyclical lows (*2.0-2.5% for 20-year municipal bonds*), the debt can be serviced by the existing golf course revenue streams.
- Retain one 18-hole golf course and reduce the second course to a 9-hole executive course (*the reduction of 9 holes creates space for light but upscale and recreational development*). Add golf simulators to make league golf a year-round activity.
- Retain existing golf course employees and management.
- Create a management company that will administer the golf course and the ancillary properties. All properties would be designed to be similar and blend into a New England theme, while blending taking advantage of aesthetically pleasing open spaces and the river.
- Add additional recreational capacity with modest but responsible development:
  - Riverwalk and Park extending the length of the property along the river will be an upscale draw for Hudson families to recreate. A network of trails will nestle through the golf course(s) providing biking, running, and walking. These trails can be configured to join a broader network of bike paths through Hudson.
  - Restaurants with anchor dining group(s) will either lease land or lease developed facilities. These restaurants will be tied into the waterfront and walking trails to create ambiance in a relaxed environment.
  - The "Hudson Town Common" will provide space for a beer garden sponsoring local craft beers, a weekly farmer's market, and an artist's corner for the display and sale of local crafts.
  - A conference center would be available to host weddings and other events.
  - Water Access with a boat ramp and boathouse to support crew, kayaking and other aquatic sports.
  - Outdoor theater would host community events with lawn seating that will provide year-round entertainment.

- Outdoor ice-skating arena, with music and concessions, will host skating five months out of the year.
    - Winter Sports would include a cross country ski course with capacity to make snow and to groom trails and snow shoeing (*weather permitting*). Sledding and tobogganing would be added as a winter activity, also with snow making capabilities, on some of the golf courses natural hills. Outdoor facilities would have fire pits along with locations to buy warm beverages and food (*during the summer these same structures would serve golfers*).
  - Property permitting, other uses could be developed such as a leading hotel, an over 55 upscale living community, and/or clean office buildings to include an innovation center to promote jobs of the future in Southern New Hampshire.
- **Hudson's Guiding Principles:**
  - **Governance-** The town of Hudson becomes the owner of the overall complex; however, private partners will run bespoke facilities to include restaurants, winter-sports, and other concessionary facilities. The golf course will be run by existing employees.
    - Hudson will create a professionally run independent board that will be responsible for governance and will be made up of 50% elected representatives and 50% of strategic partners. A General Manager of the complex will be hired. He or she will be responsible to the board as well as to the Board of Selectmen.
  - **Character-** Retain the Green Meadow Golf Course with the objective of:
    - preserving quality green space.
    - retaining recreational capacity in Southern NH and Northern MA.
  - **Employment-** Retain Green Meadow Golf Club jobs, and add other higher paying jobs associated with leisure activities. Encourage This will be a net benefit to the local economy (*primarily Hudson and neighboring towns*).
  - **Development-** Incremental development will be done by local firms.
  - **Conservation-** Wetlands will be placed in a conservatory trust.
  - **Residual Profits-** The property's "profits" (*revenue less expenses and after a pre-determined reinvestment rate*) will go back to the town to enhance operating budget, school budget, and conservation.
- **Partners:**
  - Partners play a critical role in developing the recreational complex that becomes the envy of southern NH and Northern MA. The concept utilizes a network of partners to accelerate the private-public concept.

Partners' Function	Partners' Purpose	Examples of Partners ( <i>emblematic</i> )
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Winter Sports	<ul style="list-style-type: none"> <li>• Cross Country Skiing</li> <li>• Ice-skating</li> <li>• Snow showing</li> </ul>	
Restaurants	<ul style="list-style-type: none"> <li>• Waterfront Dining, Deli, Bakery, etc.</li> </ul>	
Competitive and Collegiate Crew	<ul style="list-style-type: none"> <li>• Hudson Boat House for crew</li> <li>• Boat Ramp for recreational and emergency use</li> </ul>	
Golf Simulators for winter golf and training	<ul style="list-style-type: none"> <li>• Create golf simulators for winter leisure, training and for use by local high schools</li> </ul>	
River Walk and Outdoor Theater	<ul style="list-style-type: none"> <li>• A family-oriented walk and park that stretches the length of the property</li> <li>• Outdoor Theater (<i>like Greeley Park</i>)</li> </ul>	
Financing	<ul style="list-style-type: none"> <li>• Municipal Bond Issuance- using a local financial institution</li> <li>• Seek State or Federal Funding to further enhance the facilities recreational capacity</li> </ul>	<p><i>Historic Municipal Bond Underwriter of Choice</i></p> <p><i>State and Federal Outreach</i></p>

- **Friel Family Museum-** As the sellers of the property, they gain a coveted position within the development, where a golf museum will be built that celebrates the Friel Family contribution to the sport of golf in New England. The Friels' will also be recognized for their historic contributions to the community and their vision in seeding, through sale of the property to the town of Hudson, the future prosperity and livability of Southern New Hampshire. This establishes a legacy for the Friel family as being the socially responsible seller of such prime property with such excellent recreational capacity. Also included in this facility will be a locker room, for local high-schools, and sports facility.
- **Financing Plan:**
  - **February 2022 Scenario:** At a purchase Price of \$60-70 Million (*assuming this is the market price of the property*), the Town of Hudson could issue a Twenty-Year

Municipal Bond at 2.0-2.5% interest. The resulting payments of \$3.7-4.4mm would be paid out of the property's revenues:

Purchase Price	\$60,000,000	\$70,000,000	\$100,000,000
Term (years)	20	20	20
Interest	2.3%	2.3%	2.3%
<b>Payments</b>	<u>(\$3,700,274)</u>	<u>(\$4,385,061)</u>	<u>(\$6,260,207)</u>
<b>Interest</b>	<u>(\$9,310,000)</u>	<u>(\$9,520,000)</u>	<u>(\$7,250,000)</u>

\* The difference between payment and interest represents the amount of equity (ownership) that is accrued to the town

- **May 2022 Scenario:** At a purchase Price of \$60-70 Million (assuming this is the market price of the property), the Town of Hudson could issue a Twenty-Year Municipal Bond at 3-3.4% interest. The resulting payments of \$4.1-4.8mm would be paid out of the property's revenues:

Purchase Price	\$60,000,000	\$70,000,000	\$100,000,000
Term (years)	20	20	20
Interest	3.2%	3.2%	3.2%
<b>Payments</b>	<u>(\$4,112,181)</u>	<u>(\$4,812,180)</u>	<u>(\$6,846,472)</u>
<b>Interest</b>	<u>(\$9,280,000)</u>	<u>(\$9,280,000)</u>	<u>(\$7,200,000)</u>

- **Property Economics-** The objective of the financial plan is to be self-sustaining as well as to generate extra income for the town.

- The following are the pro-forma estimates for the Hudson recreational complex *(available requires budget, analysis and due diligence)*

	Golf Courses	Restaurants (leased properties)	Light-Development	Winter Sports	Aquatic Sports	Total
Revenues	\$6,000,000	\$2,000,000	\$4,000,000	\$500,000	\$100,000	\$12,600,000
Expenses	<u>(\$3,000,000)</u>	<u>(\$1,000,000)</u>	<u>(\$2,000,000)</u>	<u>(\$100,000)</u>	<u>(\$75,000)</u>	<u>(\$6,075,000)</u>
<b>Profit from Operations</b>	\$3,000,000	\$1,000,000	\$2,000,000	\$200,000	\$25,000	\$6,225,000
Less Debt Service (@\$60mm)						<u>(\$3,759,524)</u>
<b>Profit after Financing</b>						<u>\$2,466,476</u>
Distribute to conservation (@25%)						\$616,619
Distribute to schools and operating budget @75%)						\$1,849,857

- One of the benefits to encouraging light-development, as outlined, is to generate moderate profits that would be used to (ordered by priority):
  - pay down the debt financing (leaving the town with a fully owned asset in 20 years)

- partially reinvest in the facilities and property (*and potentially into other parks e.g. Bensons or other sources of conservation*)
    - get returned to the town's operating and school budget, creating a sustainable source of income (*that could be greater than commercial property taxes*).
  - **Low Risk-** This is an extraordinarily low risk investment for the town because existing income plus additional revenues would cover debt costs; and if for any reason, revenues dropped, the town as a last resort could sell the property and easily pay off the remainder of the debt with a profit
- **Next Steps**
- ✓ Discuss with Board of Selectman and ask for their conceptual support
  - Assemble a Business Development Collaboration Group within Hudson
    - *Business Professionals such as Dean Sakati, Jim Dobens, Chris Thatcher and others <to be added> will volunteer time pro-bono to Hudson. These individuals have demonstrated their capacity to collaborate and deliver socially conscious results. The group will be collaborative and transparent, an "open-tent" for others to help define our community. The town of Hudson has many professionals across many disciplines who can help with the initial planning. This initial approach will save Hudson a significant amount in planning costs*
  - Review with all potential partners, with first movers achieving an advantage
  - Start local Marketing and Public Relations campaign
  - Discuss with the Friel Family, if and when possible
  - Develop financial model, full business plan, and execution model
  - Create grass roots marketing campaign to socialize concepts
  - Pressure test plan for ultimate viability
  - Collaborate to deliver the best outcomes for Hudson, NH

*Hudson, "a great place to call home", is only confined by the limits of our imagination and vision*



## Appendix:

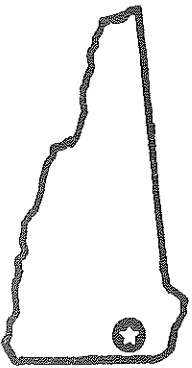
### *Provocative similes:*

- **Halvorson- Nashua Downtown Riverfront Planning:** <http://www.halvorsondesign.com/nashua-riverfront-planning>
- **Hillwood's Frisco Station (Massive Urban mixed-use Development):** <https://www.friscostation.com/the-plan/>
- **Hillwood's Frisco Station (Parks and Trails):** <https://www.friscostation.com/parks-trails/>
- **Pelham NH:** [https://www.eagletribune.com/news/new-hampshire/pelham-buys-golf-course-for-conservation-land/article\\_0ba9832-c45d-52ba-3d4e-34ccc86a0b55.html](https://www.eagletribune.com/news/new-hampshire/pelham-buys-golf-course-for-conservation-land/article_0ba9832-c45d-52ba-3d4e-34ccc86a0b55.html)
- **Amherst NH:** <https://www.gazettenet.com/Amherst-Town-Council-gives-OK-for-downtown-playground-golf-course-purchase-31374354>
- **Quincy MA:** <https://golfweek.usatoday.com/2022/03/27/massachusetts-golf-club-municipal-golf-major-renovation/>
- **Tewksbury MA:** <https://www.bizjournals.com/boston/news/2022/05/09/tree-house-buying-tewksbury-country-club-for-new-b.html>
- **Wareham MA:** <https://golfnwari.com/2022/03/08/ma-town-of-wareham-votes-to-purchase-little-harbor-cc/>
- **Londonderry NH:** [https://www.eagletribune.com/news/macks-apples-property-sold/article\\_2900fa73-2844-5872-a5ee-81a7b1f3685f.html](https://www.eagletribune.com/news/macks-apples-property-sold/article_2900fa73-2844-5872-a5ee-81a7b1f3685f.html)
- **Derry NH:** [https://www.eagletribune.com/derry-buys-63-5-acres-for-conservation/article\\_c7090057-9b9b-5bed-beee-0509dd26332d.html](https://www.eagletribune.com/derry-buys-63-5-acres-for-conservation/article_c7090057-9b9b-5bed-beee-0509dd26332d.html)
- **Reston Town Center (30 miles outside Washington DC- massive but illustrates mixed use properties):** <https://www.planetizen.com/node/20936>

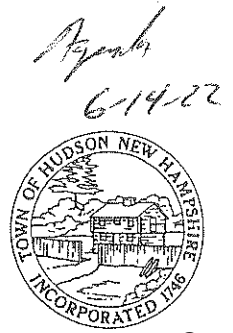
*FAQs:*

- *Q: Why would you pursue project Phoenix if a Purchase and Sale has been agreed between Hillwood and the Freils*
  - *A: No deal is final until it is closed. You never know when or why a deal may fall apart or fail to close. Historically, every project that has been proposed on Green Meadows has fallen over under its own weight. Traffic and wetlands being some of the most challenging aspects of developing the grand projects that have been proposed.*
- *Q:*

*Bios to follow as the Collaboration Group is formed...*



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



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Stephen A. Malizia, Town Administrator – [smalizia@hudsonnh.gov](mailto:smalizia@hudsonnh.gov) – Tel: 603-886-6024 Fax: 603-598-6481

8L

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 7, 2022

Re: Hills House Sign – RSA 674:54

Attached please find correspondence from Alvirne High School Principal Steve Beals regarding the installation of an electronic message sign on the Hills House property located at 211 Derry Road. The property is owned by the Hudson School District and the building is leased to the Hudson Historical Society. The School District is classifying the project as governmental use per RSA 674:54 which exempts the project from local land use ordinance and regulations. This proposal has been submitted to the Hudson Planning Board and they declined holding a hearing on the project. As the governing body, the Board of Selectmen may hold a public hearing relative to the proposed governmental use and may issue nonbinding written comments relative to the conformity or non-conformity of the proposal with normally applicable land use regulations. Should the Board vote to hold a hearing, it will be scheduled in conjunction with the Board's regularly scheduled meeting on June 28, 2022.

