



# 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

September 27, 2022

Attorney-Client Session, pursuant to RSA 91-A:2 I

(not open to the public)

6:30 p.m.

Regular meeting will begin immediately after Attorney-Client Session

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. Nomination Interviews

Zoning Board of Adjustment (1 member term to expire 12/31/23, 1 alternate member term to expire 12/31/22))

1) Normand Martin (alternate member applying for full member seat)

2) Rich Weissgarber (new applicant)

6. CONSENT ITEMS

A. Assessing Items

1) Current Use Lien Releases: Map 187, Lot 10-1, 230 Standish Lane; Map 187, Lot 10-2, 234 Standish Lane; Map 187, Lot 10-3, 238 Standish Lane; Map 187, Lot 10-5, 250 Standish Lane

**B. Water/Sewer Items**

- 1) Sewer Abatements: S-UTL-23-03, 2 Harvest View Circle; S-UTL-23-04, 34 Cedar Street

**C. Licenses & Permits & Policies**

- 1) Tag Day Permits - Hudson Youth Baseball

**D. Donations**

- 1) Donation of \$200 from the family of Lois Kopiski to the Senior Center

**E. Acceptance of Minutes**

- 1) Minutes of September 1, 2022 (Joint Meeting with the School Board)
- 2) Minutes of September 12, 2022

**F. Calendar**

- |       |      |  |
|-------|------|--|
| 9/28  | 6:00 | Library Trustees - Hills Memorial Library      |
| 9/28  | 7:00 | Planning Board - Buxton Meeting Room           |
| 10/4  | 7:00 | Board of Selectmen Workshop - BOS Meeting Room |
| 10/5  | 8:30 | Highway Safety Committee - Buxton Meeting Room |
| 10/5  | 7:00 | Budget Committee - Buxton Meeting Room         |
| 10/10 | -    | Columbus Day - Town Offices Closed             |
| 10/10 | 7:00 | Cable Utility Committee - HCTV Meeting Room    |
| 10/11 | 7:00 | Board of Selectmen - BOS Meeting Room          |

**7. OLD BUSINESS**

- A. Right to Know Policy - Final Draft - RTK Committee - Decision

**8. NEW BUSINESS**

- A. PT Office Assistant Additional Hours - DPW - Decision
- B. Heritage Landing - Massie Circle Water Main Acceptance - Engineering - Decision
- C. Heritage Landing - Massie Circle Sewer Main Acknowledgement - Engineering - Decision
- D. Water Service Piping 161 Lowell Road - Town Administrator/Town Engineer - Decision
- E. FY 23 Motor Vehicle Enforcement Grant Acceptance - HPD - Decision
- F. Patrick Leahy Bulletproof Vest Partnership Grant Acceptance - HPD - Decision
- G. FY22 Police Cruiser Purchase Order Amendment - HPD - Decision
- H. Request to Purchase Police Cruisers - HPD - Decision

- I. Retirement Notice - HFD - Decision
- J. Forest Fire Warden Appointment - HFD - Decision
- K. Fiscal Year 2024 BOS Budget Schedule
- L. IT Systems Update - Selectman Gagnon - Discussion

9. **REMARKS BY TOWN ADMINISTRATOR**

10. **REMARKS BY SCHOOL BOARD**

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

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

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

13. **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, October 6, 2022**

*Algeria*  
9-27-22  
**RECEIVED**

**SEP 09 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

5A



How may we help you?

## Submission #68

[Print](#)   [Resend e-mails](#)

[Previous submission](#)

[Next submission](#)

### Submission information

Form: Board & Committee Application

Submitted by Visitor (not verified)

Wed, 09/07/2022 - 1:00pm

96.39.86.10

### Date

Wed, 09/07/2022

### First Name

Normand

### Last Name

Martin

### Street Address

3 Edgar Court

### Home Phone

6039212388

### Work Phone

9784339500

### E-mail Address:

norm91370@msn.com

**Education**

HIGH SCHOOL

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

CUSTOMER SREVICE, PURCHASING, SALES

**Special Interests**

BUDGETS AND ZOINING

**Professional/Community Activities**

CURRENT ALTERNATE ON ZBA AND CURRENT MEMBER ON BUDGET COMMITTEE

**Reference**

BILL COLE, BRUCE BUTTRICK

**Reason for Applying**

THERE IS A VACANT MEMBER SEAT ON THE ZBA AND I AM ONE OF THE CURRENT ALTERNATES. I WOULD LIKE TO BE APPOINTED TO THAT MEMBER SEAT. I HAVE PREVIOUSLY SERVED ON THE ZBA FROM 2004 TO 2018 BEFORE BEING ELECTED AS A SELECTMAN. I WOULD LIKE TO RETURN TO THE BOARD AS A FULL MEMBER. I ATTEND ALL MEETINGS THAT ARE REQUIRED OF ME, AND I ATTEND ALL TRAININGS THAT ARE GIVEN.

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

Member

**Please select area of interest**

Zoning Board of Adjustment

**Areas of Expertise**

Other

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

yes

[Previous submission](#)   [Next submission](#)



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

*Agenda 9-27-22*

**RECEIVED**

**SEP 22 2022**

TOWN OF HUDSON  
SELECTMENS OFFICE



5A-2

How may we help you?

## Submission #70

[Print](#)   [Resend e-mails](#)

[Previous submission](#)

[Next submission](#)

### Submission information

Form: Board & Committee Application  
Submitted by Visitor (not verified)  
Thu, 09/22/2022 - 1:04pm  
215.71.3.103

**Date**

Thu, 09/22/2022

**First Name**

Richard

**Last Name**

Weissgarber

**Street Address**

21 Flying Rock Rd

**Home Phone**

339-223-7451

**Work Phone**

781-225-6804

**E-mail Address:**

richweissgarber@hotmail.com

**Education**

BS in Aeronautics, MAS in Aviation/Aerospace Mgt, AAS in Personnel Mgt

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

Product Support Mgr (Life Cycle Logistics)

**Special Interests**

Travel, hiking, flying, kayaking, target shooting, anything outdoors

**Professional/Community Activities**

Logistics Officer Association, Society of Logistics Engineers, Budget Committee

**Reference**

Chief Tad Dionne, Mr. Brian Groth, Mr. Elvis Dihma, Mr. Jess Forrence

**Reason for Applying**

New volunteer opportunity to serve the Town and its residents as an unbiased Zoning Board of Adjustment (ZBA) member and to learn more about the Town operations, zoning and how zoning adjustments/variances are reviewed and conducted under a quasi-judicial body supported by RSA 673:1.

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

Member

**Please select area of interest**

Zoning Board of Adjustment

**Areas of Expertise**

- Communications
- Construction
- Finance
- Information Technology
- Other

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

yes

[Previous submission](#)   [Next submission](#)





# 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 9-27-22*

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

6A-1

## MEMORANDUM

**RECEIVED**

SEP 22 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

TO: Board of Selectmen  
Steve Malizia, Town Administrator

FROM: Jim Michaud, Chief Assessor *JM*

DATE: September 27, 2022

RE: Current Use Lien Releases  
Map 187 Lot 10-1 – 230 Standish Lane  
Map 187 Lot 10-2 – 234 Standish Lane  
Map 187 Lot 10-3 – 238 Standish Lane  
Map 187 Lot 10-5 – 250 Standish Lane

The attached Current Use Lien Releases for the above referenced sites are for the BOS's review and consideration. The land to come out of current use in this subdivision are multiple lots currently under development in the new Eagles Nest subdivision off of Bush Hill Road. We have reviewed the subdivision documents that created these parcels, reviewed vacant residential building lot land sales from 2019-2022, discussed the same with the property owners representative, and used the recently determined reassessment values for sites that are already developed with all site improvements, in the low \$180,000 range . These sites had extraordinary amounts of required site development costs associated with them, some \$17,000 +/- in jack hammering ledge, as well as fill materials costs, in addition to expected costs of septic/well install, driveway prep etc, to make the site able to accept a building envelope, septic site etc. The estimated values for land use change tax purposes, before on-site site improvements, is in the high \$130,000/low \$140,000 value per site, times 10% land use change tax percentage for each site.

## DRAFT MOTION

**Motion to approve the attached Current Use Penalty Lien Releases for;**  
Map 187 Lot 10-1 – 230 Standish Lane;  
Map 187 Lot 10-2 – 234 Standish Lane;  
Map 187 Lot 10-3 – 238 Standish Lane;  
Map 187 Lot 10-5 – 250 Standish Lane



<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>NEST ESTATES LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</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>145 STANDISH LANE</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>230 STANDISH LANE</b>		MUNICIPALITY <b>HUDSON</b>	COUNTY <b>HILLSBOROUGH</b>
	(c) TOTAL ACRES OF PARCEL <b>1.447 AC</b>	PARCEL TAX MAP AND LOT # <b>187-010-001    ACCT#11803</b>		DEED BOOK AND PAGE # <b>9220    1237</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>JOHN SARRIS</b>	DEED BOOK AND PAGE #	
	<b>5361</b>	<b>147</b>
(b) Total Number of Acres Originally Enrolled in Current Use	<b>125.28+/-</b>	
(c) Total Number of Acres Previously Released Since The Original Recording	<b>65.75</b>	
(d) Number of Acres Subject to the LUCT Per This Assessment	<b>1.447</b>	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	<b>58.083</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>LOT DEVELOPED FOR FOUNDATION ETC</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>04/28/2022</b>
(c) Full and True Market Value at Time of Change in Use	\$ <b>139,300</b>
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ <b>13,930</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>NEST ESTATES LLC</b>		FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</b>	INITIAL
MAILING ADDRESS <b>145 STANDISH LANE</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>4/28/2022</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>139,300</b>		
(e) Land Use Change Tax Due	\$ <b>13,930</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>20.57</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
--	--	-----------------

<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:	\$ 13,930.00
Interest at 18% will be assessed after 30 days.	
(e) Given under our hands at 7 PM	
(f) This day of September 27, 2022	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS	
(h) MUNICIPAL TAX MAP 187-010-001	LOT NUMBER ACCT # 11803

**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		

FORM
A-5

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>NEST ESTATES LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</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>145 STANDISH LANE</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>234 STANDISH LANE</b>		MUNICIPALITY <b>HUDSON</b>	COUNTY <b>HILLSBOROUGH</b>
	(c) TOTAL ACRES OF PARCEL <b>1.618 AC</b>	PARCEL TAX MAP AND LOT # <b>187-010-002 ACCT#11804</b>		DEED BOOK AND PAGE # <b>9220 1237</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>JOHN SARRIS</b>	DEED BOOK AND PAGE # <b>5361 147</b>	
(b) Total Number of Acres Originally Enrolled in Current Use	<b>125.28+/-</b>	
(c) Total Number of Acres Previously Released Since The Original Recording	<b>67.197</b>	
(d) Number of Acres Subject to the LUCT Per This Assessment	<b>1.618</b>	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	<b>56.465</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>LOT DEVELOPED FOR FOUNDATION ETC</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>06/06/2022</b>
(c) Full and True Market Value at Time of Change in Use	\$ <b>140,300</b>
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ <b>14,003</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>NEST ESTATES LLC</b>		FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</b>	INITIAL
MAILING ADDRESS <b>145 STANDISH LANE</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>6/6/2022</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>140,030</b>	
(e) Land Use Change Tax Due		\$ <b>14,003</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, 1(c): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF \$ <b>20.57</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:	\$ 14,003.00
Interest at 18% will be assessed after 30 days.	
(e) Given under our hands at 7 PM	
(f) This day of September 27, 2022	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS	
(h) MUNICIPAL TAX MAP 187-010-002	LOT NUMBER ACCT # 11804

**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		



<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>NEST ESTATES LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</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>145 STANDISH LANE</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>238 STANDISH LANE</b>		MUNICIPALITY <b>HUDSON</b>	COUNTY <b>HILLSBOROUGH</b>
	(c) TOTAL ACRES OF PARCEL <b>1.442 AC</b>	PARCEL TAX MAP AND LOT # <b>187-010-003</b>	DEED BOOK AND PAGE # <b>ACCT#11805</b>	<b>9220</b> <b>1237</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>JOHN SARRIS</b>	DEED BOOK AND PAGE # <b>5361</b> <b>147</b>
(b) Total Number of Acres Originally Enrolled in Current Use	<b>125.28+/-</b>
(c) Total Number of Acres Previously Released Since The Original Recording	<b>68.815</b>
(d) Number of Acres Subject to the LUCT Per This Assessment	<b>1.442</b>
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	<b>55.023</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>LOT DEVELOPED FOR FOUNDATION ETC</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>06/06/2022</b>
(c) Full and True Market Value at Time of Change in Use	\$ <b>139,300</b>
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ <b>13,930</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>NEST ESTATES LLC</b>		FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</b>	INITIAL
MAILING ADDRESS <b>145 STANDISH LANE</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>6/6/2022</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>139,300</b>	
(e) Land Use Change Tax Due		\$ <b>13,930</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>20.57</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

<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:	\$ 13,930.00
Interest at 18% will be assessed after 30 days.	
(e) Given under our hands at 7 PM	
(f) This day of September 27, 2022	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS	
(h) MUNICIPAL TAX MAP 187-010-003	LOT NUMBER ACCT # 11805

**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		

<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>NEST ESTATES LLC</b>	FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</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>145 STANDISH LANE</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>250 STANDISH LANE</b>		MUNICIPALITY <b>HUDSON</b>	COUNTY <b>HILLSBOROUGH</b>
	(c) TOTAL ACRES OF PARCEL <b>1.509 AC</b>	PARCEL TAX MAP AND LOT # <b>187-010-005</b>	DEED BOOK AND PAGE # <b>ACCT#11807</b>	<b>9220</b> <b>1237</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>JOHN SARRIS</b>	DEED BOOK AND PAGE # <b>5361</b> <b>147</b>
(b) Total Number of Acres Originally Enrolled in Current Use	<b>125.28+/-</b>
(c) Total Number of Acres Previously Released Since The Original Recording	<b>70.257</b>
(d) Number of Acres Subject to the LUCT Per This Assessment	<b>1.509</b>
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	<b>53.514</b>

FORM
A-5

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>LOT DEVELOPED FOR FOUNDATION ETC</b>	
(b) Actual Date of Change in Use (MM/DD/YYYY)	<b>08/02/2022</b>
(c) Full and True Market Value at Time of Change in Use	\$ <b>139,700</b>
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ <b>13,970</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>NEST ESTATES LLC</b>		FIRST NAME/CORPORATION/TRUST NAME <b>EAGLES</b>	INITIAL
MAILING ADDRESS <b>145 STANDISH LANE</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>8/2/2022</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>139,700</b>	
(e) Land Use Change Tax Due		\$ <b>13,970</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>20.57</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:	\$ 13,970.00
Interest at 18% will be assessed after 30 days.	
(e) Given under our hands at 7 PM	
(f) This day of September 27, 2022	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS	
(h) MUNICIPAL TAX MAP 187-010-005	LOT NUMBER ACCT # 11807

**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  
Sewer Utility Department

RECEIVED

SEP 21 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

12 School Street Hudson, New Hampshire 03051 (603-886-6029)



September 21, 2022

6B-1

IN ACCORDANCE WITH ORDINANCE 092-13, the Municipal Utility Committee recommends to the Board of Selectmen that the following application(s) for abatement(s) of sewer utility charges be **APPROVED**:

**S-UTL-23-03 (08/12/22) Superior, 2 Harvest View Cir m/l 137/004/000 Acct. #5641**

The applicant requests abatement of sewer charges on the basis of late filing of an auxiliary meter card used to record outside water use. Request abatement of \$20.24 (17 x 1.1905). The request was received within 30 days of the 7/21/2022 billing.

Motion made by Dawn Lavacchia; second by David Leary "to recommend the Board of Selectmen approve abatement S-UTL-23-03 in the amount of \$20.24 for the reason given." Motion carried.

**S-UTL-23-04 (8/19/22) Hosking 34 Cedar St m/l 197/129/000 Acct. #1211**

The applicant requests abatement of sewer charges on the basis of late notification of a pool fill. Request abatement of \$23.81 (20 x 1.1905). The request was received within 30 days of the 7/21/22 billing.

Motion made by Dan O'Brien; second by Dawn Lavacchia "to recommend the Board of Selectmen approve abatement S-UTL-23-04 in the amount of \$23.81 for the reason given." Motion carried.

**APPROVED:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

Town of Hudson Board of Selectmen

*Aljady*  
9-27-22

**RECEIVED**  
**SEP 09 2022**  
TOWN OF HUDSON  
SELECTMEN'S OFFICE



6C-1

September 8<sup>th</sup>, 2022  
Hudson Youth Baseball  
Business ID: 71773  
PO Box 698  
Hudson, NH 03051

Dear Board of Selectman,

Hudson's 12U All Star Baseball team is raising money to play ball at Cooperstown Hall of Fame in New York. They have been playing for many years, but this year is special as it is the last year the boys can play in the youth league program.

To play in Cooperstown, the team needs to raise \$30K by early 2023. We have many fundraisers *and Walmart* underway. We have received approval from The UPS Store, 7-Eleven and Hannaford to solicit in front of their businesses on October 1<sup>st</sup>, 2023 from 11:00 – 2:00. Our fundraiser will raffle gift baskets with items that have been donated from local businesses.

Your support is key to their success by granting the town's approval. Would you help the boys' dreams come true?

Sincerely,

Malennda Zajac, Proud Baseball Mom

603-674-9267

[Andersonmbr2@gmail.com](mailto:Andersonmbr2@gmail.com)

**12U COOPERSTOWN FUNDRAISERS 2022-2023**





The UPS Store®

September 8<sup>th</sup>, 2022

The UPS Store

142 Lowell Rd, Unit 17

Hudson, NH 03051

Dear Hudson Board of Selectman,

I am writing this letter to inform you that we have approved the Hudson Youth Baseball team to solicit at our business located at 230 Central Street Hudson, NH 03051 on October 1<sup>st</sup> from 11:00 – 2:00. The proceeds of this event will go to the Hudson Youth Baseball team (Business ID: 71773) for their Cooperstown Hall of Fame 2023 trip.

Sincerely,

Syeda Hassan

A handwritten signature in black ink, appearing to read 'S. Hassan'.

Owner

603-882-1877

Store5997@theupsstore.com



**7 ELEVEN**

September 8<sup>th</sup>, 2022

7-Eleven

230 Central Street

Hudson, NH 03051

Dear Hudson Board of Selectman,

I am writing this letter to inform you that we have approved the Hudson Youth Baseball team to solicit at our business located at 230 Central Street Hudson, NH 03051 on October 1<sup>st</sup> from 11:00 – 2:00. The proceeds of this event will go to the Hudson Youth Baseball team (Business ID: 71773) for their Cooperstown Hall of Fame 2023 trip.

Sincerely,

Sushil Shrestha

[571-438-2927](tel:571-438-2927)



**SUPERMARKETS**

September 8<sup>th</sup>, 2022

Hannaford

77 Derry Road

Hudson, NH 03051

Dear Hudson Board of Selectman,

I am writing this letter to inform you that we have approved the Hudson Youth Baseball team to solicit at our business located at 230 Central Street Hudson, NH 03051 on October 1<sup>st</sup> from 11:00 – 2:00. The proceeds of this event will go to the Hudson Youth Baseball team (Business ID: 71773) for their Cooperstown Hall of Fame 2023 trip.

Sincerely,

Store Manager

603-883-6112



September 9<sup>th</sup>, 2022

Walmart

254 Lowell Road

Hudson, NH 03051

Dear Hudson Board of Selectman,

I am writing this letter to inform you that we have approved the Hudson Youth Baseball team to solicit at our business located at 254 Lowell Road Hudson, NH 03051 on October 2<sup>nd</sup> from 11:00 – 2:00. The proceeds of this event will go to the Hudson Youth Baseball team (Business ID: 71773) for their Cooperstown Hall of Fame 2023 trip.

Sincerely,

A handwritten signature in black ink, appearing to read "Yokaira Fernandez", written over a horizontal line.

Yokaira Fernandez

Store Manager

603-438-0130



**TOWN OF HUDSON**  
Recreation Department

Community Center 12 Lions Ave Hudson, NH 03051 Phone: 603-880-1600

**RECEIVED**  
SEP 22 2022  
TOWN OF HUDSON  
SELECTMEN'S OFFICE



*Agenda*  
9.27.22

6D-1

TO: Steve Malizia  
FROM: Chrissy Peterson  
DATE: September 21, 2022  
SUBJECT: Selectmen Meeting Agenda Item

Could you place the following item on the agenda of the next Board of Selectman Meeting:

Lois Kopiski, a member of our Senior Center, passed away recently. Her family would like to make a donation of \$200 in her memory. Request the BOS accept this donation to be put in the Recreation Department's Senior Center donation account.

Thank you,

Chrissy Peterson  
*Recreation Director*

**1 Attachment**  
*Copy of donation check*

Town of Hudson New Hampshire  
Minutes of the September 1, 2022  
Joint Meeting of the Board of Selectmen & the Hudson School Board

CALL TO ORDER - by Town Moderator, Paul Inderbitzen the meeting of the Hudson School Board and Hudson Board of Selectmen at 6:30 p.m. in the Hudson Community Center

Town Moderator, Paul Inderbitzen said let's call the joint meeting of the School Board and the Board of Selectmen to order. And we have with us today the Hudson Women's Club, who are going to be providing the refreshments so you can avail yourself. And also they will the cards that you could write questions on. And any time you want to just go over there, if they're walking around with them. So if you want one, just give them a "hi" sign and they'll bring those questions up to me. So at this time we'll start with the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE led by Hudson Women's Club member Laurie Jasper

ATTENDANCE

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

School Board: Ethan Beals, Mike Campbell, Maureen Dionne, Gretchen Whiting, Chairman Gary Gasdia

Town Staff: Steve Malizia, Town Administrator; Paul Inderbitzen, Town Moderator; Jess Forrence, DPW Director; Scott Tice, Interim Fire Chief; Tad Dionne, Police Chief; Chrissy Peterson, Recreation Director; Brian Groth, Town Planner; Linda Pilla, Library Director

School District Staff: Dan Moulis, Superintendent; Kim Organek, Asst. Superintendent Curriculum, Instruction & Assessment; Jen Burk, Business Administrator; Rachel Borge, Director of Special Services; Terry Wolf, Dir. of Strategic Engagement & Communications

Opening Remarks

After the Pledge of Allegiance the Town Moderator went on to say, I was going to use the scoreboard as a number of questions for the Boards, to see who had the most questions. But they wouldn't let me. I want to thank the School staff and the Town staff. For all the work they put into setting up this display here so that people can come in and have a chance to ask questions and see what's going on. You'll hear more about that as we go along. At this point, I would like to recognize Chairman Kara Roy of the Board of Selectmen for just her opening remarks.

Kara Roy, Chairperson of the Hudson Board of Selectmen said, I want to thank the Women's Club for supporting us. And Mr. Inderbitzen, the Moderator for coming here. The employees from both the School and the Town for all the work they did setting up. And I want to thank Gary Gasdia for all the work he did to help coordinate this and then for all you folks for showing up. I hope we get some good questions in and get some insight onto how the citizens feel. So I just, you know, these I think these kinds of events are amazing where we can interact with each other and get a sense of what's going on in the Town. That's all I have.

Gary Gasdia, Chairman of the Hudson School Board was then recognized by the Moderator and said so I just want to echo everything Chairman Roy said, you know, big thanks to everyone at the Town and the Schools for doing a lot of work to get ready for today. And to Chairman Roy for her



partnership on bringing this together. And of course. Moderator Inderbitzen and the Women's Club. The most important thing for this is, you know, last year we started with a joint meeting, we got some feedback and then the results of that feedback is what you see this year. We're hoping everybody here does ask us some questions. That's important. That helps. This is an opportunity for us to hear from you, and that can drive the entire Town of Hudson to be better. And then we'd love to hear feedback on this event. So if we do this again next year, we can make it even better. So with that, back to you.

### **State of the Town**

The Town Administrator was recognized and said Thanks, everybody, for coming. My name is Steve Malizia. I'm the Hudson Town Administrator. I've been asked to give some brief remarks on the State of the Town. I think I'll start off with this is the second year in a row that the Town is operating under a default budget. It's been very challenging, but the Department Heads and the staff and their employees have worked hard to provide the same level of service that our residents have come to expect from the Town.

Looking forward to the next year, the Board of Selectmen understand the uncertain economic times with high inflation cost of living, and have directed Department Heads to submit level funded budgets for Fiscal Year 2024, which starts on July 1st, 2023. But the deliberations will start in October and are open to the public and will once again be televised. So I encourage everyone to attend or tune in to see how the budget gets put together. Remember, this is our town and our budget.

Some recent highlights for the town include the voters approving the expansion and renovation of the Hudson Police facility at Constitution Drive. The building has been in use since 1996 and is seriously in need of expansion and renovation so that our Police Department can continue to provide the excellent level of service that our residents have come to rely on. The contract for this proposal was competitively bid and the contract was awarded to a local company, Northpoint Construction. At this point the work is scheduled to be completed by February of 2024.

For those of you who go to the Town Transfer Station, dispose of bulky items or yard waste, you've probably noticed tremendous improvements to that facility. With the reconstruction of the wall and other improvements, residents can dispose of their items quicker and safer when they use the facility. And this project was 100% funded using American Rescue Plan funding without any funds coming from the Hudson taxpayer. In addition to this project, American Rescue Plan funding has been used to replace failing drainage infrastructure along Flagstone Drive and is being used to replace a culvert under Lowell Road near Central Street. And again, these projects are being done without any funds coming directly from the Hudson taxpayer.

The Town is completing the communications upgrade project that was started several years ago, and the final phase of this project was to install new radio towers at the Police Station, the Central Fire Station and the Transfer Station.

And the purpose of the project was to improve communications for our Police, Fire and Public Works departments and to provide for interoperability between our emergency services department and to get Public Works on the same bandwidth as the Police and Fire Departments.

With the voters' approval, the Town split into two voting wards and successfully conducted the last Town Election at two polling places. As a reminder, there is an upcoming primary on Tuesday, September 13, 2022. Voters assigned to Ward One will continue to vote at the Community Center here at Lyons Ave, and voters assigned to Ward Two will vote at Alvirne High School on Derry Road. I'd also like to point out that many of the Town's boards and committees are volunteer based. There are numerous opportunities for residents to get involved and I encourage everyone to go to the Town's webpage to see what positions are available. Volunteers play a critical role in our town government, and we're always looking for folks to serve. So please go to our website

www.hudsonnh.gov for more information. I'd like to conclude by thanking our elected officials, employees, volunteers and our residents for making Hudson a great place to call home.

### **State of the Hudson School District**

The Moderator recognized the School District's new Superintendent, Dr. Dan Moulis. Dr. Moulis began by saying, so good evening. Welcome, everyone. I just want to start by recognizing some good news. And I would like to recognize Lieutenant Colonel Christian Cheatham, who is one of the finalists for New Hampshire Teacher of the Year. We mentioned this at our opening day teacher workshop day last week. We couldn't be more proud of Lieutenant Colonel Christian Cheatham to be one of the finalists for New Hampshire State of the New Hampshire Teacher of the Year Award as a finalist. We're very we're very proud of him. And I wanted to share that good news with all of you here this evening.

Dr. Moulis then said, a little bit about myself. Most recently I came from the Barrington School District, completed seven years of my tenure as an administrator, two years as Director of Operations and Instructional Leadership and Curriculum with the Barrington School District and the last five years as Superintendent for the Barrington Schools, prior to that have been an administrator in the Windham School District as both a building level principal and an assistant principal at Windham Middle School. I've been a teacher and educator both in New Hampshire and in Durham, Connecticut. At the middle school level and have also taught for two summers, English and history for high school students, as well as part of their high school requirements. I'm very happy to be here in Hudson to be part of this great community and look forward to our work ahead.

Dr. Moulis went on to say, so that's just a brief introduction of me. I'm going to highlight some other news and updates for the community this evening. We've completed four days to start the school year that just completed day four. We're off to a great start welcoming students back, staff back. I'd also like to note that next week we will have Congresswoman Kuster touring our CTE Center next week again highlighting our CTE Center that opened last year and that wonderful project and all the curricular programs that we are able to offer our students. Also, we completed this summer and it was mentioned in one of the Superintendent Updates a one time staff retention bonus and referral bonus to retain new teachers and also to refer new teachers to the Hudson School District. We completed a Nottingham West Roof replacement. And at Hudson Memorial School, completed the girl's locker room renovation. Also, we have a new district website with Terry Wolfe overseeing that project to increase communication complete, have transparency for the community and increase communication with all of our community stakeholders.

Some other news and updates. We've had some challenges. Like all organizations, there are some areas that are improvement. And one of those challenges is to talk a little bit tonight about teacher retention and staff retention. We did have increased hiring that occurred over the summer. As of last week, we've completed 62 new positions that we've had to hire for both teaching and for staff. So hiring and recruiting of staff has been a high priority. And then also a top priority for the School District going into this school year is updates to the Hudson Federation Teachers' contract and all contracts to be more competitive with or surrounding school districts.

Successes; I've had the opportunity to attend Hudson Old Home Days, attend different community events this summer, the opportunity to meet with the Hudson Women's Club as well this summer as part of the Hudson Police Department night that we had back in July. Lots of opportunities to meet with different community partnerships. That sense of community, that sense of spirit for supporting the schools, those partnerships is vibrant. And you can feel that as a new person to the Hudson schools. I'd also like to note the great partnerships we that we have with Hudson Fire Department, Hudson Police Department, those strong partnerships that we have with Department of Public Works. I had the opportunity this summer to meet with all of our different departments and meet and introduce myself, have conversations around security, infrastructure, our partnerships that will continue to grow, which was great.

As part of my 100 days. I'd also like to note, as part of my first 100 days meeting with staff, students and families, that community outreach is a very important priority for me as a new superintendent. Attending school events, attending community events, walkthroughs with administration, visiting classrooms, seeing what students are learning, seeing what's going on in classrooms, attending organizational meetings, PTA, Budget Committee meetings, Select Board meetings. I mentioned Chamber of Commerce meetings, nonprofit organizations, and other community meetings and events is part of my 100 days document that is available on the website.

Dr. Moulis went on to say, I'm going to spend a few minutes just to talk about school security and safety as part of our review with our Emergency Management Committee. That is priority number one. We're reviewing our emergency response plans, continuing to have emergency response trainings in consultation with Hudson Police Department and Hudson Fire Department, working with our administration, teachers and staff. And we have some upcoming trainings that are proceeding in the month of September. Reviewing school security systems, infrastructure in the schools, in conjunction with New Hampshire Department of Homeland Security, Hudson Police Department and Fire Department. Reviewing necessary updates as far as communication systems and emergency responses. How we're communicating to the public, to the community, to our parents and families.

Curriculum and Instruction Assessment this evening had some wonderful conversations with folks from the public. This evening I want to mention some of our curriculum updates, our reading pilot program that is beginning in grades kindergarten through grade four and year two of our implementation of the math and focus instructional resource that we have as a school district review and update to academic supports in both reading and mathematics. And we're in year two of Schoololgy, which is a learning management system for our schools and our teachers to communicate and post curriculum, instruction, and assignments. Year two of our Summer Scholars Program, our summer STEM program, utilizing assessment resources. Again, some great conversations this evening, talking about different assessment resources that we can use to inform instruction. Our IReady assessment, which is a district diagnostic assessment that we have in grades kindergarten through eighth grade. Our state assessment results in grades three through eight, in mathematics and reading, our science assessment, our SAT scores, advanced placement results, high school GPA and high school graduation all are part of an assessment report that we will be delivering later in the month of September to the School Board.

Dr. Moulis then said I'm going to talk a little bit now as part of this PowerPoint about capital improvement projects, both short term and long term goals. I'll start with the short term and then talk a little bit more about the interim and long term goals. Short term goals, the Capital Improvement Committee updating and presenting the Alvirne Renovation Project to address security, safety needs, school infrastructure and co-curricular spaces. This here is a site overview of the Alvirne renovation from Lavallee Brensinger Architects that highlights some of the updates to the site work that is being proposed as far as bus traffic, car traffic to have better sightlines as families and students enter the building. As part of these project priorities, there are four major priorities one safe and secure building entrances with administration, safe and secure drop off sequence, which includes some of the site improvements, improve security for high school, cafeteria for student safety, and enhanced co-curricular and community spaces with a new district auditorium and gymnasium improvements. This picture here highlights the drop off sequence and parent drop off new bus loop. That would be part of the site plan for this project. And if you'll notice here, this highlights right here the renovation that would occur with the cafeteria, kitchen and locker rooms. That would be part of this update, as well as the new auditorium space that would be located here. This is looking at the inside of the infrastructure of Alvirne High School, looking at the main entrance sequence for visitors, school resource officer, visitor conference rooms, enhanced dining and closing the dining space for safety and security at Alvirne High School. Secure main entrance with automatic locking doors and video equipment, assistant principal's office and a smaller dining space again for as part of increased student enrollment, we're looking at our enrollment and making sure we have two spaces as far as travel path for food service.

This next slide highlights the differences in the project from 2020 to 2023. So it gives you a cost comparison of the overall total cost and a breakdown by specific category. For the different sequences to this project, you'll note the key difference between the 2020 project and the 2023 project is the \$8.1 million that has been applied for state building aid. We don't know if we are going to receive that or not. Later this month, we will have a walk through with the Department of Education as part of that building aid project. But there is the potential for 30% of the project to be paid for through building aid in 2023, which is a key difference between 2020 and 2023. Again, it highlights the other renovations that I spoke to at a very high level. I'm going to pause here for a moment just to pause here, because I recognize there's a little bit of information here that I want the community to see. That concludes the short term goals as far as Alvirne High School renovation. Preventative maintenance projects also include maintaining our school facilities, looking at our HVAC systems, furniture replacement, grounds, maintenance, school fields, paving projects, etc. As also a short term interim goal. Working with the School Board on a school enrollment study for current school enrollment and projected enrollment for school facilities planning as well.

Dr. Moulis concluded his remarks saying, and then lastly, a long term goal with the School Board is approved work with Lavalley Brensigner Architects to develop long term facilities, plans for the District. And the last component that I'll mention and hopefully I'm not over my 10 minutes I may be so I apologize for that is budget drivers. So the key distinct budget drivers to note are salaries and benefits, contractual obligations and then capital improvement projects. I also want to mention funding sources. Local taxes is obviously a significant funding source, but also grant sources. Title One, Title Two, Title Four, Title Three funds and Project Aware Grant, which are funding grants that we receive as a school district budget priorities. Again, as mentioned earlier, the Hudson Federation contract is a key priority in high school renovation, reviewing staffing needs across the district. As part of our budget planning, working with the School Board and the Budget Committee is reviewing staffing across the district with our administration looking at efficiencies and priorities. And then lastly, looking at grant funding positions. We know that specifically certain grant funds, such as ESSER. These grant funds are not long term grant funds. Those will sunset at a certain point in the next year or two. So that is another area that as a school district, as a community, as a Budget Committee, as a School Board that we need to review and discuss. I'm probably over my allotted time, so I will stop there. Thank you.

### **Joint Discussion on School Safety**

The Town Moderator then said the next step in the agenda is a joint discussion on school safety. And I guess we're going to have the Police Chief and the acting Fire Chief come over. And I think they're going to sit at this table, I believe. And they're going to talk to the Boards. Chief Dionne and on his first day of work as an acting fire chief, Chief Tice. What a way to start the acting thing. So I guess I'm going to turn it over to you and with the Boards and I'll just if they have questions then we'll direct them to you. But if you guys have a presentation to start with, we can talk about that for the school. Pull those mics forward so they can hear you.

Police Chief Tad Dionne began saying I suppose I'll start it off a little bit. I'm here before you, I guess, to talk about school safety. And I will tell you, school safety is paramount to the Police and the Fire Department. We work collaboratively in order to ensure that we work with the School Department. And as Dr. Moulis put it, we've already met Dr. Mullis, we've met with him on several occasions. We've already scheduled some collaborative training between the SAU and the Fire and Police Department. Speaking for what we do as far as the Police Department to ensure the safety is as a town-wide or I should say a police-department wide, we train with ALERRT. That's our response. All of our officers are ALERRT certified or trained. Our mutual aid is ALERRT trained. Pretty much every officer in the state is ALLERT trained. And that's basically Advanced Law Enforcement Rapid Response Training. And it's what we utilize for an active shooter. We're also Incident Command trained. All of the officers with the Hudson Police Department have been trained in ICS100 and 200 with basic level incident command training. We're also it's also through NIMS, which is the National

Incident Command System. I can tell you that the schools are trained in ALICE which is essentially alert, lockdown, inform, counter and evacuate. That's a collaborative training between the police department and the school. We drill together. We drill yearly. And I would strongly suggest that all parents make sure their children participate in that because in certain circumstances they don't have to participate. But if for if we ever have to go into an ALICE situation, you don't want the student to be seeing it for the first time. You want them to understand what their role is, and we want the teachers to understand what their roles are as well. When we train with alert, we're aware that the students in the faculty and the staff are trained in ALICE and we're reacting to that as well. So it's a very important collaboration.

Chief Dionne went on to say, I can also tell you what we're doing this summer Hudson Police Department toured every single school to make sure that all of our officers are familiar with the school. We have a lot of new police officers. Some of them work late nights. They never go into the school. So we made sure that they're in the school and they get familiar and that includes all the all of our public schools, but also PMA. We also, as far as ICS went, I should say this most of our officers were already trained in ICS 100 and 200. This year, we also made sure that anybody who took it before and anybody who hasn't is also up to date on that. Our SRO's encourage the officers who are working during the day to visit the schools. We are doing, I think Dr. Mueller spoke about this, we are collaborating with the scenario based table exercises with the SAU on September 13th. Fire Department will be with us as well on that. Even though we're in the second year of a default budget, we purchased two rifle rated, two rifle rated shields for our police officers so that they never get hunkered down and can't move forward if they have to. And those shields cost \$22,000, and they were bought for by asset forfeiture, by drug asset forfeiture. Even we're not stopped by locked doors. We also collaborate with the SAU to make sure that our officers have access to all the locked doors through key FOBs. And I can also tell you that we have begun training our officers with single or solo officer rapid deployment, which is essentially as if an officer is alone, they, they are trained to act alone to stop an active shooter.

Chief Dionne went on to say that is not our only safety concern. We have a lot of instances that could come up at school that are not an active shooter situation. The active shooter situation is the high, high risk, low, low frequency. But we need to be ready for that. And we and Fire Department, we take that seriously. We are ready for that. The Fire Department and the Police Department have worked before in Joint Incident Command, Unified Joint Command, and we intend to utilize it every time we have a situation at school. I can also tell you that as far as school safety goes on our end, we're also looking at dealing with the situation with our crossing guards. We're having a hard time employing crossing guards right now. We have ten open. Ten posts that deal twice, twice a day for crossing guards. We have six of those covered or we have six of the ten posts covered. So we have four, we have four vacancies. And I think that pretty much covers it for us.

Chief Tice then said I think you about covered it. It's been mentioned, but I can't overestimate the importance of the relationship we've built between Police and Fire and the School District. The most important way that we deal with an incident is to plan for it ahead of time and not try to deal with it reactionary when it happens. And we've spent a lot of time working on that. The Fire Department, as well as the Police Department, participates in the School District's Emergency Management Committee. So we're not just it's not just I know the hot button issue right now is school shooter, but we've worked on an all hazards approach and updating the school's Emergency Management Planning. We've also trained the school staff, the principals and vice principals on Incident Command. We've got established incident command posts and procedures for any type of emergency incidents, all hazards plan. We are equipped for EMS in the warm zone. That is, the police are going to respond directly to a shooter and then as more police officers arrive we are equipped to also go in with them to start tending to any wounded or anybody that needs EMS care right there during the incident.

Inspectional Services division is in the schools every year and doing life safety inspections. We also perform the health inspections for the School District and we conduct regular training with them as

well. We participate in ALICE drills and the training we have coming up the 13th. So we continue to work on training, preparedness and building that relationship with all three of us.

The Moderator then said thank you, gentlemen. Any members of the Boards want to ask anything specific to the Chiefs? Let's do the Town first, if there's any specific questions. Yes, Selectman Gagnon. Selectman Gagnon said thank you, gentlemen for coming here tonight and giving that presentation. I think you might have touched upon this a little bit, but because it was part of the news, I want you to kind of elaborate a little bit more. What happened in Texas obviously, from my layman understanding, there was a delay in time frame. And you talked about having a single officer being trained to go in and start the process. Can you give a little bit more detail about what you've done to make sure that, that scenario doesn't happen and that your processes and training are efficient, effective and timely? Chief Dionne replied sure. So, I mean, we have three SROs that cover seven schools. So if we have an active shooter situation in one of the schools where there is a where there is an active well, where there's an SRO at the time. The typically in the way that it's the way that we've dealt with it, or at least the training in the past is you work as a team and so seconds matter in this situation. So if you already have an SRO on scene, the officer may be, the next officer, maybe a minute, 2 minutes, 3 minutes behind and seconds matter. So we want to begin training. And like I said, we've already started that training, but we want to actually get instructors trained so that they can come back here and train a whole department on it. And the idea is that if the next officer is more than 30 seconds or so away, that we have to have a single deployment. And that SRO would have to go right to that that situation and the threat and the Uvalde situation, I have a copy of one of the reports, actually, the ALERRT report sitting at the table where I was. But you can go online and read the full report or you can read the alert report to it, but it's a breakdown in command. It started at the top. There was a breakdown in command that should have been...there was many. And I'm not going to sit here and rehash the whole thing. But there were many ways to end that threat in moments, not in more than an hour. So that is a situation which the public...I couldn't think of a worse situation to happen. You know, we the public needs to hear a good ending to those situations. And unfortunately, that was probably the worst thing anybody could read about and see what happened, where there were many jurisdictions on scene and there were many leaders who failed to also take command when the district police did not and the school district police did not take command. But somebody on scene has to take command. Incident Command teaches the first officer is in command. And then they're not relieved of command until a ranking officer arrives and takes command. So there were there were plenty of opportunities to end that situation. It never happened. And but I do want everybody to understand that if the model is followed, that should never have occurred. That should never have occurred. And we're not in the business, and I certainly know that the Fire Department's not in the business to not get through a closed door or a locked door. We understand, I mean, there's one priority for the police and it's to stop the threat. Those are our children. So I'm here to try to reassure people that we understand what the priority is. And it's, it's meaningful. And it's, its priority one. And the Incident Command will grow and the structure will grow. But it's really the first officers on scene that might make the biggest, biggest difference before any or any leader is on scene. But as we show up, as the leadership shows up, we have to take over command. But that initial response is paramount. So that's what we train. Selectman Gagnon replied, thank you, sir.

Chairperson Roy was recognized by the Moderator and just a little more basic and day to day. But can you do a brief overview of what the SRO program is? Chief Dionne replied, sure. Well, our student resource? Chairperson Roy replied, yes. Chief Dionne then said most everybody has met our SROs. They're more than....their priority is not...they're not there to ensure that crime is not committed at school. That's not their job. And if anybody's met our SRO, as you know, that's not their job. It is a function. It is one small facet of their job. Their job is they're a mentor, they're a leader. At times they're a friend. They are an advisor to students and advisor to staff. There are certain situations where in our MRO with the SAU that they fall under the direction of the faculty there. There are certain situations where they fall under the direction of the police. Ultimately they work for us. They're police officers, but their role is so multitasked at the school. And I can tell you we get nothing

but positive feedback and we have our SROs have an incredible relationship with the school. Just in what I get for feedback. But also, I mean, when our SROs are on a weekend and something's coming up and maybe one of the children is falling through the cracks, the SRO gets a phone call and then they're calling the supervisor and they're saying, hey, can you guys roll with this? And so there's a personal relationship there to where even when our SROs are off duty, they're still working. They're still working for your children. And certainly, I know the teachers are still working for the children because they're reaching out to our SROs on a weekend. And I think nothing shows it more than that during the pandemic when we were losing some of our children, because there are actually some children that, that only structure comes at school. And we had our SROs, even though they had other assignments, they were they were personally trying to go door to door for some of the kids that were we were losing touch with. And it was a partnership again with the school where at least there were we had people that working for the School Department that was telling our SROs, hey, haven't heard from this person not turning anything in, we're not getting any feedback. So we at least were able to touch base with them and try to bring them back in. In a nutshell, this they have so many different roles that are so important. And yet one of them is to make sure that the students that really want to be there do get a great experience as well by making sure that the crime is reduced at school as well. So but they do have many, many facets. Thank you for asking that.

Chairperson Roy then said the other thing I think is sort of a worthwhile discussion that's come up a little bit is the funding. So right now, the Town funds both Crossing Guards and SROs, correct? Chief Dionne replied, that's correct. Chairperson Roy then said so I guess I'd like to hear some inputs from both Boards about if we want to continue that model or if there's another model that we want to pursue on that.

School Board Chairman, Gary Gasdia said I guess just to follow up on that, I really have two questions about the SROs. One is, you know, if we believe they're vital and I certainly do. Do we have enough? Number one. And number two, is this the model that other towns have with regards to the funding? Right. Because it seems to me like if it's vital, then and we want to I think we definitely want to continue it. But if we want to increase it, that should be a joint discussion. But is that even a model we can have? That would be my question. Like, are we able to do that? Do others do it? How do the other towns operate with their SROs? Chief Dionne replied, as far as the student resource officer goes, do they fund it outside of the town? You mean is the school involved in funding? Is that what you kind of asking? Chairperson Roy replied, yeah, Should it shift to School or should it stay at the Town? Chief Dionne replied, sure. So I can I can actually dive into that deeper and get an answer to you. I don't want to speculate, but I do know that there are many police departments that do it. How we do it and the town is is funding that. So we try to figure out administratively, do we have enough student resource officers? We're able to cover the schools for the most part in the in what their, what our MOU is. Right we have an agreement and we're able to I think we're able to do that legitimately. The issue comes into the point is, if I if I could if I could in my budget, if I had if I had the ability to have more SROs, I would because I would love to have one in every school. And I guess it's a question for the taxpayer ultimately. Is the school safer with an SRO in it? And I would say yes, it is. And I think those of you who know our SROs probably know that they are vital. But but ultimately, I would do it for the safety reason. I think they're safer with it. I believe in that. But, are we are we able to get our agreement done? Yes, we are able to get our agreement done. As far as what our our MOU is with the school. In other words, if I need an SRO to go from H.O. Smith for one reason over to over to Hills Garrison, they able to get that done during the day and if they can't, for some reason we'll send an officer there to assist or another SRO. Right. But we try to keep two in two spots where they're really vital. That's the high school and at the middle school. So, you know, John, Mirabelle is pretty much always at high school and Jason Downey, is pretty much always at the middle school. So and then we have Casandra Avery kind of floating at our elementary schools. So it's a tough question. And I wish I could just come right out and tell you this is the model that everybody is following. I don't have that answer for you. I do believe they're vital. And I would if I had the budget for it, I would. As a matter of fact, I looked at grants this year, to your point about funding. There is a cop's grant for SROs. And we looked at it and past grants generally would fund a police officer position for three years and then it's on the town. Right. So this particular grant doesn't fund the police officer for three years. It funds part of the police officer for three years. And each year it's

diminishing. So it's actually a diminishing amount that's being funded, which means the town would have to pay more on the back end as you're going on. And it required us to be fully staffed. And that's a, that's a major challenge. I can't be fully staffed because we're in second year of a default budget. So I can't be fully staffed and if I could, I can't tell you I would be, because we have to get, we have to hire the best candidates in law enforcement. We have to hire the ones that fit this community. And there's not a big pool right now for cops. They're just not knocking down the door, asking for a job. We're doing everything we can to recruit them. And again, so that's if I could hire the SROs, I don't know that I'm going to get the best candidates, because there also is a very, very small pool of candidates out there.

Chairman Gasdia then said but just to clarify, if money wasn't an option. So if money was not an option and obviously it is, we should have more SROs. Chief Dionne replied, I would love to. Yes, absolutely.

The Moderator then said Selectperson McGrath had a question of. Oh pull the mic closer so they can hear you.... I guess they're not as sensitive as we thought they were. Selectman McGrath said thank you. Thank you very much. So I have a couple of questions and I have a.... I guess the first one is. I know the answer to it. So due to the discussion about the Uvalde debacle, can you talk about the CALEA accreditation that your department gets and how that would fit in? Because I think that....it's my opinion that you're being underestimated. And because your department goes through such a rigorous overview, can you talk about that and at least allay some of the fears that people may have after that initial discussion?

Chief Dionne replied, yeah. I mean, thank you. That's a great question to. We are obviously we're nationally CALEA certified, which is our choice. Right. It's our choice to be to be nationally accredited. And I would tell you that years ago when I, when I became a police officer, I could care less than we were accredited as a junior officer. And as you move up the rank structure, why are you glad that we're accredited? Because you see how it reduces risk to the town, reduces risk to your officers, and certainly requires you to have the best practices. So if that helps, yes, we are, and I think if the question we are being a CALEA certified agency nationally, we are definitely following the best practices available to a department our size. It helps us navigate. It helps us navigate through tough situations because we have the best practices and that's how the policies we try to go on. Does it make us free from risk? But it certainly helps reduce it a lot. And, you know, there's been so much that's going on in the last few years, but obviously the whole George Floyd situation was just a tough, tough situation. Even here in New Hampshire, we felt the effects of something 1000 miles away. It couldn't have gone more smooth for the Hudson Police Department when all different agencies or entities were calling me up and asking me for all kinds of statistics as to what we do. Do we practice chokeholds? You know how many car stops you have of people of this race or that race in comparison to your town population? Well, it was so easy for me because I just pull out our yearly CALEA reports and we have all that documented already. And so I invited people to come down to the PD and take a look and, you know, I'll show you whatever you want to see. We have it readily available. And so we were able to answer questions quickly, and that helped us navigate through that. It helped us navigate through the pandemic. I mean, it helps us navigate through tough situations and it helps us navigate, you know, how we deal with the schools and even how we deal with our response to threats and aggression. Thank you.

Selectman McGrath replied, so it's such a tough accreditation process to go through, then a lot of departments don't want to go through it. I just... I want people to I don't want there to be fear within our community that this department, our department isn't up to the threats. And I think that we are. Chief Dionne replied, well, I appreciate that. We're not perfect, but we try. So and that's the best I can tell you, is that we try to follow we follow the best practices. Right. And our officers are accountable to them. And so when they do make a mistake because they're not perfect, they are held accountable. There is certainly is a burden for being clear accredited. You have to put yourself through a lot of assessment. So there's certainly a burden to it. But I will tell you that even the officers get pride out of it. They have a sense of pride that they know that they're following the best practices. And quite honestly, we when we talked about retention and recruitment, I've had officers that literally decided to



take up a job with the Hudson Police Department because they were naturally accredited. That was their sole decision, is I looked online and you were nationally accredited and we've had a few of those recently, and so that was another added bonus.

So my second... this is the second part of my question. It's aimed at the SROs. And this isn't going to be for you, Chief Dionne. It's going to be for Mr. Gasdia of the School Board. At the last session that we had, this joint session that we've had, you wanted to...you asked the question about whether or not you could have an additional comfort dog or how the how the process worked, who would share in the cost. And I believe that you stated that you were in favor of that. And so I'd like to know if that's still the case and if the School Board is willing to. Chairman Gasdia replied, I guess, I can't answer it for the School Board, but last year I did bring that up and I'll say the same thing I said last year, which is I personally would be in favor of sharing the cost. What the mechanism is, I'm not sure because you know. But as far as I'm concerned, the safety is important. Right. And the reality is, is that, you know, we're both under default budgets. Money has to be chosen. And so when we look at these things, if there is a mechanism to look at them together, I'm all in favor of it. But again, I'm not speaking for the School Board. I'm just speaking for myself. Selectman McGrath replied, okay. Thank you.

The Moderator said thank you. Anybody from the School Board want to ask questions of the Chiefs? School Board member, Gretchen Whiting was recognized and said good evening. I do have one. You talked very briefly about the crossing guards and that there is a current issue with them or having enough crossing guards. Can you speak to who can be a crossing guard? What does that entail? How do they fall under Police that that entire area? Chief Dionne replied, sure. So we obviously do vet them out. So we do have a background check process. But pretty much any adult who wants to be a crossing guard, can be a crossing guard, providing they pass through that background process, which is limited. It's not its not very extensive. But we certainly do a background process. We will train the crossing guards and we equip them with maybe it's a winter jacket, it's a reflective vest, a stop sign. And we do train them on how to do that particular job. Some areas are much more difficult than others. And you only have to look at Alvirne High School to see how difficult it is to be a crossing guard on Derry Road during school hours or any hours as a matter of fact. So there is that part of it. I went before the Board earlier this year and we asked to see if we could bring the crossing guards up to a higher rate. And the Board was very generous about that. And we were able to bring them up, I believe, three, \$3.50 more on their wage. So we're paying right now \$17.50 to hire a crossing guard per hour. Which puts us, when we went around looking from town to town, puts us in a very good position and probably higher than most at this point. I can also tell you, I don't know why they fall under the Police and they don't in every community, because that was another thing we checked. Many communities... in some communities, they don't even have crossing guards because they can't get anyone. In other communities, they fall into this School and the School handles them. I think in all the places we checked and I could verify this for you and get back through email if you'd like, but I believe there was one other community close to us that they actually fall under the police department. And then the others it was the school.

Chairman Gasdia said so, just as a follow up, so if you could get that information to us as to for both the crossing guards and the SROs, what different models there are, what the mechanisms are I think also working with the School, what's the cost? And I think then we can start to work together and look at this and start to make a decision and see what options are available to us. Chief Dionne replied, absolutely. And I think when we look at cost, the cost for us on a just the cost for us would be to hire an officer to replace the officer that we moved into, the student resource officer. We likely would never hire an officer solely to become a student resource officer. We would prefer to have a trained, qualified, seasoned officer become a student resource officer for many reasons. So that overall cost would be what our starting salary is plus benefit package just on that end. But I will get back to you. I will do a search. We'll check around other communities. I don't even know that any have a blend, but we'll see. We'll find out if that is a blended funding and what their mechanism is. Because I'm the same boat, I had no idea what the mechanism would be for that as well. Chairman Gasdia replied, great, thank you.

Dr. Moulis was recognized and said I just want to mention it's been a few years. It's probably been three or four years. In one of the prior districts I worked and we looked and there was some work that was done with school districts, surrounding school districts. SB2 towns and municipalities as far as funding mechanisms for school resource officers and some of those models they are about three or four years old now, but some of the models were shared costs 80/20%, 80% on a school district, 20% for the town or the municipality. Sometimes they were 50%/50%, sometimes 60/40%. And then in some instances it rested with either the town or municipality or with the school district. So there were different funding options. Chief Dionne and I could work, I know through the superintendent's listserv as well that information is pretty readily available. So I think we could follow up with the Select Board, the School Board working with Chief on some getting some updated data to have that further discussion. The Moderator replied, thank you. Thank you very much, gentlemen. Appreciate it. We now move to the next session of our agenda. They'll be around in case some of these questions relate to the Police or Fire, they may be asked to answer them.

### **Joint Discussion on Town Master Plan and Long Term Capital Improvements**

The Moderator said so our next session is the joint discussion on the Town master plan and long term capital improvements. We have our Town Planner, Brian Groth, and the School is probably going to be Dr. Moulis talking about it. Just so everybody knows, the state requires the Town of Hudson to have a master plan and updated periodically, and that includes the school. And the Planning Board's responsibility to formulate and adopt a capital improvements program. And that includes the School as well. So it's both departments and both entities are working are supposed to work together in establishing these. Mr. Groth. I'll recognize you for your presentation.

Town Planner Brian Groth replied, thank you, Mr. Inderbitzen. Before I start, I'd like to just hand these out. (Mr. Groth handed out a document to the School Board and Board of Selectmen). So I'll start with an update to where we're at with the Capital Improvements Plan. The Capital Improvement Plan was went through an update process in 2019. And it was performed in what was the fiscal year of 2022. And it's a five year plan laid out from fiscal year 2021 to 2026. As of now, we're in the beginning of fiscal year 2023. Of the 19 projects, seven have been completed. Four are currently in progress. And eight remain. So if you look on the screen over here or in the handout in front of you. You'll see we had in the original plan, we had the projects organized by the organization by which they submitted.

So with the Benson Park Committee committed to two projects, the Haselton Barn roof replacement and the kitchen building roof replacement. Both of those are considered complete at this time. The Finance Department submitted consideration for expansion of town hall facilities. That's still pending. No solution has been or identified as the final solution yet. The Engineering Department submitted several projects.

The Engineering Department right now is working with the city of Nashua on the rehabilitation of the Veterans Memorial, Taylor Falls Bridge. Those are two bridges. The approach is to fix one bridge at a time. The outbound from Hudson to Nashua is three years older. So we're addressing that bridge first and that funding partial....some of that funding for the design came from a Town warrant article. And then there's additional funding from ARPA and also a straight state bridge aid program. The Speare Road culvert replacement we labeled as in progress because actually shortly after this plan, it needed an emergency lining. So it was given a temporary repair, but the full replacement still remains to be done.

The Lowell Road Bridge Rehabilitation project. Many people might not realize that when you're driving, say, northbound on Lowell Road, approaching the intersection with Central Street towards Town Hall, there's a large culvert under there and it's large enough to be considered a bridge. And ARPA money is being used to spearhead the rehabilitation of that.

The Melendy Road culvert replacement that is still pending and that's in line with the schedule that was laid out in the Capital Improvements Plan. Traffic light upgrades. Those were funded by impact fees, collected by development projects, and those have been completed. Since this plan was published about five lights have been upgraded with camera detection and signalization systems.

Then another pending project from Engineering is Lowell and Birch Intersection update that involves not only some consideration for a realignment of the intersection, but also there's utilities, including a culvert for First Brook running beneath that. The Planning Board did have an alternative study conducted on those that produced a series of five alternatives. But completion and construction of that project remains pending.

As we all know, the Police Department is in progress now that the warrant article passed and the School District has several projects completed. A couple of roof replacement projects. Parking lot paving. Full day kindergarten was identified when the plan was put forth with a TBD, unsure what it would require with existing facilities being used. We're considering for the purpose of this, considering that complete at this time. Then you see the remaining projects are a couple more roof replacements, a parking lot and obviously the high school renovation.

I can jump right to the Master Plan unless you want...We just closed the survey for the Master Plan update. This was an additional outreach effort. As many of you know, we did an outreach effort in the fall of 2019 that was interrupted by the pandemic. And so here we are picking back up again. And the survey received a very strong response of 725 responses, which in the scheme of population of almost 26,000, may not seem a lot, but that is actually a very strong response to an online survey for master planning purposes. And I believe it's nearly double what would be considered a significant sample size. The results are being processed right now and we'll publish those soon. If some of you are taking the survey, you might see that a lot of the questions dug a little deeper onto a lot of the common themes identified in 2019. There's going to be a follow up to that. So this is an iterative process. So as we gather information we let that inform the next step of the process. So the survey results, in looking at initial results probably going to tell us that the outreach sessions that we're going to be doing in the coming month or two should focus on land use and zoning. We're going to do, with NRPC an outreach session online, a Zoom session. That'll be on a weeknight. And we'll also do an in-person on a Saturday, similar to what we did in 2019. So if you can't make a weeknight, hopefully you can make a weekend and vice versa. The dates we're looking at are late September and October. Those dates will be finalized at the September 14th Planning Board meeting. Upon completion of that outreach, the draft Master Plan chapters, which are currently in draft form and available for review online, those will be updated. They'll most likely affect some of the recommendations. From there, the chapters will be reviewed by the Planning Board and public hearings will be held prior to their being adopted. So that's what I have. I'm happy to take any questions.

The Moderator asked any School Board members have any questions about the Master Plan or the Capital Improvement? Chairman Gasdia was recognized and said I have a couple. So couple of things real quick. So the Master Plan you're thinking will go in front of the Planning Board. So maybe by the end of this year we'll start to see that as like sort of a final document or is that only part of it? Mr. Groth replied, there are multiple chapters in the Master Plan, so there are two different approaches that can be taken. One, you review all the chapters and then approve the whole document in one fell swoop or go through each chapter at a time. And as we wrap up one chapter, you approve them. So that process could take several months. So it'll probably begin towards the end of the calendar year and I would think it would continue through the beginning of 2023. Chairman Gasdia replied, gotcha. And then at a recent Board of Selectmen meeting, you came in front and talked about potentially, I think, putting in a grant for some sidewalks to help for students that are walking to school. Like overall compared to other towns, is that something that we, we lack? I mean, I know there are some spots on the way to Alvirne, but is that is that a big concern of the, of the public, something that we should really focus on as far as things like that? Mr. Groth replied, the concern for sidewalks in particular has been coming out strongly as a concern. I will say that the completion... every community is unique. And when it comes to our challenges, here

we have some sidewalks and some network, but there's many gaps within that. And so the grants that we put forward that still have to go through a long process to reach the finish line are intended to fill some of those gaps. In particular at the Border Select meeting we discussed the filling the gaps along 102 from approximately I'll call it the triangle area where Town Hall is traveling north, south to Hills Garrison, Rogers Memorial Library and obviously Alvirne High School. Chairman Gasdia replied, gotcha. Yeah, that would be, that'd be great if the grant came through.

Mr. Groth replied, yes. And I will have to be presenting that for the first time to the Regional Planning Commission, who then considers all the projects listed regionally and does their own prioritization. So I intend to present either a slideshow or a video showing that, you know, it's particularly needed for students walking to school. Chairman Gasdia replied, great. Thank you.

School Board member Gretchen Whiting was recognized by the Moderator and said so the list that you gave us on the Capital Improvements Plan. I think it's a great visual to see both the Town and the School what's going on. With the Master Plan when that gets finalized, how will that impact what is on this list? Will it impact it? Will things be added removed and will it extend?

Mr. Groth replied, I would consider the Master Plan document as a, a guiding document of policy and a direction that the community wants to head towards. So moving on from that, the committee may identify additional Capital Improvement projects that would be added to that plan. But that's the evolution of it at this time currently I don't, I don't have anything in the Master Plan to add to that, but it is to generate that discussion and move that discussion forward.

Ms. Whiting was again recognized and said and if I can, one more. So one of the things that I know was discussed between the Town and the School District and I just kind of want some of the feedback on it was trying to take some of the things that need to be done with warrant articles and kind of going District, Town, District, Town. Do you see that as something that is working? Is there an improvement to it? How do we communicate out what we're trying to do with that and how did we determine doing that, what has been completed, what we're doing now and what's next?

Mr. Groth replied, when the Capital Improvements Committee initially finished the Capital Improvements Plan it did include sort of a scheduling of alternating project tiers not necessarily School and Town, School and Town. But in order to create a steady, predictable capital costs on an annual basis, rather than having a low in a high, rather than having spikes. But of course, things change. So funding sources that we hadn't foreseen then came forward that sort of moved projects along a little quicker than they would have been otherwise. I think it's a good mechanism to plan forward and to communicate. That idea of scheduling projects in a certain way. So yeah, I think it's a good communication tool at this point. But I think, you know, you'd have to every several years we'll have to revisit sort of not just an update to what's been done, but take another look at what new projects might be on the list too. So every time that's done, I think it's good to use that as a way to communicate to the voters what could be expected. Ms. Whiting replied, thank you.

Selectman McGrath was recognized and said I have a couple of questions. One for Mr. Groth, the Visioning Sessions. You said that they're going to be on a Saturday morning and a Wednesday evening. Is that correct? Who's going to be leading those? Mr. Groth replied, it will be an NRPC staff myself and likely some Planning Board members. Selectman McGrath replied, okay, so you are going to be there? Mr. Groth replied, of course. Selectman McGrath replied okay.

Selectman McGrath then said and then on the list of projects that are here, could any....So if those were approved to be on the Master Plan, those projects, could those be a guidepost for the Planning Board members when they're assessing a project and their impact to the Town to collect some sort of fees? I'm waiting for Mr. Gagnon to be finished. Are you done? Okay. Selectman McGrath went on to say so can that be used as a mechanism for the Planning Board members to assess whether or not they should request fees from the developer? Whether it's I know it can't be impact fees if it's not roadway projects, but they have other offsite impacts that they could be assessed fees for. Is that correct or has that changed?

Mr. Groth replied, no, so some projects require offsite mitigation, which are essentially improvements to roadways or other systems that are required by that are needed in order to actually build their development. We also have an impact fee system for traffic and we have an impact fee system for schools. So yes, the impact fees can be used for instance, we use them for the traffic light upgrades. Also, the school impact fees were used to offset the cost of Hills Garrison. But every so often we'll have to revisit those too see what we can continue to collect or if there's different types of impact fees we could start collecting instead. Selectman McGrath replied, thank you. That's all I have.

Selectman Gagnon was recognized by the Moderator and said, Mr. Groth, I have two questions for you. One, I think is a little bit more technical and easy, and one is a little bit more open ended. Which would you like? We'll go with the technical easy? Mr. Groth replied, yeah, let's start there. Selectman Gagnon then said so to start with and please forgive me for the people in the audience, I'm just taking notes on my phone to remind me of the questions I would like to ask. When you talk about doing that survey, the last we talked, I think you said 300. So here to here, 700 is excellent. Do you? I don't remember. But do you actually retain the age bracket of the respondents so we can see? Are you getting a wide range of ages, putting in their opinion about how Hudson should grow? Mr. Groth replied, yeah, there's a couple demographic questions. Obviously, all questions are voluntary, but it does... One of the questions was what age bracket you were in. And there's a question about. Male, female prefer not to answer other. There is a question on are you Hudson resident? Are you a business owner? Are you both? Are you elected official? You know, sort of check all that apply situation. Selectman Gagnon then asked and do you think you received equal amount of responses from generally all those buckets? So do you feel like the response isn't one targeted audience that it's a good wide range to give you some direction? Mr. Groth replied, well, the under 18 group was sorely lacking. We could use more response from our youth, but there was a large response from 35 to 45, 45-55, 55-65 and 65 and up. Whether or not it's totally reflective of how those demographics relate to our overall demographic. We just got those results in and they still need to plug through that. Selectman Gagnon replied, thank you, sir.

And so the second one, a little bit more theoretical of sorts, you know, not getting into too much detail and project specifics. But, you know, Hudson has kind of come alive lately with various large projects that have spawned a lot of opinions and as someone who supports conservation, the protection of our natural resources. Can you tell me a little bit about what you do in your role to balance the need, and there is a need for commercial growth and so forth, but also the need to protect our natural resources. What do you do? What do our ordinances do to help balance that, to make sure that we still kind of keep our character and keep the beauty of our Town while still growing where we need to grow?

Mr. Groth replied, sure. Well, there's a there's sort of a technical facts and figures side of my role and a more open ended part of my role here. And the technical end is when you're looking at the land use policies, regulations and ordinances we have in place and whether those are not my regulations or not my ordinances that are the Town of Hudson's. So part of the role is reviewing development applications in the context of those ordinances and regulations. The other side of the more open ended would be things like the Master Plan effort and getting more community input, doing the Capital Improvement Plan, looking at reforming our regulations, which is another effort that the Planning Board has been undertaking, is an audit of our land use regulations to identify where we have some inconsistencies, some redundancies, so we can get back to a foundation of a clear set of regulations that we can build upon. And in that sense, that's where it's more of an effort of listening and seeing where the community would like to effect change and then taking that input and providing the technical finger on it to turn that into regulation. Selectman Gagnon replied, thank you.

School Board member Ethan Beals was recognized and said I just had a quick follow up on Selectman McGrath's question earlier. I know in Nashua, in prefacing it with we discussed at the beginning the need in the sidewalk concept of some of these connections being a something that you're seeing a lot in the Master Plan. I know in Nashua, I believe their regulations required developers to construct sidewalks. If there's no sidewalk in the area, then they can contribute to

what's called an in lieu of fund, which the City then uses to construct sidewalk in other parts of the City to provide some of these vital connections. Is that something that Hudson could look at or could potentially be available? Mr. Groth replied, yes. It's something that Hudson, in my opinion, should look at and we've talked about this on a staff level is what we would need is and what Nashua has is a capital reserve fund for sidewalks. We need a home to receive sidewalk contributions. Currently, our subdivision regulations do require sidewalks when constructing a new public street. But the issue we have is we like I mentioned earlier, we have gaps in our existing sidewalk network that should take precedence or take priority, especially in terms from a maintenance standpoint and upkeep. It's going to be a lot more efficient and economical to maintain a continuous network than to maintain a fragmented one. So I think it's something that Hudson should continue to look at. And I think one of the...one of the first steps there would be to establish a capital reserve fund for sidewalks.

The Moderator then said thank you. Thank you, Mr. Groth. We're a little bit over our time schedule, but we're going to we can we can add on at the end if we want.

### Open Forum Question and Answer Session

The Moderator then said we're going to go to the Open Forum. What I'll do is I'll have the questions. I'll try to rotate them around if I can, and I will direct them to the Chairman of the School Board or the Chairman of the Selectmen. And then they can if we need... I know we'll have a couple for Police and we've got one for Highway. So maybe I'll get them to come up when we start in to that end because I know they'll be answering it not the Board members, but this is for you.

Let's go with a question. Can the Board of Selectmen and the School Board provide a status of the committee formed for the joint purchasing? Was it a success, a failure or what? It was a committee formed at one time.

Chairperson Roy replied, I think it's been formed a couple of times and it when we started to look at things on, many of the things were already being done as a joint. Like paper purchases. Those kinds of things are already being done. May there be an opportunity in the future to look at some larger purchases as joint purchases? You know, that's, I guess, a tale to be told.

The Moderator asked, does School Board have any other? Ms. Whiting replied, I think what they're referring to is, is the Cost Savings Committee is I think what they're referring to. And we did meet a few a couple of years. And as Chairman Roy stated, there was a lot that was identified that was already a large savings due to the types of contracts. And there was there would be difficulty moving some things over based on the length of the contract. I know the Town does things in conjunction with other towns where the School District has its own method, so trying to find cost savings methods that way. There were a few things that we were able to identify. I'd have to go back and find out what they were, but for the most part, there wasn't a lot that could be saved by doing the joint purchasing, if that's what that is referencing.

The Moderator then said we have a couple of questions for the Police Chief if he wants to head up this way and actually for Public Works, if Mr. Forrence, our Public Works Director, because I know that they're going to refer them to them. These are very technical questions. Chief (Dionne) question is what is actually two questions related...what is the most pressing issue of crime in Hudson and how are we dealing with the drug situation in our schools?

Chief Dionne replied, okay, so, well, actually the narcotic situation. Well, drugs in general is one of our probably the most pressing issues in Town. It's global. It's an issue in in New Hampshire in general. If you look back a little bit before the pandemic, it was the epidemic in New Hampshire. And it still is. Not much has changed. Narcan has saved a lot of lives, but the drug overdose situation has not depleted. So that is one of our major issues we are dealing with that. We have a narcotic unit and

I have two, two officers who are actively assigned to a narcotic unit. And they also pull from some resources on patrol and definitely some of our detective resources in certain areas. But our narcotic unit is if I had two more officers, I would have I would also say I need two more and two more. Because they're busy around the clock. It's non-stop. It's just one of those things that if it's been highly successful so far. And having the narcotic until it was actually started by Chief Avery and it has been an unbelievable program. So that's what we're dealing with, the town-wide. That's the situation we're dealing the town, I mean, in in the School we try to identify situations of any type of drug problem we have in the school. We collaborate with the School Department. We are also up against current law changes as well. So when we do deal with issues like that, they start with, they start with the juvenile probation system, not necessarily the police. But drugs. There are drugs in school. We do work on it and we are actively engaged in investigating any drugs that happen. And it's a collaboration with the School Department as well.

Chairperson Roy was recognized and said so do we participate in any either diversion programs or programs that help at the user level get rehabilitation and those kinds of things? Because it's obviously we're never going to arrest ourselves out of this epidemic. Right? Chief Dionne replied, you talking about the juvenile level, correct? Chairperson Roy replied, overall, just...Chief Dionne replied, so on the on the juvenile level, the idea obviously is help. Right? It always is. They deal with the juveniles as almost that sometimes they're a victim of themselves and we want to get them back on track. And so there's no... the system in New Hampshire is certainly not to... there's no pathway down into the prison system. That's not the way the New Hampshire system works. But the as far as the drug epidemic goes, I think you could argue different...you could argue that two different ways. The way I look at it is you can't stop the enforcement end of it. But you always want to, you always want to have a two front battle. You want to be dealing with treatment. You want to be dealing with the addiction. But you can't stop the enforcement end as well.

And a good example, a few years back, the law changed where there was an immunity during an overdose. But the spirit of it was that if I was a user and I was having an overdose and I called 911, I wouldn't be charged with anything. Right. Good idea. The second one was that a witness walking by saw just a bystander, any bystander, whether they were participating or not. They were a bystander and they saw that as well, that they would never be charged with a crime for that. And that that was the spirit of it. And it was smart I think it was a good, good law. What it really turned into was that any time we go to an overdose call that whether someone had nothing to do with it, if they're in possession of drugs, we can't charge them, even if they have nothing to do with it. So that took a little bit out of our hands. And I'll explain it to you this way. In my experience in law enforcement, we don't put people to jail. We don't put people in jail based necessarily on possession charges. They end up going to jail because they didn't get, we offered treatment and they don't go to treatment. And then what they're doing is they're in violation of a court order. And/or they maybe they steal from their family or they steal from their friends or neighbor or someone else in order to feed the habit. And that usually is the charge that eventually will get them into jail. Not necessarily...it's generally not... I, I have never seen I've never been to a trial where somebody get a drug, a jail sentence after a drug charge. I'm not saying it never happened. I've just never seen that in my career. Usually there were mechanisms in place to try to help get them treatment. But, yes, we have to deal with addiction. I believe that 100%. But I also believe we have to continue to enforce and that enforcement we try to do is attack the source.

Chairperson Roy responded saying right. And that's what I'm talking about treatment at the user level not the not the dealer level. Chief Dionne replied, so we do enforce the laws, whatever they may be. But what our... the way we try to work it is to get back to the source, you know, so we try to educate people, we try to help with the addiction end of it. And then we also want to... we also want to put a dent in the source and/or prosecute that that source, that that's our goal. Chairperson Roy replied, Okay.

The Moderator then recognized the Director of Public Works, Jess Forrence. Two questions. One quick one. "What? No longer taking waste oil?" The Moderator then asked, is that something that the Town did at one time? Mr. Forrence replied, yeah, we did take it and we were it worked out very well

for us. But over the years, people are getting lazy on just bringing in motor oil. We would find containers with antifreeze in it. It would be contaminated with all kinds of things. And it comes back where we were getting charged for contaminated oil. It got so bad, they wrote us up, Clean Harbors, the people that that come in and take it from us said if this happens, you know, a few more times, we will not come and take your oil anymore. And then we'd be, you know, in a tough, tough place to get rid of with all the equipment we have and the oil changes we do. This system works out pretty well right now. So we closed it to the public. We just keep it to ourselves. A lot of the auto part places will take the used more motor oil when you go to buy it, keep the container and bring it back. It's just that we're not going to do it anymore. The Moderator asked, so if somebody calls you, you can direct them to where they can turn it. Mr. Forrence replied, correct. Any auto place around will take it from you.

The Moderator then said the other question was trees and cul de sacs. Can they be trimmed high enough so the trucks don't hit them? Mr. Forrence replied, well, of course, absolutely. You know, we don't want to hit them either. It takes a while to get around to everyone. Thanks for the question, Rob. But it does, it takes us a little bit to get on every street in town to take care of it. And we try you know, if a school bus can't make it, then a trash truck can't make it, then a plow truck can't make it. So trash truck is probably on that road more than a school bus is. They're on it every week picking up the trash on it. So we'll get a call from them to saying, you know mirrors are hitting so forth. So we try getting out there to the cul de sacs that are kind of tight. We try.

Thank you very much for the schools, Mr. Gasdia, how come we don't teach our kids to dress for success? It's a question of a dress code? Mr. Gasdia replied, I mean, you know, I think I think it's it is a question of a dress code. And we do we do have a dress code, right? I mean, you have to dress appropriate. But when I say appropriate, what's appropriate to one person is very different than what's appropriate to someone else. And so there are students that have been sent home. There are students that have been asked to change and things like that. We do have a dress code, but it is not like it used to be, I will tell you that. We have a policy on it, what the dress code is, but it is not as strict as it may have been in years past.

The Moderator then said suggestion for the Boards. Can we include the Budget Committee representative for future meetings? Something to consider is having a presentation from the Budget Committee. I think that would be something.

And then the other question was, shouldn't the Town and School have two separate meetings?

Chairman Gasdia replied, so just to two things real quick. To the first question that you asked. We actually, at the start of this year, as we were starting to think through this, we did think through, you know, how big should this be? How many boards should we invite to this? And, you know, we want to hear the feedback, but it very quickly became, okay, we do this and you invite the Budget Committee and then, you know, what about the Planning Board and what about the Conservation Commission and all of that? If there's...if we feel that... if the public feels that that's feedback for next year, please let us know and we'll adjust. But it did cross our minds. In fact, I think we did reach out at one point to the chair of the Budget Committee and the Planning Board as we were starting to put this together. But that's where we decided for this.

And as far as separate meetings, every other Monday, there's a School Board meeting, every other Tuesday there's a Board of Selectmen meeting. Feel free to go to each as much as you want. For those of us that go to both, it's a lot. Love to have some company.