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

Jodi C. Hallas  
Associate Principal

Jason C. Tesini  
Associate Principal

Sarah T. Gilliam  
Assistant Principal

Eric C. Frauwrith  
Career & Technical  
Education Director

## ALVIRNE HIGH SCHOOL

Home of the Broncos

200 Derry Road

Hudson, NH 03051

Steven J. Beals, Principal

Phone: (603) 886-1260 Fax: (603) 816-3513

William R. Hughen  
District Director  
of School Counseling

Karen E. Bonney  
Director of Athletics

Susan E. Bureau  
Dean of Academics

Sara D. Brown  
Department Chair for  
Special Services

### Memorandum

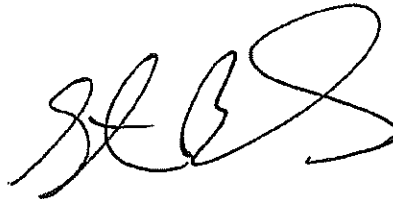
To: Brian Groth, Town Planner  
Hudson Planning Board  
Hudson Select Board

From: Steve Beals, Alvirne Principal

Date: April 25, 2022

RE: Hills House Sign

CC: Jen Burk, HSD Business Administrator  
Hudson School Board



On behalf of the Hudson School District, Alvirne High School, and the Alvirne Trustees I am submitting this memorandum to install an electronic message sign at the Hills House Property, 211 Derry Road Hudson, NH. The property is owned by the Hudson School District and the building is leased to the Hudson Historical Society.

Earlier this year, a request for an electronic message sign was submitted for review by the Alvirne Trustees and funded to provide an opportunity to display community messages and managed by the Hudson Historical Society. The sign would be installed in the field area to the left of the driveway to provide electronic messaging to all traveling the Route 102 corridor.

Per RSA 674:54, see attachment, this project is classified as "governmental use" and therefore is exempt from local land use ordinance and regulations. The project is scheduled to be fabricated and installed by July 2022, prior to Hudson Old Home Days which we hope will use the message board.

I am enclosing all the paperwork that was previously submitted to the Town, for your review and would be happy to discuss with you or attend any meeting that is requested. I appreciate the review of this memorandum and materials.

# TITLE LXIV PLANNING AND ZONING

## CHAPTER 674 LOCAL LAND USE PLANNING AND REGULATORY POWERS

### Governmental Use of Property

#### Section 674:54

##### **674:54 Governmental Land Uses. –**

I. In this section, "governmental use" means a use, construction, or development of land owned or occupied, or proposed to be owned or occupied, by the state, university system, the community college system of New Hampshire, or by a county, town, city, school district, or village district, or any of their agents, for any public purpose which is statutorily or traditionally governmental in nature.

II. The state, university system, community college system of New Hampshire, county, town, city, school district, or village district shall give written notification to the governing body and planning board, if such exists, of a municipality of any proposed governmental use of property within its jurisdiction, which constitutes a substantial change in use or a substantial new use. Written notification shall contain plans, specifications, explanations of proposed changes available at the time, a statement of the governmental nature of the use as set forth in paragraph I, and a proposed construction schedule. Such notification shall be provided at least 60 days prior to the beginning of construction. Either the governing body or planning board of the municipality may conduct a public hearing relative to the proposed governmental use. Any such hearing shall be held within 30 days after receipt of notice by the governing body or planning board. A representative of the governmental entity which provided notice shall be available to present the plans, specifications, and construction schedule, and to provide explanations. The governing body or planning board may issue nonbinding written comments relative to conformity or nonconformity of the proposal with normally applicable land use regulations to the sponsor of the governmental use within 30 days after the hearing.

II-a. Any use, construction, or development of land occurring on governmentally owned or occupied land, but which is not a governmental use as defined in paragraph I, shall be fully subject to local land use regulations.

II-b. The construction and operation of any solid waste disposal facility on land owned or occupied by any city or town within another city or town shall be subject to local land use regulations to the same extent as if the land were owned and occupied by a private entity. Nothing in this paragraph shall affect the construction and operation of a solid waste facility on land owned by a solid waste management district formed under RSA 53-A or RSA 53-B or any combination of municipalities authorized by an act of the general court, if the land is located within a city or town that is part of the district.

III. This section shall not apply to:

(a) The layout or construction of public highways of any class, or to the distribution lines or transmission apparatus of governmental utilities, provided that the erection of a highway or utility easement across a parcel of land, shall not, in and of itself, be deemed to subdivide the remaining land into 2 or more lots or sites for conveyance for development purposes in the absence of subdivision approval under this title. For purposes of this subparagraph, "transmission apparatus" shall not include wireless communication facilities.

(b) The erection, installation, or maintenance of poles, structures, conduits and cables, or wires in, under, or across any public highways under RSA 231, or licenses or leases for telecommunication facilities in, under, or across railroad rights of way. For purposes of this subparagraph, "structures" shall not include wireless communications facilities.

IV. In the event of exigent circumstances where the delay entailed by compliance with this section would endanger public health or safety, the governor may declare a governmental use exempt from the requirements of this section.

**LANDLORD AUTHORIZATION**  
**FOR PERMIT(S), VARIANCE(S), HEARING(S)**  
**< MUST BE SIGNED BY LANDLORD OR OWNER OF THE PROPERTY**  
**ON WHICH SIGNAGE IS BEING INSTALLED >**

This document verifies that you are authorizing BARLO SIGNS to install signage on your property pursuant to the attached drawings as well as authorizing BARLO SIGNS to secure all related permits required by the local municipalities.

Barlo Signs cannot apply for permits or hearings until we receive the LANDLORD or PROPERTY OWNER'S authorization to do so.

I hereby authorize an Authorized Representative of Barlo Signs of Hudson, N.H., to APPLY FOR SIGN PERMITS for this site and to APPEAR BEFORE THE PLANNING BOARD and/or SIGN REVIEW BOARD and/or the ZBA for this site.

I hereby authorize BARLO SIGNS to install signage on my property exactly as shown in drawing # 220209013 4 Dated: 3/28/22

Sign location address: 211 Derry Rd., Hudson, NH 03051

Property Owner's Signature: Jennifer Burk

Digitally signed by Jennifer Burk  
Date: 2022.04.01 12:54:24 -04'00'

Printed Name: Jennifer Burk

Company Name: Hudson School District

Address: 20 Library St.

Hudson, NH 03051

Phone number: 603-883-7765

Date Signed: 04/01/2022

*We cannot apply for permits or hearings until we receive your authorization. Thank you!*

Reference JOB NAME: Alvirne High School Hill House

Job #: 21139





# TOWN OF HUDSON

## FIRE DEPARTMENT - INSPECTIONAL SERVICES DIVISION

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6005 · Fax: 603-594-1142

### SIGN PERMIT APPLICATION - PLEASE PRINT

Address: <u>211 DERRY RD</u> <u>TOWN OF HUDSON</u>		Office use: Map: _____ Lot: _____ Zone: _____ Permit #: _____
Store/Company name: <u>HILLS HOUSE</u> Unit #: _____		
Owner: <u>TOWN OF HUDSON</u>	Applicant: <u>BARLO SIGNS JENN</u>	
Mailing address: <u>12 SCHOOL ST</u> <u>HUDSON NH 03051</u>	Mailing address: <u>158 GREELEY ST</u> <u>HUDSON NH 03051</u>	
Daytime phone #: _____	Daytime phone #: <u>603 882 2638 X 333</u>	
Cell phone #: _____	Cell phone #: _____	
Email: _____	Email: <u>jenn@barlosigns.com</u>	
Sign Installer <u>SEE APPLICANT</u> Mailing Address _____		
Daytime phone # _____ Cell phone # _____		
Sign Manufacturer <u>SEE APPLICANT</u> Mailing Address _____		
Daytime phone # _____ Cell phone # _____		
Manufacturer UL File # <u>92151</u> All electrical signs shall be UL listed and labeled.		
Wording of sign ( <i>ATTACH DRAWING</i> ) _____		Cost of sign \$ <u>48,000</u>
Lighting: Non-illuminated <input type="checkbox"/> Internally illuminated <input checked="" type="checkbox"/> Externally illuminated <input type="checkbox"/>		
Is internal illumination existing: <input checked="" type="checkbox"/> yes or <input type="checkbox"/> no If yes, please provide sign UL #'s _____		
<b>A separate electrical permit and inspections are required for all electrical signs.</b> (please reference the application procedure #6)		
Type of sign:		
Awning <input type="checkbox"/> Banner <input type="checkbox"/> Home Occupation <input type="checkbox"/>		
Directional <input type="checkbox"/> Freestanding <input checked="" type="checkbox"/> Temporary <input type="checkbox"/> From _____ to _____		
Directory <input type="checkbox"/> Business or Industrial (wall sign) <input type="checkbox"/> Lens Replacement <input type="checkbox"/>		
Electronic Change <input checked="" type="checkbox"/> one face <input type="checkbox"/> two face <input checked="" type="checkbox"/> other <input type="checkbox"/> (see attached affidavit)		

**Size:** Applications for any permanent or temporary sign shall be accompanied by structural details of sign framing and anchorage along with a photo; large signs and pylon signs shall be designed by a professional. Attach these plans to the application form. A plot plan showing the proposed sign location drawn by a registered surveyor shall be supplied and must depict all applicable zoning setbacks from the leading edge of the sign to the side of the road and lot lines.

Height 7 feet 7 inches  
 Width 10 feet 4 inches

**Location:**

Distance from ground to bottom of sign: 3' feet  
 Distance from ground to top of sign: 14' feet  
 Lot frontage along which sign will be facing: \_\_\_\_\_ feet  
 Building length along which sign will be placed: \_\_\_\_\_ feet

Proposed setback(s) from property line(s) *Attach location map*

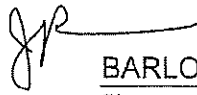
\_\_\_\_\_ feet from \_\_\_\_\_ (name) Street  
 \_\_\_\_\_ feet from \_\_\_\_\_ (name) Street

**Existing Signs:** Are there existing signs on or within the property lot, building or development? No  Yes

If yes, describe the number, type, size and location of signs. Attach a photo of the existing signs

\_\_\_\_\_

I hereby attest to the accuracy of the information submitted herein, including any attachments, and acknowledge that any inaccuracies or omissions can result in revocation of this permit and loss of my vested rights to this sign.

BARLO SIGNS JENN ROBICHAUD  BARLO SIGNS  
 Name of applicant (print) Signature of applicant

SEE AUTHORIZATION ENCLOSED 03/29/2022  
 Signature of owner or authorized agent\* Date

\*If not the owner of the property, written permission from the owner must be presented indicating authorization to apply for the permit.