Public Works Director, Jess Forrence was recognized and said I had some people come over to the desk looking at the two items that I had brought in. ones with the transfer station, looking for the next couple of years to develop something and then the future of it. And let me say first to put a dollar value on some of this stuff. When we went into our new contract, July 1st, the contract went up \$435,000. The year after that, next year, it will go up \$73,000. So by the time the five year deal we have right now is up, the trash contract would have cost the town, the taxpayers, and \$11 million and



growing with all the houses they put in. You know, they're talking houses any place you can put one. So Town Administrator, a couple of Board members said, you know, what can we do? Where can we go with this? So we had some ideas. We did some research on it. Other communities around here are doing Pay as you Throw. What we would like to do is set up something that, please bring your tires into us. Don't throw them on side of the road. We will charge you \$3 to get rid of them. If you don't, if you buy a new refrigerator, please pay the \$10 and have them take it from you. We don't want it, but if you do happen to bring it in, we're going to charge you some money to take care of it because we have to take the Freon out of it. We have to make it so we can dispose of it. So there's a Pay as you Throw. Every town around us has it. Litchfield has it, Londonderry has it, Pelham has it. They're trying to cut down on the cost of trash, and this is the only way we can do it.

And it only affects the people that use the transfer station. I can't believe many people come up there and said, I've never been. I almost feel a little bit insulted with the amount of work we did up there. But and then the future of it, I've been to a number of communities in, in the state where they have their full blown transfer station, where they have set of scales that are set up in, on one of the pictures is the green area, where they have and I'll just use some names, Waste Management come in and dump in their facility, which would be our facility. They get charged by the ton and then we'd charge a lot more than what it cost us to get rid of. But the communities I've went to, the transfer station is totally funded by trash. No tax dollars. Nothing coming out of anything else. It's still going to cost you to bring things in there, but the people that use it will pay for it. And then looking for other companies, private companies to come in and dump there is where the money is. So we're going to explore that to whether it goes forward or not. It's between the five members here and the taxpayers. Cheap to get going now, but in five years, spending \$11 million dollars, you really got to look at it. And trash isn't going away. You know, just because you put it at the end of your driveway doesn't mean it's cheap. So something to look at. And don't be surprised when things come forward because they're going to have to do something.

The Moderator then said School Board, what is Hudson doing about the deficits in reading and math due to COVID? Chairman Gasdia replied Superintendent Moulis if you could take that. Superintendent Moulis replied, so looking at deficits, academic achievement specifically, we utilize our district assessment, which is IReady to inform instruction. As mentioned earlier, looking at academic interventions specifically in the areas of reading and mathematics, we recognize because of the pandemic, there were interruptions that occurred to learning. So what are some ways that we can have that catch up academic growth both in reading, in mathematics? Having interventions that are specific to the area that needs improvement, whether that is in reading fluency, reading comprehension, decoding, vocabulary acquisition or mathematics, math, fluency, computation, problem solving. So making sure the academic interventions is specific to what the student or student's needs, and having small group instruction that is tailored to meet and help those students have that academic success and growth based upon what we saw in the pandemic with those academic interruptions.

The Moderator recognized Interim Fire Chief Tice for the next question. Does the EMS arm of the Fire Department spend more time teaching citizen prevention than as they do with fire suppression? Interim Chief Tice replied, we don't really have a way to quantify that. I will say we do teach CPR classes to the public. But I don't I wouldn't say that we spend more time teaching EMS than we do fire suppression. The Moderator asked, is that a function of that EMS arm? Interim Chief Tice replied, I mean, we provide both... we provide both services. So I don't really understand. We don't really try to track the amount of time we spend...so I don't really have a good. The Moderator replied, perhaps the questioner had whether or not they had some idea that they were spending more time on one thing than another. Interim Chief Tice replied, whoever asked the question if they want to contact me, I'd be happy to discuss it. Maybe I can understand the question a little bit better and give them the answer they're looking for.

The Moderator replied, thank you very much. And I should remind everybody too if anyone has specific questions, because we probably aren't going to get to all of these by 9:15 that they can certainly call the offices. They're willing to listen to you. And the Board members, you all have their

numbers and emails and they will be they can all be asked questions as well that I'm sure they'll bring up to their meetings. Thank you, Chief.

The Moderator addressed Superintendent Moulis with the resident question, high academic achievement is often frowned upon and ridiculed by student peers. How can you change this and or what are your plans to change this and making high academic achievement a greater priority and desire? Superintendent Moulis replied, so again, as part of our School District priorities, looking at targeted interventions for students and again, part of that is professional development. Part of that is using the data and utilizing the data to inform instruction. Every 6 to 8 weeks having a progress monitor check on students in the areas of reading and mathematics as well as in writing, and that that should be part of the primary focus, part of that, that culture, getting to the second part of that question is having as part of administrative meetings, team teacher meetings, review of the assessment results. Also as part of School Board meetings, making that information available for our School Board and to the community. As part of that transparency on how is the School District doing on academic achievement and what are some areas that are areas of strength and what are some areas that need to be improved upon. And that needs to happen in measurable, actionable items as part of as part of goals that are created. The Moderator replied, Thank you.

The Moderator then read the next question to the School Board. My kids and their friends do not like the block schedules. They can't take the CTE classes because of block class's press up their day. Is there data to support this type of schedule? Do teachers have input where they considered and can you change this? School Board member Ethan Beals replied, just speaking from experience, I was fortunate enough when I was in high school to have been part of the change from a full normal 45 minute period day to what we now have referred to as the modified block, which was the past last year's schedule two days a week. And similar to how I think some people think right now that the world was ending at that time when I was a senior and we were doing two days of Block Day, my world was absolutely ending. I was not going to be able to focus in my science and math classes, but after a couple of months, after even one month, a couple of weeks of school, you realize it's not that bad. It's not an uncommon schedule type. When we looked around in a lot of surrounding school districts, really, I'd go as far as to say that the majority of the similar school districts in terms of size and location that we are in, a lot of them have block. It wasn't a process that just popped up out of nowhere. The initial process was actually kind of spelled out a little bit in the previous teachers' contract that there was going to be a committee formed to basically study that. And that process did take place.

In terms of the CTE classes in not being able to attend some. I know we're in a fortunate position where the vast majority, nearly all of our CTE classes are really at capacity. And I think that's a direct relation to the strength of the CTE programs that we have. You know, we heard a lot as a Board, I think, from administrators that the block schedule is actually going to give some added flexibility in terms of taking the class that you want. So specific to the question, I'm not sure why that specific scenario prevented somebody from taking a specific CTE class that they would want. But I would encourage them to work with their counselors, work with the administration team to try to schedule some of those. Because we did hear as a Board that and there was more detail behind it that that block schedule actually gave greater flexibility to scheduling specifically CTE classes.

The Moderator then said the town side why is the Town Clerk's office not fully staffed? They close during lunch. That's when I do errands. Selectman Morin replied, the reason it is not fully staffed and I know there's been some comments in reference to it being closed coming up. The reason it's coming up, we have one employee in training and at this time, there are certain evolutions in that office that she cannot complete. On that day, we also have one employee that's on vacation and we have a third employee that is going to a funeral. So that leaves us very limited in manpower in there. And on top of that we have an election coming up on the 13th and they have a lot of work that they're going to be focusing on, on when that office is closed to get that ready for the election. We are having a hard time like everybody else, finding people to fill. We do have all the positions filled at this time, but we still do have one employee that is in training. So that kind of limits things especially during lunch times. We're closing for an hour at a lunch time because she can't be there because she can't

give the service to the residents that a lot of them expect. So they send two out at a time and it leaves one. So that's where we're on. It is being worked on. I actually talked to the Town Clerk today about this because I had questions myself and that's where we're at. It will only be a one day closure or with only an afternoon on the day that it's coming up. And the other employee is pretty close to being fully trained. So hopefully we'll get through this and move on.

The Moderator then said, Mr. Groth, is he still here? Oh, he had to go. Well, I'll pass this along through the Chair. Why are there sidewalks to nowhere? And who's responsible for maintaining sidewalks? I'm sure we can get that information. Chairperson Roy replied, well, I can tell you that the DPW is responsible for the maintenance of the sidewalks. I think that the other question is just a product of, it's sort of development that's that wasn't I don't, I don't, I don't want to say it wasn't planned well but it wasn't thought out I guess to include sidewalks. The Moderator said someone's building, we can make them put in sidewalks, but we can't make them put in sidewalks someplace else. Chairperson Roy replied, exactly. Which is what Mr. Groth talked about earlier is as far as putting it on a ten year plan and maybe even pursuing some additional alternate funding to close some of those gaps.

The Moderator then said question for DPW, is there a chance of adding composting to our recycling options? Mr. Forrence came forward and replied, if you've been to the transfer station lately with your grass clippings, brush, so forth, we do have an area up there that's full of grass and stuff. So we're pretty close to it. But it's not there. For us to do good composting, we've got to separate this stuff. We've got to separate all the vegetation out of it. The grass clippings are good, some leaves are good, and then put it in an area where we can turn it over all the time, not just pile it on top of one another. We've got to get the air to it. Let it rot. That's the best time to do. We're not there. Like I said, the transfer station is brand new developed. We're going to do some changes up there. And that could be one of the things brought up. I know Steve does a lot of gardening and stuff, so he'll probably be interested in the composting too. Thank you.

The Moderator then said, to the School. What happens if we don't get the state aid for school renovation? School Board member Ethan Beans replied saying the state aid process is something that is ongoing. The original application went in back right about July 1. It's a multistep process with I think earlier we had alluded to a visit by some people from the state this September. What happens then is they develop a ranking in terms of all the projects across the state that have been submitted. They develop a ranking that comes out, I believe, in January, and then based on that ranking, they then have a pool of money that is budgeted at the state level. And then come the actual bond vote any project that would be funded out of this pool of money does require a successful bond vote in Town. And so that's to say that in the past there have been, if we were, say, hypothetically, ranked number three, if the two projects ahead of us don't receive a successful town vote, then all of a sudden we're the top ranked one. So that was just a little bit of the history on that process. I think there is still discussion to be had at the Board level on what that warrant article looks like. You know, there's potential that we could word a warrant article to say that we need to, basically we would need the 8.1 million from state aid. There's a number of different ways to word that warrant article that would either rely or not rely on state funding.

The Moderator then said the School Board voted 4 to 1 for the Alvirne renovation project, being up again this year. Can we hear from the member that voted against and what their reasoning was? Chairman Gasdia replied, I think that was me. The Moderator said you knew that was coming. Chairman Gasdia replied I knew that one was coming. I had a feeling that one was coming. So, you know, just a little bit for those that don't know, I was involved in the original renovation. I believe in the Alvirne project. I think there's a lot of great things for it. And if I'm casting my single vote as a taxpayer and as a citizen, I will vote for this project. I will vote for bigger projects. I will vote for many different projects. But at the end of the day, I, I feel that right now we have a teacher's contract that is very important. We have inflation that will impact our budget. And you know, while myself, I might be fortunate that, you know, that a tax increase isn't going to hurt me, but I know a lot of people are dealing with electric bills and they're dealing with a lot of different things. And while I believe wholeheartedly in the project, I don't believe this is the time for it. And I just think that it's an added

tax burden for the taxpayers. And frankly, I'm fearful that if we put it that it puts our teacher's contract in jeopardy. That doesn't mean I don't believe in the project. I just don't believe that right now is the time to do it. And again, I feel that, you know, I'm here to represent everyone in town, not just myself. And so that's why I voted for it. It's not an indictment on the project. It's not indictment that we don't need these things. I just can't wrap my head around with the interest rates being what they are, the price tag and everything else we have going on to vote yes at this time.

The Moderator said both Town and school. I'll start with the Town, Ms. Roy. What action do you intend to utilize to facilitate the passing of your budget by the voters? A third year of a default budget must be discouraged. Chairperson Roy replied, I would... I would agree that. So I'll say a couple of things. One, that a third default budget would truly have an impact on services in the Town. And two, I think that we have in good faith put forward budgets to the Budget Committee that were modified and then put for the people. So I think that it is a, it is an issue of... cuz I don't want to shift. I don't want to shift responsibility. But it's the issue of the Budget Committee to modify those budgets to something that is acceptable for the voters. So I don't... I will invite my fellow Board members to comment.

Selectman Guessferd was recognized and said Yeah, I'm kind of in the same place. The bottom line here is that we do have increasing costs. Costs in fuel. Costs in energy. And those are not going to go away. And we do everything we can to be efficient. And we've introduced efficient lighting and other things in town here. But at the end of the game, you know, not a game, but at the end of the day, if we level fund the budget or if we have a default budget, things are... other things are going to have to be looked at. And remember, most of the budget is salaries, benefits, that sort of thing as well. But that other 20% is incredibly important. And there are things that we are going to have to really take a hard look at if we don't get this next budget passed. And I you know, I think it's the general feeling that we have to present a budget to the Budget Committee that is relatively as close as we can get to what might be a default budget. With everything going on right now, with all the things that have recently been happening. We're not ignoring the possibility of a third default budget. But I really think as Chairman Roy said, it's going to affect us if it happens. I think you said, you know, what are we going to do? You know, it's easy to say, right. But we need to educate people. We need them to understand. And we also need to try to do what we can to present a budget that is that doesn't have necessarily a lot of, a lot of of extras. We're asking our Department Heads to come to us and tell us what those things are that they absolutely have to have. So there's we're getting ready for that right now. We're starting that process and the dialogue is happening.

Selectman Morin was recognized and said if you look at the Department Heads that are here tonight, we need to show them great appreciation because they felt two default budgets. And you people don't notice the difference. But we see the difference because they tell us what they had to cut. Last year we had a discussion of tires for a police cruiser or Christmas lights at Library Park. It's to that point this year. They're going to have to make some severe cuts to meet the budget if we go to default. Selectman Guessferd said at our last Selectmen meeting that the Department Heads are going to have to make cuts this year and the cuts are going to hurt. They do a great job. The services that we all receive from them is because they do their best to keep it as low as possible, but they do need increases in their budget. If we go for a third, you're going to... it's going to hurt this year. And it's very unfortunate. And we're going to have to make some decisions. It's important for the people here tonight to understand everything we're talking about tonight costs money. Everything. And it's not us. It's you people that have to vote on that to give us the money to move forward the Town. We lucked out this year with the grants that we received from the federal government. We're going to get the bridge done. Which was voted against. We're going to get the Lowell Road culvert fixed. We got a bunch of other stuff, but if we hadn't received those grants, we'd be that far behind. We now are now in the budgets with the Department Heads. Some of their projects two years behind. So now we're going to play catch up for probably the next five years because we can't load this all onto the taxpayers in one shot to catch up. So it's very important that at least we get a level funded budget and that's why the Board voted to go level funded. We need to move on. Thank you.

Selectman McGrath was recognized and said just a couple of things. I agree with everything that Selectman Morin just stated. And we have... we, as citizens of this town, we're very fortunate in the staff that we have from the Police Department to DPW to Fire to employees at Town Hall that you don't get to see very often. They all do an incredible job and they do it because a lot of them live in Town. They're taxpayers themselves, and they take pride in their work. So I think that we're going to have... and I'm acutely aware because I listen to the news, I'm acutely aware of the circumstances within the entire country. And everybody is feeling it. Everybody is worried. Everybody is concerned about the recession that we're potentially facing. The increases in food costs. The increases in gas costs. We're coming up to a heating system, a heating time of the year where we're going to have to start buying oil for our furnaces, gas for our furnaces to heat our homes. That is going to be, I've already looked at the prices. My cost for heating my home is going to be about three times what I paid last year. Every month. So believe me when I tell you, I'm acutely aware and we as a Board, for the most part, are acutely aware of what the impact is going to be to all of us. So we're coming up on the budget season. We're going to...I look at the budget line by line. I look at what they spent last year, what they were given last year for increases, what they spent last year. So we all, we all take very seriously. So that's all that I have. Thank you.

Selectman Gagnon was recognized and said I wasn't going to comment. I think my colleagues said a lot and a lot of it I agree with fully. But listening to Selectman McGrath, I'm the kind of person I want to put out examples like some of us have done tonight. And one example that comes to light on the situation is, you know, the taxpayer may think we're raising taxes because we want to spend more money. We want to do more fun things. By no means is it coming to that. As an example, we purchased a fire truck and similar to homeowners who are doing projects and are seeing cost increase. We paid for a fire truck. It got delayed because of the pandemic and then because of all the parts shortages, they actually came back to us and said something like, we need another \$80,000 on top of the contract you already saw. So it's an example of we don't know what we're trying to find, that \$80,000 just like homeowners are trying to find money for their increased costs. And so we have to present that to you, you know, in this coming budget. We can no longer find pennies that are hidden to pay for these costs that we didn't even anticipate because of everything that's happening to both of us collectively and as individuals. So I think that's kind of an example that we've seen that played a major role this year, and I don't expect to not see more of those coming. And so that's why we really need this budget to pass so that when we do see the increases in these costs, we can address them and we're not going to put it on debt.

The Moderator said thank you. Thank you. We'll turn it to the School. Mr. Gasdia, you're doing... you're in the first year, your own default budget year, your first one, hopefully the only one. What actions do you intend to utilize to facilitate the passing of your budget? School Board member Gretchen Whiting replied saying so we work very closely with the District and the Business Administrator and do a lot of due diligence in reviewing the items line by line to ensure that we are asking for what we need to keep the education moving forward so that we can create the successful citizens of the community. We do take that and we present that to the Budget Committee, and we will expect to be reviewed by the Budget Committee and asked for further cuts. Our goal is working jointly with the Board as well as the Budget Committee that it will be a budget that is approved across the board by all five Board members here, as well as the Budget Committee members. Trying to again create something that is recognizing what the Town and the taxpayers have the capability to do, but recognizing that we have a responsibility for the education of the students.

School Board member Michael Campbell was recognized and said just an information for everyone. We added a couple of extra meetings just to go over the budget. So if people want to know how transparent we are October 17th, October 20th, and October 26, maybe even October 3<sup>rd</sup>, we'll be talking about the budget. I don't I think that might have been a little early. Just kidding. But those three other meetings are going to be just about the budget. We're going to have all the heads of schools come in. We're going to go through each and every section of our budget. It's a thick binder which will all be online for people to see. So you can watch along with us. It's probably three hour plus each meeting. It's very fun. I experienced my first one last year and we welcome everyone to come to the meetings. Watch along. Thanks to HCTV, you can sit in the comfort of your home and

watch along with us as we go through the budget. So you can follow each cut we make each question we ask to the Administration so we can be as transparent as possible. When we come to the Deliberative Session in January I hope we don't have a lot of people talking about, well, why haven't you brought this to us before? Why haven't you mentioned anything about budget? October 17th, October 20<sup>th</sup> and October 26 at 6:30, we'll be as transparent as we can.

School Board member Ethan Beals was recognized and said in terms of our budgeting process, I think our administrative unit generally tries to put the most competitive budget that they think that they can gather to the School Board. I've always looked at it. Then it's it's my job as a School Board member to really kind of grind line by line through that budget and with the exclusive goal of creating the most competitive budget in terms of cost effectiveness and still providing the services that we need to as a school district. At the same time, I do also feel that it's important not to lose sight of some of our long term goals. I think Selectman Morin had kind of alluded to some of the pieces that they see on the town side. When we delay some of these longer items, it ends up costing more money in the long run for the town. So my goal when it comes to budget season is providing the most competitive budget that I can, but also keeping in mind that some of the longer term projects, longer term goals that we have in the School District. Different steps may need to be handled right now in order to try to save money in the long run.

The Moderator read, speaking of money, any consideration being given to adding air conditioning to the halls of the schools? Could that be part of the renovations? Chairman Gasdia replied so I know that's said somewhat in jest, but I think that right there is the heart of the problem that that we sort of have right is there is no magic place where the Town or the School goes and buys our stuff. It's so all the prices that go up for everybody goes up for everything else. So when you're looking on the School side, we have many buildings. Would it be nice to have air conditioning? Sure. In some cases, we need to have air conditioning just for accommodations for some of our students, for our staff, we struggle to bring in staff. Well, you know, part of all of us, right? It's your work environment, right? You want to you want to work somewhere nice. And so when we look at the budget, these are all things that we have to look at. And I think when we when we think about in the big scope of things, there are a lot of improvements like air conditioning that, you know, in the middle of August, when we're going back to school is a no brainer. How can you send these kids to school when it's 95 degrees out? You know, I get that every single year. But I guarantee you, if I put air conditioning on the budget, we're going to have a big conversation of why they need air conditioning. That's the balance that we have. And I think that's really the struggle. And I think when we talk about how do we, how do we get the Town behind us, you know? If you haven't had the opportunity, you know, go to a play at a school. Go to a go to a sporting event. See the schools. We have some buildings that are pretty old. Our staff and our teachers and everyone does an amazing job working with what they're working with. But it all costs money. We talk about school safety. Everything we're talking about there, if we're going to get better, that's going to cost money. And so, you know, I understand the budget is key, but sometimes you have to spend money to get all the greatness that we want. I'd love air conditioning.

The Moderator read, for the schools, from 0 to 100%. What percentage of each school in Town is used? I think they're saying use of the schools may be in the off times. I think I don't know. That's just the question. What percentage of each school in town is used? Mr. Beals was recognized and said I would say that on a day to day basis, 100% of all the buildings. I'm not... if we have many are familiar with Harry Potter and that hidden room in Hogwarts that comes out to to accommodate some of the students. If we have that. It's not something I'm aware of. I hope we do. But, you know, in terms of flex space, additional space, we really don't have a lot to any of it. We're seeing specifically at some of our ELC, our Early Learning Center Library Street School is really at at this time busting at the seams. We do not if we had to add if we had an additional influx of students and we had to add an additional classroom, we physically don't have that space. Some of our related services providers we're sharing three or four people are sharing space office space and therapy space in a classroom that has kind of partitioned walls that separates them. And I think the natural second question is, well, have we have we not had more students in past years? And that the answer to that is yes, that's correct. The reality, though, is, is as we go through time, more space is needed to teach them. The

services, our related service providers need a lot more space than they did 10-15 years ago. Our classroom size, we try to keep competitive classroom sizes. We don't want classes of 22- 24 students. Those days of being an effective teacher in front of a massive class, I think that's that's a thing of the past or a thing for colleges to deal with. But space is at a premium, I would say, in the Hudson School District.

Paul, you're either separate follow up that you had mentioned is in off times, I think when school's not in session, whether it be weekends or summers, I think we use a lot of the bigger spaces pretty frequently. Outside basketball programs come in pretty frequently, whether it be weeknights, weekends during the summer to use our gymnasiums and many other community spaces, whether it be the restaurant at Alvirne High School, the theater on the third floor at Alvirne High School or other community spaces that we have in all of the buildings are used, I would say, to really the best of their abilities or to meet whatever needs that we have.

Mr. Campbell was recognized and said we also used some end of year funding at the end of this year to conduct a study that I think we're going to get the results around December about the use of the how we're using the space that we have in our schools. So we'll be able to provide the community with a, with a better understanding of how it's used. Member Beals mentioned a hidden room in Hogwarts. He was obviously talking about the Room of Requirement. It's not just a hidden room. I wanted to clear that up.

Mr. Beals was again recognized and said that study was really, in my opinion, at least needed as a direct result of some of our schools bursting at the seams. Because truthfully, if there is a more efficient way, if we're not using our spaces as efficiently as we could be, if there's a more efficient way to to whether it be a grade breakdown, whether it be a school breakdown, if there's a more efficient way to use some of these, so we're not truly bursting at the seams, we want to know because we want to do it because the reality is, is at a number of our schools, specifically the ELC, we are challenged space-wise.

The Moderator then read, Town side, I heard that the Department Heads have been asked to submit a level funded budget. Concerns have been expressed about a default budget. Those sound like they are the same thing. What's the difference? Chairperson Roy was recognized and said I don't actually, because I think he can probably explain it clearest as revert to Town Administrator. The Town Administrator said, they're not necessarily the same thing. When you look at a level funded budget, what the what the subtlety is level funded as far as the operating part of the budget goes, we have labor costs that increase every year based on contracts. So when the departments submit level funded budgets, what the Board is really referring to is the operating portion of the budget. The Labor part will go up. So you may have some delta between the default budget and a level funded budget for that example.

The Moderator then read, to the School, who approved NOH8 on school grounds and why no disclosure from the Town? Or did the Town think that this was in line with their view School or Town? Chairman Gasdia replied, I actually spoke with a gentleman earlier about this. As far as the actual specifics of this we'll probably just need to look. But essentially, if you want to use our schools, there is a form that you can fill out online. You fill it out if you have insurance, if you meet the requirements that are necessary, it goes up. It's approved by the school principal. And certain in certain cases, it may need to go to a different level. If it's the Hills House, for example, that comes to us. If it's the Hills property. But in general, this is not something that ever comes to the School Board. So this is this is done internally. I think the the issue that was brought to my attention with this is this group supports something that this citizen does not support. And again, we all have our...everyone has their own views. But they were doing a photo shoot. But what they support, I think the question is, is that in line with what we... what we support. And again, don't know anything about it other than what was brought to my attention today. But we can look into it. But in general, we don't discriminate based on a group. If you meet the criteria and you meet the policy and you're going to respect our schools and do different things, then we're going to let you come in and do those things. And in this case, again, it was off hours. It was before school started. But we need to understand a little bit more as to what this

was. But in general, if someone wants to use our property, there's a there's a system they go through. If they align with the policy, we let them use it.

The Moderator asked, does the Town have anything on that? Chairperson Roy replied, the only thing I will say is we don't get involved in the use of school property. That's the purview of the School District and the School Board. So we were not even necessarily made aware that that was going to be there. That's out of our purview.

The Moderator then read, where does the new superintendent feel Hudson is behind other towns? The Moderator then jokingly said, it's only been two months. You should have that all down. Dr. Moulis replied, well, it's a really good question. So, you know, I've been in different school districts. I wouldn't say I struggle with the word behind because I think there's different needs based upon the different school districts and different towns that I've worked in. I would say some of the observations that I have, some of the noticing things that I have is, again, working, as I mentioned in my comments earlier, about competitive contracts, retaining and recruiting teachers and staff. And again, that's not only in the Hudson School District. I think that's in a lot of school districts right now. I think the other challenge and it's not again, I think just to Hudson School District and it was asked in an earlier question is academic achievement specifically due to the pandemic interruptions that we saw with classroom instruction. And how are we having that growth to help our students be successful? There's also a lot of successes that I need, I think need to be celebrated. And I mentioned some of those in my earlier comments with the different pathways for students for success. A wonderful CTE Center that has that has opened and has great opportunities for our students. So, Paul, going back to your question, or your comments. I don't think I have it all figured out in two months, but I would say those are some of my observations that that that I've noticed thus far.

The Moderator then read, are there any surprise visits on teachers to make sure they are teaching the syllabus they say they are teaching? Dr. Moulis replied, why don't I take that question? So again, as part of our summer retreat, both with the School Board and then our administrative meetings that we had this summer, we talked a lot about instructional rounds. So you have your observations that occur, but then also you have instructional rounds. And those are very much, I would classify as providing feedback, authentic feedback that happens. These are some of the notices. These are some of the wonderings I saw in the instructional walkthroughs. And it is going back to the question again, providing feedback. When I think about sports and coaching, you want that formative feedback piece to occur and it needs to be done organically. It needs to be part of a process. But again, it's also about supporting the teachers, supporting the staff member. And for all of us, I think what happens not only in education is that we don't provide enough formative feedback along the way. We provide that summative feedback, but we don't provide a lot of that informal, formative feedback. And again, I go back to the sports analogy of coaching and providing good coaching feedback along the way.

The Moderator then said, question on the renovation. Actually, it's a comment on the renovations as he doesn't respond. But the Police Chief may find this interesting. On the renovation, can we get rid of the conference room behind the SRO office, add a cell and padded room with a bay carport for safety? Mr. Inderbitzen laughed and then said no comment required, Chief. Chief Dionne asked, the SRO office in the school? The Moderator replied, this is on the proposed renovation. Chief Dionne asked on the school? To which the Moderator replied, yeah, not your renovation. I don't think so. It sounded like the school.

The Moderator then said another comment. Memorial School exit in the afternoon is scary for walkers, drivers and the crossing guard, if there is one. School Board member Beals was recognized and said this is something, so over a year ago, the school the School Board decided that we were going to have our own capital improvement committee, if you will. And that goal, very similar to what we heard tonight from the Town and a lot of the Town Master Planning in their Capital Improvement Plan does incorporate different items from the School. But we as a School District decided that we were going to have our own Capital Improvements Committee and we were going to put forward a capital improvements plan, if you will, specifically for the School District. The goal of this plan is to



really kind of provide up to a five year schedule of different projects, whether it be small classroom renovations to roof replacements, lighting replacements, etc. The pedestrian functionality of HMS is definitely a priority that the Capital Improvement Committee identified and put on our Capital Improvement Plan. There is nothing immediately in the works right now. I believe the first step in that process was looking at the different ways people arrive and exit the school, whether it be bus, car, pedestrian or on the bike, and trying to identify how we can potentially separate the pedestrians from the bus, separate the pedestrians from the incoming cars, and create a safe passage for walkers, for bike riders and for parents dropping off their students. So this is definitely a priority that has been identified and will require future attention by the Board and the District.

School Board member Gretchen Whiting then said and I would also just add that we heard a bit about this challenge from the Police Department earlier where there are open positions for crossing guards. And so certainly there is some, it sounds like community concern and some discussion. And so it sounds as though there are positions and if anyone has any availability, in addition to the Capital Improvement Committee, identifying some of those issues from parents dropping off and picking up. Certainly student walkers, it sounds as though there is a potential need in openings for crossing guards as well to address the issue.

The Moderator then said I have one final comment here and then we'll go to closing comments from the Board members and I'll do the town first that they got off easy tonight. Thank you to both Boards for hearing residents and making such great progress working together, it has been very positive to see.

#### Board Member Comments/Closing Remarks

Chairperson Roy was recognized by the Moderator and said, I think I'll just go this way. Ms. McGrath, if you want to make any closing comments? Selectman McGrath replied, I do. One of the things that I'd like to mention, and this is for the Police Chief, if you could work with the School Department about identifying, I've been seeing it a lot on the news about fentanyl and how they're using colored, it looks like colored candy and they're trying to entice children to use it. And that could be the end of their lives. So if you could work with them, the School Department, so that they can identify what is coming across the border in bags, then I think that that would be helpful. And it was something that I was going to mention earlier, but I didn't get the opportunity. So thank you for that. And I think that this was probably a positive, positive meeting and it's being televised. And so for those that couldn't or didn't want to be here, you can at least watch it on TV and see that we're trying to work together for the benefit of all with the benefit of the taxpayer. Thank you.

Selectman Morin was recognized and said to Selectman McGrath's comments. I believe every Board member on both Boards will say the same, that this was a very positive meeting. We got of information. Just going to simply say this Board, the School Board and selectman boards in the future and school boards of the future are going to present budgets to you and they're going to tell the residents what we need. But it comes down to is what the taxpayers want for their town and what they want us to move forward with. I would really ask the taxpayers in town to think about that. We understand it's tough times. We're facing the same tough times that you are, but there are things that need to be done. As I stated, our Department heads have taken cuts, but you haven't seen them yet because they do very well at what they do. The Board of Selectmen works very hard to make sure that the budgets are where they need to be and that our employees have what they need. But we're getting to that point they're not going to have what they need. And that's why we went to go to a zero budget, because we do need to make up some stuff, but we do not want to hurt you either. We understand that. So when it comes time to vote on the budget this year, please take time to really seriously look at what we're asking for. Because we're not going to ask for the world. I can tell you that right now. Thank you.

Selectman Gagnon was recognized and said, thank you. I don't have too much to say tonight. I want to send my appreciation to both Chairman Gasdia and Chairman Roy. I think this was a very positive

example of working together. I spoke to a couple of residents tonight highlighting that this was a first idea was last year. We had a different variation. We've taken input or I should say they have taken input, redeveloped this into what you see tonight. And I think it's been it's been excellent. You know, there's been a lot of bumps in the road for both Boards, I think. But I can personally say I'm very proud of where we've come and where we are today. We are communicating well. We are working together well, for the most part, and we're really honestly trying to do the best for all of our residents. So thank you very much for your effort in tonight's event.

Selectman Guessferd was recognized and said, thank you, Chairman. I want to say, I guess first off, I'm not going to necessarily reiterate, but I'm fully on board with what happened. Morin's comments. We talked about the budget earlier, and I think that's going to be a real key moving forward here. We've also talked a bit about the Master Plan and some of the things that are coming up. Mr. Groth talked about visioning sessions coming up. There's a lot of important people in the house here, but more people out there watching. Bottom line is, all of you come to these sessions, provide your input. 725 people have already provided some survey information. These are the things that are going to move us forward and make us understand what you're looking for in this town as we as we as we move forward in the coming years. Capital improvement projects, you know, working with the School Board is really, is really key. And it goes beyond purchasing, right? It goes into planning capital improvement projects. Your Capital Improvement Plan that you're that you're working with School Board, bring it make it part of the whole thing. You know, it's these are things that are going to benefit the Town and give us direction on where to go. And the things that we need to do with zoning and in planning. So thank you all for coming tonight and taking time. This has been great. As we said, it's a great idea. We need to continue the momentum working all together here. I also applaud the TV show that you and Chairman Gasdia put together. That's also, if you've not seen it, it's again, another part of this whole. I don't want to take too much more time, but thank you very much again and we'll see you at some of these planning sessions.

Chairperson Roy then said, so I'm not going to go over what everybody said. I will sort of reiterate about going to vision sessions, going to meetings, you know, not just Board of Selectmen meetings, but Budget Committee meetings, Deliberative Session. And if you have something that you want to share, share it. None of us, none of us bite. You know, we're all here. We're all on the same team. We want to go forward. So just let us know how you feel about stuff again through visioning session and going to meetings and everything. Again, I want to thank everybody for coming. I thought it was a fairly good showing of folks. There were a lot of great questions and a lot of good discussion. I want to thank the employees again, both the School and the Town for helping us out with this and for the Women's Club for all they did to make this happen. And finally, to Mr. Inderbitzen, thank you very much. That's all I have.

School Board Chairman Gasdia recognized member Mike Campbell who said, I want to thank everyone that came out and talked to us tonight. I want to thank everyone that helped put this together. It's our second year I think.

I think it went even better than last year. And just for a future message, we've got elections coming up in September and November and they're state elections and national elections and those seem to get all the attention. But I hope everyone remembers that the most important elections are in March and that's the Town elections. Those affect you the most. These are two boards that represent you. And I know it's "glamorous" to vote in November for national elections, but it's really the town elections that matter the most. And they have very low turnout as opposed to what we see in November. So I hope everyone will remember to be involved in January during Deliberative Sessions. And to vote in the March elections for Town elections, because those are the most important. And thank you very much.

School Board member Maureen Dionne was recognized and said so to reiterate what several people have said tonight, I just want to thank everyone that came out and all of those involved in facilitating this type of a meeting. I think it's a great positive collaboration for the Town and the School and to get so much feedback directly from the voters. And I would just really strongly encourage everyone to

continue to do that. I think one of the three lines that you hear both from the Select Board and the School Board and then the Department Heads, is that we want to hear from you. And so it's a great opportunity tonight to hear some questions and some feedback and comments. But you hear from the Chiefs that they if you have a question, you can reach out. All of us have an email address that we want to hear from you. So I would strongly encourage everyone to continue to provide that feedback. We all had some great conversations tonight before the meeting, and so I would really just encourage everyone at home listening and those in the audience to continue to do that because we're here to serve you. And that's how we make both the School and the Town a better place.

School Board member Ethan Beals said I'm grateful for the opportunity that we had tonight to collaborate. If I can get on a soapbox for a quick minute, as many of you know, in the last warrant article, we were approved for a \$75,000 playground build at H.O. Smith School. When the Board initially saw the first basically proposal for that playground, the installation fee was nearly 20% of that \$75,000, which to me personally was unacceptable. I think our money would be much, much better served if we did the install our self and then use the additional funds to purchase more equipment. That is to say that that come October 14 through the 16th, we will be constructing the playground at Dr. H.O. Smith School. I am incredibly grateful already by the tremendous outpouring of support. When the reality is, is when Hudson needs it, Hudson steps up to volunteer for many different opportunities already. We heard tonight about different collaborations between all the different departments, between the School and the Town. Already we've reached out to HGTV, who will be filming some component of it. We have volunteers from both the HFD and the HPD. Jess Florence and Jay Twardosky are coming to our pre-construction meeting in a couple of weeks to see what help that they can provide from the DPW point of view. We will be, hopefully in the next day or two, publishing a form for potential volunteers on our website and pumping it out through our social media channels. If you're able to volunteer, please sign up. We will try to create a schedule based on the amount of volunteers that sign up. Of all skill levels, some people may be more apt to using tools and assembling things, but they also need the support, whether it be just someone handing them tools or providing support. We're also going to be accepting donations of whether it be Gatorade, pizza, water, anything to support the volunteers who are constructing it. I appreciate anybody in any and all efforts by anybody to support that ongoing playground build, because I do feel that it's the most cost effective way to build the playground and get the most bang for our buck. If you have any questions, please don't hesitate to reach out to myself or Mike Campbell, who's also helping out lead this playground build.

School Board member Gretchen Whiting was recognized and said as everyone else has said, thank you for HCTV, the Women's Club, and Paul Inderbitzen for helping to make this happen. As well as Chairman Gasdia and Chairman Roy. I just want to reiterate that the Board's top priority is to foster an environment for our students to become successful citizens and to promote lifelong learning, whatever that may look like. The second priority is to create that work environment for those that do that, regardless if it's at the kindergarten level, all the way up to the high school and the CTE level. Those are the top two priorities, really in my perspective as being a Board member, and that's really where I try to make my decisions come from. So again, if you have any questions regarding the budget or policy, how policies are made, what is the role of the School Board in connection to any of that, myself or any one of the Board members would be able to assist with that. But I just wanted to reiterate what our, or my perception of the priority should be. And again, it is it is to the students first and then the environment for those that make that happen.

Chairman Gasdia then said, great. Well, you know, I don't want to repeat everything. So, you know, thank you to absolutely everyone. And thank you to those that are still here. I know when we were putting this together, I think one of the first things Chairman Roy and I looked at and said, 4 hours, that's a long time. But we wanted to make sure that we could incorporate the one on one conversations, have a productive meeting and allow for the questions. And so I think everybody that's been involved, I think both of the boards, right? I mean, at the end of the day, everyone here is a volunteer. And so that's a big deal for all of the Town and School employees, right? This is their job and here they are at 9:00 at night for you. And so I think that's a very big deal and a big thank you to them. You know, our Moderator, you know, I sent him an email and I didn't even doubt for a second

he was going to say yes because he's always, always available to help us. Same thing with the Women's Club. Thank you so much. I simply asked for you to hand out a couple pencils and papers and you've done so much more than that. So we appreciate that. To the Staff of the Community Center. I came by at noon today dreading that I was going to have to try and set up chairs and things like that and everything was set up. And finally, HCTV, whether it's tonight or any other night, this Town really functions through you and you keep us all informed. So thank you for that. Thank you for everybody. Please send us feedback on this so that next year we can inspect, adapt and do it even better.

The Moderator closed saying, thank you. Thank you all for coming and for staying. Everybody's been thanked. I appreciate all of you and hope to see you again.