**APPROVALS:** Cost \$ \_\_\_\_\_

**INSPECTIONAL SERVICES OFFICIAL:**

Approved  Denied \_\_\_\_\_  
 Inspectional Services Official or Designee Date

**ZONING ADMINISTRATOR:**

Approved  Denied \_\_\_\_\_  
 Zoning Administrator Date

**This sign permit is issued subject to the following additional requirements or stipulations:**

\_\_\_\_\_

\_\_\_\_\_

**Permit fees:** Residential \$75.00 Commercial/Industrial \$150.00 Temporary \$75.00

THIS DRAWING PREPARED EXCLUSIVELY FOR:

# ALVIRNE HILLS HOUSE



Client: \_\_\_\_\_ Date: \_\_\_\_\_  
 Design: \_\_\_\_\_ Date: \_\_\_\_\_  
 Sales: \_\_\_\_\_ Date: \_\_\_\_\_  
 Updating: \_\_\_\_\_ Date: \_\_\_\_\_  
 Production: \_\_\_\_\_ Date: \_\_\_\_\_

ALVIRNE HILLS HOUSE  
 211 DERRY ROAD  
 HUDSON, NH 03051  
 02.09.22

DESIGNER: AS  
 SALES REP: MARK  
 PIC: YK

SHEET #	ITEM	DESCRIPTION	RV#	RV DATE
1.0	A	D/F LED ILLUMINATED SIGN	4	3/28/22
1.1	A	SIGN SPECS		



CUSTOMER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
 BY SIGNING YOU ARE APPROVING ALL COLORS, FONTS, ARTWORK, MEASUREMENTS AND INSTALL LOCATIONS  
 DEPICTED IN THIS DRAWING PACKAGE. BARLO SIGNS INTERNATIONAL, INC. IS NOT RESPONSIBLE FOR COLOR  
 VARIATIONS BETWEEN THIS PRINT AND THE FINAL PRODUCT. ALL COLORS MUST BE APPROVED AS DERIVED OR  
 PER PROVIDED COLOR SAMPLE(S).

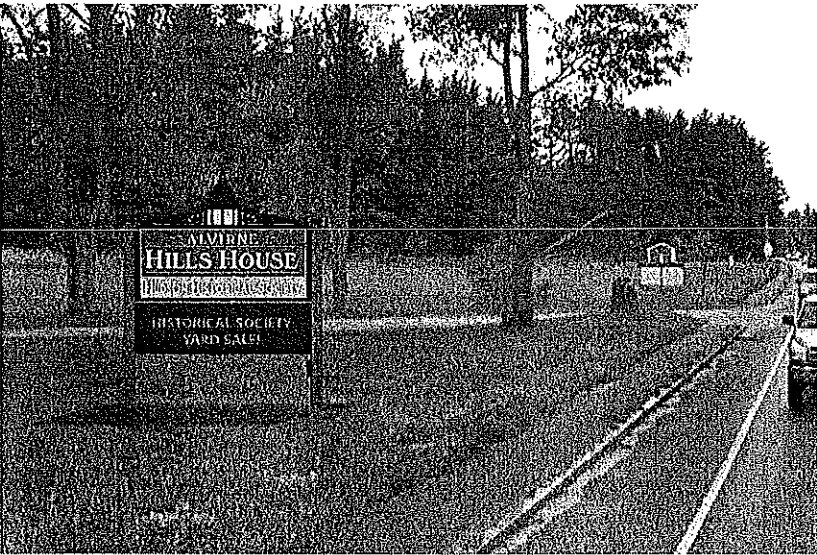
**COVER**



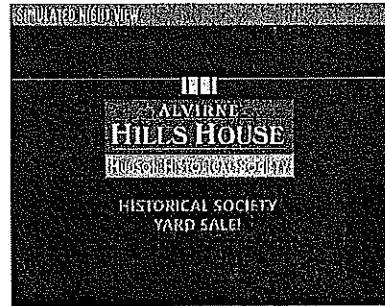
SHEET 010

FILE NAME: Alvirne Hills House 220209013 4

QUOTE # \_\_\_\_\_ JOB # \_\_\_\_\_



SITE SURVEY REQUIRED



SCOPE OF WORK

MANUFACTURE & APPLY (1) (1) ILLUMINATED PYLON SIGN W/ FIBER OPTICS

ESTIMATE QUANTITY: 1.00

PROJECT LOCATION: ALVINE HILLS HOUSE HISTORICAL SOCIETY

- 3630-76 HOLLY GREEN
- 3630-141 GOLD
- PTM 3630-76 HOLLY GREEN
- BLACK 7725-12
- 3630-005 IVORY
- PTM SLATE GRAY 3630-16
- REVERSE CUT COPY

ITEM SPECIFICATIONS

LED LIT CABINET  
CABINET: PTM BLACK  
FACE: 3/16" WHITE POLYCARBONATE  
REMARKS: PTM BLACK  
ILLUMINATION: WHITE LED



INTERNATIONAL

DESIGNER: AS  
SALES REF: BRK  
PRL XX

DESIGNER: AS  
SALES REF: BRK  
PRL XX

ALVINE HILLS HOUSE  
211 DERRY ROAD  
HUDSON, NH 03051  
02.09.22

ITEM  
**A**

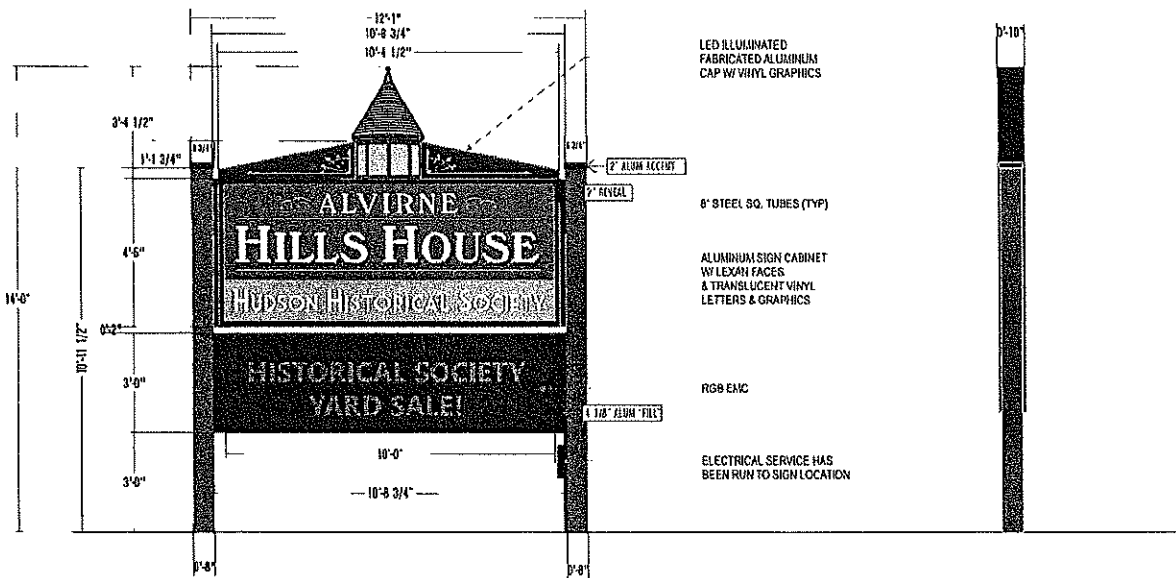
SHEET 1.0



INTERNATIONAL  
 100 W. MAIN ST. SUITE 100  
 HUDSON, NH 03051  
 TEL: 603-888-1111  
 FAX: 603-888-1112

DESIGNER: AS  
 SALES REP: MARK  
 DATE: 02.09.22

ALVIRNE HILLS HOUSE  
 211 DERRY ROAD  
 HUDSON, NH 03051  
 02.09.22



LED ILLUMINATED  
 FABRICATED ALUMINUM  
 CAP W/ VINYL GRAPHICS

2" ALUM ACCESS  
 6" STEEL SQ. TUBES (TYP)

ALUMINUM SIGN CABINET  
 W/ LEXAN FACES  
 & TRANSLUCENT VINYL  
 LETTERS & GRAPHICS

RGB ENC

ELECTRICAL SERVICE HAS  
 BEEN RUN TO SIGN LOCATION

SITE ELECTRICAL

ILLUMINAL WORK BY:  BARLO  OTHERS

New CIRCUITS REQ: 1 AMPS: 20 VOLTS: 120

Existing CIRCUITS REQ: AMPS: VOLTS:

UL REC:  YES  NO LOCATION:  WALL  POLE  DRY SERVICE ENTR:  YES  NO

TIME CLOCK REQ:  YES  NO PHOTO EYE REC:  YES  NO

ITEM  
**A**

SHEET 10



# TOWN OF HUDSON

## FIRE DEPARTMENT - INSPECTIONAL SERVICES DIVISION

12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6005 • Fax: 603-594-1142

### ELECTRONIC CHANGING SIGN AFFIDAVIT

The following information is the requirements from the Hudson Zoning Ordinance for all electronic changing signs. These requirements are strictly enforced. All participants must read and initial each zoning regulation below.

#### § 334-59 Definition

**ELECTRONIC CHANGING SIGN:** Electronic message center (EMC), electronic message sign (EMS) and changeable copy board (CCB) - Signs that display illuminated messages that can change frequently, can flash, display and/or convey messages in text, graphics, pictures, symbols, multiple colors, rhythms, animation and/or patterns. This sign's message may be changed by the electronic switching of lamps, illuminated tubes, bulbs and/or through the apparent movement of light. These signs are capable of storing and/or displaying single or multiple messages in various formats at varying intervals. [Amended 3-10-2009 by Amdt. No. 2]

#### § 334-60 General Requirements.

- H. Electronic changing signs are allowed in the Business (B) and Industrial (I) zoning districts subject to the requirements of § 336-64 (C) see below. Electronic changing signs shall be prohibited in the Town Residence (TR), Residential (R-1, R-2) and General (G and G-1) zoning districts. JB

#### § 334-64. Freestanding business and industrial signs

- C. Electronic changing signs are allowed only as a component of a freestanding sign and shall conform to the following minimum requirements along with all other requirements for freestanding signs within the sign ordinance: [Added 3-9-2010 by Amdt. No 2] JB

#### (1) Definitions relevant to Electronic Changing Signs:

**BRIGHTNESS** - Also known as "Intensity"; the LED Industry measures display intensity in candelas per square meter, which is also referred to as "NITS."

**DIMMING** - The ability to increase or decrease the overall display intensity brightness.

**DIODE** - Also called "light emitting diode" (LED) or "surface mounted diode" (SMD).

**LED (LIGHT EMITTING DIODE/SMD)** - A solid-state component that uses a semiconductor (a silicon chip or some type of semiconductor) that emits visible light when electric current passes through it.

**LUMINANCE** - The amount of light that passes through or is emitted from a particular area. The SI unit for luminance is candela per square meter.

**NIT or NITS** - A luminance-measuring unit equal to one candela (one candle) per square meter measured perpendicular to the rays from the source.

**SI UNIT** - An abbreviation for the International System of Units.

**TEXT** - Any form in which writing exists. JB

- (2) No more than one (1) electronic changing sign shall be allowed per lot. JB
- (3) Electronic changing signs shall not exceed 50% of the area of a freestanding sign or 50 square feet, whichever is smaller. Electronic changing signs shall be restricted to a maximum of four lines of text or message display, and text shall be restricted to a maximum of 10 inches in height. JB
- (4) Electronic changing signs shall be required to have a minimum of 150 feet between other electronic changing signs located on the same side of a street or roadway. JB
- (5) Electronic changing signs shall be allowed only on lots with a minimum street frontage in accordance with the Table of Minimum Dimensional Requirements. JB

- (6) Electronic changing signs shall be located a minimum of 200 feet from any residential dwelling unit. JB
- (7) The portion of a freestanding sign that contains an electronic changing sign component shall only be operated during the hours the business associated with the electronic changing sign is open. Hours of operation N/A AM to N/A PM (If applicable, please indicate summer and winter hours.) JB
- (8) All illumination elements on the face of electronic changing sign shall remain at a fixed level of illumination for a period of not less than 15 minutes. JB
- (9) All text and message displays of an electronic changing sign shall fade onto and off of the electronic message display area, statically and uniformly, at a rate of change of no more than two seconds. JB
- (10) Electronic changing signs shall be equipped with automatic dimming controls, so the brightness level will be highest during the day and lowest at night. Manufacturer specifications shall be submitted at the time of sign permit specifying maximum sign brightness. The maximum brightness shall not exceed 8,000 NITS with a maximum nighttime reading not to exceed 20% of the sign maximum brightness. JB
- (11) Under the provisions of this ordinance, the applicant for a sign permit for a electronic changing sign shall provide with the application an affidavit, sworn or attested by the land owner, applicant and sign installer attesting to the fact that:
  - (a) The sign to be installed meets all of the criteria set forth in the ordinance; and
  - (b) That the sign shall operate in a manner consistent with the criteria set forth in this ordinance; and
  - (c) That the land owner and applicant agree to be held liable, separately or collectively, if these provisions are not met, for any fines or cost incurred by the Town of Hudson to enforce these provisions arising from such violations. This provision shall not be construed to supersede any other responsibility or remedy for such violations set forth in the ordinance. JB

If you have any question regarding these requirements, please contact the Inspectional Services Division at 603-886-6005.