Meeting televised and recorded by HCTV.  
Minutes transcribed by Jill Laffin, Executive Asst. to the Board of Selectmen

HUDSON, NH BOARD OF SELECTMEN

Minutes of the September 12, 2022 Meeting

1. CALL TO ORDER - by Selectman McGrath, sitting in the role of Chairperson this evening, called the meeting of September 12, 2022 at 7:00 p.m. in the Selectmen Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE

Board of Selectmen: Brett Gagnon, Dave Morin, Marilyn McGrath

Excused Absence: Bob Guessferd, Kara Roy

Staff/Others: Steve Malizia, Town Administrator; Jill Laffin, Executive Assistant

4. PUBLIC INPUT - there was none

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

A. Appointment

David Leary - Municipal Utility Committee

The Town Administrator explained Mr. Leary was interviewed at our last meeting to serve as a member on the Municipal Utility Committee. Selectman Morin made a motion, seconded by Selectman Gagnon to appoint David Leary as a member of the Municipal Utility Committee with a term to expire 4/30/24.

6. CONSENT ITEMS

The Chairperson asked, does anyone have anything they'd like removed for separate consideration? Seeing none, Selectman Gagnon made a motion, seconded by Selectman Morin to accept Consent Items A, B, C, D, E & F. Carried 3-0.

A. Assessing Items - none

B. Water/Sewer Items - none

C. Licenses & Permits & Policies

1) Tag Day Permit - Humane Society for Greater Nashua

D. Donations

1) Two Homemade Cornhole Boards for HPD from Hudson Resident Corey Jimmo

E. Acceptance of Minutes

1) Minutes of September 12, 2022

F. Calendar

9/13	7:00am - 8:00pm	State Primary Election Day
9/14	6:00	Right to Know Committee - BOS Meeting Room
9/14	7:00	Planning Board - Buxton Meeting Room
9/15	7:00	Benson Park Committee - HCTV Mtg Room
9/20	6:30	Board of Selectmen Workshop - Location TBD
9/20	7:00	Municipal Utility Committee - BOS Meeting Room
9/21	6:00	Library Trustees - Hills Memorial Library
9/22	7:00	Zoning Board of Adjustment - Buxton Meeting Room
9/27	7:00	Board of Selectmen - BOS Meeting Room

7. OLD BUSINESS

A. Votes Taken After Nonpublic Session on August 23, 2022

1. Selectman Guessferd made a motion, seconded by Selectman Gagnon to authorize the Police Chief to hire Gary Rodgers as a part-time School Crossing Guard with a starting salary of \$17.50 per hour. Carried 5-0.
2. Selectman Guessferd made a motion, seconded by Selectman Morin to authorize the Town Administrator and Police Chief to hire School Crossing Guards. Carried 5-0.
3. Selectman Gagnon made a motion, seconded by Selectman Morin to increase Police Chief Tad Dionne's salary to \$127,847 per year, effective August 28, 2022. Carried 5-0.
4. Selectman Guessferd made a motion, seconded by Selectman Gagnon to hire David Avery for the position of Dispatcher in the Fire Department at the contracted salary of \$18.98 per hour (step 1). This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by the Fire Chief. Carried 5-0.
5. Selectman Morin made a motion, seconded by Selectman Gagnon to hire Mark Catlado for the position of Inspector in the Fire Department at the contracted salary of \$26.36 per hour (step 1). This assignment will be a non-exempt position in accordance with the Hudson Support Staff Union, AFSCME Local 1801 as recommended by the Fire Chief. Carried 5-0.
6. Selectman Guessferd made a motion, seconded by Selectman Gagnon to accept Chief Buxton's retirement, with much regret. Carried 5-0.
7. Selectman Gagnon made a motion, seconded by Selectman McGrath to appoint Deputy Chief Scott Tice as Interim Fire Chief with a salary of \$121,000 per year, effective September 1, 2022. Carried 5-0.
8. Selectman Morin made a motion to adjourn at 10:26 p.m. This was seconded by Selectman Gagnon. Carried 5-0.

8. NEW BUSINESS

A. Public Hearing - Hudson Special One-Time Highway Payment-in Accordance with Senate Bill 401

The Town Administrator was recognized and explained, as you recall at the last meeting we had received news that we were receiving a one-time block grant from the New Hampshire DOT in the amount of \$467,498.25. This was based on the passage of Senate Bill 401 at the last session. So again, it's a one-time payment to the Town. After conferring with the Attorney, we thought it would be best to have a public hearing to accept these funds. These are unanticipated block grant funds. So we've scheduled a public hearing for this evening. It doesn't look like we're going to have a lot of attendance. But it's some formality that we'll go through. And after you have the public hearing you're then able to accept the one-time payment. Selectman McGrath asked, anyone wish to make the motion? The Town Administrator replied, you probably ought to open the public hearing, just too kind of formalize it. Selectman McGrath said I'm not used to doing this. The Town Administrator replied, that's okay, I got you.

Selectman McGrath opened the public hearing at 7:06p.m. Selectman McGrath said, seeing no one in the audience. Not one single soul; I'll close the public hearing at 7:06p.m. Selectman Morin made a motion, seconded by Selectman Gagnon to accept a one-time payment of \$467,498.25 from the State of New Hampshire Department of Transportation that was allocated to the Town of Hudson based on the passage of Senate Bill 401. Carried 3-0.

B. HPD Request to Advertise Telecommunications Technician

The Town Administrator was recognized and said, I told the Chief that I would stand in for him. This is the only thing they would have had this evening. So he's anticipating a retirement, I believe in his Records Department, at which point someone would probably be promoted from the dispatch into the records. So what he'd like to do is get the process started to at least get the advertising and start attracting candidates for dispatch. You're looking probably by November-ish we'd probably like to bring somebody on board. Get the training and get that seamlessly done. All you're doing right now is approving the advertising. You're not hiring anybody. You're just allowing him to go out.

Selectman Gagnon was recognized and said just for my clarification, a telecommunications technician...the Town Administrator replied, that's the title that we have in dispatch and records clerk. They're all, that's the formal title of those two functions. Selectman Gagnon replied, understood. Okay. Thank you. Selectman McGrath asked, anybody wish to make a motion? Selectman Gagnon made a motion, seconded by Selectman Morin to authorize the Police Chief to advertise for one Telecommunications Technician. Carried 3-0.

C. State of New Hampshire Settlement with Janssen Pharmaceuticals/Johnson & Johnson

The Town Administrator was recognized and explained, as you can see from you packet, we received a letter from the Attorney General's Office, Department of Justice. They're apparently, looks like the DOJ reached a settlement with Jansen Pharmaceuticals and Johnson and Johnson as far as opioids goes. So there's going to be money going to the State of New Hampshire and available I believe, to us, from a grant perspective, should we apply for it from the whole opioid

mess that was created by the pharmaceutical companies. So there's basically a settlement that they, DOJ, has asked us to sign off on so that they can get the money and they can have it available for grants. We did this before. I can't remember the, I think it was McKesson. I can't remember the exact name of the company. This is the second time around that we've seen this. I just ran this by Attorney Lefevre, got his input on it. He believes it's in the Town's best interest to sign off on this at this point in time. Basically they're trying to bring all of these things to settlement so that they can start helping people recover and help pay for the cost of fighting the battle. Selectman McGrath said, if there is any recovery.

Selectman Gagnon was recognized and said a little more detail. I see here in the documentation, the Defendants will pay \$39.605 million dollars. \$31.5 million dedicated exclusively to abate the opioid epidemic. Obviously you said that we could apply for those grants. Do we have any idea of maybe how we might apply or what we might apply for? The Town Administrator replied, I would assume they'll have some sort of process with this kind of money. They'll probably put something out to say hey, there's money available, this is the application process. I would presume that it would probably through the Police Department because they seem to be at the forefront of this effort. But at this point in time I'm not sure what the process will be. Selectman Gagnon then said or even the scope. Not the process per say but like what we could apply for. What we could ask for refunding. The Town Administrator replied, I haven't seen any direction than what I've been provided. So I guess this is the first step in probably many steps. Without accepting the settlement we're not going to get anything. Selectman Gagnon replied, understood.

Selectman McGrath then said don't you think that the settlement would cover anyone that may have lost their life due to either taking an overdose of opioids that could be tied back to the companies? The Town Administrator replied, I would hazard to guess that that settlement would be many millions more because there probably many lives that were lost through that. I think this is more targeted to the communities that have borne the brunt of either you know, Narcaning people. Dealing with the whole opioid crisis. I didn't see anything in here that talked about them settling individual cases. It seemed to me that it was obviously stopping them from selling these opioids. I believe that was further exacerbating the problem. Or promoting them or whatever. So that's part of the settlement. I think this fund is basically available to the municipalities and the communities. Maybe even at the county level to either put in whatever they need for additional efforts. Whether it be, I don't know, more Narcan, more people. More resources. Selectman McGrath said more paramedics. Selectman Morin then said the way it's listed in the paperwork when I read it, it specifically mentioned town, county, state. It didn't say anything about individuals for private entities. It specifically lists what was covered under it. The Town Administrator said to Selectman McGrath, like Selectman Morin said, I didn't see that in this. It just appeared to be targeted towards the government entities that have been dealing with this.

Selectman McGrath then said so we've taken care of that. The Town Administrator said I would recommend that you entertain a motion to execute the settlement documents in the State of New Hampshire settlement with Jansen Pharmaceuticals and Johnson and Johnson as a primary non-litigating subdivision and to authorize the Town Administrator to sign the settlement documents. Selectman Morin made this motion, which was seconded by Selectman Gagnon. Carried 3-0.



#### D. 2023 Board of Selectmen Meeting Schedule

The Town Administrator was recognized and said in anticipation, because the year goes by quickly and it's good to have this set up, this is the calendar year schedule for next year's Board of Selectmen meetings. Typically it's following the pattern of the second and fourth Thursday's except when elections get involved, which is the case in March. We moved the meeting back to the first Tuesday because you'll be tied up with elections on the second Tuesday. July you don't typically don't schedule any kind of workshop. That's usually vacation time for people. So that's been the practice of the Board. And in December, typically you have the one regular meeting because I think Christmas Eve, no it will be Christmas next year. So you're probably not going to want to meet on that day. So this is the schedule that's proposed. Jill's looked at it and we tried to look at all the elections. Next year's not so bad. '24 is going to have a bunch of dates in there that have to be blocked out. Primary for the presidential, town meeting, general elections. But for next year I think it's just town meeting calendar-wise. Selectman Morin made a motion, seconded by Selectman Gagnon to approve the Board of Selectmen 2023 Meeting Schedule. Carried 3-0.

#### E. 2023 Scheduled Holidays

Selectman Morin was recognized and said I just going to say if you're good this normal, so I was just going to make a motion right away. Selectman Morin made a motion, seconded by Selectman Gagnon to accept the holiday schedule for the next year. Carried 3-0.

#### F. August 2022 Revenues & Expenditures

The Town Administrator was recognized and said, it's still fairly early in the year. It's only two months in. we're about 17% of the way. Automobiles still continue to do well. We're ahead of where we were last year at this time. People love their cars. So we're doing very well with that. Even interest has picked up a little bit on our money in the bank. It's not doing great, but it's picked up from last year. So that's a positive. As I've said before we encumber things like legal. We encumber the solid waste contract. So it skews the percentages but generally looking at it, where everybody is, they're typically where they would be this time of year. Rec spends money on the summer program. Highway does a lot of paving. So they're numbers are a little bit higher than the 17% if you just looked at things on a monthly average. But they're where they should be. And at this point we haven't identified any problem areas. We are not at the winter yet.

#### 9. Board Liaison Reports

Selectman Gagnon: NRPC is meeting this week. There's a TTAC a Transportation Technical Advisory Committee. In that meeting towns, including Hudson, will be submitting ideas for the New Hampshire DOT 10 Year Plan. We discussed this a couple meetings ago. Mr. Groth provided three different ideas I believe he'll be presenting at NRPC. As Mr. Groth said NRPC will then collect all the ideas of the surrounding towns and make their own prioritized list to give to New Hampshire DOT.

School Board there's one obviously tonight, which I am not there. Sustainability had a quick meeting to discuss some basic statistics of recycling, trash pickup and that kind of thing. A pretty short meeting. I wasn't able to attend that one. I believe that's about it for this month. Pretty low-key.

Selectman McGrath then said so is Mr. Groth planning to come in and let this Board know what he's going to present to NRPC. The Town Administrator said he did. Selectman Gagnon replied I believe the last meeting or second to last meeting he did. He presented those. Remember we talked about those three topics and asked us to prioritize. Selectman McGrath replied, I guess that shows how much I listened to that. The Town Administrator then said sorry but we it was a discussion with the Board. Selectman Gagnon added sidewalks and so forth. Selectman McGrath then said I guess that's where my eyes glazed over.

Selectman Morin: Budget Committee, Selectman Guessferd stood in for me so he'll have a report when he's back. Con Comm is meeting right now so I'm obviously not there. Benson's will be meeting on Thursday.

Selectman McGrath: I have nothing for my liaison report this evening.

10. Remarks by Town Administrator

The Town Administrator was recognized and said the only thing I would do is remind everybody tomorrow is Primary Voting Day. We have the two wards. Community Center is for Ward One. Alvirne High School is for Ward Two. If you're not sure of your ward you can look online. The Towns webpage, street by street, tells you what ward you're in. if you're not registered I believe you can register at the polls. You need to bring some form of ID so that we know you're a resident. Other than that the polls are open from 7:00 a.m. to 8:00 p.m. at those two locations. So I urge everyone to go out and vote.

11. Remarks by School Board

Due to the Board of Selectmen meeting being held on a Monday, because of the September 13, 2022 state primary, a School Board Representative was not available to come join the BOS meeting. The School Board had their regularly scheduled meeting this evening.

12. Other Business/Remarks by the Selectmen

Selectman Gagnon: thank you. Just to add on to what Mr. Malizia stated. Hudson Cable Television provided had provided a great little synopsis of expected changes for the polling locations. So not just the locations themselves, but they have some process updates with new digital polling pads and that kind of thing. So if you haven't seen it already, I suggest you check out their social media page, Hudson Cable Television and watch their little clip about just some of the minor process changes to expect tomorrow so you're not caught off guard. Other than that, I look forward to seeing everyone hopefully a big turnout tomorrow for primaries. So thank you.

Selectman Morin: I'll just add to what Selectman Gagnon said, the Moderator let me know I'll be paying traffic cop in the morning to direct people to lines. It will be different there will be no more letters to look at. You're just going to a line. Any line can sign you in. so it's gonna be different. A little confusing. So we will be there to direct people and let them know what they need to do.

Selectman McGrath said and I'll get there at some point. Not to stay but at least to vote. So.

The Town Administrator asked Selectman Morin, did you want to mention 9/11? Selectman Morin replied, oh, yes, thank you, thank you. Appreciate that. The 9/11 Ceremony took place yesterday. It

actually went very well. It went quick but we covered everything and everybody was remembered. As always Police, Fire, Post 48 Firing Squad were all there to make it the tribute that it should be. Thank you. Selectman McGrath said when you said Firing Squad...The Town Administrator then said but the coolest thing was the hawk. On top of one of the girders. 20 minutes it was up there? It was really cool.

Selectman McGrath: I have nothing either for remarks this evening and I think we're ready to adjourn.

13. Nonpublic Session the Board did not go into nonpublic session.

14. ADJOURNMENT

*Motion to adjourn at 7:20 p.m. by Selectman Gagnon seconded by Selectman Morin. Carried 3-0.*

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

Absent  
Kara Roy, Chairperson

Absent  
Bob Guessferd, Vice Chairman

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

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

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

*Agenda*  
*9-22-22*  
**RECEIVED**  
**SEP 22 2022**  
TOWN OF HUDSON  
SELECTMEN'S OFFICE

# Town of HUDSON NEW HAMPSHIRE

Policies and Procedures

---

7A

**Section:** General

**Subject:** Right to Know Policy

Policy Number:	Revision Number:
Approved by:	Revision Dates:
Origination Date	Review Frequency:

## **Table Of Contents**

### **Section 1.0 - Overview**

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- 1.2 Scope
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### **Section 2.0 – Requesting Information**

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- 2.3 Completing a Public Information Request
- 2.4 Applicable Costs

### **Section 3.0 – Policy Changes**

- 3.1 How to Make Changes to This Policy

### **Addendum**

Attachment 1: Hudson RTK Request Form

Attachment 2: Hudson RTK Denial Form

### **References**

State Contacts

Judicial Appeals and Legal Escalations

## **Section 1.0 - Overview**

### **1.1 Purpose**

This policy is intended to guide both town personnel, and individual and entities to effectively and efficiently handle Right To Know requests and any requests for public information (regardless if the request references NH RSA 91A or not). Furthermore, this policy should help avoid any violations of the law whether unintentional or unknown by those associated with such a request. This document serves as a guidance policy and should not be considered a town ordinance or regulations of legal weight. It is recommended that all parties familiarize themselves with the actual law as written under NH RSA 91-A.

- a. This policy is designed to help outline what steps must be taken by the town hall and other town employees to adequately meet the requirements of the state regulations around public information requests.
- b. This policy is also designed to clarify how a Right To Know request should be submitted and received by the interested parties while also outlining proper expectations.

Overall, the town seeks to balance openness and transparency with confidentiality and privacy (in accordance with RSA 91-A) all while trying to be efficient with staff time and town resources.

### **1.2 Scope**

This policy and the subsequent NH state statutes apply to *Governmental Records* maintained by *Public Agencies* and *Public Bodies*. Specifically to Hudson, this would include but is not limited to; Hudson NH governmental meetings, quasi-governmental meetings, subcommittees, and town departments.

Right To Know requests can only be completed by legal New Hampshire residents as these regulations and rights given by both the NH constitution and the revised statutes annotated apply only to those who permanently reside in the state.

Non-Public exemptions; there are exemptions to the regulations in which information can be considered *Non-Public* and is not subject to release upon request. If the information being requested is protected under non-public exceptions, it should be clearly explained to the requesting party. For further details on these exemptions please see NH RSA 91-A3.

General Exemptions: There are other general exemptions to the regulations that should be known under RSA 91-A5. These exemptions include but are not limited to, draft notes, any notes or materials made for personal use, attorney-client privilege communication, information recorded by body worn cameras on police officers, cyber security plans, school records of minors, and similar information.

### 1.3 Legal Definitions

"Advisory committee" means any committee, council, commission, or other like body whose primary purpose is to consider an issue or issues designated by the appointing authority so as to provide such authority with advice or recommendations concerning the formulation of any public policy or legislation that may be promoted, modified, or opposed by such authority.

"Governmental proceedings" means the transaction of any functions affecting any or all citizens of the state by a public body.

"Governmental records" means any information created, accepted, or obtained by, or on behalf of, any public body, or a quorum or majority thereof, or any public agency in furtherance of its official function. Without limiting the foregoing, the term "governmental records" includes any written communication or other information, whether in paper, electronic, or other physical form, received by a quorum or majority of a public body in furtherance of its official function, whether at a meeting or outside a meeting of the body. The term "governmental records" shall also include the term "public records."

"Information" means knowledge, opinions, facts, or data of any kind and in whatever physical form kept or maintained, including, but not limited to, written, aural, visual, electronic, or other physical form.

"Public agency" means any agency, authority, department, or office of the state or of any county, town, municipal corporation, school district, school administrative unit, chartered public school, or other political subdivision.

"Requestor" means any individuals or entities that are legally able to request information from the Town under RSA 91-A

"Public body" means any of the following:

- (a) The general court including executive sessions of committees; and including any advisory committee established by the general court.
- (b) The executive council and the governor with the executive council; including any advisory committee established by the governor by executive order or by the executive council.
- (c) Any board or commission of any state agency or authority, including the board of trustees of the university system of New Hampshire and any committee, advisory or otherwise, established by such entities.
- (d) Any legislative body, governing body, board, commission, committee, agency, or authority of any county, town, municipal corporation, school district, school administrative unit, chartered public school, or other political subdivision, or any committee, subcommittee, or subordinate body thereof, or advisory committee thereto.
- (e) Any corporation that has as its sole member the state of New Hampshire, any county, town, municipal corporation, school district, school administrative unit, village district, or other political subdivision, and that is determined by the Internal Revenue Service to be a tax exempt organization pursuant to section 501(c)(3) of the Internal Revenue Code.

## **Section 2.0 – Obtaining Public Information**

### **2.1 Requesting Information**

RSA 91-A4:1 - “Every citizen during the regular or business hours of all public bodies or agencies, and on the regular business premises of such public bodies or agencies, has the right to inspect all governmental records in the possession, custody, or control of such public bodies or agencies, including minutes of meetings of the public bodies, and to copy and make memoranda or abstracts of the records or minutes so inspected, except as otherwise prohibited by statute or RSA 91-A:5.”

#### **2.1.1 Requests for records that can be immediately released**

- a. Requestors should first make a reasonable effort to find the information they seek on the Town website [HudsonNH.Gov](http://HudsonNH.Gov). By using the Search feature, most past meeting minutes, meeting packets and meeting recordings can be found. Additionally, information on town events, activities, projects and similar may also be found on the town website. When requested, information is not directly accessible on the town website, the requestor should follow process below to request the information.

*Note: Records for immediate release are considered to already be available or easily accessible and currently meeting or have met the requirements of RSA91a.*

#### **2.1.2 Request for records that require additional support and resources to provide**

- a. All requests for information should be submitted to the Town Administrator’s Office (*Exception: Requests for public safety records are encouraged to be submitted to the Hudson Police Records Division or the Hudson Fire Department Respectively.*) in order to provide a single point of contact for requestors. This process will allow the town to efficiently and effectively disseminate the request to all applicable parties with the intent to meet the legal timeframe in which requests need to be responded to.

*Note: Department heads, staff, board members, and commission members will inform the town administrators office if and when they receive a Right to Know Request for traceability purposes. This acknowledgment should be made as soon as reasonable possible as there is a time constraint on all RTK responses.*

*Written Requests:*

- b. The completion of an application is not legally required to request public information, but it is highly recommended that the requesting party complete a request form - [Hudson NH Right to Know \(RTK\) Request Form](#) for town employees to accurately provide timely information to requestors. Reference the addendum to this policy for more details on the application process.

*Note: If the requestor does not complete the form, the department taking the request should do so on behalf of the requester ensuring that the information that is being requested is clearly captured and understood to allow completion of the Right to Know Request.*



- c. To confirm the accuracy of the request and to start the timeline as outlined in RSA91-A, it is highly recommended to have the requesting party sign and date the application before submitting it for the processing of the request.

*Note: The individual in receipt of the request should make sure that they understand the details of the request, otherwise ask for clarification from the requestor*

- d. Once an application and/or request has been officially received by the Hudson NH Town Administrator's Office, the public body associated with the request has five business days to complete the said request, deny the request or provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay.

Email Requests: Respond as soon as reasonably possible when an email is received. Inform the requestor the request has been received and provide an estimate on how much time it will take to gather the information.

## **2.2 Gathering and Organizing Information**

- a. Upon receipt of the request by the Hudson NH Town Administrator's Office, a representative from said office shall forward the request as applicable to the department and agency associated with the requested information.

*Note: If the department or agency in question utilizes a digital platform that retains the records associated with the RTK request, the Hudson Informational Technology (IT) Department should be the lead department on gathering and providing said information (assuming they have the proper clearances). This recommendation is to balance the rights of the requestor with the availability of resources of the department or agency being requested to provide information and will provide consistent data production for Right to Know Requests.*

- b. Either the department associated with the RTK request or the Informational Technology (IT) department, if determined to be the more effective resource, should make every reasonable effort to search and collect all information within the scope of the request, including but not limited to archived information, information both on the digital servers and electronic storage devices as well as information that may have been accidentally or unintentionally transferred between personal emails/accounts by public officials or staff if there is reasonable evidence to assume such.
- c. Information collected for the Right to Know request shall be provided to the requestor in its native format in which it was originally created. This will require no additional time or resources to convert documents and will provide all original information associated with the information that was requested and provided to the requestor.

*NOTE: Native Format files will provide file creation date, author, modification dates, date email was sent, original attachments to emails and other relevant data that would be helpful to Right to Know requestors.*

- d. Information gathered and produced by a town body shall be submitted to the Town Administrator's office to compile, provide the information to the requestor and complete the Right to Know requestors.

### 2.3 Completing a Public Information Request

- a. Information that has been gathered should be organized and presented to the requestor, but it should be known that there is no legal obligation for the public body “to compile, cross-reference, or assemble information into a form in which it is not already kept or reported by that body or agency”
- b. Right To Know information can be provided in the following forms based on the most effective delivery method as it relates to the amount of information being requested.

1. Printed on paper
2. Emailed back to requestor: limited if requested files are too large to send
3. Loaded onto a Universal Serial Bus (USB) Hard Drive
4. Post marked through USPS (which can incur cost to the requestor)

*Note: Reference section 2.4 to see associated costs with each option when applicable*

- c. A log of Right to Know request, which are not considered public safety requests associated with the fire department or police department, will be kept in a separate file in the Town Administrator's office along with the corresponding (completed) Right to Know request form.

*Note: This historical list of RTK requests can be cross referenced and leveraged when requests come in for the same information allowing for immediate release.*

- d. If the town is unable to make a governmental record available for immediate inspection and copying, the Town must, within 5 business days of a request, make such record available, deny the request in writing with reasons, or furnish written acknowledgment of the receipt of the request and a statement of the time reasonable necessary to determine whether the request shall be granted or denied (the Right to Know Form should be used for this purpose).

“A public body or agency denying, in whole or part, inspection or copying of any record shall provide a written statement of the specific exemption authorizing the withholding of the record and a brief explanation of how the exemption applies to the record withheld.”

- e. Nothing in the law required the Town to provide information to an out-of-state individual. *See McBurney v Young, 569 U.S. 221 (2013)*. Requests from out-of-state individuals will be reviewed and analyzed on a case-by-case basis.
- f. In line with the spirit of NH RSA 91a, governmental agents/agencies should assist the Right to Know Requester as much as reasonably possible to reinforce trust, openness and cooperation. Town personnel and/or the individuals who received the RTK request should take reasonable steps to inform the requestor of any other associated records which may be applicable. This is based on the assumption that town employees and/or governmental agents have access to and know more about town records than resident.

## 2.4 Applicable Costs

- a. If permitted by law, the individual requesting a copy of governmental records will be charged the actual cost of providing said copies.
- b. New copies of paper records will cost the posted public rate as posted in Hudson Town Hall. There will be no charge for paper documents which have already been copied and are available at the time of the request.
- c. If the governmental agency provides the USB Drive, the cost to supply said device will be transferred to the requestor
- d. Requests for information to be emailed, will be free of charge, unless extenuating circumstances cause the town to incur an unreasonable cost in which case, the cost will be transferred to the requestor

*Note: Fees forwarded to the requestor should be a direct transfer of actual costs. No additional profits should be included by the town or governmental agency.*

- e. If a computer, photocopying machine, or other device maintained for use by a public body or agency is used by the public body or agency to copy the governmental record requested, the person requesting the copy may be charged the actual cost of providing the copy, which cost may be collected by the public body or agency.
- f. No cost or fee shall be charged for the inspection or delivery, without copying, of governmental records, whether in paper, electronic, or other form. Nothing in this section shall exempt any person from paying fees otherwise established by law for obtaining copies of governmental records or documents, but if such fee is established for the copy, no additional costs or fees shall be charged.
- g. In the same manner as set forth in RSA 91-A:4, IV, any public body or agency which maintains governmental records in electronic format may, in lieu of providing original records, copy governmental records requested to electronic media using standard or common file formats in a manner that does not reveal information which is confidential under this chapter or any other law. If copying to electronic media is not reasonably practicable, or if the person or entity requesting access requests a different method, the public body or agency may provide a printout of governmental records requested, or may use any other means reasonably calculated to comply with the request in light of the purpose of this chapter as expressed in RSA 91-A:1. Access to work papers, personnel data, and other confidential information under RSA 91-A:5, IV shall not be provided.

### **Section 3.0 – Policy Changes**

#### **3.1 How to make changes to this policy**

- a. Changes to this policy can be presented by the Town or the Public to the Board of Selectmen.
- b. Changes that align this policy with new or updated language as seen in latest revision of NH RSA 91a will not require a public hearing. All other changes must hold a public hearing in order to allow input by the public and to further support the transparency, honesty and openness of the local government.
- c. Changes should be presented and/or discussed during a regularly scheduled Board of Selectmen's meeting or other properly noticed and authorized Hudson Committee specifically dedicated to Right To Know topics. (i.e. Right To Know Committee)

**Attachment 1:**

**Hudson New Hampshire's  
Right To Know (RTK) Request Form**

## Hudson New Hampshire's Right To Know (RTK) Request Form

Pursuant to the Right to Know Law (NH RSA. 91-A), I am requesting public access, within five business days, to the governmental records reasonably described as follows.

**Name of the Public Body associated with request**

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**Describe the records sought with enough detail for the public agency to respond.**

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**Timeframe in question**

From \_\_\_\_\_ To \_\_\_\_\_  
Month Day Year Month Day Year

**Person Making the Request:**

Name: \_\_\_\_\_ (Print)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_ (optional)

Signature of Requestor: \_\_\_\_\_ Date: \_\_\_\_\_

**For town hall employees only**

Name of Governmental Agent: \_\_\_\_\_ (Print)

Signature of Governmental Agent: \_\_\_\_\_ Date: \_\_\_\_\_

## Hudson New Hampshire's Right To Know (RTK) Request Form

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If requested information is available; I have chosen to receive it by

- A link to a web address of online directory has been provided
- Printed physical copy (Fees can apply)
- Digital copy loaded on TOWN PROVIDED USB Hard Drive (Fees can apply)
- Digital copy loaded on PERSONAL USB Hard Drive (Preferred choice for large requests)  
*Note: Said USB drive will be fully formatted by T for security purposes*
- Digital copy E-Mailed to me at the contact listed above (Size limited)
- Sent to me via U.S.P.S. mail to: \_\_\_\_\_  
(Fees can apply) \_\_\_\_\_

The undersigned has acknowledged that their request has been completed in full and they are in receipt of the requested information upon signing this acknowledgment.

Signature of Receiver: \_\_\_\_\_ (Sign)

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**Attachment 2:**

**Hudson New Hampshire's  
Right To Know (RTK) Denial Form**

**Draft**



## Hudson New Hampshire's Right To Know (RTK) Denial Template

If the RTK Request cannot be carried out, the reasons for such must be documented and provided back to the requestor within 5 business days. Unless the requestor was asking for "statistical tables and limited data sets for research", as referenced under RSA 91A10, then a window of 10 days is allotted for a denial.

*Note: For legal denial references, please see NH RSA 91A:3 for non public exceptions and NH RSA 91A:5 Exceptions. Any other reasonably interpreted state or federal law should also be referenced as applicable.*

### Reference to Original Request (Brief statement referencing original request)

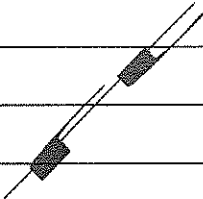
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### Reason for Denial

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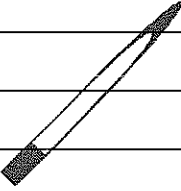
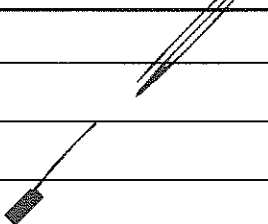
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### For town hall employees only

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Name of Governmental Agent: \_\_\_\_\_ (Print)

Signature of Governmental Agent: \_\_\_\_\_ Date: \_\_\_\_\_

## References

1. Overview of the regulations
2. State Contacts
3. Judicial Appeals and Legal escalation

## References

### Overview of The Regulations

Below is an unofficial and unmaintained outline of the sections within NH RSA 91-A for reference. Please navigate to <http://www.gencourt.state.nh.us/rsa/html/vi/91-a/91-a-mrg.htm> for the most up-to-date information and any changes to the regulations.

RSA 91-A:1 Preamble

RSA 91-A:1-a Definitions

RSA 91-A:2 Meetings open to Public

RSA 91-A:2-a Communication Outside Meetings

RSA 91-A:3 Nonpublic Sessions

RSA 91-A:4 Minutes and Records Available for Public Inspection

RSA 91-A:5 Exemptions

RSA 91-A:5-a Limited Purpose Release

RSA 91-A:6 Employment Security

RSA 91-A:7 Violation

RSA 91-A:8 Remedies

RSA 91-A:9 Destruction of Certain Information Prohibited

RSA 91-A:10 Release of statistical Tables and Limited Data Sets for Research

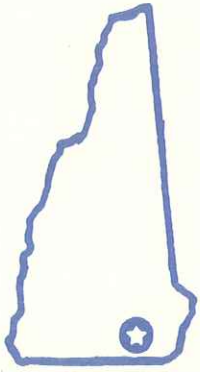
## References

### State contacts

- a. New Hampshire's Right To Know organization; Established in 2013, Right to Know NH (RTKNH) is a nonprofit, nonpartisan citizen coalition working to improve access to New Hampshire state, county, and local governments. We advocate to strengthen New Hampshire state laws, particularly the Right-to-Know law known as RSA 91-A, as well as Right-to-Know governmental policies. We serve as a resource on Right to Know in our state with the goal of making government more open and transparent. We educate citizens on their Right to Know and aid them in exercising their rights under the law. We educate public officials on improving their adherence to the law and delivering greater government transparency to their constituents.
  - a. <https://righttoknownh.wordpress.com/>
- b. New Hampshire Municipal Association – The NH Municipal Association provides guidance to NH Cities and towns on Right to Know Laws and Regulations.
  - a. <https://www.nhmunicipal.org/>
- c. NH Attorney General – The NH Attorney General has provided a Memorandum on New Hampshire's Right to law RSA Chapter 91-A. Hudson NH shall ensure this Memorandum is available to all employees, board, and committee members to ensure Right to Know Requests comply with the Attorney General's Memorandum.
  - a. <https://www.doj.nh.gov/>
  - b. <https://www.doj.nh.gov/civil/documents/right-to-know.pdf>

### Judicial appeals and legal escalations

- a. NH Superior Court – Right to Know Violations may be appealed to the NH Superior Court.
  - a. <https://www.courts.nh.gov/our-courts/superior-court>
- b. NH Supreme Court - Right to Know Violations may be appealed to the NH Supreme Court that fail at the NH Superior Court. The Statute provides an immediate remedy in Superior Court, where the case is given "high priority on the court calendar." RSA 91-A:7 A Superior Court ruling on a petition for access is deemed a final judgment, which may be appealed as of right to the New Hampshire Supreme Court. An appeal must be filed within thirty days of the date on the clerk's written notice of the decision on the merits.
  - a. <https://www.courts.nh.gov/our-courts/supreme-court>
- c. Ombudsman office: As an **alternative** to filing a petition in court, a citizen may file a written complaint with the office of the right to know ombudsman. The ombudsman will then require the public body/agency to provide an answer to the complaint within 20 days citing any justifications for their refusal to or delay in producing the requested governmental records, access to meetings open to the public, or otherwise comply with the provisions of the Right-to-Know Law (RSA 91-A).



# TOWN OF HUDSON

## Public Works

Agenda  
9-27-22

2 Constitution Drive Hudson, New Hampshire 03051 603/886-6018 Fax 603/594-1143



8A

Date: September 20 2022

To: Board of Selectmen

From: Jess Forrence Public Works Director

Re: Additional hours for our part time employee

Public Works is looking to add 7 hours per week to our Part Time Office Assistant position. This position is currently at \$18.26 per hour for the 20 hours per week. We would like to move it up to 27 hours per week with no benefits. Her tasks include but are not limited to payroll, creating and processing purchase orders, data entry, recording fuel logs and sending that usage information to the correct departments, issuing transfer station passes as well as traveling to town hall to pick up and deliver mail. The additional 7 hours will be taken out for the 5552-105 overtime that was previously used to cover the two girls that worked every other Saturday giving out passes at the transfer station.

Thank you

Agenda 9-27-22



# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

8B

### INTEROFFICE MEMORANDUM

TO: Steve Malizia, Town Administrator  
Board of Selectmen

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

DATE: September 21, 2022

RE: Heritage Landing – Massie Circle  
Water Main acceptance.

**RECEIVED**

SEP 21 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

Mr. Malizia

The Engineering Department has received the Notice of Water Main Acceptance for the above. Construction of the water mains was done by Continental Paving Inc. and inspected by the Engineering Department.

The current owner, K&M Developers, LLC, have provided the Engineering Department with an as-built plan of the water line extension, which has been reviewed and approved by the Town Engineer and Public Works Director. In addition, we have received copies of the results of pressure testing and bacteria testing of the water main, with all criteria meeting the local standards. The water mains will become the property of the Hudson Water Utility.

1. Approximately 1,870 linear of 8 inch main within the development.
2. Approximately 65 linear of 6 inch main within the development.
3. Approximately 316 linear of 4 inch main within the development.
4. Seven (7) fire hydrant.

This water main comes with one year warranty from the date of acceptance by Board of Selectmen.

**Motion:**

To accept the Heritage Landing water main and fire hydrants, as recommended by Town Engineer, DPW Director and Municipality Utility Committee.



# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

### INTEROFFICE MEMORANDUM

TO: Municipal Utility Committee

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

DATE: September 15, 2022

RE: Heritage Landing Development – Massie Circle  
Water Main Acceptance.

Mr. Chairman

The Engineering Department has received the Notice of Water Main Acceptance for the above. Construction of the water mains was done by Continental Paving Inc. and inspected by the Engineering Department.