The undersigned represents that they have read and understand the requirements for an electronic sign and agree to adhere to the Town of Hudson electronic sign requirements.

[Signature]  
Property Owner's Signature

4/1/2022  
Date

Subscribed and sworn before me this 1st day of April 2022

**KIMBERLY R. STEPHENS**  
Notary Public, State of New Hampshire  
My Commission Expires 3/27/2024

Kimberly R. Stephens  
Justice of the Peace/Notary Public

\_\_\_\_\_  
Sign Company's Signature

\_\_\_\_\_  
Date

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Justice of the Peace/Notary Public

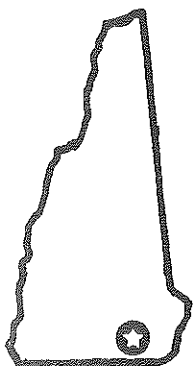
\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

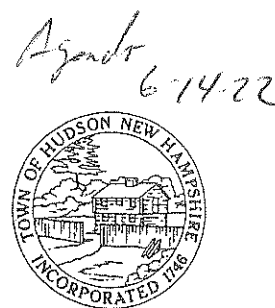
Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Justice of the Peace/Notary Public





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



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Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

8M

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 7, 2022

Re: Nashua Transit System

Attached please find correspondence from the Nashua Transit System notifying the Town that we have exceeded 80% of our available service hours. The Nashua Transit System is funded through a Community Grant. The Nashua Transit System provides handicap accessible rides to medical appointments and to adult day care programs to residents of Hudson. For Fiscal Year 2022, \$16,149 has been budgeted for this service. Based on an increase in ride requests, the Nashua Transit System is requesting an addition \$2,997 for the remainder of the Fiscal Year in order to continue providing this service to Hudson residents. Should the Board vote to grant this request, funds are available in cost center 5110 (BOS/Administration). As you are aware, the MRI Town Hall study was budgeted for \$20,000. The actual cost for this study came in at \$14,442.50, leaving a balance of \$5,777.50. I would recommend that the Board approve the transfer of \$2,997.00 from cost center 5110-252 to cost center 5920-259. Should the Board of Selectmen agree with my recommendation, the following motion is appropriate:

***Motion: To transfer \$2,997 from the FY 2022 Board of Selectmen/Administration, account 5110-252, to the Community Grants budget, account 5920-259 to accommodate the increase in Nashua Transit System ride share requests.***

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



11 Riverside St. • Nashua, NH • 03062 • phone: 603-880-0100 • fax: 603-821-2042

[www.RideBigBlue.com](http://www.RideBigBlue.com)

May 27, 2022

Town of Hudson  
Steve A. Malizia  
21 School Street  
Hudson, NH 03051

Dear Mr. Malizia,

Thank you for the continued partnership with Nashua Transit System to provide public transportation service to the Town of Hudson residents.

The current contract has exceeded 80% of the available service hours. I am writing to request an increase in the contract hours from 423.5 to 491.5 to accommodate the increase in ride requests.

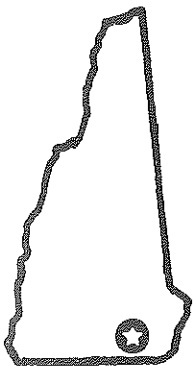
The amount of the contract would change from \$16,149 to \$19,146.

Please email me at [correac@nashuanh.gov](mailto:correac@nashuanh.gov) to let me know if the Town of Hudson approves the additional service hours.

Thank you,

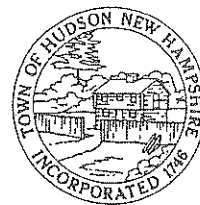
A handwritten signature in black ink that reads 'Camille Correa'. The signature is written in a cursive style with a long, sweeping tail on the 'a' at the end.

Camille Correa  
NTS Transit Administrator



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

Agenda 6-14-22




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Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

8N

To: Board of Selectmen

From: Steve Malizia, Town Administrator 

Date: June 7, 2022

Re: Supervisors of the Checklist – Laptop Computers

The Fiscal Year 2023 budget included an appropriation of \$1,500 to purchase laptop computers for the three (3) elected Supervisors of the Checklist. The default budget for Fiscal Year 2023 removed the funding for the laptops. I have reviewed the Fiscal Year 2022 budget and funding in the amount of \$2,560.50 is available in cost center 5110 (BOS/Administration). As you are aware, the MRI Town Hall study was budgeted for \$20,000. The actual cost for this study came in at \$14,442.50, leaving a balance of \$5,777.50. I have previously recommended a transfer to Community Grants to fund additional service hours for Nashua Transit Systems in the amount of \$2,997.00, leaving a balance of \$2,650.50. I am recommending that the Board approve the transfer of \$2,100 from cost center 5110-252 to cost center 5042-269 for the purchase of three (3) laptop computers for the three (3) elected Supervisors of the Checklist. Should the Board of Selectmen agree with my recommendation, the following motion is appropriate:

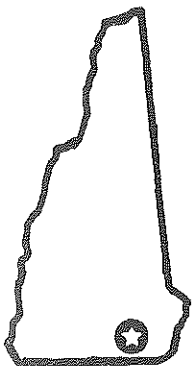
***Motion: To transfer \$2,100 from the FY 2022 Board of Selectmen/Administration, account 5110-252, to the Supervisors of the Checklist budget, account 5042-269 to purchase three (3) laptop computers for the three (3) elected Supervisors of the Checklist.***

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

FY23 BC Budgets  
Town of Hudson, NH

	1 2019 Actual As of June 2019	2 2020 Actual As of June 2020	3 FY21 Actual As of June 2021	4 FY22 Approved Budget As of June 2022	5 FY23 Dept Head Budget	6 FY23 BOS Budget
<b>5042 Supervisor of the Checklist</b>						
01-4140-5042-108-000 Superv of Chklst, Fica	297.83	260.13	319.70	326.00	326.00	326.00
01-4140-5042-119-000 Superv of Chklst, Salaries of Elected O	3,956.25	3,400.50	4,721.25	4,260.00	4,260.00	4,260.00
01-4140-5042-214-000 Superv of Chklst, Notices	110.25	0.00	0.00	200.00	200.00	200.00
01-4140-5042-238-000 Superv of Chklst, Postage	0.00	4.50	650.00	3,800.00	520.00	520.00
01-4140-5042-269-000 Superv of Chklst, Computers	0.00	0.00	0.00	0.00	0.00	1,500.00
01-4140-5042-303-000 Superv of Chklst, Office Supplies	0.00	173.24	782.90	200.00	200.00	200.00
<b>Supervisor of the Checklist Total</b>	<b>4,364.33</b>	<b>3,838.37</b>	<b>6,473.85</b>	<b>8,786.00</b>	<b>5,506.00</b>	<b>7,006.00</b>

Comdty	5042 - Supervisor of the Checklist	# of Units	Price p/Unit	Sub TTL	FY22	FY23	% Change
1XX	<b>Salary and Benefits</b> Salary & FICA for the three (3) elected Supervisors. Each is paid \$1,000 per year. 140 hours of temporary labor at \$9.00 per hour to assist with election activities for three elections and one deliberative session in FY21.				4,586	4,586	0.0%
214	<b>Notices/Newspaper Ads</b> Notices, newspaper ads when voter registration is required.				200	200	0.0%
238	<b>Postage</b> 1000 pcs of mail @ \$0.52				3,800	520	-86.3%
269	<b>Computers (BOS added \$1,500)</b> Purchase 3 laptops at \$500 each for Supervisors				0	1,500	100.0%
303	<b>Office Supplies</b>				200	200	0.0%
	<b>Summary</b>						
	<b>Salary and Benefits</b>				4,586	4,586	0.0%
	<b>Operating Budget</b>				4,200	2,420	-42.4%
	<b>Total</b>				8,786	7,006	-20.3%



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



Agenda  
6-14-22

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Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

80

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 8, 2022

Re: Primex Contribution Assurance Program – Workers’ Compensation

Attached please find correspondence from Primex, our Workers’ Compensation insurance provider, offering the Town the option of participating in their Contribution Assurance Program (CAP) for the three fiscal years starting in July 2023. The CAP provides the Town with an opportunity to stabilize our annual contributions with a maximum increase over the prior year’s contribution of 6%. This is the maximum increase; actual increases will not exceed that percentage and may be lower based on our claims. In exchange, the Town agrees to extend its risk pool membership and participation in the Primex Workers Compensation program for three (3) coverage period years, through June 30, 2026. I am recommending that Board of Selectmen accept this offer as it provides a cap for budgetary purposes. Should the Board of Selectmen agree with my recommendation, the following motion is appropriate:

***Motion: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Workers’ Compensation Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Workers’ Compensation Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex and to authorize the Town Administrator to sign the agreement on behalf of the Town.***

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



June 7, 2022

Stephen A. Malizia, Town Administrator  
Town of Hudson  
12 School Street  
Hudson, NH 03051

**RE: Contribution Assurance Program (CAP) for FY 2024 – FY 2026 for the Workers' Compensation Program**

Dear Steve:

Primex<sup>3</sup> is pleased to offer the **Town of Hudson** the option of participating in the **Contribution Assurance Program (CAP)** for the next three coverage period years. **For members who have demonstrated commitment to the Primex<sup>3</sup> pool, CAP provides stability by creating a limit on your Workers' Compensation contributions for future renewals.**

We are pleased to offer you a **CAP Agreement** that provides you budgetary assurance through **June 30, 2026**. (See enclosed **CAP Agreement and Resolution**.) **Please return your executed CAP Agreement and Resolution on or before July 21, 2022, to ensure your participation in CAP for the upcoming October 15, 2022 Renewal.**

The percentage listed is a maximum increase; actual increases will not exceed that percentage and may be lower, based on each member's performance. Performance still impacts contribution amounts, so it remains important for both Primex<sup>3</sup> and our members to leverage our partnership to effectively manage risks and any claims that occur.

Our goal has always been to provide members with the best programs at the best value. **CAP** provides predictable contributions in the Workers' Compensation Program that you and your taxpayers can count on for budgetary stability.

Please contact me or your Member Services Consultant with questions at 800-698-2364.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Weber".

Carl Weber  
Director of Member Services

**Trust. Excellence. Service.**



**Workers' Compensation  
Contribution Assurance Program (CAP) Agreement  
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT  
PLEASE READ CAREFULLY**

Primex<sup>3</sup> is offering members in our **Workers' Compensation Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **three (3) years** and Primex<sup>3</sup> agrees, with limited exception<sup>1</sup>, that your annual contribution increase will not exceed six percent (6%) of the prior year's contribution. Because performance matters with Primex<sup>3</sup>, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures.

We are offering this opportunity so that our members can extend their commitment to pooling through the Primex<sup>3</sup> programs. Participation in **CAP** for each year of the **CAP Period** is conditioned upon a three-year commitment to participation in the Primex<sup>3</sup> Workers' Compensation Program.