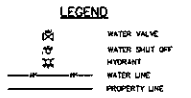
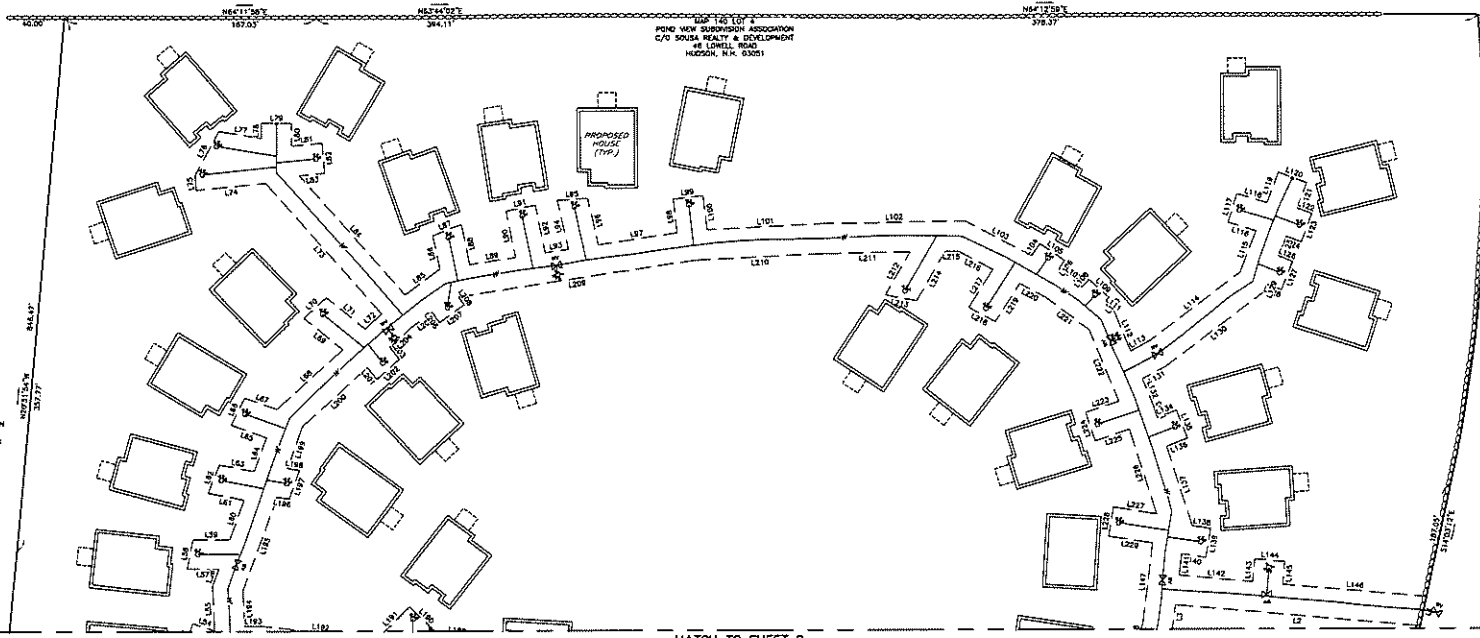
The current owner, K&M Developers, LLC, have provided the Engineering Department with an as-built plan of the water line extension, which has been reviewed and approved by the Town Engineer and Public Works Director. In addition, we have received copies of the results of pressure testing and bacteria testing of the water main, with all criteria meeting the local standards. The water mains will become the property of the Hudson Water Utility.

1. Approximately 1,870 linear of 8 inch main within the development.
2. Approximately 65 linear of 6 inch main within the development.
3. Approximately 316 linear of 4 inch main within the development.
4. Seven (7) fire hydrant.

This water main comes with one year warranty from the date of acceptance, by Board of Selectmen.

#### **Motion:**

**To accept the Heritage Landing water main and seven hydrants as recommended by the Town Engineer and DPW Director.**



MAP 141 LOT 1  
SPICE INDUSTRIES, INC.  
1471 MEADOW STREET  
DANVILLE, NH 03825  
DR. 5458 PG. 1283

MAP 140 LOT 4  
POND VIEW SUBDIVISION  
ASSOCIATION  
C/O SOUZA REALTY &  
DEVELOPMENT  
48 LOWELL ROAD  
HUDSON, N.H. 03051

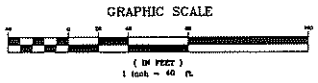
MATCH TO SHEET 2

Line	Length	Bearing
L1	23.14	S14° 03' 13"E
L2	163.38	S89° 07' 33"W
L3	15.77	S10° 04' 02"E
L4	11.34	S10° 54' 22"E
L5	15.28	N72° 17' 02"E
L6	20.00	S14° 42' 58"E
L7	16.58	S78° 17' 02"W
L8	42.83	S10° 34' 22"E
L9	24.71	N87° 45' 58"E
L10	20.00	S8° 14' 02"E
L11	32.38	N87° 45' 58"W
L12	48.01	S14° 22' 40"E
L13	24.38	N87° 36' 41"E
L14	20.00	S2° 01' 19"E
L15	28.86	S87° 56' 41"W
L16	8.88	S28° 01' 33"W
L17	32.85	S57° 07' 00"E
L18	20.00	S32° 52' 33"W
L19	31.28	N57° 07' 59"W
L20	38.97	S28° 01' 33"W
L21	28.97	S50° 08' 10"E
L22	20.00	S14° 51' 30"W
L23	25.12	N58° 08' 10"W
L24	23.41	S28° 01' 33"W
L25	17.28	S58° 53' 22"E
L26	20.11	S28° 01' 33"W
L27	18.34	N58° 35' 22"W
L28	45.36	S90° 38' 38"W
L29	13.24	S28° 48' 56"E
L30	20.00	S60° 11' 03"W
L31	18.93	N28° 48' 53"W

Line	Length	Bearing
L32	35.24	S87° 37' 33"W
L33	122.37	S68° 51' 43"W
L34	108.81	S58° 57' 11"W
L35	87.81	N88° 56' 02"W
L36	43.28	S1° 33' 58"W
L37	20.03	N44° 13' 58"W
L38	40.58	N11° 33' 58"W
L39	22.01	N88° 36' 02"W
L40	29.87	S17° 31' 48"W
L41	20.09	N87° 01' 38"W
L42	33.87	N17° 33' 48"E
L43	28.86	N52° 24' 18"W
L44	40.07	S45° 45' 30"W
L45	20.02	N41° 43' 58"W
L46	38.32	N65° 45' 32"E
L47	34.47	N52° 24' 18"W
L48	31.03	S37° 32' 40"W
L49	28.18	N28° 01' 08"W
L50	32.74	N57° 20' 59"W
L51	41.84	N28° 25' 57"W
L52	22.93	S82° 17' 39"W
L53	20.00	N7° 42' 21"W
L54	15.38	N82° 17' 48"E
L55	28.77	N38° 37' 37"W
L56	12.58	N° 18' 30"W
L57	21.08	S44° 31' 38"W
L58	20.34	N19° 11' 33"W
L59	24.42	N44° 18' 23"E
L60	28.44	N° 16' 38"W

Line	Length	Bearing
L61	24.23	S78° 04' 33"W
L62	30.34	N° 00' 33"W
L63	42.59	N78° 04' 33"E
L64	24.06	N° 16' 58"W
L65	24.90	S83° 48' 43"W
L66	20.12	N° 00' 14"E
L67	22.84	N83° 48' 43"E
L68	56.58	N21° 50' 30"E
L69	33.13	N77° 07' 18"W
L70	20.26	N28° 07' 33"E
L71	33.00	S77° 07' 18"E
L72	14.75	N21° 50' 30"E
L73	116.38	N87° 27' 08"W
L74	48.23	S58° 11' 18"W
L75	10.00	N31° 48' 41"W
L76	33.28	N° 44' 58"E
L77	28.58	N73° 24' 40"E
L78	10.28	N28° 22' 58"W
L79	20.00	N84° 27' 01"E
L80	15.33	S28° 22' 58"E
L81	30.33	N58° 36' 07"E
L82	30.00	S31° 23' 13"E
L83	17.00	S54° 30' 47"W
L84	106.12	S47° 27' 46"E
L85	28.82	N27° 39' 14"E
L86	22.83	N37° 31' 38"W
L87	20.28	N42° 27' 10"E
L88	23.39	S37° 31' 38"E
L89	31.03	N58° 22' 52"E
L90	31.41	N37° 44' 50"W
L91	20.00	N28° 13' 10"E

Line	Length	Bearing
L92	32.30	S37° 44' 30"E
L93	18.78	N58° 22' 52"E
L94	33.58	N38° 56' 03"W
L95	20.39	N60° 44' 16"E
L96	31.88	S38° 34' 03"E
L97	52.97	N55° 22' 52"E
L98	22.57	N32° 48' 21"W
L99	20.00	N57° 11' 38"E
L100	22.82	S32° 48' 21"E
L101	77.51	N61° 08' 12"E
L102	55.97	N62° 05' 02"E
L103	49.82	S88° 17' 38"E
L104	7.88	N47° 50' 30"E
L105	33.00	S81° 00' 32"E
L106	8.22	S2° 34' 28"W
L107	18.57	S78° 48' 42"E
L108	4.53	N19° 42' 37"E
L109	20.00	S74° 17' 23"E
L110	4.87	S18° 42' 37"W
L111	5.30	S78° 44' 42"E
L112	29.04	S48° 42' 28"E
L113	14.13	N38° 38' 46"E
L114	75.70	N28° 53' 44"E
L115	28.47	N° 00' 11"W
L116	18.44	S82° 38' 11"W
L117	20.00	N° 04' 49"W
L118	20.83	N80° 35' 11"E
L119	21.85	N° 08' 11"W
L120	20.00	N84° 52' 49"E



**WATER LINE EASEMENT PLAN**  
**HERITAGE LANDING**  
 MAP 140 LOTS 2 & 3  
 112 & 114 GREELEY STREET  
 HUDSON, NEW HAMPSHIRE  
 HILLSBOROUGH COUNTY

OWNER/APPLICANT:  
 K&M DEVELOPERS, LLC  
 48 LOWELL ROAD  
 HUDSON, N.H. 03051

**K&M**  
 K&M ENGINEERING & ARCHITECTURE, INC.  
 CIVIL ENGINEERING Land Surveying Landscape Architecture  
 10 Commerce Park North, Suite 20, Bedford, NH 03110 Phone (603) 627-2881

**CERTIFICATION:**  
 Pursuant to RSA 676:10, III and RSA 676:14,  
 I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS  
 TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF  
 PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO  
 NEW WAYS ARE SHOWN.

THIS PLAN AND THE SURVEY UPON WHICH IT IS BASED WAS MADE ON THE  
 GROUND UNDER MY DIRECTION AND SUPERVISION BETWEEN APRIL 2021 IN  
 ACCORDANCE WITH THE RULES AND REGULATIONS OF THE STATE OF NEW  
 HAMPSHIRE AND THE CITY/TOWN WITHIN WHICH IT IS LOCATED WITH A  
 TRANSVERSE ERROR OF CLOSURE BETTER THAN 1 PART IN 10,000. THE SURVEY  
 REFERENCED IS CLASSIFIED AS AN URBAN STANDARD SURVEY, AS DEFINED IN  
 THE NEW HAMPSHIRE LAND SURVEYING ASSOCIATION CHARTER AND STANDARDS.

DESIGNED LAND SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

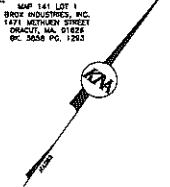
No.	DATE	DESCRIPTION	BY

DATE: SEPTEMBER 14, 2022 SCALE: 1"=40'  
 PROJECT NO: 20-1001-1 SHEET 1 OF 2



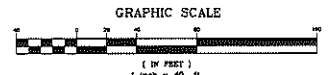
MATCH TO SHEET 1

MAP 141 LOT 1  
BROOK INDUSTRIES, INC.  
1472 WETHERS STREET  
DUNSTON, N.H. 03827  
P.C. 5658 PG. 1243



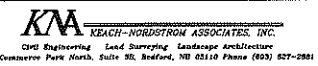
LEGEND

- WATER VALVE
- WATER SHUT OFF
- HYDRANT
- WATER LINE
- PROPERTY LINE



**WATERLINE EASEMENT PLAN**  
**HERITAGE LANDING**  
MAP 140 LOTS 2 & 3  
112 & 114 GREELEY STREET  
HUDSON, NEW HAMPSHIRE  
HILLSBOROUGH COUNTY

OWNER/APPLICANT:  
KRAM DEVELOPERS, LLC  
46 LITTLEWOOD ROAD  
HUDSON, N.H. 03051



CMV Engineering Land Surveying Landscape Architecture  
10 Commerce Park North, Suite 30, Bedford, NH 03110 Phone (603) 527-2981

REVISIONS			
No.	DATE	DESCRIPTION	BY

DATE: SEPTEMBER 14, 2022 SCALE: 1"=40'  
PROJECT NO: 20-1001-1 SHEET 2 OF 2

MAP 140 LOT 4  
POINT VIEW SUBDIVISION  
ASSOCIATION  
C/O SOUSA REALTY &  
DEVELOPMENT  
46 LITTLEWOOD ROAD  
HUDSON, N.H. 03051

MAP 143 LOT 1  
HORSING WOODS CONDOMINIUMS  
C/O GREAT AGENCY PROPERTY MANAGEMENT  
526 DANIEL WEBSTER HWY  
HEBRON, N.H. 03844

Line	Length	Bearing
L121	18.15	S5° 06' 11"E
L122	16.56	N44° 16' 48"E
L123	29.06	S2° 41' 42"E
L124	16.76	S94° 10' 16"W
L125	14.21	S5° 06' 11"E
L126	19.23	N46° 02' 41"E
L127	20.00	S2° 37' 19"E
L128	8.63	S86° 02' 41"W
L129	4.75	S9° 06' 11"E
L130	82.84	S26° 55' 44"W
L131	17.63	S35° 39' 44"W
L132	16.87	S46° 42' 25"E
L133	8.82	S43° 18"E
L134	13.56	N42° 33' 31"E
L135	20.00	S42° 24' 28"E
L136	14.88	S42° 33' 31"W
L137	55.92	S42° 42' 18"E
L138	12.27	N72° 56' 25"E
L139	20.00	S12° 04' 25"E
L140	18.21	S72° 25' 34"W
L141	14.72	S19° 04' 02"E
L142	49.18	N46° 07' 37"E
L143	15.48	N21° 25' 12"W
L144	20.00	N46° 38' 40"E
L145	15.21	S21° 20' 12"E
L146	65.97	N46° 07' 37"E
L147	24.24	S19° 04' 02"E
L148	17.30	S10° 04' 22"E
L149	18.83	S77° 31' 02"W
L150	20.00	S12° 28' 37"E

Line	Length	Bearing
L151	18.28	N77° 31' 02"E
L152	23.82	S12° 24' 22"E
L153	6.84	S67° 22' 29"W
L154	23.16	S2° 37' 25"E
L155	15.68	S27° 13' 38"W
L156	24.48	S82° 46' 21"E
L157	47.28	S14° 22' 46"E
L158	115.17	S26° 01' 55"W
L159	24.78	N44° 10' 22"W
L160	20.32	S54° 00' 06"W
L161	25.16	S44° 10' 22"E
L162	81.15	S49° 33' 58"W
L163	16.81	N23° 34' 50"W
L164	42.87	S43° 04' 52"W
L165	14.35	S21° 44' 00"E
L166	89.30	S46° 51' 45"W
L167	102.99	S56° 57' 11"W
L168	28.08	N46° 50' 02"W
L169	5.00	N0° 03' 58"E
L170	20.00	N46° 56' 02"W
L171	5.00	S0° 03' 58"E
L172	71.74	N49° 54' 02"W
L173	70.25	N23° 24' 16"W
L174	28.80	N23° 23' 57"W
L175	5.00	S47° 44' 09"W
L176	19.67	N23° 22' 57"W
L177	7.28	N46° 56' 37"E
L178	20.00	N26° 01' 23"W
L179	7.08	S40° 54' 37"W
L180	12.40	N28° 25' 57"W

Line	Length	Bearing
L181	10.10	N42° 26' 30"E
L182	75.88	N76° 07' 11"E
L183	22.12	S42° 22' 29"E
L184	20.00	N44° 37' 31"E
L185	12.41	N42° 22' 29"W
L186	10.28	N16° 35' 09"E
L187	35.27	N76° 56' 02"E
L188	20.00	N16° 03' 58"W
L189	26.87	S76° 56' 02"W
L190	25.20	N71° 20' 51"W
L191	28.72	S16° 39' 09"W
L192	77.31	S76° 07' 11"W
L193	11.02	S43° 24' 20"W
L194	23.88	N28° 25' 57"W
L195	67.63	N6° 16' 55"W
L196	8.10	N72° 28' 42"E
L197	20.32	N6° 16' 55"W
L198	8.10	S72° 28' 42"W
L199	28.46	N6° 16' 58"W
L200	36.46	N21° 30' 20"E
L201	10.92	S44° 17' 12"E
L202	20.00	N21° 30' 20"E
L203	10.92	N44° 17' 12"W
L204	20.11	N21° 30' 20"E
L205	16.41	N27° 07' 14"E
L206	8.46	S42° 02' 48"E
L207	20.00	N27° 07' 14"E
L208	8.44	N42° 02' 48"W
L209	159.78	N52° 22' 52"E
L210	86.00	N41° 08' 12"E

Line	Length	Bearing
L211	35.81	N42° 02' 05"E
L212	32.84	S2° 51' 01"W
L213	21.13	N75° 01' 50"E
L214	32.83	N2° 51' 01"E
L215	8.43	N42° 02' 05"E
L216	26.37	S46° 14' 30"E
L217	28.82	S6° 24' 20"W
L218	20.04	S47° 20' 38"E
L219	32.13	N6° 24' 20"E
L220	19.52	S46° 14' 30"E
L221	36.17	S78° 44' 43"E
L222	51.42	S46° 42' 23"E
L223	23.35	S42° 37' 57"W
L224	20.00	S44° 22' 03"E
L225	24.02	N42° 37' 57"E
L226	59.21	S42° 43' 18"E
L227	28.00	S72° 07' 16"W
L228	20.00	S16° 52' 44"E
L229	29.58	N72° 07' 16"E

**CERTIFICATION:**  
Pursuant to RSA 476:10.III and RSA 672:14,  
I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS  
TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF  
PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO  
NEW WAYS ARE SHOWN.

THIS PLAN AND THE SURVEY UPON WHICH IT IS BASED WAS MADE ON THE  
GROUND UNDER MY DIRECTION AND SUPERVISION BETWEEN APRIL 2021 IN  
ACCORDANCE WITH THE RULES AND REGULATIONS OF THE STATE OF NEW  
HAMPSHIRE AND THE CITY/TOWN WITHIN WHICH IT IS LOCATED WITH A  
TRANSVERSE ERROR OF CLOSURE BETTER THAN 1 PART IN 10,000. THE SURVEY  
WORKFORM IS CLASSIFIED AS AN URBAN STANDARD SURVEY, AS COPIED IN  
THE NEW HAMPSHIRE LAND SURVEYING ASSOCIATION CHARTER AND STANDARDS.

DESIGNED LAND SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

**“NOTICE OF WATER ACCEPTANCE”**

1. The water line as described herein:

Project Name: Heritage Landing Contractor: Ryan Charbonneau, Continental Paving

Owner: K&M Developers, LLC

Street and Station (Location): Massie Circle

Has been inspected and tested and is in compliance with the Town of Hudson requirements for water construction (inspection and test report on file with the DPW).

2. Portions which are Public Water are described as (attach legal documentation) and are so dedicated as such:

\_\_\_\_\_

3. Portions which are Private Water are described as: There will be no private water, except for individual Services running from water shut-offs to units.

4. The following sites/lots/units which have “accessibility” are: (list by Tax Map & Lot #'s)

Map 140 Lots 2 & 3

\_\_\_\_\_

Access fees for these lots/sites are to be assessed as of \_\_\_\_\_ (Date)

5. I, Manuel Sousa (owner), state that the above-described water(s) has been constructed in accordance with the requirements for water construction of the Town of Hudson, and I further understand and accept the conditions set forth by the Town of Hudson for Public and Private Waters and accessibility.

Manuel D. Sousa  
Owner

9/15/22  
Date

6. In accordance with the above stipulation and description, this water is recommended for acceptance.

[Signature]  
Town Engineer or Authorized Agent

9/15/22  
Date

[Signature]  
Public Works Director or Authorized Agent

9/15/22  
Date

7. In accordance with the above stipulations and descriptions, this water is hereby recommended for Acceptance by the Municipal Utility Committee and is subject to all rules and regulations and fees of the Hudson Water Utility.

[Signature]  
MUC Chairman

Approved at meeting of:

9/20/22  
Date

8. Water Accepted by Water Utility and Town of Hudson

Approved at meeting of:

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

\_\_\_\_\_ Date

Return to:  
Town of Hudson

**UTILITY EASEMENT**  
Greeley Street  
Hudson, Hillsborough County, New Hampshire

**K & M Developers, LLC**, a New Hampshire limited liability company with an address of 46 Lowell Road Hudson, New Hampshire 03051, for good and valuable consideration, grants to the **Town of Hudson**, New Hampshire, a municipal corporation, with an address of 12 School Street, Hudson, New Hampshire 03051, a Utility Easement upon a portion of Grantor's property located in the Town of Hudson, State of New Hampshire, and described as follows:

An easement shown as "**Proposed Utility Easement Area = 70,827 SF or 1.626 AC,**" on Map 140, Lots 2 & 3, on a plan entitled "WATER EASEMENT PLAN, Heritage Landing, Map 140 Lot 2 & 3, 112 & 114 Greeley Street, Hudson, New Hampshire, Hillsborough County;" Prepared for K & M Developers, LLC by Keach-Nordstrom Associates, Inc., dated September 14, 2022, and recorded at the Hillsborough County Registry of Deeds as Plan No. \_\_\_\_\_ (the "Plan"). Said Utility Easement is further described in **Exhibit A**.

The purpose of said Utility Easement is to provide access to the Town of Hudson to the water line above and below grade within the easement area.

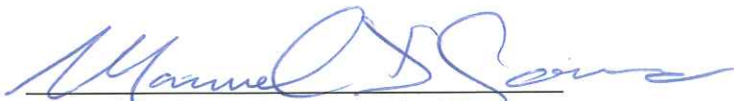
The Town of Hudson agrees, by its acceptance of this conveyance, that construction, maintenance and repair or replacement of any area within the easement area shall be conducted in such a manner so as not to unreasonably disrupt the area of the easement or interfere with the Grantor's and Grantor's successors and assigns use of the premises. The Town of Hudson further agrees that it shall repair any asphalt, curbing or other disturbance, and replant or reseed any topsoil caused by it which exercising its rights described in this Utility Easement.

Grantor reserves for itself and its successors and assigns the right to use and access the easement area for its development of a residential subdivision.

Meaning and intending to describe a Utility Easement upon a portion of the property conveyed to Grantor by Warranty Deed as recorded in said Hillsborough County Registry of Deeds at Book 9411, Page 2460.

Dated this 15 day of September, 2022.

K & M DEVELOPERS, LLC

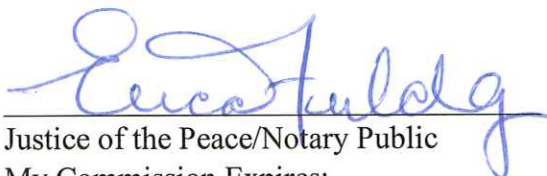


Manuel D. Sousa, Jr., Authorized Agent

STATE OF NEW HAMPSHIRE  
COUNTY OF HILLSBOROUGH

On this the 15 day of September, 2022, before me, the undersigned officer, personally appeared the above-named Manuel D. Sousa, Jr., authorized agent of K & M Developers, LLC, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he executed the same on behalf of K & M Developers, LLC for the purpose herein contained.

Before me:



Justice of the Peace/Notary Public

My Commission Expires: \_\_\_\_\_

ERICA FIELDING  
Notary Public - New Hampshire  
My Commission Expires March 24, 2026

## EXHIBIT A

### **The exterior boundary of said easement is described as follows:**

Commencing at a stone bound found on the westerly side of Greeley Steet, thence S 14°03'21" East along said Greeley Street, a distance of 78.17 feet to the point of beginning,

thence South 14°03'12" East, a distance of 20.14 feet to a point;

thence South 69°07'37" West, a distance of 163.38 feet to a point;

thence South 19°04'02" East, a distance of 15.77 feet to a point;

thence South 10°54'22" East, a distance of 11.34 feet to a point;

thence North 75°17'02" East, a distance of 15.26 feet to a point;

thence South 14°42'58" East, a distance of 20.00 feet to a point;

thence South 75°17'02" West, a distance of 16.59 feet to a point;

thence South 10°54'22" East, a distance of 42.83 feet to a point;

thence North 83°45'58" East, a distance of 24.71 feet to a point;

thence South 06°14'02" East, a distance of 20.00 feet to a point;

thence South 83°45'58" West, a distance of 22.39 feet to a point;

thence South 14°22'40" East, a distance of 49.01 feet to a point;

thence North 87°58'41" East, a distance of 36.38 feet to a point;

thence South 02°01'19" East, a distance of 20.00 feet to a point;

thence South 87°58'41" West, a distance of 29.69 feet to a point;

thence South 28°01'55" West, a distance of 9.68 feet to a point;

thence South 57°07'05" East, a distance of 32.98 feet to a point;

thence South 32°52'55" West, a distance of 20.00 feet to a point;

thence North 57°07'05" West, a distance of 31.28 feet to a point;

thence South 28°01'55" West, a distance of 36.97 feet to a point;  
thence South 58°06'10" East, a distance of 36.47 feet to a point;  
thence South 31°53'50" West, a distance of 20.00 feet to a point;  
thence North 58°06'10" West, a distance of 35.12 feet to a point;  
thence South 28°01'55" West, a distance of 23.41 feet to a point;  
thence South 55°55'22" East, a distance of 17.38 feet to a point;  
thence South 28°01'55" West, a distance of 20.11 feet to a point;  
thence North 55°55'22" West, a distance of 16.34 feet to a point;  
thence South 60°38'36" West, a distance of 45.36 feet to a point;  
thence South 29°48'55" East, a distance of 13.24 feet to a point;  
thence South 60°11'05" West, a distance of 20.00 feet to a point;  
thence North 29°48'55" West, a distance of 16.95 feet to a point;  
thence South 69°33'56" West, a distance of 35.54 feet to a point;  
thence South 68°51'45" West, a distance of 122.37 feet to a point;  
thence South 59°57'11" West, a distance of 109.81 feet to a point;  
thence North 89°56'02" West, a distance of 87.81 feet to a point;  
thence South 01°33'58" West, a distance of 42.29 feet to a point;  
thence North 84°13'55" West, a distance of 20.05 feet to a point;  
thence North 01°33'58" East, a distance of 40.29 feet to a point;  
thence North 89°56'02" West, a distance of 22.01 feet to a point;  
thence South 17°33'48" West, a distance of 29.87 feet to a point;  
thence North 67°01'36" West, a distance of 20.09 feet to a point;  
thence North 17°33'48" East, a distance of 33.87 feet to a point;

thence North 52°24'19" West, a distance of 26.98 feet to a point;  
thence South 45°45'35" West, a distance of 40.07 feet to a point;  
thence North 41°43'59" West, a distance of 20.02 feet to a point;  
thence North 45°45'35" East, a distance of 36.32 feet to a point;  
thence North 52°24'19" West, a distance of 34.47 feet to a point;  
thence South 57°20'40" West, a distance of 31.03 feet to a point;  
thence North 25°01'08" West, a distance of 20.18 feet to a point;  
thence North 57°20'40" East, a distance of 32.74 feet to a point;  
thence North 28°25'57" West, a distance of 41.94 feet to a point;  
thence South 82°17'39" West, a distance of 22.93 feet to a point;  
thence North 07°42'21" West, a distance of 20.00 feet to a point;  
thence North 82°17'39" East, a distance of 15.36 feet to a point;  
thence North 28°25'57" West, a distance of 29.77 feet to a point;  
thence North 06°16'58" West, a distance of 12.56 feet to a point;  
thence South 64°16'25" West, a distance of 21.08 feet to a point;  
thence North 15°11'37" West, a distance of 20.34 feet to a point;  
thence North 64°16'25" East, a distance of 24.42 feet to a point;  
thence North 06°16'58" West, a distance of 28.44 feet to a point;  
thence South 75°04'33" West, a distance of 24.23 feet to a point;  
thence North 04°30'33" West, a distance of 20.34 feet to a point;  
thence North 75°04'33" East, a distance of 23.59 feet to a point;  
thence North 06°16'58" West, a distance of 24.06 feet to a point;  
thence South 83°49'43" West, a distance of 24.90 feet to a point;

thence North 00°00'14" East, a distance of 20.12 feet to a point;  
thence North 83°49'43" East, a distance of 22.84 feet to a point;  
thence North 21°50'20" East, a distance of 58.99 feet to a point;  
thence North 77°07'18" West, a distance of 33.13 feet to a point;  
thence North 22°07'33" East, a distance of 20.26 feet to a point;  
thence South 77°07'18" East, a distance of 33.03 feet to a point;  
thence North 21°50'20" East, a distance of 14.75 feet to a point;  
thence North 67°27'58" West, a distance of 116.38 feet to a point;  
thence South 58°11'19" West, a distance of 46.23 feet to a point;  
thence North 31°48'41" West, a distance of 10.00 feet to a point;  
thence North 02°44'56" East, a distance of 33.26 feet to a point;  
thence North 73°24'40" East, a distance of 28.55 feet to a point;  
thence North 25°22'59" West, a distance of 10.36 feet to a point;  
thence North 64°37'01" East, a distance of 20.00 feet to a point;  
thence South 25°22'59" East, a distance of 15.33 feet to a point;  
thence North 58°36'47" East, a distance of 20.33 feet to a point;  
thence South 31°23'13" East, a distance of 20.00 feet to a point;  
thence South 58°36'47" West, a distance of 17.00 feet to a point;  
thence South 67°27'58" East, a distance of 106.12 feet to a point;  
thence North 27°57'14" East, a distance of 28.82 feet to a point;  
thence North 37°51'39" West, a distance of 22.83 feet to a point;  
thence North 42°27'10" East, a distance of 20.29 feet to a point;  
thence South 37°51'39" East, a distance of 27.39 feet to a point;



thence North 55°22'52" East, a distance of 31.01 feet to a point;  
thence North 37°44'50" West, a distance of 31.41 feet to a point;  
thence North 52°15'10" East, a distance of 20.00 feet to a point;  
thence South 37°44'50" East, a distance of 32.50 feet to a point;  
thence North 55°22'52" East, a distance of 15.76 feet to a point;  
thence North 38°56'03" West, a distance of 33.58 feet to a point;  
thence North 60°44'16" East, a distance of 20.29 feet to a point;  
thence South 38°56'03" East, a distance of 31.68 feet to a point;  
thence North 55°22'52" East, a distance of 52.97 feet to a point;  
thence North 32°48'21" West, a distance of 22.57 feet to a point;  
thence North 57°11'39" East, a distance of 20.00 feet to a point;  
thence South 32°48'21" East, a distance of 22.92 feet to a point;  
thence North 61°08'12" East, a distance of 77.51 feet to a point;  
thence North 63°05'05" East, a distance of 93.97 feet to a point;  
thence South 88°14'38" East, a distance of 49.82 feet to a point;  
thence North 08°59'28" East, a distance of 9.86 feet to a point;  
thence South 81°00'32" East, a distance of 20.00 feet to a point;  
thence South 08°59'28" West, a distance of 6.87 feet to a point;  
thence South 78°44'43" East, a distance of 19.57 feet to a point;  
thence North 15°42'37" East, a distance of 6.53 feet to a point;  
thence South 74°17'23" East, a distance of 20.00 feet to a point;  
thence South 15°42'37" West, a distance of 4.97 feet to a point;  
thence South 78°44'43" East, a distance of 6.30 feet to a point;

thence South 48°42'25" East, a distance of 29.04 feet to a point;  
thence North 35°39'46" East, a distance of 14.13 feet to a point;  
thence North 26°55'44" East, a distance of 75.70 feet to a point;  
thence North 05°06'11" West, a distance of 29.47 feet to a point;  
thence South 80°55'11" West, a distance of 19.44 feet to a point;  
thence North 09°04'49" West, a distance of 20.00 feet to a point;  
thence North 80°55'11" East, a distance of 20.83 feet to a point;  
thence North 05°06'11" West, a distance of 21.85 feet to a point;  
thence North 84°53'49" East, a distance of 20.00 feet to a point;  
thence South 05°06'11" East, a distance of 18.15 feet to a point;  
thence North 84°18'18" East, a distance of 10.56 feet to a point;  
thence South 05°41'42" East, a distance of 20.00 feet to a point;  
thence South 84°18'18" West, a distance of 10.76 feet to a point;  
thence South 05°06'11" East, a distance of 14.21 feet to a point;  
thence North 86°02'41" East, a distance of 10.03 feet to a point;  
thence South 03°57'19" East, a distance of 20.00 feet to a point;  
thence South 86°02'41" West, a distance of 9.63 feet to a point;  
thence South 05°06'11" East, a distance of 4.75 feet to a point;  
thence South 26°55'44" West, a distance of 82.96 feet to a point;  
thence South 35°39'46" West, a distance of 17.63 feet to a point;  
thence South 48°42'25" East, a distance of 18.87 feet to a point;  
thence South 43°43'18" East, a distance of 8.82 feet to a point;  
thence North 42°33'31" East, a distance of 13.58 feet to a point;

thence South 47°26'29" East, a distance of 20.00 feet to a point;  
thence South 42°33'31" West, a distance of 14.88 feet to a point;  
thence South 43°43'18" East, a distance of 55.92 feet to a point;  
thence North 72°55'35" East, a distance of 12.27 feet to a point;  
thence South 17°04'25" East, a distance of 20.00 feet to a point;  
thence South 72°55'35" West, a distance of 16.21 feet to a point;  
thence South 19°04'02" East, a distance of 14.72 feet to a point;  
thence North 69°07'37" East, a distance of 49.18 feet to a point;  
thence North 21°03'13" West, a distance of 15.45 feet to a point;  
thence North 68°56'47" East, a distance of 20.00 feet to a point;  
thence South 21°03'13" East, a distance of 15.51 feet to a point;  
thence North 69°07'37" East, a distance of 95.97 feet to a point to the point of beginning.

Containing 302,658 square feet or 6.95 acres, more or less.

**The interior boundary of said easement is described as follows:**

Commencing at the point of beginning of the exterior boundary of said easement;

thence S 78°28'07" W, a distance of 185.64 feet to the point of beginning;  
thence South 19°04'02" East, a distance of 54.24 feet to a point;  
thence South 10°54'22" East, a distance of 17.30 feet to a point;  
thence South 77°31'03" West, a distance of 18.83 feet to a point;  
thence South 12°28'57" East, a distance of 20.00 feet to a point;  
thence North 77°31'03" East, a distance of 18.28 feet to a point;  
thence South 10°54'22" East, a distance of 23.82 feet to a point;  
thence South 81°22'35" West, a distance of 6.88 feet to a point;

thence South 08°37'25" East, a distance of 23.18 feet to a point;  
thence South 27°13'39" West, a distance of 15.69 feet to a point;  
thence South 62°46'21" East, a distance of 24.48 feet to a point;  
thence South 14°22'40" East, a distance of 47.29 feet to a point;  
thence South 28°01'55" West, a distance of 115.17 feet to a point;  
thence North 44°10'22" West, a distance of 24.78 feet to a point;  
thence South 56°00'08" West, a distance of 20.32 feet to a point;  
thence South 44°10'22" East, a distance of 25.16 feet to a point;  
thence South 69°33'56" West, a distance of 61.15 feet to a point;  
thence North 25°34'50" West, a distance of 18.81 feet to a point;  
thence South 63°06'52" West, a distance of 42.87 feet to a point;  
thence South 21°46'00" East, a distance of 14.35 feet to a point;  
thence South 68°51'45" West, a distance of 89.30 feet to a point;  
thence South 59°57'11" West, a distance of 105.99 feet to a point;  
thence North 89°56'02" West, a distance of 28.08 feet to a point;  
thence North 00°03'58" East, a distance of 5.00 feet to a point;  
thence North 89°56'02" West, a distance of 20.00 feet to a point;  
thence South 00°03'58" West, a distance of 5.00 feet to a point;  
thence North 89°56'02" West, a distance of 71.74 feet to a point;  
thence North 52°24'19" West, a distance of 70.26 feet to a point;  
thence North 28°25'57" West, a distance of 26.80 feet to a point;  
thence South 62°46'09" West, a distance of 5.00 feet to a point;  
thence North 28°25'57" West, a distance of 19.67 feet to a point;

thence North 60°58'37" East, a distance of 7.29 feet to a point;  
thence North 29°01'23" West, a distance of 20.00 feet to a point;  
thence South 60°58'37" West, a distance of 7.09 feet to a point;  
thence North 28°25'57" West, a distance of 12.40 feet to a point;  
thence North 63°26'20" East, a distance of 10.10 feet to a point;  
thence North 70°07'11" East, a distance of 75.99 feet to a point;  
thence South 45°22'29" East, a distance of 22.12 feet to a point;  
thence North 44°37'31" East, a distance of 20.00 feet to a point;  
thence North 45°22'29" West, a distance of 12.21 feet to a point;  
thence North 18°39'09" East, a distance of 10.26 feet to a point;  
thence North 70°56'02" East, a distance of 36.27 feet to a point;  
thence North 19°03'58" West, a distance of 20.00 feet to a point;  
thence South 70°56'02" West, a distance of 26.87 feet to a point;  
thence North 71°20'51" West, a distance of 25.20 feet to a point;  
thence South 18°39'09" West, a distance of 29.72 feet to a point;  
thence South 70°07'11" West, a distance of 77.31 feet to a point;  
thence South 63°26'20" West, a distance of 11.92 feet to a point;  
thence North 28°25'57" West, a distance of 23.98 feet to a point;  
thence North 06°16'58" West, a distance of 67.53 feet to a point;  
thence North 73°28'42" East, a distance of 8.10 feet to a point;  
thence North 06°16'58" West, a distance of 20.32 feet to a point;  
thence South 73°28'42" West, a distance of 8.10 feet to a point;  
thence North 06°16'58" West, a distance of 29.46 feet to a point;

thence North 21°50'20" East, a distance of 58.46 feet to a point;  
thence South 64°17'13" East, a distance of 10.02 feet to a point;  
thence North 21°50'20" East, a distance of 20.05 feet to a point;  
thence North 64°17'13" West, a distance of 10.02 feet to a point;  
thence North 21°50'20" East, a distance of 20.11 feet to a point;  
thence North 27°57'14" East, a distance of 16.41 feet to a point;  
thence South 62°02'46" East, a distance of 8.49 feet to a point;  
thence North 27°57'14" East, a distance of 20.00 feet to a point;  
thence North 62°02'46" East, a distance of 6.44 feet to a point;  
thence North 55°22'52" East, a distance of 159.76 feet to a point;  
thence North 61°08'12" East, a distance of 86.00 feet to a point;  
thence North 63°05'05" East, a distance of 56.81 feet to a point;  
thence South 03°51'01" West, a distance of 32.84 feet to a point;  
thence North 75°01'50" East, a distance of 21.13 feet to a point;  
thence North 03°51'01" East, a distance of 37.93 feet to a point;  
thence North 63°05'05" East, a distance of 8.43 feet to a point;  
thence South 88°14'38" East, a distance of 26.37 feet to a point;  
thence South 06°24'20" West, a distance of 29.82 feet to a point;  
thence South 87°20'58" East, a distance of 20.04 feet to a point;  
thence North 06°24'20" East, a distance of 30.13 feet to a point;  
thence South 88°14'38" East, a distance of 19.52 feet to a point;  
thence South 78°44'43" East, a distance of 36.17 feet to a point;  
thence South 48°42'25" East, a distance of 51.42 feet to a point;

thence South 45°37'57" West, a distance of 23.35 feet to a point;

thence South 44°22'03" East, a distance of 20.00 feet to a point;

thence North 45°37'57" East, a distance of 24.02 feet to a point;

thence South 43°43'18" East, a distance of 59.21 feet to a point;

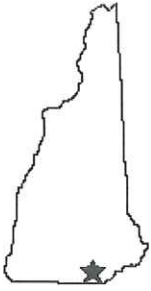
thence South 73°07'16" West, a distance of 29.00 feet to a point;

thence South 16°52'44" East, a distance of 20.00 feet to a point;

thence North 73°07'16" East, a distance of 29.58 feet to a point to the point of beginning.