The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

**FY 2024 July 1, 2023 through June 30, 2024**

(maximum 6% increase over July 1, 2022 through June 30, 2023 contribution)

**FY 2025 July 1, 2024 through June 30, 2025**

(maximum 6% increase over July 1, 2023 through June 30, 2024 contribution)

**FY 2026 July 1, 2025 through June 30, 2026**

(maximum 6% increase over July 1, 2024 through June 30, 2025 contribution)

By signing this Agreement, the **Town of Hudson** agrees to extend its risk pool membership and participation in the Primex<sup>3</sup> **Workers' Compensation Program** for three coverage period years, through **June 30, 2026**. The **Town of Hudson** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

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<sup>1</sup> CAP protects the member from most contribution increases during the CAP period; i.e., those resulting from account underwriting, or directly caused by changes in the member's loss history, property and payroll exposures. For the protection of all members, CAP does not prevent Primex<sup>3</sup> from raising contributions across the pool/program to meet the actuary's reserve funding recommendations in response to catastrophic events, investment losses, severe adverse claim development, reinsurance failure, legislative enactments, judicial opinions and administrative orders. In the rare and unlikely event CAP maximum increase limits must be exceeded to adequately fund reserves, Primex<sup>3</sup> in fairness will provide members advance notice and the option of terminating the CAP Agreement.

The **Town of Hudson** agrees that the six percent (6%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex<sup>3</sup> **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Hudson** further acknowledges that by extending its Membership Agreement for three (3) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) and year two (2) of the three (3) year term, as there is no right to cancel or terminate during year one (1) and year two (2) but shall be reinstated for the end of year three (3).

The **Town of Hudson** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex<sup>3</sup> Workers' Compensation Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex<sup>3</sup> acknowledges that the **Town of Hudson** is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The **Town of Hudson** also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the **Town of Hudson** by notice to Primex<sup>3</sup> made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The **Town of Hudson**, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the **Town of Hudson** agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Hudson** with legal authority to contractually bind the **Town of Hudson** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex<sup>3</sup> risk management pool and participation in the Workers' Compensation Program.

\_\_\_\_\_  
Authorized Representative of the  
Governing Body

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name



**RESOLUTION TO ENTER PRIMEX<sup>3</sup>**  
**Workers' Compensation Contribution Assurance Program (CAP)**

**RESOLVED:** To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) to enter into its **Workers' Compensation Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex<sup>3</sup> risk management pool membership during the term of the **Workers' Compensation Contribution Assurance Program (CAP)**. The coverage provided by Primex<sup>3</sup> in each year of membership shall be as then set forth in the Coverage Documents of Primex<sup>3</sup>.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Hudson** adopted on \_\_\_\_\_.

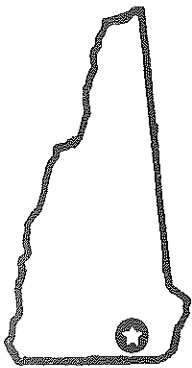
Board: \_\_\_\_\_  
Title of Board

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_ duly authorized

Date: \_\_\_\_\_



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



8P

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Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 8, 2022

Re: Primex Contribution Assurance Program – Property & Liability

Attached please find correspondence from Primex, our Property & Liability insurance provider, offering the Town the option of participating in their Contribution Assurance Program (CAP) for the three fiscal years starting in July 2023. The CAP provides the Town with an opportunity to stabilize our annual contributions with a maximum increase over the prior year's contribution of 5%. This is the maximum increase; actual increases will not exceed that percentage and may be lower based on our claims. In exchange, the Town agrees to extend its risk pool membership and participation in the Primex Property & Liability program for three (3) coverage period years, through June 30, 2026. I am recommending that Board of Selectmen accept this offer as it provides a cap for budgetary purposes. Should the Board of Selectmen agree with my recommendation, the following motion is appropriate:

***Motion: To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex) to enter into its Property & Liability Contribution Assurance Program (CAP) as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex risk management pool membership during the term of the Property & Liability Contribution Assurance Program (CAP). The coverage provided by Primex in each year of membership shall be as then set forth in the Coverage Documents of Primex and to authorize the Town Administrator to sign the agreement on behalf of the Town.***

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



June 7, 2022

Stephen A. Malizia, Town Administrator  
Town of Hudson  
12 School Street  
Hudson, NH 03051

**RE: Contribution Assurance Program (CAP) for FY 2024 – FY 2026 for the Property & Liability Program**

Dear Steve:

Primex<sup>3</sup> is pleased to offer the **Town of Hudson** the option of participating in the **Contribution Assurance Program (CAP)** for the next three coverage period years. **For members who have demonstrated commitment to the Primex<sup>3</sup> pool, CAP provides stability by creating a limit on your Property & Liability contributions for future renewals.**

We are pleased to offer you a **CAP** Agreement that provides you budgetary assurance through **June 30, 2026**. (See enclosed **CAP** Agreement and Resolution.) **Please return your executed CAP Agreement and Resolution on or before July 21, 2022, to ensure your participation in CAP for the upcoming October 15, 2022 Renewal.**

The percentage listed is a maximum increase; actual increases will not exceed that percentage and may be lower, based on each member's performance. Performance still impacts contribution amounts, so it remains important for both Primex<sup>3</sup> and our members to leverage our partnership to effectively manage risks and any claims that occur.

Our goal has always been to provide members with the best programs at the best value. **CAP** provides predictable contributions in the Property & Liability Program that you and your taxpayers can count on for budgetary stability.

Please contact me or your Member Services Consultant with questions at 800-698-2364.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Weber".

Carl Weber  
Director of Member Services

Trust. Excellence. Service.

Bow Brook Place, 46 Donovan Street ■ Concord, NH 03301-2624  
(603) 225-2841 ■ (800) 698-2364 ■ nhprimex.org

**Property & Liability  
Contribution Assurance Program (CAP) Agreement  
THIS AGREEMENT AMENDS AND EXTENDS YOUR MEMBERSHIP AGREEMENT  
PLEASE READ CAREFULLY**

Primex<sup>3</sup> is offering members in our **Property & Liability Program** an opportunity to stabilize their annual contributions through participation in our Contribution Assurance Program (**CAP**). **CAP** is offered to members who qualify, providing them predictability by limiting the annual contribution increase during a defined period of years (**CAP Period**). By signing this Agreement, you agree to extend your Membership Agreement for **three (3) years** and Primex<sup>3</sup> agrees, with limited exception<sup>1</sup>, that your annual contribution increase will not exceed five percent (5%) of the prior year's contribution. Because performance matters with Primex<sup>3</sup>, you may realize an annual increase that is less than the **CAP** through sound risk management and stable underwriting exposures.

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The following **CAP Period** years qualify for the Contribution Assurance Program (**CAP**):

**FY 2024 July 1, 2023 through June 30, 2024**

(maximum 5% increase over July 1, 2022 through June 30, 2023 contribution)

**FY 2025 July 1, 2024 through June 30, 2025**

(maximum 5% increase over July 1, 2023 through June 30, 2024 contribution)

**FY 2026 July 1, 2025 through June 30, 2026**

(maximum 5% increase over July 1, 2024 through June 30, 2025 contribution)

By signing this Agreement, the **Town of Hudson** agrees to extend its risk pool membership and participation in the Primex<sup>3</sup> **Property & Liability Program** for three coverage period years, through **June 30, 2026**. The **Town of Hudson** agrees and understands it remains bound by and subject to the terms and conditions of the Membership Agreement, Public Entity Coverage Documents and Trust Agreement, and all Trust by-laws, policies and procedures.

---

<sup>1</sup> CAP protects the member from most contribution increases during the CAP period; i.e., those resulting from account underwriting, or directly caused by changes in the member's loss history, property and payroll exposures. For the protection of all members, CAP does not prevent Primex<sup>3</sup> from raising contributions across the pool/program to meet the actuary's reserve funding recommendations in response to catastrophic events, investment losses, severe adverse claim development, reinsurance failure, legislative enactments, judicial opinions and administrative orders. In the rare and unlikely event CAP maximum increase limits must be exceeded to adequately fund reserves, Primex<sup>3</sup> in fairness will provide members advance notice and the option of terminating the CAP Agreement.

The **Town of Hudson** agrees that the five percent (5%) maximum increase currently available for this **CAP Period** does not apply to any other year or period of years, and upon expiration of the **CAP Period** in this Agreement, any subsequent participation in a Primex<sup>3</sup> **CAP** will be subject to underwriting review, membership criteria, **CAP** criteria, determination of contribution and the maximum increase in place for the subsequent **CAP Period**.

The **Town of Hudson** further acknowledges that by extending its Membership Agreement for three (3) coverage period years, the Public Entity Coverage Documents, General Conditions Section (L) ("Terminating Participation in Our Program(s)") is suspended during year one (1) and year two (2) of the three (3) year term, as there is no right to cancel or terminate during year one (1) and year two (2) but shall be reinstated for the end of year three (3).

The **Town of Hudson** agrees that failure to provide notice in strict accordance with the Public Entity Coverage Documents, General Conditions Section (L) shall result in automatic renewal of risk management pool membership and continuation in the Primex<sup>3</sup> Property & Liability Program, but not continuation of **CAP** which must be separately offered and accepted.

Primex<sup>3</sup> acknowledges that the **Town of Hudson** is a NH public entity which receives budgetary authorization for appropriations from an annual meeting of its legislative body and pertains to a fiscal year which commences on the following January 1 or July 1, of any given year. The **Town of Hudson** also acknowledges that it is legally required to carry insurance coverage. As such, if the legislative body, at such annual meeting for any years that are within the anticipated term of the contract, fails to approve such appropriation, and there are no other lawful means of funding the coverage, this contract may be terminated by the **Town of Hudson** by notice to Primex<sup>3</sup> made within 30 days of the legislative action at which such funding initiative was defeated and such cancellation shall be effective as of the commencement on the following fiscal year or on the anniversary of the policy, whichever first occurs.

The **Town of Hudson**, however, agrees that it shall seek the requisite appropriations in good faith and that the availability of lower cost or otherwise preferable coverage alternatives during the term of this Agreement shall not constitute a good faith and permissible basis on which to fail to pursue the appropriations or assert that appropriations are unavailable. In the event of an early termination, the **Town of Hudson** agrees to return the difference between the **CAP** increase and the uncapped contribution.

By affixing my signature below, I am attesting, representing and warranting that I am a duly authorized representative of the governing body of the **Town of Hudson** with legal authority to contractually bind the **Town of Hudson** to the terms of this Agreement, and that I understand the commitment being made to membership in the Primex<sup>3</sup> risk management pool and participation in the Property & Liability Program.

\_\_\_\_\_  
Authorized Representative of the  
Governing Body

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name





**RESOLUTION TO ENTER PRIMEX<sup>3</sup>**  
**Property & Liability Contribution Assurance Program (CAP)**

**RESOLVED:** To hereby accept the offer of the New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) to enter into its **Property & Liability Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex<sup>3</sup> risk management pool membership during the term of the **Property & Liability Contribution Assurance Program (CAP)**. The coverage provided by Primex<sup>3</sup> in each year of membership shall be as then set forth in the Coverage Documents of Primex<sup>3</sup>.

I attest that the foregoing is a true copy of the Resolution of the Governing Board of the **Town of Hudson** adopted on \_\_\_\_\_.