Said Utility Easement containing approximately 70,827 square feet and is subject to all matters shown on a plan entitled "WATER EASEMENT PLAN, Heritage Landing, Map 140 Lot 2 & 3, 112 & 114 Greeley Street, Hudson, New Hampshire, Hillsborough County;" Prepared for K & M Developers, LLC by Keach-Nordstrom Associates, Inc., dated September 14, 2022, and recorded at the Hillsborough County Registry of Deeds as Plan No. \_\_\_\_\_.

Agenda  
9.27.22



# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

8C

### INTEROFFICE MEMORANDUM

TO: Steve Malizia, Town Administrator  
Board of Selectmen

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

DATE: September 21, 2022

RE: Heritage Landing Development – Massie Circle  
Sewer Main Acknowledgement

**RECEIVED**

SEP 21 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

Mr. Malizia,

The Engineering Department has received the application, plans and testing results for the above. Construction of the sewer main was done by Continental Paving, Litchfield, NH, and inspected by the Engineering Department.

The current owner's agent, K&M Developers, LLC, has provided the Engineering Department with an as-built plan of the sewer main, which has been reviewed and approved by the Town Engineer and Public Works Director. In addition, we have received results of deflection and vacuum test as well as visual inspections of the sewer main, with all criteria meeting the local standards.

The sewer main, force-main, pump station and manholes will remain private and responsibility of the Heritage Landing Association.

The sewer main subject to acknowledgement includes the following:

1. Approximately 2,300 linear feet of 8 inch sewer main.
2. Approximately of 425 linear feet of 4 inch force-main
3. 20 sewer manholes.

**Motion:**

**To acknowledge the sewer infrastructure was built to Town standards, as recommended by the Town Engineer, DPW Director and Municipality Utility Committee.**





# TOWN OF HUDSON

## Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

### INTEROFFICE MEMORANDUM

TO: Municipal Utility Committee  
FROM: Elvis Dhima, P.E., Town Engineer  
DATE: September 15, 2022  
RE: Heritage Landing Development – Massie Circle  
Sewer Main Acknowledgement

Mr. Chairman,

The Engineering Department has received the application, plans and testing results for the above. Construction of the sewer main was done by Continental Paving, Litchfield, NH, and inspected by the Engineering Department.

The current owner's agent, K&M Developers, LLC, has provided the Engineering Department with an As-Built plan of the sewer main, which has been reviewed and approved by the Town Engineer and Public Works Director. In addition, we have received results of deflection and vacuum test as well as visual inspections of the sewer main, with all criteria meeting the local standards.

The sewer main, force-main, pump station and manholes will remain private and responsibility of the Heritage Landing Association.

The sewer main subject to acknowledgement includes the following:

1. Approximately 2,300 linear feet of 8 inch sewer main.
2. Approximately of 425 linear feet of 4 inch force-main
3. 20 sewer manholes.

### **Motion:**

**To recommend the Board of Selectmen the sewer acknowledgement, as recommended by the Town Engineer and DPW Director.**

**“NOTICE OF PRIVATE SEWER ACKNOWLEDGEMENT”**

1. The sewer line as described herein:

Project Name: Heritage Landing Contractor: Ryan Charbonneau, Continental Paving

Owner: K&M Developers, LLC

Street and Station (Location): Massie Circle

Has been inspected and tested and is in compliance with the Town of Hudson requirements for sewer construction (inspection and test report on file with the DPW).

2. There are No Public Sewer Portions within this sewer line. The Town of Hudson neither assumes responsibility for maintenance, operation, repair or replacement of this sewer line or any improvements related thereto nor liability for any damages resulting from the use or condition thereof. The Town of Hudson is to be held harmless for any claims, repairs, maintenance or other issues related to the use and performance of this sewer line or any of the improvements related thereto. Signatures by officers of the Town of Hudson on this Acknowledgment form do not constitute or signify acceptance by the Town of Hudson of this sewer line as public sewer, and no such acceptance shall be inferred.

3. Portions which are Private Sewer are described as: All sewer following Massie Circle and going through Anita Drive and Norman Way

4. The following sites/lots/units which have “accessibility” are: (list by Tax Map & Lot #'s)

Map 140 Lots 2 & 3

Access fees for these lots/sites are to be assessed as of \_\_\_\_\_ (Date)

5. I, Manuel Sousa (Owner), state that the above-described sewer(s) has been constructed in accordance with the requirements for sewer construction of the Town of Hudson. I further understand and accept the conditions set forth by the Town of Hudson for Private Sewers and accessibility in the Code of the Town of Hudson, its land use regulations and all approvals it has issued for this development. I further understand and acknowledge the limitations on the liability and responsibility of the Town of Hudson contained in paragraph 2 of this Acknowledgment and agree to be bound by them. This Acknowledgment shall be recorded in the Registry of Deeds for Merrimack County.

Manuel D. Sousa  
Owner

9/15/22  
Date

6. In accordance with the above stipulation and description, this sewer is recommended for Acknowledgement as Private Sewer.

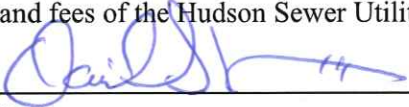
[Signature]  
Town Engineer or Authorized Agent

9/15/22  
Date

[Signature]  
Director of Public Works or Authorized Agent

9/15/22  
Date

7. In accordance with the above stipulations and descriptions, this sewer is hereby recommended for **Acknowledgement as Private Sewer** by the Municipal Utility Committee and is subject to all rules and regulations and fees of the Hudson Sewer Utility.



\_\_\_\_\_  
MUC Chairman

Approved at meeting of:

9/20/22

\_\_\_\_\_  
Date

8. Sewer Approval by Sewer Utility and Town of Hudson

Approved at meeting of:

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

\_\_\_\_\_  
Date

cc: Owner

Sewer Foreman

Town Engineer

Building Inspector Planning Board

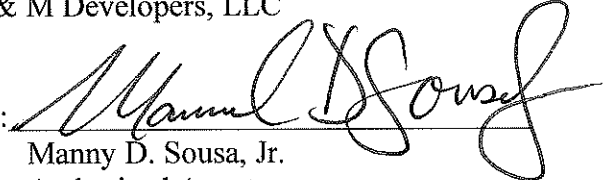
## HOLD HARMLESS AGREEMENT

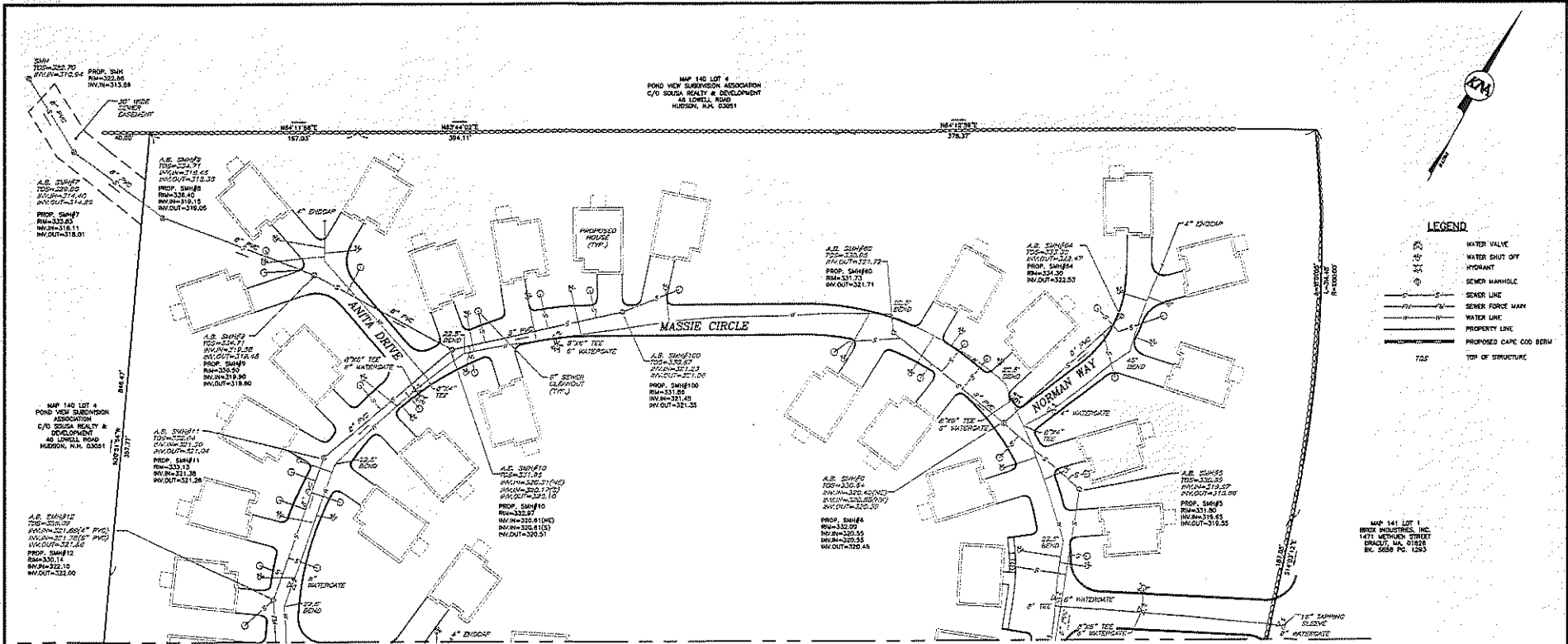
K & M Developers, LLC, a New Hampshire limited liability company with its principal office at 46 Lowell Road, Hudson, Hillsborough County, in consideration of the review and acceptance by the Town of Hudson, New Hampshire of (1) certain utility plans for the development known as Heritage Landing Condominium Project entitled "Water Line Easement Plan, Heritage Landing;" prepared by Keach-Nordstrom Associates, Inc. for Owner and Applicant K & M Developers, LLC dated September 14, 2022; and (2) as-built plans for K & M Developers, LLC of the Heritage Landing Condominium Project, hereby agrees to hold the Town of Hudson harmless with regard to any digging or damage to the roadways or utilities or any of the nineteen lots within the development, including drainage components such as trench drain, in connection with the maintenance and repairs to the water mains dedicated to the Town of Hudson within the roadways. This Hold Harmless Agreement shall remain in effect indefinitely or until the roadways have been accepted by the Town of Hudson.

Date: September 14, 2022

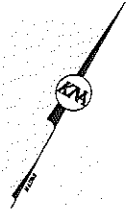
K & M Developers, LLC

By:

  
Manny D. Sousa, Jr.  
Authorized Agent



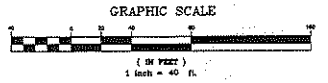
MAP 140 LOT 4  
 POND VIEW SUBDIVISION ASSOCIATION  
 C/O SUGA REALTY & DEVELOPMENT  
 48 LOWELL ROAD  
 HUDSON, N.H. 03051



- LEGEND**
- WATER VALVE
  - WATER SHUT OFF
  - HYDRANT
  - SEWER MANHOLE
  - SEWER LINE
  - SEWER FORCE MAIN
  - WATER LINE
  - PROPERTY LINE
  - PROPOSED CAPS COD BERM
  - 75.5 TOP OF STRUCTURE

MAP 141 LOT 1  
 BRZE INDUSTRIES, INC.  
 1471 WETHERS STREET  
 BRACKEN HILL STREET  
 EX. 5656 PG. 1263

MATCH TO SHEET 2



**AS-BUILT WATER AND SEWER PLAN**  
**HERITAGE LANDING**  
 MAP 140 LOTS 2 & 3  
 112 & 114 GREELEY STREET  
 HUDSON, NEW HAMPSHIRE  
 HILLSBOROUGH COUNTY

**OWNER/APPLICANT:**  
 KRAM DEVELOPERS, LLC  
 48 LOWELL ROAD  
 HUDSON, N.H. 03051

**KRAM**  
 KRAM-HORNDSTROM ASSOCIATES, INC.  
 Civil Engineering Land Surveying Landscape Architecture  
 10 Colmanview Park North, Suite 20, Bedford, NH 03110 Phone (603) 877-0881

- NOTES:**
1. THE PURPOSE OF THIS PLAN IS TO DEPICT THE AS-BUILT WATER AND SEWER LAY LOCATIONS UNDER HERITAGE LANDING.
  2. THE AS-BUILT WATER INFORMATION SHOWN HEREON WAS PROVIDED TO KRAM-HORNDSTROM ASSOCIATES, INC. BY GEORGETOWN PAVING, INC. THE ON LOCATION WAS DONE USING ONE SURVEYING METHOD. THE LOCATIONS OF THE BLOCK VALVES, HYDRANTS AND SHUT OFFS WERE TAKEN DURING CONSTRUCTION. THE INSTRUMENTS WERE LOCATED BY THIS OFFICE.
  3. KRAM-HORNDSTROM ASSOCIATES, INC. PERFORMED A FIELD CHECK AND VERIFIED THE ABOVE INFORMATION ONLY THE LOCATION OF THE AS-BUILT WATER AND SEWER LOCATIONS CONFORM WITH THE APPROVED SITE PLAN.

I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION AND THAT IT ACCURATELY DEPICTS THE LOCATION OF THE AS-BUILT WATER & SEWER MAINS ACCORDING TO RECENT CONTRACTOR & KRAM-HORNDSTROM ASSOC. LOCATIONS.

*[Signature]*  
 DATE



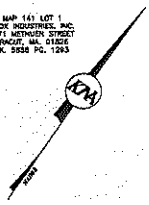
**REVISIONS**

No.	DATE	DESCRIPTION	BY

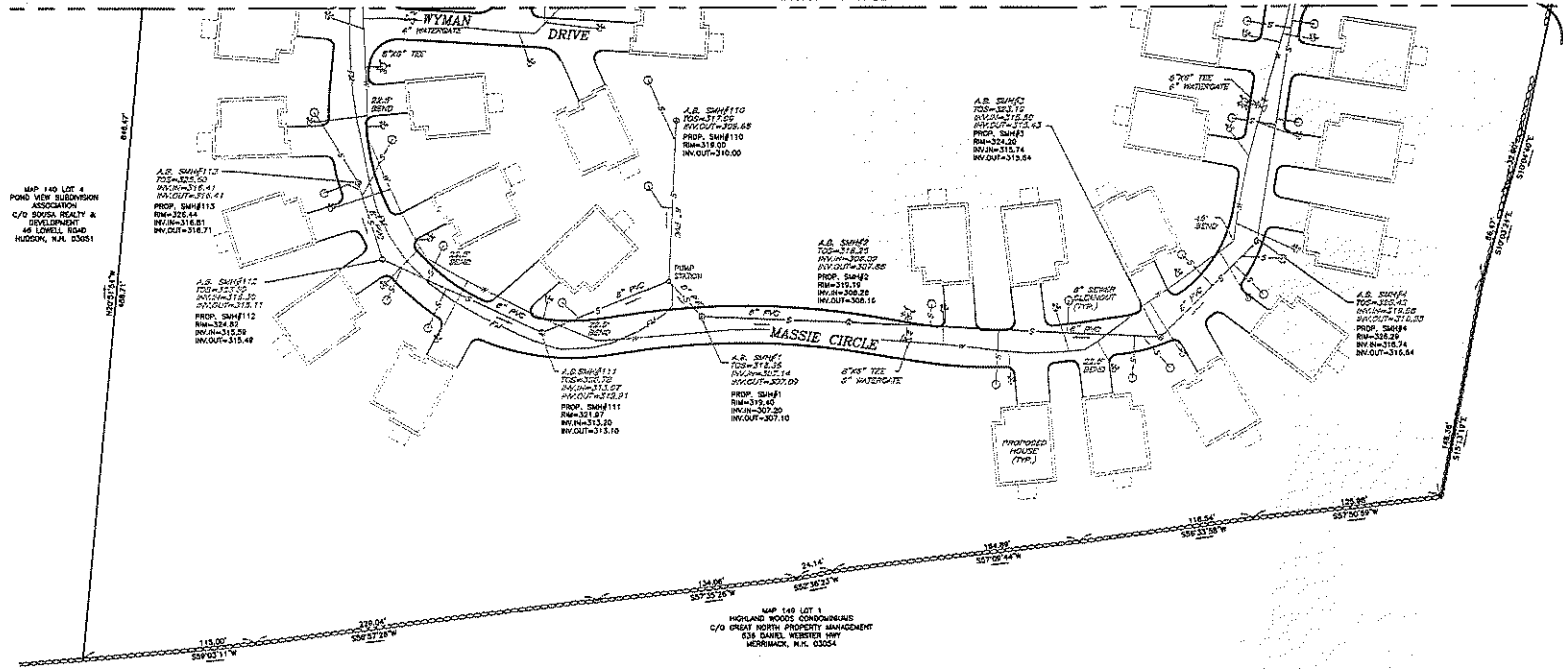
DATE: AUGUST 25, 2022 SCALE: 1"=40'  
 PROJECT NO: 20-1001-1 SHEET 1 OF 2



MAP 141 LOT 1  
 BPOD INDUSTRIES, INC.  
 1471 METROUS STREET  
 DORCH, MA. 01926  
 DC 3058 PL. 1295



MATCH TO SHEET 1



MAP 140 LOT 4  
 POND VIEW SUBDIVISION  
 ASSOCIATION  
 C/O SOUSA REALTY &  
 DEVELOPMENT  
 46 LOWELL ROAD  
 HUDSON, N.H. 03051

A.S. SHW#112  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#113  
 RM=325.14  
 INV=318.81  
 INV-OUT=318.71

A.S. SHW#112  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#113  
 RM=325.14  
 INV=318.81  
 INV-OUT=318.71

A.S. SHW#113  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#111  
 RM=321.97  
 INV=313.10  
 INV-OUT=313.10

A.S. SHW#113  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#111  
 RM=321.97  
 INV=313.10  
 INV-OUT=313.10

A.S. SHW#2  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#2  
 RM=208.28  
 INV=308.16  
 INV-OUT=308.16

A.S. SHW#2  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#2  
 RM=208.28  
 INV=308.16  
 INV-OUT=310.61

A.S. SHW#1  
 TOS=325.50  
 INV=318.41  
 INV-OUT=310.61  
 PROP. SHW#1  
 RM=328.28  
 INV=318.74  
 INV-OUT=316.54

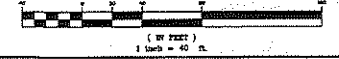
MAP 140 LOT 1  
 HIGHLAND WOODS CONDOMINIUM  
 C/O GREAT NORTH PROPERTY MANAGEMENT  
 638 GABLE WOODS WAY  
 MERRIMACK, N.H. 03054

LEGEND

- WATER VALVE
- WATER SHUT OFF HYDRANT
- SEWER MANHOLE
- SEWER FORCE MAIN
- WATER LINE
- PROPERTY LINE
- PROPOSED CAPE COD BEACH
- TOP OF STRUCTURE

SEE SHEET 1 FOR NOTES

GRAPHIC SCALE



AS-BUILT WATER AND SEWER PLAN

HERITAGE LANDING

MAP 140 LOTS 2 & 3  
 112 & 114 GREELEY STREET  
 HUDSON, NEW HAMPSHIRE  
 HILLSBOROUGH COUNTY

OWNER/APPLICANT:  
 KRM DEVELOPERS, LLC  
 46 LOWELL ROAD  
 HUDSON, N.H. 03051

**KRM** KRAICH-WORSTROM ASSOCIATES, INC.  
 Civil Engineering Land Surveying Landscape Architecture  
 10 Commerce Park North, Suite 20, Bedford, NH 03110 Phone (603) 627-2881

REVISIONS

No.	DATE	DESCRIPTION	BY

DATE: AUGUST 25, 2022 SCALE: 1"=40'  
 PROJECT NO: 20-1001-1 SHEET 2 OF 2



I CERTIFY THAT THIS PLAN WAS PREPARED UNDER MY DIRECT SUPERVISION AND THAT IT ACCURATELY SHOWS THE LOCATION OF THE AS-BUILT WATER & SEWER MAINS ACCORDING TO RECENT CONTRACTOR & READ-WORSTROM ASSOC. LOCATION.

*Cherry* 8/25/22  
 SIGNATURE DATE



# GOTTESMAN & HOLLIS

PROFESSIONAL ASSOCIATION

Attorneys at Law

39 East Pearl Street • Nashua, New Hampshire 03060-3407

David M. Gottesman  
Morgan A. Hollis  
Paul M. DeCarolis  
Andrew C. Bauer, Jr.  
Elizabeth M. Hartigan

*Agenda*  
9-22-22

8D

**Direct Dial: 603-318-0455**  
Assistant: 603-318-0456  
Fax: 603-886-0380  
Main Number: 603-889-5959  
Email: mhollis@nh-lawyers.com  
http://www.nh-lawyers.com

September 22, 2022

Via Email & Hand-delivery

Kara Roy, Chairperson  
Board of Selectmen  
Town Offices  
12 School Street  
Hudson, New Hampshire 03051

**RECEIVED**

**SEP 22 2022**

TOWN OF HUDSON  
SELECTMEN'S OFFICE

Re: Water Service Pipe Servicing Tax Map 209,  
Lot 001-000 - 161 Lowell Road, Hudson, NH  
Our File No.: 21-264

Dear Chairperson Roy and Members of the Board of Selectmen:

Please be advised that I represent Lowell Road Property Owner DE, LLC, the owner of property identified as Tax Map 209, Lot 001-000 for which a site plan for a warehouse was recently approved by the Planning Board and construction thereof has begun. As part of the construction, it will be necessary to extend the existing water service from the main located in Friar's Drive onto Lot 001-000 to the proposed warehouse. During the course of the application for the water utility permit, my client was notified by the Town that its proposed service line does not comply with Article 8, Section 8.5 of Chapter 274, Water Utility Rules and Regulations of the Town Code. This section provides the following:

8.5 Construction Materials

All water main pipe material and components related to the water main shall be zinc coated and all pipes shall be certified "Made in the USA". In addition, all main pipes shall be wrapped with poly membrane for additional corrosive protection, prior to backfill.

My client's proposed construction design plans reflect that all of the piping material and components related to the water main are zinc coated and will be wrapped with poly membrane for additional corrosive protection as per the requirements set forth in the Regulations. However, the portion of the line which runs from beyond the curb stop or gate valve up to the premises is

proposed to be made from materials which are not, in fact, "Made in the USA" due to the inability to readily obtain such materials in a reasonable time frame and the exorbitant cost differential related thereto, even if immediately available.

In presenting this matter to the Town's Engineer and also to the Town's Administrator, I have been advised to present a request for a waiver or relief from these requirements as to the proposal.

Attached with this letter as Exhibit A is a copy of the plan reflecting the location of the proposed pipeline and the components of the water service delivery system.

This letter is a request that in the first instance, upon your review, you may determine that the proposed pipeline is, in fact, a "Service Line" and not a "Main" and therefore, not subject to Section 8.5 of the Regulations and in the second instance if it is subject to the regulation that a waiver be granted or the regulations be temporarily suspended as to this particular pipe.

Under Article 2 of the Water Utility Rules and Regulations, "Main" is defined as the pipe owned by the Hudson Water Utility in a public right-of-way or easement used to convey water from one point in the water distribution system to another. A "Service Line" is a pipe and appurtenance used to carry water from a "Main" to a customer.

Under Section III.C.1 of the Regulations, all "Service Lines", including the corporation stop, pipe and curb stop shall be owned and maintained by the Hudson Water Utility. However, in that same section it states that from the "curb stop to the meter within the premises served, the Service Lines shall be installed, owned and maintained by the owner". Further, under Article III, Section C.4, the Hudson Water Utility system shall consist of the source facilities and the distribution system...up to and including the curb stop, while under subsection 5, the customer's system is described as including those parts of the facilities beyond the curb stop which are utilized in conveying delivered domestic water to points of use, excepting for the meter and the remote reader, which shall remain the property of the Hudson Water Utility. Our reading of this provision is that the Town regulates and controls the pipes in the right-of-way and easements up to and including the curb stop and the corporate stop and these are the defined "Main", and the customer is in charge and responsible thereafter and these are the "Service Lines". The pipe which is at issue as shown on the plan is a "Service Line" and would seemingly not be regulated by Section 8.5.

As to the waiver request, as referenced above, because of the recently enacted federal legislation funding infrastructure development across the country, the lead time for delivery of ductile pipe made in the United States is significantly longer than pipe made elsewhere and considerably more expensive. Attached as Exhibit B is a copy of the time comparison and cost comparison. Attached as Exhibit C is a description of the water pipe material and components which are proposed to be installed and data as to quality assurance assuring identical if not superior quality to that product Made in the USA. Attached as Exhibit D is a list of



Kara Roy, Chairperson  
September 22, 2022  
Page 3

governmental users of the material to be supplied being identical to the pipe "Made in the USA". We ask for a waiver as to this requirement for this particular pipe or a temporary suspension of your regulations to allow this particular pipe to be used and prevent a shut down of the project.

My client and I would appreciate the opportunity to discuss this matter with you and answer any questions you may have. My client is in preparation for full construction and this is a significant issue both in time and expense and we would appreciate the Board's attention to it at its next meeting.

Thank you.

Yours truly,

GOTTESMAN & HOLLIS P.A.









A handwritten signature in blue ink, appearing to read "Morgan A. Hollis", with a long horizontal flourish extending to the right.

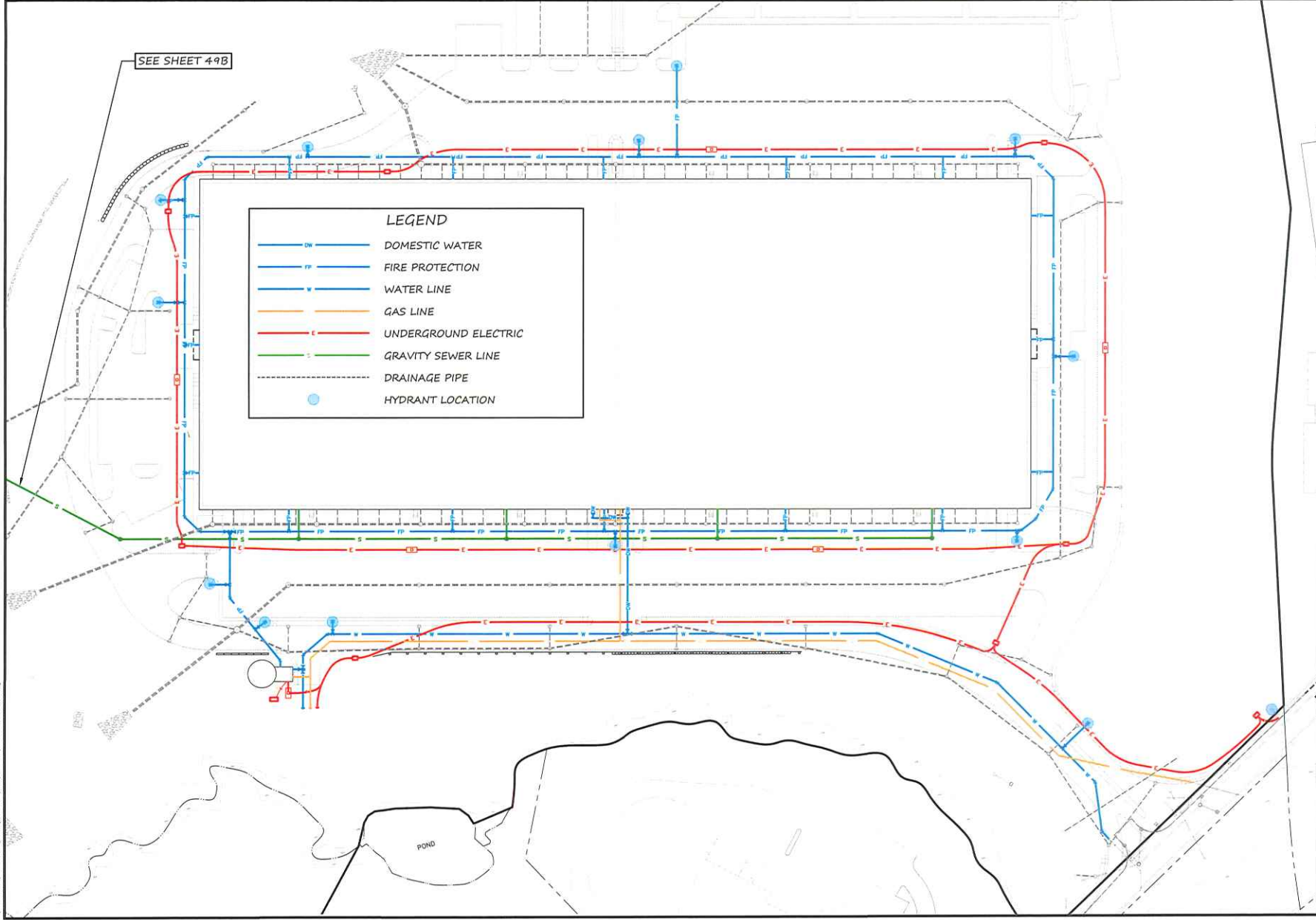
Morgan A. Hollis

MAH:jlh  
Enclosures

SEE SHEET 49B

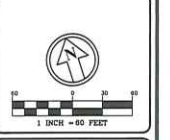
**LEGEND**

-  DOMESTIC WATER
-  FIRE PROTECTION
-  WATER LINE
-  GAS LINE
-  UNDERGROUND ELECTRIC
-  GRAVITY SEWER LINE
-  DRAINAGE PIPE
-  HYDRANT LOCATION



**The Dubai Group, Inc.**  
 138 Harvey Rd. Suite 2101  
 Londonderry, NH 03053  
 603-458-6462

Engineers  
 Planners  
 Surveyors  
 TheDubaiGroup.com



REVISIONS:

REV.	DATE	COMMENT	BY:

REVISIONS:

REV.	DATE	COMMENT	BY:

DRAWN BY: JJC  
 CHECKED BY: KRQ  
 DATE: AUG. 30, 2022  
 SCALE: 1" = 60'  
 FILE: 475-UTILITY 60.scs  
 DEED REF:

PROJECT: **SITE PLAN**  
**FRIARS DRIVE**  
**TAX MAP 209**  
**LOT 001-000**  
 161 LOWELL ROAD  
 HUDSON, NH

PREPARED FOR:



**LOWELL ROAD**  
**PROPERTY OWNER, LLC**  
 133 PEARL STREET #300  
 BOSTON, MA 02110

OWNER:

**5 WAY REALTY TRUST**  
 PETER HORNE, TRUSTEE  
 PO BOX 1435  
 N. HAMPTON, NH 03862

SHEET TITLE:  
**UTILITY**  
**CONSTRUCTION**  
**TRACKING**  
**OVERVIEW**  
**PLAN - A**

PROJECT #475 SHEET 49A of 80

H:\PROJECTS\475-Friars Way Realty, Hudson\DWG\CORRECTION\475-UTILITY 60 101.dwg

## Cost Differential

### *Electrosteel USA Vs. US Pipe*

<u>Electrosteel USA</u>			
<u>Description</u>	<u>Price per Unit</u>	<u>Quantity (ft)</u>	<u>Total</u>
6" Class 52	\$26.08	420	\$10,953.60
10" Class 52	\$48.26	700	\$33,782.00
12" Class 52	\$60.74	4820	\$292,766.80

<u>US Pipe</u>			
<u>Description</u>	<u>Price per Unit</u>	<u>Quantity (ft)</u>	<u>Total</u>
6" Class 52	\$38.57	420	\$16,199.40
10" Class 52	\$68.08	700	\$47,656.00
12" Class 52	\$85.75	4820	\$413,315.00

## Supply Time Differential

### *Electrosteel USA Vs. US Pipe*

<u>Electrosteel USA</u>	<u>US Pipe</u>
3-4 Months	12-15 Months

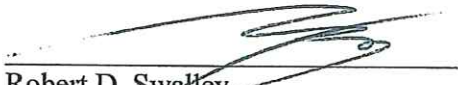
\*If order was placed today.



## CERTIFICATE OF COMPLIANCE TO STANDARDS

Electrosteel USA certifies that all Ductile Iron Pipe supplied are manufactured to the following standards:

- 1) All Ductile Iron Pipe is manufactured in accordance with ANSI/AWWA A21.51/C151, ANSI/AWWA A21.50/C150 and Federal specification WW-P-421d. All Ductile Iron Pipe used for fabrication is Class 53 minimum.
- 2) Interior lining is cement mortar lined, double thickness, and bituminous seal coated in accordance with ANSI 21.4 and AWWA C104. Interior linings are third party certified by NSF International to comply with NSF 61 for potable water.
- 3) Exterior Coating is coated with a layer of arc-sprayed zinc per ISO 8179. The mass of the zinc applied shall be 200 g/m<sup>2</sup> of pipe surface area. A finishing layer of standard bituminous coating, where applicable, in accordance with ANSI 21.4 and AWWA C104 will be applied. The coating shall conform in every respect to ISO 8179-1 "Ductile Iron Pipes – External zinc-based coating – Part 1", latest edition.
- 4) Joint shall be push on type in compliance with all AWWA standards. Joint shall be interchangeable with all accessories intended for use with Tyton joints.
- 5) Pipe shall be supplied in 18' nominal lengths with allowances per AWWA C151. All markings shall confirm to AWWA C151 requirements.
- 6) Pipe 4"-24" shall be certified by Underwriters Laboratories for compliance to all reference specifications. Similarly, all pipes 4"-12" shall be certified by Factory Mutual (FM).

  
Robert D. Swalley  
Managing Director  
Electrosteel USA

## **PUSH TITE** Ductile Iron Pipe

### PUSHTITE PIPE

PushTite Pipe by Electrosteel is a push-on type connection known for its rugged design, ease of use and water tightness. PushTite Pipe is available in sizes 3" through 24". All diameters of PushTite Pipe are UL Listed and FM approved.

All PushTite Pipe is beveled for trouble-free assembly and is available in all AWWA C150 Pressure and Thickness Classes. Through careful manufacturing and intensive quality control, all of our pipe can withstand pressures in excess of their ratings.
















### ANSI/AWWA STANDARDS

PushTite Pipe represents the highest quality achievable in ductile iron. We meet or exceed every standard required. Those standards are shown below.

- Centrifugally casting for water standard meet ANSI/AWWA C151/A21.5
- Cement lining and fittings for water adhere to ANSI/AWWA C104/A21.4
- Metal molds, centrifugally casting to ANSI/AWWA C151/A21.5
- Asphalt coatings conform with ANSI/AWWA C151/A21.51
- Pipe weight standards adhere to ANSI/AWWA C151/A21.51
- Lining and coatings conform with ANSI/AWWA C104/A21.4
- Special linings and coatings available
- PushTite Rubber Gasket Joints meet ANSI/AWWA C111/A21.11
- PushTite Gaskets meet ANSI/AWWA C111/A21.11
- Polyethylene Encasement for ductile iron pipe in accordance to ANSI/AWWA C105/A21.5

**NOTE** When there is potential for installation in corrosive soils, ANSI/AWWA C105/A21.5 should be consulted for quality assurance.

# Ductile Iron Pipe Comparison

		McWane	US Pipe	ACIPCO	Electrosteel
			 <small>A Forterra Company</small>		
Complies to all applicable ANSI/AWWA standards		✓	✓	✓	✓
Works with all MJ joints and restraints		✓	✓	✓	✓
Cement Lined and Seal Coated		✓	✓	✓	✓
Tyton® Compliant Joint		✓	✓		✓
Offered in all AWWA Classes		✓	✓	✓	✓
UL Certified	 Underwriters Laboratories Inc.®	✓	✓	✓	✓
FM Certified		✓	✓	✓	✓
NSF Certified		✓	✓	✓	✓
ISO 9001 Compliant (Quality)		✓	✓	✓	✓
ISO 14001 Compliant (Environmental Stewardship)					✓
Zinc Protective Exterior		Added Cost	Added Cost	Added Cost	No Additional Cost

## EUSA Reference List

### **1. Kansas City Water (KCMO)**

C-24 & C-25 Water Line Replacements— 41,526' 6" -20" TC52

Install Date: May 2012

Mr. Andy. Shively

5051 NE Marvin Rd

Kansas City, MO 64118-5924

Office (816) 454-6712

[andy.shively@kcmo.org](mailto:andy.shively@kcmo.org)

### **2. Jackson County Water and Sewerage Authority**

Various projects using 8" DIP for WM beginning in 2014

Mr. Joey Leslie

117 MLK Ave. P.O. Box 869

Jefferson, GA 30549

Office: (706) 367-1741

[jleslie@jcwsa.com](mailto:jleslie@jcwsa.com)

### **3. City of Calhoun, GA**

Various WM and sewer projects since 2016

Calhoun, GA 30701

Contact: Jerry Crawford

Office: (706) 629-4701

### **4. City of Savannah, GA**

Various WM and sewer projects since 2011

Savannah, GA 31402

Contact: Chuck Tessmer

Office: (912) 651-6584

### **5. Gwinnett County Water (Atlanta, GA)**

Various 4"-12" WM projects since 2015

Lawrenceville, GA 30045  
Contact: Charles Anshultz  
Office: (678) 376-7014

**6. Ellijay-Gilmer County Water and Sewerage Authority**

Water Line Extension - 23,500' 8" PC350  
Install Date: August 2011  
Ellijay, GA 30540  
Contact: Gary McVey  
Office: (706) 276-2202

**7. City of Valdosta, GA**

Various WM and FM projects including 20" 431 outfall in Tnemec brochure  
Install Date: Since 2014  
Valdosta, GA 31601  
Contact: Henry Hicks  
Office: (229) 259-3592

**8. Lincoln County Board of Public Utilities**

Two WM projects using 8"-12" each with 5,000'  
Installed beginning in 2016  
Fayetteville, TN 37334  
Contact: Chris Mertz  
Office: (931) 433-2259

**9. City of Watsonville, CA**

Various 4"-20" WM projects utilizing NuBlu zinc/epoxy pipe  
Installs beginning in 2014  
Watsonville, CA 95077  
Contact Steve Hernandez  
Office: (831) 768-3194





Tad K. Dionne  
Chief of Police

# 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

SEP 22 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE



Agenda  
9-27-22

8E


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: 22 September 2022 

Re: Agenda Request – 27 September 2022

**Scope:**

The Hudson Police Department would like to meet at the next scheduled Board of Selectmen meeting on Tuesday, 27 September 2022 to request approval to accept the Office of Highway Safety FY23 Motor Vehicle Enforcement Grant. The price limitation for this agreement is \$21,093.75 and is scheduled for October 1, 2022 through September 30, 2023. This includes Radar Speed Equipment. The costs for this equipment has a reimbursement of 75% upon proof of purchase which will result in an \$8062.50 refund to the Police Department.

**Motion:**

Part 1) to authorize the Hudson Police Department approval to accept the Office of Highway Safety FY23 Motor Vehicle Enforcement Grant in the amount of \$21,093.75 now.

Part 2) to authorize the Hudson Police Department approval to accept the Office of Highway Safety FY23 Motor Vehicle Enforcement Grant reimbursement in the amount of \$8062.50 upon purchasing the Radar and Lidar units.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY


**OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT**

The State of New Hampshire and the Subrecipient hereby mutually agree as follows:

GENERAL PROVISIONS

Grant Agreement Title: Hudson Highway Safety Grant Grant Agreement #: 23-092

1. Identification and Definitions.

<b>1.1. State Agency Name</b> New Hampshire Department of Safety Office of Highway Safety		<b>1.2. State Agency Address</b> 33 Hazen Drive, Room 208 Concord, NH 03305	
<b>1.3. Subrecipient Name</b> HUDSON POLICE DEPARTMENT		<b>1.4. Subrecipient Address</b> 1 Constitution Drive Hudson, NH 03051	
<b>Chief of Police Name:</b> Tad Dionne		<b>Chief of Police email:</b> tdionne@hudsonnh.gov	
<b>Grant Contact Name:</b>		<b>Grant Contact's email:</b>	
<b>1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify))</b> Town Government		<b>1.4.2 UEI #</b> C1J1U459TLV5 <b>Exp Date:</b> 02/28/2023	
<b>1.5. Subrecipient Phone #</b> 603-886-6011	<b>1.6. Effective Date</b> 10/01/2022	<b>1.7. Completion Date</b> 09/30/2023	<b>1.8. Grant Limitation</b> \$ 21,093.75 <small>(Total amount of Federal funds obligated to the Subrecipient (2 CFR § 200.331(a)(1)(vii))</small>
<b>1.9. Grant Officer for State Agency</b> Stephen Fisher/James Gilbert		<b>1.10. State Agency Telephone Number</b> 603-271-6708 / 603-271-2021	
<b>"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b." &amp; "RSA Chapter 37 - Chairman of Selectmen, Town/City Manager, Mayor, County Commissioners."</b>			
<b>1.11. Subrecipient Signature 1</b>		<b>1.12. Name &amp; Title of Subrecipient Signor 1</b>	
<b>Subrecipient Signature 2</b> 		<b>Name &amp; Title of Subrecipient Signor 2</b> Tad K. Dionne Chief of Police	
<b>Subrecipient Signature 3</b>		<b>Name &amp; Title of Subrecipient Signor 3</b>	
<b>1.13. Acknowledgment:</b> State of New Hampshire, County of _____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
<b>1.13.1. Signature of Notary Public or Justice of the Peace (Seal)</b>		<b>1.13.2 Name &amp; Title of Notary Public or Justice of the Peace</b>	
<b>1.14 State Agency Signature 1</b> X _____ Date: _____		<b>1.15 Name &amp; Title of State Agency Signor 1</b> Robert L. Quinn, Commissioner - or Designee NH Department of Safety	
<b>1.16. Approval by Attorney General (Form, Substance and Execution) (if G &amp; C approval required)</b> <b>By:</b> Assistant Attorney General, On: / /			
<b>1.17. Approval by Governor and Council (if applicable)</b> <b>By:</b> On: / /			

2. SCOPE OF WORK In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:55-63, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED Except as otherwise specifically provided for herein, the Subrecipient shall perform the Project in, and with respect to, the State of New Hampshire. 4. EFFECTIVE DATE: COMPLETION OF PROJECT

4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.17), or upon signature by the State Agency as shown in block 1.15.

4.2 Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").

5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT

5.1. The Grant Amount is identified and more particularly described in EXHIBIT A, attached hereto.

5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT A.

5.3. In accordance with the provisions set forth in EXHIBIT A, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Subrecipient the Grant Amount. The State shall withhold from the amount otherwise payable to the Subrecipient under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.

5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Subrecipient for all expenses, of whatever nature, incurred by the Subrecipient in the performance hereof, and shall be the only, and the complete, compensation to the Subrecipient for the Project. The State shall have no liabilities to the Subrecipient other than the Grant Amount.

5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.

6. COMPLIANCE BY SUBRECIPIENT WITH LAWS AND REGULATIONS In connection with the performance of the Project, the Subrecipient shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Subrecipient, including the acquisition of any and all necessary permits.

7. RECORDS and ACCOUNTS

7.1. Between the Effective Date and the date three (3) years after the Completion Date the Subrecipient shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.

7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Subrecipient's normal business hours, and as often as the State shall demand, the Subrecipient shall make available to the State all records pertaining to matters covered by this Agreement. The Subrecipient shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Subrecipient" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Subrecipient in block 1.3 of these provisions.

8. PERSONNEL

8.1. The Subrecipient shall, at its own expense, provide all personnel necessary to perform the Project. The Subrecipient warrants that all personnel engaged in the project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.

8.2. The Subrecipient shall not hire, and it shall not permit any subcontractor, sub grantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.

8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.

9. DATA: RETENTION OF DATA: ACCESS

9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, performed, who exercises any functions or responsibilities in the review or computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.

9.2. Between the Effective Date and the Completion Date the Subrecipient shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.

9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.

9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.

9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.

10. CONDITIONAL NATURE OR AGREEMENT Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Subrecipient notice of such termination.

11. EVENT OF DEFAULT: REMEDIES

11.1. Any one or more of the following acts or omissions of the Subrecipient shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):

11.1.1 Failure to perform the Project satisfactorily or on schedule; or

11.1.2 Failure to submit any report required hereunder; or

11.1.3 Failure to maintain, or permit access to, the records required hereunder; or

11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.

- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Subrecipient a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Subrecipient notice of termination; and
- 11.2.2 Give the Subrecipient a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Subrecipient during the period from the date of such notice until such time as the State determines that the Subrecipient has cured the Event of Default shall never be paid to the Subrecipient; and
- 11.2.3 Set off against any other obligation the State may owe to the Subrecipient any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.

**12. TERMINATION**

- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Subrecipient shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Subrecipient to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Subrecipient from any and all liability for damages sustained or incurred by the State as a result of the Subrecipient's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Subrecipient hereunder, the Subrecipient, may terminate this Agreement without cause upon thirty (30) days written notice.

13. **CONFLICT OF INTEREST** No officer, member or employee of the Subrecipient, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

14. **SUBRECIPIENT'S RELATION TO THE STATE** In the performance of this Agreement the Subrecipient, its employees, and any subcontractor or subgrantee of the Subrecipient are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Subrecipient nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.

15. **ASSIGNMENT AND SUBCONTRACTS** The Subrecipient shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Subrecipient other than as set forth in EXHIBIT B without the prior written consent of the State.

16. **INDEMNIFICATION** The Subrecipient shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Subrecipient or subcontractor, or subgrantee or other agent of the Subrecipient. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.

**17. INSURANCE AND BOND**

17.1. The Subrecipient shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:

17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and

17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and

\$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and

17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.

18. **WAIVER OF BREACH** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Subrecipient.

19. **NOTICE** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.

20. **AMENDMENT** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.

21. **CONSTRUCTION OF AGREEMENT AND TERMS** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.

22. **THIRD PARTIES** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

23. **ENTIRE AGREEMENT** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

## SPECIAL PROVISIONS

### **U.S. Department of Transportation/NHTSA Grant Conditions:**

**As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to comply with the following documents:**

- Subrecipients agree to comply with all applicable elements of NHTSA's Memorandum: Use of NHTSA Highway Safety Grant Funds for Certain Purchases May 18, 2016 and found at the following Web link.: <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>. Subrecipients should pay particular attention to the sections on (1) allowable costs for equipment, travel, training, and consultant services; and (2) unallowable costs for equipment, facilities and construction, training and program administration.
- Subrecipients agree to comply with all applicable elements of 2 CFR 200 - the **Uniform Administrative Requirement for Grants, Cost Principles, and Audit Requirements** as promulgated by the U.S. Department of Transportation. This document is found at the following Web link <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>.
- Subrecipients agree to comply with all applicable Federal basic and incentive grant program requirements as outlined in the **Highway Safety Grant Management** Manual found at the following Web link: <https://www.nhtsa.gov/highway-safety-grants-program>. This document provides information on each of the grant programs.

**The following additional provisions apply to highway safety subrecipients as a result of certifications and assurances provided to NHTSA by State Highway Safety Offices in their Highway Safety Plan:**

## GENERAL REQUIREMENTS

**The State will comply with applicable statutes and regulations, including but not limited to:**

- 23 U.S.C. Chapter 4 Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 4011, Pub. L. 114-94
- 23 CFR part 1300 Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 Department of Transportation, Uniform Administrative Requirements,
- Cost Principles, and Audit Requirements for Federal Awards

## INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS

The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs).

## FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

The State will comply with FFATA guidance, OMB Guidance on FFATA Subaward and Executive Compensation Reporting, August 27, 2010, ([https://www.fsrs.gov/documents/OMB\\_Guidance\\_on\\_FFATA\\_Subaward\\_and\\_Executive\\_Compensation\\_Reporting\\_08272010.pdf](https://www.fsrs.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf)) by reporting to [FSRS.gov](https://www.fsrs.gov) for each sub- grant awarded:

- Name of the entity receiving the award;
- Amount of the award;

- Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance number (where applicable), program source;
- Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country; and an award title descriptive of the purpose of each funding action;
- A Unique Entity Identifier;
- The names and total compensation of the five most highly compensated officers of the entity if:
  - (i) the entity in the preceding fiscal year received —
    - (I) 80 percent or more of its annual gross revenues in Federal awards;
    - (II) \$25,000,000 or more in annual gross revenues from Federal awards; and
  - (ii) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986;
- Other relevant information specified by OMB guidance.

### **NONDISCRIMINATION**

**(applies to subrecipients as well as States)**

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination (“Federal Nondiscrimination Authorities”). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 *et seq.*), **and Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- **Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- **Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/ discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The State highway safety agency—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;

- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

"During the performance of this contract/funding agreement, the contractor/funding recipient agrees —

- To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
- To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
- That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
- To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement that receives Federal funds under this program.

**THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)**

The State will provide a drug-free workplace by:

- Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- Establishing a drug-free awareness program to inform employees about:
  - The dangers of drug abuse in the workplace;
  - The grantee's policy of maintaining a drug-free workplace;
  - Any available drug counseling, rehabilitation, and employee assistance programs;
  - The penalties that may be imposed upon employees for drug violations occurring in the workplace;
  - Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-
  - Abide by the terms of the statement;
  - Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction;
- Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.
  - Taking appropriate personnel action against such an employee, up to and including termination;
  - Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

**POLITICAL ACTIVITY (HATCH ACT)**

**(applies to subrecipients as well as States)**

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**CERTIFICATION REGARDING FEDERAL LOBBYING**

**(applies to subrecipients as well as States)**

**Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub grants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**RESTRICTION ON STATE LOBBYING**

**(applies to subrecipients as well as States)**

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

**CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

**(applies to subrecipients as well as States)**

**Instructions for Primary Tier Participant Certification (States)**

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.



2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions**

- (1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

- (2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Instructions for Lower Tier Participant Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms *covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:**

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**BUY AMERICA ACT**

**(applies to subrecipients as well as States)**

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

## **PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE**

**(applies to subrecipients as well as States)**

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

## **POLICY ON SEAT BELT USE**

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information and resources on traffic safety programs and policies for employers, please contact the Network of Employers for Traffic Safety (NETS), a public-private partnership dedicated to improving the traffic safety practices of employers and employees. You can download information on seat belt programs, costs of motor vehicle crashes to employers, and other traffic safety initiatives at [www.trafficsafety.org](http://www.trafficsafety.org). The NHTSA website ([www.nhtsa.gov](http://www.nhtsa.gov)) also provides information on statistics, campaigns, and program evaluations and references.

## **POLICY ON BANNING TEXT MESSAGING WHILE DRIVING**

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or rented vehicles, Government-owned, leased or rented vehicles, or privately-owned vehicles when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

## **SECTION 402 REQUIREMENTS**

1. To the best of my personal knowledge, the information submitted in the Highway Safety Plan in support of the State's application for a grant under 23 U.S.C. 402 is accurate and complete.
2. The Governor is the responsible official for the administration of the State highway safety program, by appointing a Governor's Representative for Highway Safety who shall be responsible for a State highway safety agency that has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program. (23 U.S.C. 402(b)(1)(A))
3. The political subdivisions of this State are authorized, as part of the State highway safety program, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation. (23 U.S.C. 402(b)(1)(B))
4. At least 40 percent of all Federal funds apportioned to this State under 23 U.S.C. 402 for this fiscal year will be expended by or for the benefit of political subdivisions of the State in carrying out local highway safety programs (23 U.S.C. 402(b)(1)(C)) or 95 percent by and for the benefit of Indian tribes (23 U.S.C. 402(h)(2)), unless this requirement is waived in writing. (This provision is not applicable to the District of Columbia, Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.)
5. The State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks. (23 U.S.C. 402(b)(1)(D))
6. The State will provide for an evidenced-based traffic safety enforcement program to prevent traffic violations, crashes, and crash fatalities and injuries in areas most at risk for such incidents. (23 U.S.C. 402(b)(1)(E))
7. The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State, as identified by the State highway safety planning process, including:
  - Participation in the National high-visibility law enforcement mobilizations as identified annually in the NHTSA Communications Calendar, including not less than 3 mobilization campaigns in each fiscal year to –
    - Reduce alcohol-impaired or drug-impaired operation of motor vehicles; and
    - Increase use of seat belts by occupants of motor vehicles;
  - Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits;
  - An annual Statewide seat belt use survey in accordance with 23 CFR part 1340 for the measurement of State seat belt use rates, except for the Secretary of Interior on behalf of Indian tribes;
  - Development of Statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources;
  - Coordination of Highway Safety Plan, data collection, and information systems with the State strategic highway safety plan, as defined in 23 U.S.C. 148(a). (23 U.S.C. 402(b)(1)(F))
8. The State will actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect. (23 U.S.C. 402(j))
9. The State will not expend Section 402 funds to carry out a program to purchase, operate, or maintain an automated traffic enforcement system. (23 U.S.C. 402(c)(4))

**§ 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.**

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain;

(2) Extend or renew a contract to procure or obtain; or

(3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(c) See Public Law 115-232, section 889 for additional information.

(d) See also § 200.471.

**§ 200.317 Procurements by states.**

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§ 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§ 200.318 through 200.327.

**§ 200.318 General procurement standards.**

(a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§ 200.317 through 200.327.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)

(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also § 200.214.

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)  
(1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

#### **§ 200.319 Competition.**

(a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

(f) Noncompetitive procurements can only be awarded in accordance with § 200.320(c).

#### **§ 200.320 Methods of procurement to be followed.**

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award. This content is from the eCFR and is authoritative but unofficial.

(a) *Informal procurement methods.* When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold (SAT), as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include: (1) *Micro-purchases* –

(i) *Distribution.* The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of micro-purchase in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(ii) *Micro-purchase awards.* Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(iii) *Micro-purchase thresholds.* The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iv) *Non-Federal entity increase to the micro-purchase threshold up to \$50,000.* Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with §

200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

- (A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;
- (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
- (C) For public institutions, a higher threshold consistent with State law.

(v) *Non-Federal entity increase to the micro-purchase threshold over \$50,000.* Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(2) *Small purchases –*

(i) *Small purchase procedures.* The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) *Simplified acquisition thresholds.* The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) *Formal procurement methods.* When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with § 200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) *Sealed bids.* A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

- (A) A complete, adequate, and realistic specification or purchase description is available;
- (B) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

- (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- (E) Any or all bids may be rejected if there is a sound documented reason.

(2) *Proposals*. A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
- (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

(c) *Noncompetitive procurement*. There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

- (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
- (2) The item is available only from a single source;
- (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
- (5) After solicitation of a number of sources, competition is determined inadequate.

**§ 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.**

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

**§ 200.322 Domestic preferences for procurements.**

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.



(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

#### **§ 200.323 Procurement of recovered materials.**

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

#### **§ 200.340 Termination**

(a) The Federal award may be terminated in whole or in part as follows:

- (1) By the Federal awarding agency or pass-through entity, if a non-Federal entity fails to comply with the terms and conditions of a Federal award;
- (2) By the Federal awarding agency or pass-through entity, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities;
- (3) By the Federal awarding agency or pass-through entity with the consent of the non-Federal entity, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated;
- (4) By the non-Federal entity upon sending to the Federal awarding agency or pass-through entity written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if the Federal awarding agency or pass-through entity determines in the case of partial termination that the reduced or modified portion of the Federal award or subaward will not accomplish the purposes for which the Federal award was made, the Federal awarding agency or pass-through entity may terminate the Federal award in its entirety; or
- (5) By the Federal awarding agency or pass-through entity pursuant to termination provisions included in the Federal award.

(b) A Federal awarding agency should clearly and unambiguously specify termination provisions applicable to each Federal award, in applicable regulations or in the award, consistent with this section.

(c) When a Federal awarding agency terminates a Federal award prior to the end of the period of performance due to the non-Federal entity's material failure to comply with the Federal award terms and conditions, the Federal awarding agency must report the termination to the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS).

(1) The information required under paragraph (c) of this section is not to be reported to designated integrity and performance system until the non-Federal entity either –

- (i) Has exhausted its opportunities to object or challenge the decision, see § 200.342; or
- (ii) Has not, within 30 calendar days after being notified of the termination, informed the Federal awarding agency that it intends to appeal the Federal awarding agency's decision to terminate.

(2) If a Federal awarding agency, after entering information into the designated integrity and performance system about a termination, subsequently:

- (i) Learns that any of that information is erroneous, the Federal awarding agency must correct the information in the system within three business days;
- (ii) Obtains an update to that information that could be helpful to other Federal awarding agencies, the Federal awarding agency is strongly encouraged to amend the information in the system to incorporate the update in a timely way.

(3) Federal awarding agencies, must not post any information that will be made publicly available in the non-public segment of designated integrity and performance system that is covered by a disclosure exemption under the Freedom of Information Act. If the non-Federal entity asserts within seven calendar days to the Federal awarding agency who posted the information, that some of the information made publicly available is covered by a

disclosure exemption under the Freedom of Information Act, the Federal awarding agency who posted the information must remove the posting within seven calendar days of receiving the assertion. Prior to reposting the releasable information, the Federal agency must resolve the issue in accordance with the agency's Freedom of Information Act procedures.

(d) When a Federal award is terminated or partially terminated, both the Federal awarding agency or passthrough entity and the non-Federal entity remain responsible for compliance with the requirements in §§ 200.344 and 200.345.

#### **§ 200.414 Indirect (F&A) costs.**

(a) *Facilities and administration classification.* For major Institutions of Higher Education (IHE) and major nonprofit organizations, indirect (F&A) costs must be classified within two broad categories: "Facilities" and "Administration." "Facilities" is defined as depreciation on buildings, equipment and capital improvement, interest on debt associated with certain buildings, equipment and capital improvements, and operations and maintenance expenses. "Administration" is defined as general administration and general expenses such as the director's office, accounting, personnel and all other types of expenditures not listed specifically under one of the subcategories of "Facilities" (including cross allocations from other pools, where applicable). For nonprofit organizations, library expenses are included in the "Administration" category; for IHEs, they are included in the "Facilities" category. Major IHEs are defined as those required to use the Standard Format for Submission as noted in appendix III to this part, and Rate Determination for Institutions of Higher Education paragraph C. 11. Major nonprofit organizations are those which receive more than \$10 million dollars in direct Federal funding.

(b) *Diversity of nonprofit organizations.* Because of the diverse characteristics and accounting practices of nonprofit organizations, it is not possible to specify the types of cost which may be classified as indirect (F&A) cost in all situations. Identification with a Federal award rather than the nature of the goods and services involved is the determining factor in distinguishing direct from indirect (F&A) costs of Federal awards. However, typical examples of indirect (F&A) cost for many nonprofit organizations may include depreciation on buildings and equipment, the costs of operating and maintaining facilities, and general administration and general expenses, such as the salaries and expenses of executive officers, personnel administration, and accounting.

(c) *Federal Agency Acceptance of Negotiated Indirect Cost Rates.* (See also § 200.306.)

(1) The negotiated rates must be accepted by all Federal awarding agencies. A Federal awarding agency may use a rate different from the negotiated rate for a class of Federal awards or a single Federal award only when required by Federal statute or regulation, or when approved by a Federal awarding agency head or delegate based on documented justification as described in paragraph (c)(3) of this section.

(2) The Federal awarding agency head or delegate must notify OMB of any approved deviations.

(3) The Federal awarding agency must implement, and make publicly available, the policies, procedures and general decision-making criteria that their programs will follow to seek and justify deviations from negotiated rates. 2 CFR 200.414 (up to date as of 6/08/2022) Indirect (F&A) costs.

(4) As required under § 200.204, the Federal awarding agency must include in the notice of funding opportunity the policies relating to indirect cost rate reimbursement, matching, or cost share as approved under paragraph (e)(1) of this section. As appropriate, the Federal agency should incorporate discussion of these policies into Federal awarding agency outreach activities with non-Federal entities prior to the posting of a notice of funding opportunity.

(d) Pass-through entities are subject to the requirements in § 200.332(a)(4).

(e) Requirements for development and submission of indirect (F&A) cost rate proposals and cost allocation plans are contained in Appendices III-VII and Appendix IX as follows:

(1) Appendix III to Part 200 - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHEs);

(2) Appendix IV to Part 200 - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations;

(3) Appendix V to Part 200 - State/Local Governmentwide Central Service Cost Allocation Plans;

(4) Appendix VI to Part 200 - Public Assistance Cost Allocation Plans;

(5) Appendix VII to Part 200 - States and Local Government and Indian Tribe Indirect Cost Proposals; and

(6) Appendix IX to Part 200 - Hospital Cost Principles.

(f) In addition to the procedures outlined in the appendices in paragraph (e) of this section, any non-Federal entity that does not have a current negotiated (including provisional) rate, except for those non-Federal entities described in appendix

VII to this part, paragraph D.1.b, may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely. No documentation is required to justify the 10% de minimis indirect cost rate. As described in § 200.403, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as a non-Federal entity chooses to negotiate for a rate, which the non-Federal entity may apply to do at any time.

(g) Any non-Federal entity that has a current federally-negotiated indirect cost rate may apply for a one-time extension of the rates in that agreement for a period of up to four years. This extension will be subject to the review and approval of the cognizant agency for indirect costs. If an extension is granted the non-Federal entity may not request a rate review until the extension period ends. At the end of the 4-year extension, the non-Federal entity must re-apply to negotiate a rate. Subsequent one-time extensions (up to four years) are permitted if a renegotiation is completed between each extension request.

(h) The federally negotiated indirect rate, distribution base, and rate type for a non-Federal entity (except for the Indian tribes or tribal organizations, as defined in the Indian Self Determination, Education and Assistance Act, 25 U.S.C. 450b(1)) must be available publicly on an OMB-designated Federal website.

#### **Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards**

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis

of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.323.

(K) See § 200.216.

(L) See § 200.322.

**I understand that failure to comply with applicable Federal statutes and regulations may subject State officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 2 CFR 200.**

**I sign these Certifications and Assurances based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in awarding grant funds.**

Authorized Contract Signatory:  Date: 09/15/2022

Signors Printed Name: Tad Dionne Signors Title: Police Chief

EXHIBIT A

<b>OHS Grant Award</b>		
Project Titles	Federal Budget	Minimum Match Required
<b>SPEED ENFORCEMENT PATROLS</b>	\$ 2,400.00	\$ 600.00
<b>DUI ENFORCEMENT</b>	\$ 1,600.00	\$ 400.00
<b>DISTRACTED DRIVING</b>	\$ 1,600.00	\$ 400.00
<b>PEDESTRIAN BICYCLE</b>	\$ 0.00	\$ 0.00
<b>JOIN THE NH CLIQUE</b>	\$ 850.00	\$ 212.50
<b>DRIVE SOBER OR GET PULLED OVER</b>	\$ 1,700.00	\$ 425.00
<b>U DRIVE, U TEXT, U PAY</b>	\$ 850.00	\$ 212.50
<b>E-CRASH EQUIPMENT (MDT)</b>	\$ 0.00	\$ 0.00
<b>E-CRASH EQUIPMENT (Printers/Scanners/Receivers)</b>	\$ 0.00	\$ 0.00
<b>SPEED EQUIPMENT</b>	\$ 12,093.75	\$ 4,031.25
<b>C.A.R EQUIPMENT</b>	\$ 0.00	\$ 0.00
<b>C.A.R TRAINING</b>	\$ 0.00	\$ 0.00
<b>Community Outreach &amp; Betterment (COB) Grant</b>	\$ 0.00	\$ 0.00
<b>Total</b> <small>Total amount Federal funds obligated to the subrecipient, (2 CFR § 200.331(a)(1)(vii)) Project Costs: 80% Federal Funds, 20% Applicant Share (Minimum Match Required).</small>	<b>\$ 21,093.75</b>	<b>\$ 6,281.25</b>

<b>Awarding Agency:</b> Office of Highway Safety (OHS)
<b>Federal Awarding Agency:</b> National Highway Traffic Safety Administration (NHTSA), US DOT NHTSA Region 1 55 Broadway, RTV-8E Cambridge, MA 02142
<b>Budget period (new) –</b> <span style="float: right;"><b>10/01/2022 to 09/30/2023</b></span>
<b>Is This a Research and Development Project:</b> NO

EXHIBIT B  
GRANT REQUIREMENTS AND INFORMATION

- Officers funded during these overtime enforcement grants shall be dedicated in total to traffic law enforcement, except in the case of a criminal offense committed in the officer's presence, in the case of response to an officer in distress, or in the case of a riot where all available personnel must divert their attention.
- Officers may pull over drivers for any driving offense during patrols. This includes, but is not limited to, suspected drunk driving, speeding, school bus violations, CPS violations, traffic light/stop sign running, and distracted driving.
- Nothing in this grant shall be interpreted as a requirement, formal or informal that a law enforcement officer issue a specified or predetermined number of summons in pursuance of the department's obligation associated with the grant.
- If an officer makes an arrest during the patrol shift, but does not complete the arrest before the shift is scheduled to end, the officer can continue working under the grant to complete that arrest even if the time exceeds the scheduled patrol shift; however, the total request for reimbursement must not exceed the approved budget in the Grant Agreement.
- An officer who stops working a Highway Safety grant to assist with a Non-Highway Safety Grant related issue (i.e. crash, domestic dispute, criminal complaint, etc.), must not count such hours as hours worked on a Highway Safety Grant.
- Full-time officers will be reimbursed at an overtime rate of pay as established by the department and/or municipality for hours worked during the enforcement patrols. Part-time officers will be reimbursed at their normal hourly rate of pay.
- The Patrol Activity Report (HS-200) must be signed and dated by an authorized signatory (Police Chief or designee). Individuals working the enforcement patrol may not sign off on the Patrol Activity Report for themselves and if the Chief Law Enforcement Officer (CLEO) works an overtime enforcement patrol, they must comply with 29 CFR Part 541 as it relates to "exempt employees". This will require that the CLEO provide a waiver of 29 CFR, Part 541 from their governing body with any reimbursement requests in which the CLEO has worked. Additionally, the CLEO may not sign off on their own HS200 or that of a spouse, child or sibling who may work an enforcement patrol.
- If weather impedes a particular enforcement detail, this should be noted on the Patrol Activity Report (HS-200).
- Command staff may participate in and be compensated for enforcement details if acting in a traffic enforcement role rather than acting exclusively in a supervisory role overseeing officers engaged in traffic enforcement.
- Failure to comply with reporting requirements may result in non-reimbursement of funds or suspension of grant award.
- Non-participation or non-compliance with the performance measures may result in grant agreement suspension, termination and/non-reimbursement of expenses.

Reimbursement Schedule and Required Paperwork

- Reimbursements are due no later than 15 days after the close of the quarter. Due dates are as follows:
  1. **January 15<sup>th</sup>** for October-December (Quarter 1)
  2. **April 15<sup>th</sup>** for January-March (Quarter 2)
  3. **July 15<sup>th</sup>** for April-June (Quarter 3)
  4. **October 15<sup>th</sup>** for July-September (Quarter 4)
- See link for all the required forms - <https://www.nh.gov/hsafety/publications/index.htm>
- Over-Time enforcement patrol reimbursements shall include the following:
  1. Reimbursement Request Cover Letter (HS-1);
  2. Overtime Payroll Reimbursement Form (HS-20) for each project;
  3. Match Tracking Form (HS-22) for each project;
  4. Quarterly Summary Report (HS-100 QSR) for each project;
  5. Patrol Activity Reports (HS-200) for each project; and
  6. Updated Grant Application/Performance Tracking Tool (App/PTT)
- Equipment reimbursements shall include the following:
  1. Reimbursement Request Cover Letter (HS-1). **Note:** If submitting equipment reimbursement along with overtime enforcement patrol reimbursements only one (1) Reimbursement Request Cover Letter (HS-1) shall be submitted.
  2. Copy of the detailed equipment invoice (with all Serial #'s);
  3. Match Tracking Form (HS-22);
  4. Copy of Cancelled Check; and
  5. Final Equipment Report (HS-8E) (with all Serial #'s)

- If no enforcement patrols took place during the quarter you are required to submit the Reimbursement Cover Letter (HS-1) indicating that you are not seeking reimbursement by placing \$0 in the projects where you were awarded funding.
- Failure to file required reports by the submission due dates can result in grant termination or denial of future grants.
- All publications, public information, or publicity released in conjunction with this project shall state "This project is being supported in part through a grant from the NH Office of Highway Safety, with Federal funds provided by the National Highway Traffic Safety Administration" or related social media tag provided by our office.
- Grant agreements shall terminate in the event funds are exhausted and/or not made available by the federal government for this program. If the grantee makes obligations in anticipation of receiving funds under this grant, the grantee does so at their peril and the State of New Hampshire will be under no obligation to make payments for such performance.

#### **SPECIAL PROVISION-NH OFFICE OF HIGHWAY SAFETY**

- (A) In the event of any conflict or ambiguity between the provisions of the Subrecipient's application and the provisions of the Office of Highway Safety Grant Agreement, including applicable EXHIBITS A and B, the provisions of the Grant Agreement shall govern.
- (B) The New Hampshire Office of Highway Safety (OHS) will review all reports and certifications received to ensure compliance. If findings specific to Highway Safety Programs are detected within an agency's Single Audit, appropriate action shall be taken to ensure that identified sub recipient risks are being timely and appropriately corrected.

#### **CASH MANAGEMENT**

Cash draw-downs will be initiated only when actually needed for disbursement (i.e., as close as possible to the time of making disbursements). Cash disbursements and balances will be reported in a timely manner as required by NHTSA. 2 CFR Part 200.305.

For subrecipients, recipients must establish reasonable procedures to ensure the receipt of reports on subrecipients' cash balances and cash disbursements in sufficient time to enable them to prepare complete and accurate cash transactions reports to the awarding agency. Recipients must monitor cash draw-downs by their subrecipients to assure that they conform substantially to the same standards of timing and amount as apply to advances to the recipients. 2 CFR 200.305.

Failure to adhere to these provisions may result in the termination of draw-down privileges.

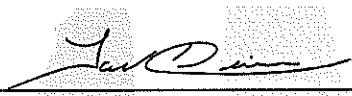
#### **OFFICE OF MANAGEMENT AND BUDGET GRANT CONDITIONS**

The following documents issued by the Office of Management and Budget (OMB) apply to all Federal grants regardless of the Federal Department making them available:

- **Audit Requirement of Federal Funds:** (2 CFR § 200.332(a)(5)) 2 CFR part 200, subpart F (formerly known as OMB Circular A-133) – These requirements apply to each non-profit organization, each institution of higher education, and local governments as a whole when they or one of their departments receives federal funds. Any non-profit organization, institution of higher education, or local government spending more than \$750,000 in federal funds from all sources within a 12-month period must have an audit performed on the use of the funds. OGR defines the 12-month period as July 1 to June 30. The following link provides the full text of this basic federal grant requirement: <https://www.nhtsa.gov/highway-safety-grants-program/resources-guide>.
- **Cost Principles for Federal Grants to State and Local Governments**
  - 2 CFR 200 subpart E – These requirements apply only to state and local government subrecipients. These regulations list and define general categories of costs that are both allowable and unallowable. Examples include the following:
    - The cost of alcoholic beverages is unallowable.
    - Costs incurred by advisory councils are allowable.
    - Audit costs are allowable.
    - Compensation costs are allowable so long as they are consistent with that paid for similar work in other activities of the local government.
    - Entertainment costs are unallowable.
    - Equipment costs are allowable with the prior approval of the HSO. Equipment having a useful life of more than one year or a current per-unit fair market value of \$5,000 or more must be tracked. When replacing equipment purchased with federal funds, the equipment to be replaced may be used as a trade-in or can be sold with the proceeds used to offset the cost of the replacement equipment. In addition, during the period of the contract with HSO, insurance on the equipment is allowable.

- Travel costs are allowable if pre-approved by the HSO and so long as they are consistent with those normally allowed in like circumstances for non-federally funded activities.
- **Cost Principles for Federal Grants to *Non-Profit Organizations and Institutions of Higher Education*** - These requirements apply to only the non-profit and higher education sub recipients. These document list and define general categories of costs that are allowable and unallowable. The link below provides the full text of these two basic federal grant requirements.
  - [eCFR :: 2 CFR Part 200 Subpart E -- Cost Principles](#)

I sign these Grant Requirements based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in reimbursing grant funds.

Authorized Contract Signatory:  Date: 09/15/2022

Signors Printed Name: Tad K. Dionne Signors Title: Police Chief



**Project Titles, PSP & Task, CFDA and FAIN Numbers**

**SPEED ENFORCEMENT PATROLS**

PSP & Task 23-02-04 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**SPEED EQUIPMENT**

PSP & Task 23-02-04 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**DUI ENFORCEMENT**

PSP & Task 23-07-04 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**DISTRACTED DRIVING**

PSP & Task 23-04-04 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**PEDESTRIAN BICYCLE**

PSP & Task 23-06-04 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**JOIN THE NH CLIQUE**

PSP & Task 23-01-04 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**DRIVE SOBER OR GET PULLED OVER**

PSP & Task 23-07-11 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**U DRIVE, U TEXT, U PAY**

PSP & Task 23-04-11 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**E-CRASH EQUIPMENT (MDT)**

PSP & Task 23-03-06 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**E-CRASH EQUIPMENT (Printers/Scanners/Receivers/C.A.R. Equipment/C.A.R. Training)**

PSP & Task 23-03-06 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

**COMMUNITY OUTREACH & BETTERMENT (COB) GRANT**

PSP & Task 23-09-03 FAST Act 402/Bil/Sup

CFDA: 20.600

FAIN Number (Subaward): 69A37521300004020NH0, 69A37522300004020NH0, 69A37523300004020NH0, 69A3752230SUP4020NH0, 69A3752330SUP4020NH0

# Scope of Work

## SPEED ENFORCEMENT

For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Grant Requirements and Information".

- The locations as well as time and days of the Speed overtime enforcement patrols should support the problem statement identified in your grant application.
- Speed enforcement patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and Patrol Activity Report (HS-200). The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- The OHS has an expectation that Departments will have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol officer contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant-funded patrol, an explanation must be provided on note section of the HS-200/Patrol Activity Report.
- To maximize grant funding, patrols must consist of **one grant-funded officer per cruiser**; however, multiple cruisers may be out at one time.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the HS-200 Patrol Activity Report.
- The NHOHS Highway Safety Commander may, and in their prolonged absence, the NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in both location and area of enforcement, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: TD  
Date: 09/15/2022

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

# Scope of Work

## Impaired Driving Enforcement (DUI)

For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Grant Requirements and Information".

- The locations as well as time and days of the Impaired Driving enforcement overtime patrols shall support the problem statement identified in your grant application.
- DUI enforcement patrols, including DUI saturation patrols, can be a minimum of **4-hours** or a maximum of **6-hours** in duration. These hours shall be run consecutively without interruption.
- With **written**, pre-approval, from the Office of Highway Safety, departments may conduct 6-hour Sobriety Check Points.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and Patrol Activity Report (HS-200). The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- The OHS has an expectation that Departments will have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol officer contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol period. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant-funded patrol, an explanation must be provided on note section of the HS-200/Patrol Activity Report.
- To maximize grant funding, patrols must consist of **one grant-funded officer per cruiser**; however, multiple cruisers may be out at one time.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the HS-200 Patrol Activity Report.
- The NHOHS Highway Safety Commander may, and in their prolonged absence, the NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: TD  
Date: 09/15/2022

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

# Scope of Work

## Distracted Driving Enforcement

Distracted Driving enforcement patrols should focus on enforcing New Hampshire’s Hands Free Electronic Device Law as well as other activities that occur behind the wheel that cause the driver to be distracted. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, “Grant Requirements and Information”.**

- The locations, as well as time and days, of the distracted driving enforcement overtime patrols shall support the problem statement identified in your grant application.
- Distracted Driving enforcement patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and Patrol Activity Report (HS-200). The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.
- The OHS has an expectation that departments will have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol officer contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant-funded patrol, an explanation must be provided as to why. **Note:** When conducting Distracted Driving enforcement patrols using a spotter technique (one officer in a cruiser and one officer outside the cruiser), 3 stops per hour per officer may be difficult to achieve. In this instance, please focus on effective enforcement rather than the stops/hour requirement. Please ensure that the spotter notes this on his/her Patrol Activity Report (HS-200).
- To maximize grant funding, patrols must consist of **one grant-funded officer per cruiser**; however, multiple cruisers may be out at one time. **Exception:** Two officers per cruiser when utilizing a spotter (one officer in a cruiser and one officer outside the cruiser), is allowed when a department is conducting strategic Distracted Driving patrols.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the HS-200 Patrol Activity Report.
- The NHOHS Highway Safety Commander may, and in their prolonged absence, the NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: TD  
Date: 09/15/2022

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

# Scope of Work

## High Visibility Mobilizations

Departments have an allowable budget to conduct overtime enforcement during each of the time periods listed below. Unspent funds from a campaign period cannot be rolled over into any other enforcement activity.

Grant-funded overtime enforcement activity shall occur on the required dates and primary enforcement efforts should be project specific; departments are encouraged to use their own internal data to conduct enforcement activity in their community hotspots.

The OHS has an expectation that Departments will have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol officer contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant-funded patrol, an explanation must be provided on note section of the HS-200/Patrol Activity Report.

**NOTE:** Please e-mail your Field Representative at [HWYSAFETYMAIL@dos.nh.gov](mailto:HWYSAFETYMAIL@dos.nh.gov), *in advance*, if a mobilization effort will **not** be conducted.

\*\*\*\*\*

**Join the NH Clique Enforcement Patrols- \$850 total:** The purpose of this mobilization is to enforce the Child Restraint Law for anyone under 18 years of age, as well as to educate unbelted occupants 18 years and older regarding the importance of wearing seatbelts. Patrols must be conducted during daylight hours at locations such as elementary schools, high schools, shopping centers, and/or locations where drivers and passengers up to the age of 18 are known to frequent. Officers conducting the "Join the NH Clique Patrols", are highly recommended to complete an Online training course; "Child Passenger", sponsored by Police Standards and Training.