Board: \_\_\_\_\_  
Title of Board

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_ duly authorized

Date: \_\_\_\_\_

*Agenda*  
6-14-22

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Town of Hudson

Revenues and Expenditures

Through May 31, 2022

07ev

**Town of Hudson, NH**  
**Appropriations and Revenue Summary**  
**Month Ending: May 31, 2022**

State #	Dept #	Department	Budget FY 2022	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	2,875	0	0	2,875	1,927	0	948	67%
4195	5025	Cemetery Trustees	1,250	0	0	1,250	44	0	1,206	3%
4140	5030	Town Clerk/Tax Collector	410,019	0	0	410,019	350,475	1,604	57,941	86%
4140	5041	Moderator	15,059	0	15,000	30,059	13,645	17,000	(586)	102%
4140	5042	Supervisors of The Checklist	8,786	0	0	8,786	4,399	0	4,387	50%
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	235	0	1,065	18%
4520	5063	Benson Park Committee	1,100	0	0	1,100	159	0	941	14%
4199	5070	Municipal Budget Committee	800	0	0	800	440	0	360	55%
4140	5077	IT - Town Officers	4,170	0	0	4,170	2,646	0	1,524	63%
4199	5080	Ethics Committee	100	0	0	100	17	0	83	17%
		<b>Town Officers</b>	<b>453,533</b>	<b>0</b>	<b>15,000</b>	<b>468,533</b>	<b>381,387</b>	<b>18,604</b>	<b>68,542</b>	<b>85%</b>
4130	5110	Board of Selectmen/Administrat	391,769	0	20,000	411,769	359,337	15,742	36,691	91%
4194	5115	Oakwood	2,275	0	0	2,275	4,335	0	(2,060)	191%
4194	5120	Town Hall Operations	97,324	0	0	97,324	95,603	1,300	421	100%
4442	5151	Town Poor	80,000	0	(15,000)	65,000	25,178	0	39,822	39%
4130	5177	IT - Town Administration	800	0	0	800	1,434	0	(634)	179%
		<b>Administration</b>	<b>572,168</b>	<b>0</b>	<b>5,000</b>	<b>577,168</b>	<b>485,886</b>	<b>17,042</b>	<b>74,240</b>	<b>87%</b>
4153	5200	<b>Legal</b>	<b>136,560</b>	<b>0</b>	<b>40,000</b>	<b>176,560</b>	<b>115,149</b>	<b>9,316</b>	<b>52,095</b>	<b>70%</b>
4150	5310	Finance Administration	204,957	4,000	0	208,957	149,428	341	59,188	72%
4150	5320	Accounting	304,123	3,573	(45)	307,650	273,492	227	33,932	89%
4150	5377	IT - Finance	2,250	0	0	2,250	1,393	325	532	76%
		<b>Finance</b>	<b>511,330</b>	<b>7,573</b>	<b>(45)</b>	<b>518,857</b>	<b>424,312</b>	<b>893</b>	<b>93,652</b>	<b>82%</b>
4150	5330	Information Technology	742,103	4,555	0	746,658	627,086	9,842	109,730	85%
		<b>Information Technology</b>	<b>742,103</b>	<b>4,555</b>	<b>0</b>	<b>746,658</b>	<b>627,086</b>	<b>9,842</b>	<b>109,730</b>	<b>85%</b>
4152	5410	Assessing Department	469,428	43,826	173,805	687,059	478,581	141,383	67,096	90%
4152	5477	IT- Assessing	14,650	2,431	0	17,081	8,288	0	8,792	49%
		<b>Assessing</b>	<b>484,078</b>	<b>46,257</b>	<b>173,805</b>	<b>704,140</b>	<b>486,869</b>	<b>141,383</b>	<b>75,888</b>	<b>89%</b>
4312	5515	Public Works Facility	59,903	0	0	59,903	80,085	1,156	(21,338)	136%
4312	5551	Public Works Administration	290,872	0	0	290,872	281,128	54	9,690	97%
4312	5552	Streets	2,980,123	0	199,602	3,179,725	3,120,243	50,649	8,833	100%
4312	5553	Equipment Maintenance	498,793	0	3,411	502,204	444,823	9,695	47,686	91%
4312	5554	Drainage	685,775	0	0	685,775	451,720	13,801	220,254	68%
4522	5556	Parks Division	254,254	0	500	254,754	174,049	4,109	76,596	70%
4312	5577	IT - Public Works	4,290	0	0	4,290	4,968	0	(678)	116%
		<b>Public Works</b>	<b>4,774,010</b>	<b>0</b>	<b>203,513</b>	<b>4,977,523</b>	<b>4,557,016</b>	<b>79,464</b>	<b>341,042</b>	<b>93%</b>

**Town of Hudson, NH**  
**Appropriations and Revenue Summary**  
**Month Ending: May 31, 2022**

State #	Dept #	Department	Budget FY 2022	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
4191	5277	IT - LUD	6,300	0	0	6,300	3,822	2,250	228	96%
4191	5571	LUD - Planning	258,020	18,488	0	276,508	235,677	11,225	29,606	89%
4191	5572	LUD - Planning Board	8,350	2,311	0	10,661	2,843	1,389	6,429	40%
4191	5581	LUD - Zoning	215,721	0	0	215,721	190,269	661	24,790	89%
4191	5583	LUD - Zoning Board of Adj	16,500	0	0	16,500	16,873	3,317	(3,690)	122%
4311	5585	LUD - Engineering	415,589	796	0	416,385	350,971	15,826	49,588	88%
		Land Use	920,480	21,595	0	942,075	800,456	34,669	106,950	89%
4210	5610	Police Administration	351,939	0	15,812	367,751	359,422	30,496	(22,167)	106%
4210	5615	Police Facility Operations	287,854	0	0	287,854	252,545	5,346	29,963	90%
4210	5620	Police Communications	800,766	0	179	800,945	748,171	316	52,458	93%
4210	5630	Police Patrol	7,089,062	25,004	47,362	7,161,428	6,273,177	60,532	827,719	88%
4210	5640	Investigations	14,420	0	893	15,313	10,037	845	4,432	71%
4414	5650	Animal Control	130,089	0	5,000	135,089	113,766	960	20,363	85%
4210	5660	Information Services	187,189	0	0	187,189	167,568	6	19,615	90%
4210	5671	Support Services	88,023	0	1,893	89,916	59,803	5,987	24,126	73%
4210	5672	Crossing Guards	58,755	0	0	58,755	37,708	0	21,047	64%
4210	5673	Prosecutor	364,372	0	0	364,372	283,920	330	80,123	78%
4210	5677	IT - Police	93,629	0	0	93,629	81,210	5,360	7,059	92%
		Police	9,466,098	25,004	71,139	9,562,241	8,387,327	110,177	1,064,737	89%
4220	5710	Fire Administration	772,075	0	(45)	772,030	685,101	5,353	81,576	89%
4220	5715	Fire Facilities	142,009	5,000	0	147,009	120,198	9,871	16,941	88%
4220	5720	Fire Communications	428,054	0	166	428,220	371,411	94,276	(37,468)	109%
4220	5730	Fire Suppression	5,894,216	156,797	418,757	6,469,771	5,696,904	81,111	691,756	89%
4220	5740	Fire Inspectional Services	501,925	0	364	502,289	402,807	2,681	96,800	81%
4220	5750	Emergency Medical Services	0	0	4,924	4,924	4,924	0	0	100%
4220	5765	Fire Alarm	3,746	0	0	3,746	87	500	3,159	16%
4220	5770	Emergency Management	86,368	22,000	0	108,368	10,437	22,735	75,196	31%
4220	5777	IT - Fire	36,506	0	0	36,506	24,219	4,608	7,680	79%
		Fire	7,864,899	183,797	424,166	8,472,862	7,316,088	221,134	935,639	89%
4520	5810	Recreation Administration	178,081	0	0	178,081	117,746	447	59,888	66%
4520	5814	Recreation Facilities	66,122	0	0	66,122	59,554	2,852	3,716	94%
4520	5821	Supervised Play	120,063	0	0	120,063	7,418	14,471	98,174	18%
4520	5824	Ballfields	12,242	0	0	12,242	6,961	0	5,281	57%
4520	5825	Tennis	0	0	0	0	1,720	2,005	(3,725)	100%
4520	5826	Lacrosse	12,366	0	0	12,366	3,221	0	9,145	26%
4520	5831	Basketball	52,604	0	0	52,604	30,832	1,100	20,672	61%
4520	5834	Soccer	13,314	0	0	13,314	11,280	0	2,034	85%
4520	5835	Senior Activities Operations	62,629	0	0	62,629	38,836	106	23,687	62%
4520	5836	Teen Dances	1,500	0	0	1,500	0	0	1,500	0%
4520	5839	Community Activities	7,060	0	0	7,060	5,553	616	891	87%
4520	5877	IT - Recreation	7,065	0	0	7,065	5,793	0	1,272	82%
		Recreation	533,046	0	0	533,046	288,913	21,598	222,536	58%

**Town of Hudson, NH**  
**Appropriations and Revenue Summary**  
**Month Ending: May 31, 2022**

State #	Dept #	Department	Budget FY 2022	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
		Insurance	541,000	0	0	541,000	396,250	0	144,750	73%
		Community Grants	90,484	0	0	90,484	84,484	0	6,000	93%
		Patriotic Purposes	5,600	0	0	5,600	4,100	0	1,500	73%
		Other Expenses	161,569	0	(87,207)	74,362	23,727	0	50,635	32%
		Hydrant Rental	276,971	0	0	276,971	230,809	0	46,162	83%
		Solid Waste Contract	1,710,384	0	0	1,710,384	1,448,290	263,941	(1,847)	100%
		<b>Non-Departmental</b>	<b>2,786,008</b>	<b>0</b>	<b>(87,207)</b>	<b>2,698,801</b>	<b>2,187,660</b>	<b>263,941</b>	<b>247,200</b>	<b>91%</b>
		<b>General Fund Appropriation Subtotal</b>	<b>29,244,313</b>	<b>288,780</b>	<b>845,371</b>	<b>30,378,463</b>	<b>26,058,148</b>	<b>928,063</b>	<b>3,392,252</b>	<b>88.8%</b>
		<b>Warrant Articles</b>								
		Major Repairs to Town Bldings	50,000	0	0	50,000	50,000	0	0	100%
		Widening Lowell Rd from Was	0	1,345,283	0	1,345,283	23,055	1,322,228	0	100%
		Future Prop. Revaluation CRF	15,000	0	0	15,000	15,000	0	0	100%
		Fire Apparat Refub & Repr CR	25,000	0	0	25,000	25,000	0	0	100%
		Estab. Police Safety Equipment	50,000	0	0	50,000	50,000	0	0	0%
		Vaccon Truck Cap Rsrv Fund	30,000	0	0	30,000	30,000	0	0	100%
		Town Wide Paving	200,000	0	(200,000)	0	0	0	0	0%
		Hills Memorial Library CRF	25,000	0	0	25,000	25,000	0	0	100%
		Fire Squad Vehicle	0	119,096	0	119,096	119,096	0	0	100%
		Commun Equip & Infrast CRF	0	725,400	0	725,400	606,250	119,150	0	100%
		Taylor Falls & Veteran Bridge	0	61,824	0	61,824	16,460	11,241	34,124	45%
		Operating Transfer to Library	0	0	0	0	235,985	0	(235,985)	100%
		Operating Transfer to Cons Co.	0	0	0	0	0	0	0	100%
		<b>General Fund Warrant Articles</b>	<b>395,000</b>	<b>2,251,603</b>	<b>(200,000)</b>	<b>2,446,603</b>	<b>1,195,845.22</b>	<b>1,452,619</b>	<b>(201,861)</b>	<b>108%</b>
		<b>General Fund Total Budget</b>	<b>29,639,313</b>	<b>2,540,382</b>	<b>645,371</b>	<b>32,825,066</b>	<b>27,253,993</b>	<b>2,380,682</b>	<b>3,190,391</b>	<b>90%</b>
		<b>02 Sewer Fund</b>								
		Sewer Billing & Collection	165,643	0	0	165,643	149,854	7,154	8,636	95%
		Sewer Operation & Maintenance	1,207,182	0	0	1,207,182	956,641	69,872	180,670	85%
		Sewer Capital Projects	870,000	5,639	14,321	889,960	565,577	151,183	173,200	81%
		Vaccon Truck Purchase	400,000	0	0	400,000	391,960	0	8,040	98%
		Vaccon Truck Cap Rsrv Fund	30,000	0	0	30,000	30,000	0	0	100%
		<b>Sewer Fund</b>	<b>2,672,825</b>	<b>5,639</b>	<b>14,321</b>	<b>2,692,785</b>	<b>2,094,031</b>	<b>228,208</b>	<b>370,546</b>	<b>86%</b>
		<b>03 Water Fund</b>								
		Water - Administration	299,122	0	0	299,122	266,712	644	31,766	89%
		Water - Ops & Maintenance	1,529,042	0	0	1,529,042	1,214,153	112,936	201,954	87%
		Water - Supply	794,174	0	0	794,174	1,058,711	16,451	(280,988)	135%
		Water - Debt Service	1,249,656	0	0	1,249,656	1,249,656	0	1	100%
		<b>Water Fund</b>	<b>3,871,994</b>	<b>0</b>	<b>0</b>	<b>3,871,994</b>	<b>3,789,232</b>	<b>130,031</b>	<b>(47,268)</b>	<b>101%</b>
		<b>Total General, Sewer, Water Funds</b>	<b>36,184,132</b>	<b>2,546,022</b>	<b>659,691</b>	<b>39,389,845</b>	<b>33,137,256</b>	<b>2,738,921</b>	<b>3,513,668</b>	<b>91%</b>