- **Required Dates:**
  - One 3-4 hour patrol conducted on kickoff day - **Monday, May 15, 2023**
  - The remaining patrol hours shall be conducted between **May 16, 2023 - June 4, 2023, 3<sup>rd</sup> Quarter**

\*\*\*\*\*

**Drive Sober or Get Pulled Over-\$850 each:** The purpose of these **two** mobilizations will focus on the apprehension of the impaired driver. Unspent funds from the first DSOGPO campaign may be rolled over to the second DSOGPO campaign.

- **\$850- Required Dates of the first mobilization:**
  - One 3-4 hour patrol conducted on kickoff day - **Friday, December 16, 2022**
  - The remaining patrol hours shall be conducted between **December 17, 2022 - January 1, 2023, 1<sup>st</sup> Quarter**
- **\$850- Required Dates of the second mobilization:**
  - One 3-4 hour patrol conducted on kickoff day - **Wednesday, August 16, 2023**
  - The remaining patrol hours shall be conducted between **August 17, 2023 - September 4, 2023, 4<sup>th</sup> Quarter**

\*\*\*\*\*

**U Drive, U Text, U Pay-\$850 total:** The purpose of this mobilization is to enforce New Hampshire's Hands Free Electronic Device Law, as well as other activities that occur behind the wheel that cause the driver to be distracted.

- **Required Dates:**
  - One 3-4 hour patrol conducted on kickoff day - **Monday, April 3, 2023**
  - The remaining patrol hours shall be conducted between **April 4, 2023 - April 10, 2023, 3<sup>rd</sup> Quarter**

\*\*\*\*\*

Grantee Initials: TD  
Date: 09/15/2022

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

# Scope of Work

## Speed Enforcement Equipment

**NOTE:** All equipment that is \$5,000.00 or more individually must meet the "BUY AMERICA" requirement and receive prior written approval from the National Highway Traffic Safety Administration (NHTSA) before it can be purchased. The Office of Highway Safety shall be under no obligation to provide reimbursement to a grantee for equipment purchased outside of these requirements.

**Final written approval must be given prior to purchases of equipment.**

EQUIPMENT AWARDED IS INDICATED BY AN "X" NEXT TO THE PROJECT

- Speed enforcement equipment grants available to current speed enforcement grantees only.
- Funded enforcement grants must be conducted in order to obtain current speed enforcement equipment.
  - Speed Radar Display Trailer W/ Statistical Software and Costs of Initial Year – 1 maximum
  - Movable Radar Speed Display Sign – 3 maximum
  - X Hand Held LiDAR Unit – 5 maximum
  - X In Car Radar Unit – 5 maximum
  - Traffic Data Recording Device – 3 maximum
- Speed Enforcement Equipment shall be reimbursed at 75%.

## Other Important Requirements

- It is required that a speed enforcement efforts be conducted in problem areas identified by data produced by radar trailers and or radar display signs.
- Speed Radar Display Trailers and Movable Radar Speed display signs shall include data collection software so that data can be viewed to address problem areas. Grantees agree to maintain software license after initial equipment purchased. Data collected from equipment shall be submitted to the Office of Highway Safety as requested.
- At the request of the New Hampshire Office of Highway Safety, Speed Radar Display Trailers and display signs, will be utilized during national or state mobilization efforts for highway safety messaging. Please obtain a photo showing placement for a specific location.
- Speed display signs shall be movable and not permanently fixed (i.e. permanently secured to a pole, etc.) to help address problem areas occurring on roads traversing through the community.
- Speed radar trailers and signs shall be moved regularly within the community to address areas of highway safety concern.
- Hand held LiDAR and in car radar equipment must only be used by those officers trained and certified in the use of such equipment.
- Purchased equipment must be deployed within 30 days of receiving equipment.
- All equipment must be purchased prior to the end of the 3rd Quarter, June 30. Equipment Reimbursements must be submitted no later than July 15.

Grantee Initials: TD  
Date: 09/15/2022

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

Grantee Initials: \_\_\_\_\_  
Date: \_\_\_\_\_

Agenda  
9-27-22



# 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  
SEP 22 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE



8F

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: 22 September 2022

Re: Agenda Request – 27 September 2022

**Scope:**

The Police Department would like to meet at the next scheduled Board of Selectmen meeting on Tuesday, 27 September 2022 to request approval to accept the Patrick Leahy Bullet Proof Vest Partnership (BVP) Program Grant in the amount of \$3,255.00. This grant is 50 percent reimbursement costs for new bullet proof vests purchased from now until August 31, 2024.

**Motion:**

***To authorize the Hudson Police Department approval to accept Patrick Leahy Bullet Proof Vest Partnership (BVP) Program Grant in the amount of \$3,255.00. This grant is the partial reimbursement costs for new bullet proof vests purchased from now until August 31, 2024.***



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

**Dionne, Tad**

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**From:** BVP Email Account <ojp@public.govdelivery.com>  
**Sent:** Wednesday, September 21, 2022 12:21 PM  
**To:** Dionne, Tad  
**Subject:** Bulletproof Vest Partnership (BVP) – FY 2022 Award Announcement

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

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Dear BVP applicant,

The Bureau of Justice Assistance (BJA) is pleased to inform you that your jurisdiction will receive an award under the Fiscal Year (FY) 2022 Patrick Leahy Bulletproof Vest Partnership (BVP) solicitation. These funds have been posted to your account in the **BVP System**. A complete list of FY 2022 BVP awards is available at: <https://www.ojp.gov/program/bulletproof-vest-partnership/overview>.

**Important: Jurisdictions must be registered in the SAM system (<https://www.sam.gov/SAM/>) in order to be paid for any 2022 BVP funds.** Please ensure the banking information in SAM is up to date. For more information about renewing and updating your existing SAM registration, or registering in SAM as a new entity, please visit <https://sam.gov/content/status-tracker>. The SAM Helpdesk can be reached at 866-606-8220.

The FY 2022 award may be used for National Institute of Justice (NIJ) compliant armored vests which were ordered after April 1, 2022. The deadline to request payments from the FY 2022 award is August 31, 2024, or until all available funds have been requested. Awards will not be extended past that date, and any unused funds will be forfeited.

Please see the following website for a list of NIJ compliant vests: <https://cjtec.org/compliance-testing-program/compliant-product-lists/>. As a reminder, all jurisdictions that applied for FY 2022 BVP funding certified that a mandatory wear policy was in place for their jurisdiction. BJA will be conducting reviews of the mandatory wear policies as funds are requested from the BVP System. For more information on the BVP mandatory wear policy, please see the BVP Frequently Asked Questions document: [https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/FAQsBVP MandatoryWearPolicy\\_0.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/FAQsBVP MandatoryWearPolicy_0.pdf).

Finally, please visit the following page for checklists and guides for each step of the BVP process: <https://www.ojp.gov/program/bulletproof-vest-partnership/program-resources>.

For questions regarding the BVP Program or your award, please do not hesitate to contact the BVP Help Desk at [vests@usdoj.gov](mailto:vests@usdoj.gov) or 1-877-758-3787.



In addition, please visit BJA's Officer Robert Wilson III Preventing Violence Against Law Enforcement Officers and Ensuring Officer Resilience and Survivability (VALOR) Initiative website to obtain other information regarding officer safety: [VALOR Officer Safety and Wellness Initiative | Overview | Bureau of Justice Assistance \(ojp.gov\)](#). The VALOR Initiative is a comprehensive set of programs that deliver no-cost officer safety, wellness, resilience training, resources, and technical assistance to law enforcement throughout the country. VALOR brings together the latest research and practices to address current and emerging officer safety and wellness issues/threats. Please see the VALOR Initiative Overview-Booklet for a detailed synopsis of this important initiative: [BJA VALOR INITIATIVE \(ojp.gov\)](#).

Thank you BVP Program Support Team

Bureau of Justice Assistance

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This email was sent to [tdionne@hudsonnh.gov](mailto:tdionne@hudsonnh.gov) using GovDelivery Communications Cloud on behalf of: Department of Justice  
Washington, DC



## U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS

[Home](#) / [Patrick Leahy Bulletproof Vest Partnership](#)

# Patrick Leahy Bulletproof Vest Partnership

**Notice: Critical Program Information (Click here.)**

## Overview



The Patrick Leahy Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U.S. Department of Justice initiative designed to provide a critical resource to state and local law enforcement.

**ONE MILLION VESTS:** Since 1999, the BVP program has awarded more than 13,000 jurisdictions a total of \$522 million in federal funds for the purchase of over one million vests (1,441,013) as of November 2020.

See the complete list of [FY 2021 BVP awards](#).

**System for Award Management (SAM) Registration Requirement:** Jurisdictions must be registered in SAM in order to receive access to FY 2018-2021 BVP award funds. Jurisdictions not registered with SAM are strongly encouraged to access the [SAM website](#) as soon as possible in order to obtain information on and complete the online SAM registration process. For more information about renewing and updating your existing SAM registration, or registering in SAM as a new entity, please visit <https://sam.gov/content/status-tracker>. The SAM Helpdesk can be reached at 866-606-8220.

**Documentation Requirement:** Grantees are required to keep documentation to support the BVP vest application and payment requests for at least a three year period.

**Other Federal Funds:** Justice Assistance Grant (JAG) funds or other federal funding sources may not be used to pay for that portion of the bullet proof vest (50%) that is not covered by BVP funds. JAG or other federal funds may be used to purchase vests for an agency, but they may not be used as the 50% match for BVP purposes.

**Uniquely Fitted Armor Vest Requirement** - Jurisdictions receiving funding for reimbursement of body armor purchases must have in place a uniquely fitted vest requirement when the BVP applications are submit.

In the BVP Program, "uniquely fitted vests" means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of: 1) correctly-sized panels and carrier, determined through appropriate measurement, and 2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. The requirement that body armor be "uniquely fitted" does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer. In support of the Office of Justice Programs' efforts to improve officer safety, the American Society for Testing and Materials (ASTM) International has made available the *Standard Practice for Body Armor Wearer Measurement and Fitting of Armor* ([Active Standard ASTM E3003](#)) available at no cost. [The Personal Armor Fit Assessment checklist](#), is excerpted from ASTM E3003.

In addition, a certification section has been added to the BVP application stating the jurisdictions and law enforcement agency are aware of and will comply with this requirement.

**[NEW! UPDATED Mandatory Wear FAQs](#)**

Following two years of declining law enforcement officer line-of-duty deaths, the country realized a dramatic 37 percent increase in officer deaths in 2010. Fifty-nine of the 160 officers killed in 2010 were shot during violent encounters; a 20 percent increase over 2009 numbers. The U.S. Department of Justice is committed to improving officer safety and has undertaken research to review and analyze violent encounters and law enforcement officer deaths and injuries. Due to the increase in the number of law enforcement officer deaths, coupled with our renewed efforts to improve officer safety, beginning with FY 2011, in order to receive BVP funds, jurisdictions must certify, during the application process, that all law enforcement agencies benefitting from the BVP Program have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before any FY 2011 funding can be used by the agency. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. BJA strongly encourages agencies to consult the International Association of Chiefs of Police's Model Policy on Body Armor and to strongly consider all recommendations within that policy. This policy change was announced in October 2010 by Attorney General Holder after consulting with and receiving input from the law enforcement community.

The IACP has very generously provided both its Body Armor Model Policy and position paper to the BVP program. In order to obtain a copy of the Model Policy and position paper, jurisdictions must be registered with the BVP program. To obtain a copy of the Model Policy, contact the BVP Customer Support Center at 1-877-758-3787 or email [vests@usdoj.gov](mailto:vests@usdoj.gov).

For additional information regarding this new BVP program requirement, click [here](#).

## **Resources**

- [Current National Institute of Justice Body Armor Standard 0101.06](#)
- [NIJ Certification Mark](#)
- [NIJ Body Armor Standard 0101.06 Vest List](#)
- [NIJ Selection and Application Guide 0101.06 to Ballistic-Resistant Body Armor](#)
- [Body Armor Labels: When In Doubt .... Check It Out](#)
- [Body Armor Safety Initiative Archive](#)

## **Advisories, Notices, and Alerts**

## Active NIJ Advisory and Safety Notices

## Previous NIJ Body Armor Alerts

## Contacts [🔗](#)

\*\*All media contacts should be directed to the [Office of Justice Programs, Office of Communications](#).

For immediate assistance, please call us toll-free at 1-877-758-3787. You may also reach us by email at [vests@usdoj.gov](mailto:vests@usdoj.gov)

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## Latest Advisories [🔗](#)

9-23-21 NIJ Advisory Notice: [Model PHOENI-X IIIA](#)

1-19-21 NIJ Advisory Notice: [Safariland, LLC. – Model NS02-2020S-ME](#)

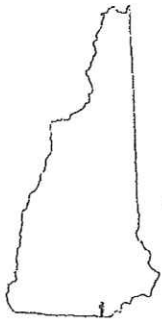
12-4-20 NIJ Advisory Notice: [Beijing V-Great International Co., Ltd. model – VGNIJ3A-2](#)

6-11-20 NIJ Advisory Notice: [Seguicol S.A. de C.V. model – 001PAN-SEGUICOL](#)

1-7-20 NIJ Safety Notice: [Hesco Armor, Inc., model 3610](#)

6-18-19 NIJ Advisory Notice: [Power Hit S.A. de C.V. model – PHXP](#)

[All Active Advisories](#)



Tad K. Dionne  
Chief of Police

# 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



Agenda  
9-27-22

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SEP 22 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

Captain David A. Cayot  
Special Investigations Bureau

Captain David A. Bianchi  
Administrative Bureau

Captain Michael P. Davis  
Operations Bureau

8G

To: The Board of Selectmen  
Steve Malizia, Town Administrator

From: Tad K Dionne, Chief of Police



Date: 22 September 2022

Re: Agenda Item

**Scope:**

The Police Department respectfully requests the Board of Selectmen to allow us to purchase one (1) 2022 Police Interceptor from the McGovern Municipal Group in Framingham Massachusetts. McGovern is part of the Massachusetts bid system that we have used in the years prior to 2022.

On March 22, 2022, the Board of Selectmen allowed us to purchase one 2022 Ford Police Interceptor vehicle for \$32,335.00 from McFarland Ford, the 2022 New Hampshire vehicle bid winner from the FY22 Budget. The purchase was encumbered. We were advised on September 7<sup>th</sup> by McFarland Ford that the vehicle authorized for purchase by the board in March of 2022 will not be built by Ford this year. We are requesting the board amend the vendor on the encumbered purchase order. The purchasing of the vehicle would be from the encumbered amount from the FY22 Budget on P.O. POL22327.

The same Ford make, model and year is available for the cost of \$32,335.00, the exact amount of the encumbered funds. Payment is not due until delivery. The vehicle is currently located at McGovern Municipal Group 1200 Worcester Road Framingham Ma, 01702 and upon approval to change vendors will be shipped to Global in Hudson NH for outfitting.

**Motion:**

***To accept the Police Department's recommendation to purchase one (1) 2022 Ford Police Interceptor and amending the vendor on the encumbrance from FY 22 on P.O. POL22327 to McGovern Municipal Group in Framingham Massachusetts in the amount of \$32,335.00. This does not include the cost of up fitting the vehicle with existing and new equipment.***



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



# Estimate

Date: 9/14/2022

Customer ID:

To: ATT:MPO Ronald Cloutier  
 Hudson Police Department  
 1 Constitution Drive  
 Hudson NH 03051  
[rcloutier@hudsonnh.gov/603-816-2272](mailto:rcloutier@hudsonnh.gov/603-816-2272)

Salesperson: Rudy Espinoza  
 (339)215-4868

GBPC/MAPC CONTRACT 2021-2022

Qty	Item #	Description	Unit Price	Line Total
1.00	K6A	2022 Ford Police Interceptor Utility AWD Black #1	\$ 33,702.00	\$ 33,702.00
1.00	UM	Agate Black	\$ -	\$ -
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25
1.00	51R	Driver Side Unity LED Spotlight	\$ 383.15	\$ 383.15
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75
1.00	53M	SYNC Voice activated System	\$ -	\$ -
1.00	86P	Front Headlamp housing	\$ -	\$ -
1.00	87R	Rear View Camera Relocate to Mirror	\$ -	\$ -
1.00	18D	Rear Liftgate Lock Disable Delete	\$ -	\$ -
1.00	DISCOUNT	One time Discount	\$ (2,099.35)	\$ (2,099.35)
				\$ -
				\$ -

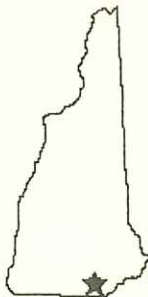
Special Instructions:

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

Trade	\$0.00
Vehicle Subtotal	\$34,434.35
Upfit Subtotal	\$0.00
Grand Total	\$32,335.00

Encumbered  
 CAR  
 POL 22327

McGovern Municipal Headquarters  
 1200 Worcester Road  
 Framingham, MA 01702



TOWN OF HUDSON  
Finance Department



RECEIVED  
SEP 22 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE

8H

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:** September 22, 2023

**Subject:** Police – Purchase of 4 2022 Ford Police Interceptor Utility Vehicles

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

**Recommendation:**

I agree with the recommendation of the Police Chief to purchase 4 Ford Police Utility Interceptors from the MA Bid System (McGovern in Framingham). I also agree with waiving the bid process as the Town of Hudson can no longer get the vehicles meant to be purchased from the NH Bid System (McFarland Ford) as they are not going to be built.

**Funding:** The Police Department has \$180,000.00 in the fiscal year 2023 Police Automobile budget line 5630-402 for the purchase of these vehicles.

**Motion 1:**

*To rescind the March 22, 2022 awarded bid to purchase four (4) vehicles from McFarland Ford in the amount of \$103,840.00 during FY23.*

**Motion 2:**

*To waive the competitive bidding requirements as outlined in Hudson Town Code 98-1C and allow the Police Department to award the bid to McGovern Municipal HQ.*

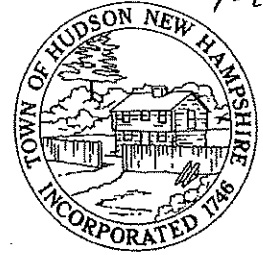
**Motion 3:**

*To accept the Police Department's recommendation to purchase four (4) police utility vehicles from McGovern Municipal HQ in the amount of \$121,836.75 using budgeted line item # 5630-402. As recommended by the Police Chief and Finance Director. (This does not include the cost of up fitting the vehicles with existing and new equipment.)*

**Cc:** Tad Dionne, Police Chief



Agenda  
9-27-22



# 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



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: 22 September 2022

Re: Agenda Item

**Scope:**

The Police Department is respectfully requesting the Board of Selectmen to allow us to purchase four (4) police Utility Vehicles from McGovern Municipal Group in Framingham Massachusetts. McGovern Municipal Group is part of the Massachusetts bid system that we have used prior to 2022. The purchasing of the vehicles would be from the FY23 Budget. On September 7<sup>th</sup> we were informed by McFarland Ford, winner of the NH bid of 2022, the four (4) vehicles we ordered in March of 2022 could no longer be built by Ford this year. The Town of Hudson has had difficulty, like other municipalities of late, purchasing vehicles in a timely manner due to supply. We know if we do not purchase these vehicles now we will not be able to obtain replacement vehicles this year. McGovern Municipal HQ has these vehicles on their lot in Framingham Massachusetts.

The vehicles are available with trade values considered for a cost of \$121,836.75. Payment is not due until delivery and we are being advised the vehicles, if ordered now, would not be delivered any sooner than the end of September.

**Motion 1:**

*To rescind the March 22, 2022 awarded bid to purchase four vehicles from McFarland Ford in the amount of \$103,840.00 during FY23.*

**Motion 1:**

*To waive the competitive bidding requirements as outlined in Hudson Town Code 98-1C and allow the Police Department to award the bid to McGovern Municipal HQ.*

**Motion 2:**

*To accept the Police Department's recommendation to purchase four (4) police utility vehicles from the McGovern Municipal HQ in the amount of \$121,836,75. (This does not include the cost of up fitting the vehicles with existing and new equipment.)*



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



Nathan Oscarson  
Commercial and Government Sales

16800 Executive Plaza Dr  
Dearborn, MI 48126

Dear Valued Government Partner:

First, I'd like to thank you for your continued support over the years as we have worked together to provide for the vehicle needs of our communities. We have always tried to place our government partners first in all our decision making.

As you know, this past year has presented an extremely challenging environment for the global automotive industry due to the continuing global microchip shortage, major disruptions in the supply chain due to the war in Eastern Europe and other factors and the lingering impact of Covid. This unprecedented combination of events has contributed to logistical challenges and unpredictable manufacturing plant downtime. Given the high order submissions and unforeseen plant downtime, we will not be able to build all the unscheduled 2022 MY vehicles currently in the Government order bank. We will be prioritizing all 2022 MY vehicles that have been Purchase Order verified and re-submitted as a 2023 MY. Please work with your dealership contact to verify which orders will need to be carried over from one year to the next.

Compounding matters, we are experiencing record inflation, greater than at any time in the last forty years. Inflation, as well as significant impacts on raw material costs are affecting new vehicle pricing. Given these circumstances, we will not guarantee price protection on unscheduled 2022 MY orders that are re-entered into the 2023 MY order bank. We appreciate your understanding as we work through these challenging times, and you can be assured that we are closely monitoring such global events and will communicate any implications beyond the 2023 MY at the appropriate time.

Please contact your dealership representative for complete details. Thank you again for your loyalty and support of the Ford brand.

Sincerely,

*Nathan Oscarson*

National Government Sales Manager



# Estimate

Date:

Customer ID:

To: ATT:MPO Ronald Cloutier  
 Hudson Police Department  
 1 Constitution Drive  
 Hudson NH 03051  
[rcloutier@hudsonnh.gov](mailto:rcloutier@hudsonnh.gov)/603-816-2272

Salesperson: Rudy Espinoza  
 (339)215-4888

GBPC/MAPC CONTRACT 2021-2022

Qty	Item #	Description	Unit Price	Line Total
1.00	K8A	2022 Ford Police Interceptor Utility AWD Black #2	\$ 33,702.00	\$ 33,702.00
1.00	UM	Agate Black	\$ -	\$ -
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25
1.00	51R	Driver Side Unity LED Spotlight	\$ 383.15	\$ 383.15
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75
1.00	53M	SYNC Voice activated System	\$ -	\$ -
1.00	86P	Front Headlamp housing	\$ -	\$ -
1.00	87R	Rear View Camera Relocate to Mirror	\$ -	\$ -
1.00	18D	Rear Liftgate Lock Disable Delete	\$ -	\$ -
1.00	OL	Immediate Need of in Stock Vehicle	\$ 2,000.00	\$ 2,000.00
				\$ -
1.00	TRADE	2019 Ford PIU (1FM5K8AR5KGB22242)	\$ (8,000.00)	\$ (8,000.00)
			<b>Trade</b>	<b>-\$8,000.00</b>
			<b>Vehicle Subtotal</b>	<b>\$36,434.35</b>
			<b>Upfit Subtotal</b>	<b>\$0.00</b>
			<b>Grand Total</b>	<b>\$28,434.35</b>

**Special Instructions:**

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

McGovern Municipal Headquarters  
 1200 Worcester Road  
 Framingham, MA 01702



# Estimate

Date:

Customer ID:

To: ATT:MPO Ronald Cloutier  
 Hudson Police Department  
 1 Constitution Drive  
 Hudson NH 03051  
[rcloutier@hudsonnh.gov/603-816-2272](mailto:rcloutier@hudsonnh.gov/603-816-2272)

Salesperson: Rudy Espinoza  
 (339)215-4868

GBPC/MAPC CONTRACT 2021-2022

Qty	Item #	Description	Unit Price	Line Total	
1.00	K8A	2022 Ford Police Interceptor Utility AWD Black #3	\$ 33,702.00	\$ 33,702.00	
1.00	UM	Agate Black	\$ -	\$ -	
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25	
1.00	51R	Driver Side Unity LED Spotlight	\$ 383.15	\$ 383.15	
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20	
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75	
1.00	53M	SYNC Voice activated System	\$ -	\$ -	
1.00	86P	Front Headlamp housing	\$ -	\$ -	
1.00	87R	Rear View Camera Relocate to Mirror	\$ -	\$ -	
1.00	18D	Rear Liftgate Lock Disable Delete	\$ -	\$ -	
1.00	OL	Immediate Need of in Stock Vehicle	\$ 1,099.35	\$ 1,099.35	
				\$ -	
1.00	Trade	2019 Ford PIU (1FM5K8AR1KGB22240)	\$ (8,000.00)	\$ (8,000.00)	
				<b>Trade</b>	<b>-\$8,000.00</b>
				<b>Vehicle Subtotal</b>	<b>\$35,533.70</b>
				<b>Upfit Subtotal</b>	<b>\$0.00</b>
				<b>Grand Total</b>	<b>\$27,533.70</b>

**Special Instructions:**

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 Estimate is Based on Current Information From Client About the Project Requirements  
 Actual Cost May Change Once Project Elements are Finalized

McGovern Municipal Headquarters  
 1200 Worcester Road  
 Framingham, MA 01702



# Estimate

Date:

Customer ID:

To: ATT:MPO Ronald Cloutier  
 Hudson Police Department  
 1 Constitution Drive  
 Hudson NH 03051  
[rcloutier@hudsonnh.gov/603-816-2272](mailto:rcloutier@hudsonnh.gov/603-816-2272)

Salesperson: Rudy Espinoza  
 (339)215-4868

GBPC/MAPC CONTRACT 2021-2022

Qty	Item #	Description	Unit Price	Line Total
1.00	K8A	2022 Ford Police Interceptor Utility AWD Black #4	\$ 33,702.00	\$ 33,702.00
1.00	UM	Agate Black	\$ -	\$ -
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25
1.00	51R	Driver Side Unity LED Spotlight	\$ 383.15	\$ 383.15
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75
1.00	53M	SYNC Voice activated System	\$ -	\$ -
1.00	86P	Front Headlamp housing	\$ -	\$ -
1.00	87R	Rear View Camera Relocate to Mirror	\$ -	\$ -
1.00	18D	Rear Liftgate Lock Disable Delete	\$ -	\$ -
1.00	OL	Immediate Need of in Stock Vehicle	\$ 2,000.00	\$ 2,000.00
				\$ -
1.00	TRADE	2017 Ford PIU (1FM5K8AR4HGD586D2)	\$ (6,000.00)	\$ (6,000.00)

**Special Instructions:**

Custom or Special Orders are Non-Refundable

This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.

Estimate is Based on Current Information From Client About the Project Requirments

Actual Cost May Change Once Project Elements are Finalized

<b>Vehicle Subtotal</b>	\$36,434.35
<b>Upfit Subtotal</b>	\$0.00
<b>Grand Total</b>	\$30,434.35

McGovern Municipal Headquarters  
 1200 Worcester Road  
 Framingham, MA 01702



# Estimate

Date:

Customer ID:

To: ATT:MPO Ronald Cloutier  
 Hudson Police Department  
 1 Constitution Drive  
 Hudson NH 03051  
[rcloutier@hudsonnh.gov](mailto:rcloutier@hudsonnh.gov)/603-816-2272

Salesperson: Rudy Espinoza  
 (339)215-4868

GBPC/MAPC CONTRACT 2021-2022

Qty	Item #	Description	Unit Price	Line Total
1.00	K8A	2022 Ford Police Interceptor Utility AWD Black	\$ 33,702.00	\$ 33,702.00
1.00	UM	Agate Black	\$ -	\$ -
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25
1.00	51R	Driver Side Unity LED Spotlight	\$ 383.15	\$ 383.15
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75
1.00	53M	SYNC Voice activated System	\$ -	\$ -
1.00	86P	Front Headlamp housing	\$ -	\$ -
1.00	87R	Rear View Camera Relocate to Mirror	\$ -	\$ -
1.00	18D	Rear Liftgate Lock Disable Delete	\$ -	\$ -
1.00	OL	Immediate Need of In Stock Vehicle	\$ 1,000.00	\$ 1,000.00
				\$ -

**Special Instructions:**

Custom or Special Orders are Non-Refundable

This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.

Estimate is Based on Current Information From Client About the Project Requirements

Actual Cost May Change Once Project Elements are Finalized

Vehicle Subtotal

Upfit Subtotal

Grand Total

\$34,434.35

\$0.00

\$35,434.35

McGovern Municipal Headquarters  
 1200 Worcester Road  
 Framingham, MA 01702



**TOWN OF HUDSON**  
**FIRE DEPARTMENT**

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

RECEIVED

SEP 19 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE



*Agenda  
9-27-22*

8I

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

Scott J. Tice  
Interim Chief of Department

TO: Kara Roy  
Chairperson, Board of Selectmen

FR: Scott J. Tice *[Signature]*  
Interim Fire Chief

DT: September 14, 2022

RE: September 27, 2022 BOS Public Agenda

---

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

Attached you will find a notice to retire from Firefighter/AEMT Alan Winsor effective September 30, 2022.

Firefighter Winsor has been a member of the department for the past twenty-one years. Throughout the years, his contributions reached beyond his duties as a firefighter. His willingness to mentor not only junior members, but also his desire to educate and engage our youth, volunteering his time in our explorer program has been invaluable. Known for his role as Freddie the Fire Truck, he has brought a lot of laughs and smiles conducting fire prevention education within the schools and during station tours. His IT knowledge and interest in that field has benefited the department over the years as he was often consulted on various programs. Al has served the department proudly throughout his tenure and we appreciate all his contributions and the leadership he has provided.

We ask the Board of Selectman to accept his intent to retire as we send him off with the best wishes in his retirement.

**Motion #1:**

**To accept the notice to retire from Firefighter/AEMT Alan Winsor effective September 30, 2022 with the Board's thanks and appreciation.**

**Motion #2:**

**To authorize the Interim Fire Chief to advertise the Firefighter position.**

September 14, 2022



Chief Tice,

I will be retiring from the Hudson Fire Department. My last day will be September 30, 2022.

Respectfully,

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a long, horizontal stroke.

Alan Winsor FF/EMT





# TOWN OF HUDSON

## FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

RECEIVED

SEP 19 2022

TOWN OF HUDSON  
SELECTMEN'S OFFICE




Agenda  
9.27.22

8J

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

Scott J. Tice  
Interim Chief of Department

TO: Kara Roy  
Chairperson, Board of Selectmen

FR: Scott J. Tice   
Interim Fire Chief

DT: September 15, 2022

RE: Forest Fire Warden Appointment - September 27, 2022 BOS Public Agenda

---

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

With the retirement of Chief Buxton, there is a need to appoint a new Forest Fire Warden for the Town of Hudson.

All employees within the Hudson Fire Department fill one of three roles with the State of NH Division of Forest and Lands as either an Issuing Agent, Deputy Forest Fire Warden or Forest Fire Warden. This allows us to issue burning permits and enforce the burning rules established by the State of New Hampshire.

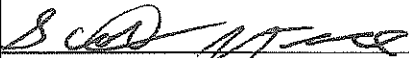
Attached you will find an appointment form for the Forest Fire Warden. I recommend that I be appointed the Forest Fire Warden for the Town of Hudson. Currently, I serve as a Deputy Forest Fire Warden. We have marked each signature spot that requires the board's signature. Once complete, I ask that this form be returned to my office so we can send it to the Division of Forest and Lands for additional signatures and processing.

Should you agree with my recommendation, the following motion would be appropriate:

**Motion #1**

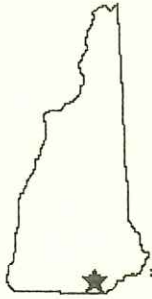
**To appoint Interim Fire Chief Scott Tice as the Forest Fire Warden for the Town of Hudson.**

State of New Hampshire  
 Department of Natural and Cultural Resources  
 Division of Forests and Lands  
**FOREST PROTECTION BUREAU**

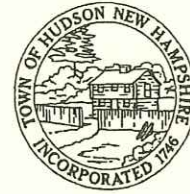
<b>FOREST FIRE WARDEN APPOINTMENT FORM</b>			
Date	9/27/2022	Town	Hudson
		District	32
<b>CANDIDATE INFORMATION</b>			
Name	Scott J. Tice		
Mailing Address	39 Ferry Street - Hudson, NH 03051		
E-mail Address	stice@hudsonnh.gov		
Home Phone	(603)620-0324	Cell Phone	(603)305-2203
Work Phone	(603)886-6021	Date of Birth	03/30/1971
<i>By signing below, I understand and agree to being recommended for appointment to the position of Forest Fire Warden, and furthermore, that any badge, vehicle plate, ID card and/or other equipment issued to me by the state of New Hampshire is the property of the state of New Hampshire and will be returned at the conclusion of my appointment, as determined by the Director of the Division of Forests &amp; Lands</i>			
		9/15/22	
Candidate Signature		Date	

<b>MUNICIPALITY RECOMMENDATION</b>	
<i>By signing below, the Selectmen/Mayor/Town/City/Manager recommend the above named person for appointment by the Director of the Division of Forests and Lands</i>	
/ /	Date
Chairperson, Mayor, Town/City Manager Signature	Date
/ /	Date
Selectman Signature	Date
/ /	Date
Selectman Signature	Date
DELETE PREVIOUS APPOINTMENT OF	Robert M. Buxton

<b>DIVISION APPROVAL</b>	
/ /	Date
Forest Ranger Signature	Date
/ /	Date
Director, NH Division of Forests and Lands Signature	Date



TOWN OF HUDSON  
Finance Department



Agenda  
9-27-22

8K

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:** September 19, 2022

**Subject:** Fiscal Year 2024 BOS Budget Schedule

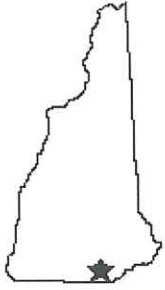
Please accept this memo as a request to be placed on the Board of Selectmen's next agenda.

I am submitting a prepared draft of the FY24 Board of Selectmen Budget Schedule for review and approval. This schedule was based primarily on last year's format.

**Town of Hudson, NH**  
**Fiscal Year 2024 (July 1, 2023 to June 30, 2024)**  
**Board of Selectmen Budget Schedule**

Tuesday	8/23			Budget Parameters Set by Selectmen	
Friday	9/16			Budget Screens Available	
Friday	9/30			Budget Packages Due to Finance	
Friday	10/7			Budget Books to Selectmen	
Thursday	10/13	7:00pm	BOS	Selectmen's Budget Review	
				5515, 5551-5556	Dept. of Public Works Jess Forrence
				5970	Solidwaste Jess Forrence
				5710-5770	Fire Chief Scott Tice
				5041	Moderator Paul Inderbitzen
				5571-5572	Planning & Planning Board Brian Groth
				5581, 5583	Zoning & ZBA Bruce Buttrick
Tuesday	10/18	7:00pm	BOS	Selectmen's Budget Review	
				5020	Trustees of Trust Fund Steve Malizia for Len Lathrop
				5025	Cemetery Trustees Steve Malizia for Dave Alukonis
				5030	Town Clerk/Tax Collector Roger Ordway
				5042	Supv of Checklist Steve Malizia for Sandra Levasseur
				5050	Treasurer Steve Malizia for Rachael Burnell
				5055	Sustainability Committee Steve Malizia for Deb Putnam
				5063	Benson Committee Steve Malizia for Committee
				5070	Budget Committee Steve Malizia for Ted Trost
				5080	Ethics Committee Steve Malizia for Kimberly Rice
				5585	Engineering Elvis Dhima
				5561, 5562, 5564	Sewer Fund Elvis Dhima/David Shaw
				5591-5594	Water Fund Elvis Dhima/David Shaw
				5586	Conservation Comm Bill Collins
				5330x 5X77's	IT John Beike
				5060	Library Donna Boucher
				5110 - 5120	BOS/Town Bldgs Steve Malizia
				5151	Town Poor Steve Malizia
				5200	Legal Steve Malizia
				5310 & 5320	Finance Lisa Labrie
				5910	Insurance Steve Malizia
				5920	Community Grants Steve Malizia
				5930	Patriotic Purposes Steve Malizia
				5940	Other Expenses Steve Malizia
				5960	Hydrant Rental Steve Malizia
Thursday	10/20	7:00pm	BOS	Selectmen's Budget Review	
				5410	Assessing Jim Michaud
				5610-5673	Police Chief Tad Dionne
				5810-5839	Recreation Chrissy Peterson
Tuesday	10/25	7:00pm	BOS	Selectmen's Budget Review (if necessary)	
Friday	10/28			Budget Books Prepared	
Friday	10/28	7:00pm	CD	Books to Budget Comm	
Saturday	2/4	9:00am	HCC	Deliberative Session	

Thurs 10/7



# TOWN OF HUDSON

## Board of Selectmen



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

8L

September 7, 2022

To: Board of Selectmen

From: Selectman Gagnon

Re: IT Systems Update

---

Chairperson Roy,

You recently requested an update on the state of our IT systems. Below you will find my notes after sitting down with the IT director. Please let me know if you have any questions or concerns on the follow or if you think I should look into any other issues/concerns. **I will also request that this review be added to the late Septembers meeting agenda for BOS discussion.**

In regards to town hall software packages and recent upgrades

### **Town Hall Operating System:**

#### Overview

- Currently we use MuniSmart (Owned by Harris)
- MuniSmart is a financial system that handles things like Invoices, taxes, dog licenses and similar revenue streams
- MuniSmart is a modular system that allows for login of each department for their specific input needs

#### Costs

- Currently we pay around 47,810\$ per year to Harris for maintenance and IT support

## Concerns

- Munismart is an older platform that may go end-of-life in the future
- Some towns are moving off Munismart
- Harris as said they will not provide updates to MuniSmart anymore but they will provide support
- Munismart only has a single Tech Support contact which can cause delays in town hall when service is needed by support is unavailable
- Other town and state agencies that do not use MuniSmart have a hard time working with/supporting/transferring data with Hudson because of our old software systems.
- We shouldn't be putting more money into software patches with Munismart if they are going end-of-life in the near future (Reference Assessing Department section below)

## Questions

- why are other towns moving off this software? What software are they moving too?
- Why hasn't Harris provided us with alternative options to MuniSmart under their software offerings?

## Options

- Hudson should ask Harris what other options they provide? How do we prepare to transition (i.e. in stages/phases over years)?
- Ask other towns what software they are using and why. Ask how they transitioned to the new software

## **Assessing Department:**

### Previous problem

- The previous assessing system was called Patriot properties and worked with Munismart
- The assessing department wanted to switch to Vision software but Munismart didn't communicate with Vision originally causing a potential issue.

### Options at the time

- Pay to have a patch between (the old town system) Munismart and (the new assessing module) Vision.
- Upgrade munismart to a new software that included Vision as a module already

### Solution chosen

- Munismart eventually built a custom communication module between Vision and Munismart so that both programs could communicate with each other.

### Cost

- The cost of this communication module or patch was \$778.75