Town of Hudson, NH										
Appropriations and Revenue Summary										
Month Ending: May 31, 2022										
State #	Dept #	Department	Budget FY 2022	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
			Budgeted Revenue			Supplemental Budget	Adjusted Revenue	Use of Fund Revenues	Use of Fund Balance	Balance
		General Fund Revenue	32,096,143		650,648	32,746,791	30,609,555	0	2,137,236	93%
		Sewer Fund Revenue	2,272,825		19,366	2,292,191	1,448,975	0	843,216	63%
		Water Fund Revenue	3,871,994		0	3,871,994	3,215,515	0	656,479	83%
<b>Total General, Sewer, Water Funds Revenue</b>			<b>38,240,962</b>	<b>0</b>	<b>670,014</b>	<b>38,910,976</b>	<b>35,274,045</b>	<b>0</b>	<b>3,636,931</b>	<b>91%</b>
Other Funds										
State #	Dept #	Department	Budget FY 2022	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
04	5060	Library	1,182,077	0	0	1,182,077	948,736	274	233,066	80%
05	5598	Land Use Change Tax Fund	0	0	0	0	0	0	0	0%
06	5586	Conservation Commission	52,753	12,830	0	65,583	42,396	74,198	(51,010)	178%
06	6500	Purchase Property	0	0	0	0	150,436	0	0	0%
14	5630	Police Forfeiture Fund	0	0	0	0	6,442	4,810	(11,252)	0%
35	5845	Senior Activities Revolving Fund	0	51,244	0	51,244	8,430	56,671	(13,857)	127%
45	5045	Community TV Revolving Fund	0	4,954	0	4,954	301,338	3,865	(300,249)	100%
50	5750	EMS Revolving Fund	422,997	0	460	423,457	255,509	13,824	154,123	64%
		Other Funds	1,657,827	69,028	460	1,727,315	1,713,287	153,642	10,822	108%
State #	Dept #	(ARPA) Department	Budget FY 2022	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
44	7200	Flagstone Drainage Infrac.	0	0	0	350,000	243,876	0	106,124	0%
44	7201	Lowell Rd Bridge/Rd Infrac.	0	0	0	700,000	25,435	3,745	670,820	0%
44	7203	West Rd Trns Stn Infrac.	0	0	0	550,000	315,678	532,155	(297,834)	0%
			0	0	0	1,600,000	584,989	535,901	479,111	0%
			Budgeted Revenue			Supplemental Budget	Adjusted Revenue	Use of Fund Revenues	Use of Fund Balance	Balance
		Senior Activities Revolving Fund	0			0	32,959		(32,959)	0%
		Community TV Revolving Fund	0			0	308,414		(308,414)	0%
		EMS Revolving Fund	423,322			423,322	409,587		13,735	0%
<b>Total Expenditures All Funds</b>			<b>37,841,959</b>	<b>2,615,050</b>	<b>660,151</b>	<b>41,117,160</b>	<b>34,850,543</b>	<b>2,892,563</b>	<b>3,524,490</b>	<b>92%</b>

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
<b>General Fund</b>						
01-0000-4913-000-000	Transfer from Land Use Change Fund	0.00	0.00	0.00	0.00	0.000
01-0000-4914-000-000	Library Revenue	9,675.00	0.00	0.00	9,675.00	0.000
01-3110-4100-000-000	General Property Taxes	20,969,092.00	0.00	20,287,782.66	681,309.34	96.751
01-3110-4101-000-000	Overlay	-159,153.00	-26.29	-20,622.77	-138,530.23	12.958
01-3185-4120-000-000	Yield Taxes and Interest	10,600.00	655.63	15,300.87	-4,700.87	144.348
01-3186-4115-000-000	In Lieu of Taxes	13,516.00	0.00	0.00	13,516.00	0.000
01-3189-4121-000-000	Excavation Activity Tax	3,000.00	0.00	7,759.22	-4,759.22	258.641
01-3189-4127-000-000	Boat Tax	7,000.00	2,357.72	7,660.24	-660.24	109.432
01-3190-4203-000-000	Charges on Property Taxes	5,000.00	691.79	4,217.28	782.72	84.346
01-3190-4204-000-000	Interest on Property Taxes	150,000.00	11,049.25	103,158.08	46,841.92	68.772
01-3220-4201-000-000	Motor Vehicle Permits	5,420,000.00	528,791.50	5,413,768.20	6,231.80	99.885
01-3230-4216-000-000	Certificate of Occupancy Permit	15,000.00	900.00	10,900.00	4,100.00	72.667
01-3230-4218-000-000	Building Permits	275,000.00	28,498.75	270,176.32	4,823.68	98.246
01-3230-4381-000-000	Septic Inspection Fees	6,000.00	1,700.00	7,700.00	-1,700.00	128.333
01-3290-4209-000-000	Excavation Permits	5,000.00	150.00	3,825.00	1,175.00	76.500
01-3290-4214-000-000	Driveway Permits	2,000.00	350.00	3,150.00	-1,150.00	157.500
01-3290-4217-000-000	Health Permits	0.00	100.00	480.00	-480.00	0.000
01-3290-4221-000-000	Pistol Permits	2,500.00	70.00	1,218.00	1,282.00	48.720
01-3290-4233-000-000	Oil Burner/Kerosene Permits	0.00	0.00	0.00	0.00	0.000
01-3290-4238-000-000	Police Alarm Permit	2,800.00	315.00	2,465.00	335.00	88.036
01-3290-4239-000-000	Fire - Place of Assembly	2,000.00	20.00	1,210.00	790.00	60.500
01-3290-4254-000-000	Fire Alarm Permits	1,500.00	30.00	2,167.00	-667.00	144.467
01-3290-4312-000-000	Zoning Application Fees	3,000.00	243.34	6,665.80	-3,665.80	222.193
01-3290-4313-000-000	Planning Board Fees	120,000.00	9,892.91	90,677.45	29,322.55	75.565
01-3290-4315-000-000	Sewer Service Permit	3,000.00	150.00	2,500.00	500.00	83.333
01-3290-4321-000-000	UCC Filings	7,000.00	1,785.00	7,515.00	-515.00	107.357
01-3290-4322-000-000	Vital Statistics	10,000.00	1,156.00	14,318.00	-4,318.00	143.180
01-3290-4323-000-000	Police Fines, Forfeit, Court	325.00	0.00	781.25	-456.25	240.385
01-3290-4325-000-000	Animal Control Fines/Fees	10,000.00	0.00	11,613.46	-1,613.46	116.135
01-3290-4326-000-000	Notary Fees	100.00	0.00	0.00	100.00	0.000



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01-3290-4327-000-000	Parking Violation Fees	2,000.00	20.00	770.00	1,230.00	38.500
01-3290-4328-000-000	Street Acceptance/Opening Fee	0.00	0.00	0.00	0.00	0.000
01-3290-4334-000-000	Construction Inspection Fee	15,000.00	6,650.00	42,804.36	-27,804.36	285.362
01-3290-4335-000-000	Animal Boarding Fees	1,100.00	50.00	240.00	860.00	21.818
01-3290-4343-000-000	Copy Fees and Sale of Books	1,500.00	29.00	210.25	1,289.75	14.017
01-3290-4347-000-000	Bad Check Fees	2,500.00	100.00	1,722.80	777.20	68.912
01-3290-4356-000-000	Police False Alarm Fines	10,000.00	0.00	4,850.00	5,150.00	48.500
01-3290-4421-000-000	Marriage Licenses	4,000.00	613.00	713.00	3,287.00	17.825
01-3290-4422-000-000	Hawker/Peddler License	1,000.00	568.40	1,168.40	-168.40	116.840
01-3290-4427-000-000	Articles of Agreement	0.00	0.00	0.00	0.00	0.000
01-3290-4428-000-000	Pole Licenses	0.00	0.00	0.00	0.00	0.000
01-3290-4430-000-000	Scrap Metal License	0.00	0.00	0.00	0.00	0.000
01-3290-4450-000-000	Animal Control Licenses	18,000.00	-4,040.00	18,245.09	-245.09	101.362
01-3290-4451-000-000	Drain Layers License	1,000.00	250.00	5,000.00	-4,000.00	500.000
01-3351-4840-000-000	Shared Revenue - Municipal Aid	0.00	0.00	0.00	0.00	0.000
01-3352-4841-000-000	Shared Revenue - Meals and Rental Tax Distribution	1,872,194.00	0.00	1,872,194.38	-0.38	100.000
01-3353-4610-000-000	Shared Revenue - Highway Block Grant	537,274.00	105,327.44	535,146.53	2,127.47	99.604
01-3359-4656-000-000	Grants - Police	26,889.00	11,623.72	67,260.15	-40,371.15	250.140
01-3359-4657-000-000	Grants - Fire	834,530.55	0.00	398,255.29	436,275.26	47.722
01-3359-4659-000-000	Grants - Other	10,000.00	4,686.96	54,431.93	-44,431.93	544.319
01-3359-4660-000-000	Grants - Pandemic	23,955.00	0.00	92,758.65	-68,803.65	387.220
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	814.00	8,229.00	-1,229.00	117.557
01-3401-4342-000-000	Sale of Checklists	500.00	25.00	60.00	440.00	12.000
01-3401-4708-000-000	Welfare Reimbursement	1,000.00	29.65	326.16	673.84	32.616
01-3401-4716-000-000	Cash Over/Short	0.00	-99.70	-69.83	69.83	0.000
01-3401-4720-000-000	Police Outside Detail	150,000.00	6,138.06	181,927.59	-31,927.59	121.285
01-3401-4729-000-000	Contracted Services - Litchfield	30,000.00	0.00	28,964.43	1,035.57	96.548
01-3401-4730-000-000	Ambulance Billings	422,000.00	0.00	404,795.91	17,204.09	95.923
01-3401-4731-000-000	Charges on Ambulance Receivables	-22,000.00	0.00	-19,862.82	-2,137.18	90.286

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01-3401-4732-000-000	Fire Incident Reports	500.00	90.00	699.00	-199.00	139.800
01-3401-4745-000-000	Cable Franchise Fees	77,000.00	19,539.48	77,103.51	-103.51	100.134
01-3401-4746-000-000	Police Testing and Application Fees	0.00	0.00	540.00	-540.00	0.000
01-3401-4748-000-000	Insurance Reimbursement	109,223.44	0.00	245,533.08	-136,309.64	224.799
01-3401-4756-000-000	Misc Rev - Police	8,450.00	3,330.00	35,759.90	-27,309.90	423.194
01-3401-4757-000-000	Misc Rev - Fire	500.00	0.00	495.00	5.00	99.000
01-3401-4758-000-000	Misc Rev - Recreation	0.00	0.00	0.00	0.00	0.000
01-3401-4759-000-000	Misc Rev - Other	40,500.00	2,105.55	45,033.67	-4,533.67	111.194
01-3401-4761-000-000	Rec Rev - Basketball	38,720.00	0.00	665.00	38,055.00	1.717
01-3401-4762-000-000	Rec Rev - Supervised Play	141,825.00	-225.00	-225.00	142,050.00	-0.159
01-3401-4763-000-000	Rec Rev - Flag Football	0.00	0.00	0.00	0.00	0.000
01-3401-4764-000-000	Rec Rev - Soccer	20,000.00	0.00	-475.00	20,475.00	-2.375
01-3401-4765-000-000	Rec Rev - Tennis	4,950.00	-75.00	-215.00	5,165.00	-4.343
01-3401-4766-000-000	Rec Rev - Teen Dances	4,400.00	0.00	0.00	4,400.00	0.000
01-3401-4767-000-000	Rec Rev - Adult Softball	8,840.00	485.00	2,815.00	6,025.00	31.844
01-3401-4768-000-000	Rec Rev - Lacrosse	7,500.00	0.00	-2,285.00	9,785.00	-30.467
01-3401-4769-000-000	Rec Rev - Community Activities	11,000.00	-90.00	60.00	10,940.00	0.545
01-3501-4704-000-000	Sale of Town Property	55,000.00	0.00	43,030.08	11,969.92	78.237
01-3502-4702-000-000	Bank Charges	-10,000.00	-1,960.05	-8,825.35	-1,174.65	88.254
01-3502-4703-000-000	Interest on Investments	30,000.00	2,601.62	5,745.50	24,254.50	19.152
01-3503-4373-000-000	Rents of Town Property	1,000.00	200.00	1,600.00	-600.00	160.000
01-3508-4556-000-000	Donations - Police	7,366.73	0.00	10,345.00	-2,978.27	140.429
01-3508-4557-000-000	Donations - Fire	13,974.00	1,310.00	11,284.00	2,690.00	80.750
01-3508-4558-000-000	Donations - Recreation	0.00	0.00	0.00	0.00	0.000
01-3508-4559-000-000	Donations - Other	500.00	0.00	1,200.00	-700.00	240.000
01-3914-4996-000-000	Voted from Surplus	0.00	0.00	0.00	0.00	0.000
01-3915-4922-000-000	From Capital Reserve Fund	622,144.41	25,997.67	73,144.41	549,000.00	11.757
01-3939-4999-000-000	Use of Fund Balance	600,000.00	0.00	0.00	600,000.00	0.000
<b>Totals</b>	<b>General Fund</b>	<b>32,746,791.13</b>	<b>774,975.40</b>	<b>30,609,555.13</b>	<b>2,137,236.00</b>	<b>93.473</b>

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
<b>Sewer Fund</b>						
02-3190-4180-000-000	Interest on Sewer Utility	20,000.00	36.34	12,524.86	7,475.14	62.624
02-3190-4181-000-000	Sewer Betterment Interest	728.00	0.00	0.00	728.00	0.000
02-3401-4716-000-000	Cash Over/Short	0.00	0.00	0.00	0.00	0.000
02-3401-4759-000-000	Misc Rev - Other	0.00	138.53	138.53	-138.53	0.000
02-3403-4780-000-000	Sewer Base Charges	560,000.00	0.00	561,877.97	-1,877.97	100.335
02-3403-4781-000-000	Sewer Consumption Charges	581,086.00	0.00	543,245.15	37,840.85	93.488
02-3409-4783-000-000	Sewer Capital Assessment Other Chg	100.00	0.00	0.00	100.00	0.000
02-3500-4773-000-000	Otamic 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	239,845.20	-189,845.20	479.690
02-3502-4702-000-000	Bank Charges	-3,000.00	0.00	-3,542.46	542.46	118.082
02-3508-4561-000-000	Donations - Sewer	19,366.26	0.00	70,000.00	-50,633.74	361.453
02-3509-4786-000-000	Sewer - Other Income/(Expenses)	0.00	0.00	-25.00	25.00	0.000
02-3915-4922-000-000	From Capital Reserve Fund	870,000.00	0.00	0.00	870,000.00	0.000
02-3939-4999-000-000	Use of Fund Balance	124,000.00	0.00	0.00	124,000.00	0.000
02-4915-4915-000-000	To Capital Reserve Fund - Sewer	45,000.00	0.00	0.00	45,000.00	0.000
<b>Totals</b>	<b>Sewer Fund</b>	<b>2,292,191.26</b>	<b>174.87</b>	<b>1,448,975.25</b>	<b>843,216.01</b>	<b>63.214</b>

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
<b>Water Fund</b>						
03-3190-4794-000-000	Interest on Delinquent Accounts	10,000.00	0.00	4,781.94	5,218.06	47.819
03-3290-4394-000-000	Backflow Testing Fees	25,000.00	4,085.00	28,310.00	-3,310.00	113.240
03-3290-4395-000-000	Water Hookup Fee	25,000.00	900.00	22,966.08	2,033.92	91.864
03-3290-4396-000-000	Water Service Fees	12,000.00	2,190.00	11,826.38	173.62	98.553
03-3290-4397-000-000	Shutoff/Reconnect Fee	8,500.00	750.00	2,750.00	5,750.00	32.353
03-3401-4716-000-000	Cash Over/Short	0.00	0.00	0.00	0.00	0.000
03-3401-4748-000-000	Insurance Reimbursement	0.00	0.00	0.00	0.00	0.000
03-3401-4759-000-000	Misc Rev - Other	0.00	1,048.56	1,048.56	-1,048.56	0.000
03-3402-4390-000-000	Rental Fee - Private Hydrant	64,000.00	5,434.10	60,007.99	3,992.01	93.762
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	19,468.21	212,275.11	11,724.89	94.766
03-3402-4790-000-000	Water Base Charges	960,000.00	80,885.13	888,910.63	71,089.37	92.595
03-3402-4791-000-000	Water Usage Charges	2,173,994.00	120,311.40	1,724,062.22	449,931.78	79.304
03-3402-4792-000-000	Fire Access Charges	204,000.00	16,584.67	182,431.37	21,568.63	89.427
03-3402-4799-000-000	Water Sales to Pennichuck	80,000.00	0.00	6,808.22	73,191.78	8.510
03-3502-4702-000-000	Bank Charges	-2,500.00	0.00	-4,521.85	2,021.85	180.874
03-3509-4793-000-000	Other Income - Water	10,000.00	175.00	2,400.00	7,600.00	24.000
03-3915-4922-000-000	From Capital Reserve Fund	0.00	0.00	0.00	0.00	0.000
<b>Totals</b>	<b>Water Fund</b>	<b>3,871,994.00</b>	<b>258,328.27</b>	<b>3,215,514.85</b>	<b>656,479.15</b>	<b>83.045</b>

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
<b>Sr Activities Revolving Fund</b>						
35-3401-4735-000-000	Misc Rev - Senior Activities	0.00	1,490.00	12,371.00	-12,371.00	0.000
35-3401-4736-000-000	Membership Fees	0.00	210.00	4,920.00	-4,920.00	0.000
35-3401-4737-000-000	Senior Rev - Field Trips	0.00	6,548.00	15,668.00	-15,668.00	0.000
<b>Totals</b>	<b>Sr Activities Revolving Fund</b>	<b>0.00</b>	<b>8,248.00</b>	<b>32,959.00</b>	<b>-32,959.00</b>	<b>0.000</b>

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
	<b>Community TV Revolving Fund</b>					
45-3401-4745-000-000	Cable Franchise Fees	0.00	78,157.95	308,414.12	-308,414.12	0.000
<b>Totals</b>	<b>Community TV Revolving Fund</b>	<b>0.00</b>	<b>78,157.95</b>	<b>308,414.12</b>	<b>-308,414.12</b>	<b>0.000</b>

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
<b>EMS Revolving Fund</b>						
50-0000-4729-000-000	EMS - Contracted Services	15,000.00	0.00	24,608.43	-9,608.43	164.056
50-0000-4730-000-000	EMS - 50% Ambulance Billings	430,322.00	0.00	404,795.93	25,526.07	94.068
50-0000-4731-000-000	EMS - 50% Charges on Amb Billings	-22,000.00	0.00	-19,817.83	-2,182.17	90.081
<b>Totals</b>	<b>EMS Revolving Fund</b>	<b>423,322.00</b>	<b>0.00</b>	<b>409,586.53</b>	<b>13,735.47</b>	<b>96.755</b>



**TOWN OF HUDSON  
AUTOMOBILE REGISTRATION BY MONTH  
FISCAL YEARS 2017, 2018, 2019, 2020, 2021, 2022**

	<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>
FY2017	\$327,635	\$400,991	\$435,251	\$400,872	\$390,525	\$422,355	<b>\$2,377,628</b>	\$527,661	\$425,856	\$464,481	\$397,461	\$521,282	\$460,464	<b>\$2,797,204</b>	<b>\$5,174,832</b>	<b>\$4,550,000</b>
<b>vs. Budget</b>	7.2%	16.0%	25.6%	34.4%	43.0%	52.3%	<b>52.3%</b>	63.9%	73.2%	83.4%	92.2%	103.6%	113.7%	<b>61.5%</b>	<b>vs. Budget</b>	<b>113.7%</b>
FY2018	\$345,710	\$427,939	\$416,805	\$443,016	\$371,576	\$453,830	<b>\$2,458,875</b>	\$582,567	\$460,122	\$473,141	\$402,980	\$543,706	\$507,592	<b>\$2,970,108</b>	<b>\$5,428,983</b>	<b>\$4,700,000</b>
<b>vs. Budget</b>	7.4%	16.5%	25.3%	34.8%	42.7%	52.3%	<b>52.3%</b>	64.7%	74.5%	84.6%	93.1%	104.7%	115.5%	<b>63.2%</b>	<b>vs. Budget</b>	<b>115.5%</b>
FY2019	\$429,067	\$457,722	\$389,685	\$464,888	\$471,953	\$454,133	<b>\$2,667,448</b>	\$531,274	\$504,668	\$444,548	\$561,605	\$513,577	\$511,323	<b>\$3,066,993</b>	<b>\$5,734,441</b>	<b>\$5,000,000</b>
<b>vs. Budget</b>	8.6%	17.7%	25.5%	34.8%	44.3%	53.3%	<b>53.3%</b>	64.0%	74.1%	83.0%	94.2%	104.5%	114.7%	<b>61.3%</b>	<b>vs. Budget</b>	<b>114.7%</b>
FY2020	\$437,974	\$485,183	\$410,994	\$530,162	\$446,610	\$470,237	<b>\$2,781,159</b>	\$638,551	\$515,784	\$416,309	\$331,136	\$452,398	\$745,339	<b>\$3,099,517</b>	<b>\$5,880,675</b>	<b>\$5,420,000</b>
<b>vs. Budget</b>	8.1%	17.0%	24.6%	34.4%	42.6%	51.3%	<b>51.3%</b>	63.1%	72.6%	80.3%	86.4%	94.7%	108.5%	<b>57.2%</b>	<b>vs. Budget</b>	<b>108.5%</b>
FY2021	\$516,858	\$430,094	\$461,725	\$494,524	\$440,822	\$489,084	<b>\$2,833,106</b>	\$542,186	\$502,930	\$627,048	\$523,883	\$518,796	\$571,111	<b>\$3,285,953</b>	<b>\$6,119,060</b>	<b>\$5,420,000</b>
<b>vs. Budget</b>	9.5%	17.5%	26.0%	35.1%	43.2%	52.3%	<b>52.3%</b>	62.3%	71.6%	83.1%	92.8%	102.4%	112.9%	<b>60.6%</b>	<b>vs. Budget</b>	<b>112.9%</b>
FY2022	\$433,575	\$488,988	\$450,479	\$504,693	\$429,947	\$435,191	<b>\$2,742,872</b>	\$536,311	\$513,594	\$552,932	\$539,268	\$528,792		<b>\$2,670,896</b>	<b>\$5,413,768</b>	<b>\$5,420,000</b>
<b>vs. Budget</b>	8.0%	17.0%	25.3%	34.6%	42.6%	50.6%	<b>50.6%</b>	60.5%	70.0%	80.2%	90.1%	99.9%		<b>49.3%</b>	<b>vs. Budget</b>	<b>99.9%</b>

**TOWN OF HUDSON  
GENERAL FUND INTEREST BY MONTH  
FISCAL YEARS 2017, 2018, 2019, 2020, 2021, 2022**

	<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>
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	\$8,141	\$5,937	\$21,179	\$108,992	\$261,981	\$361,000
vs. Budget	0.0%	11.8%	22.6%	31.9%	38.6%	42.4%	42.4%	44.1%	53.8%	62.8%	65.1%	66.7%	72.6%	30.2%	vs. Budget	72.6%
FY2021	\$0	\$0	\$12,143	\$0	\$0	\$3,909	\$16,052	\$0	\$611	\$210	\$204	\$198	\$142	\$1,365	\$17,417	\$261,000
vs. Budget	0.0%	0.0%	4.7%	4.7%	4.7%	6.2%	6.2%	6.2%	6.4%	6.5%	6.5%	6.6%	6.7%	0.5%	vs. Budget	6.7%
FY2022	\$147	\$147	\$195	\$350	\$175	\$102	\$1,115	\$96	\$86	\$388	\$1,460	\$2,602		\$4,631	\$5,746	\$20,000
vs. Budget	0.1%	0.1%	2.4%	4.2%	5.1%	5.6%	5.6%	6.1%	6.5%	8.4%	15.7%	28.7%		23.2%	vs. Budget	28.7%