



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

July 11, 2023

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 - none
6. CONSENT ITEMS
 - A. Assessing Items
 - 1) Elderly Exemption Requalification's: map 237, lot 021, 42A Gowing Rd.; map 225, lot 003, 15 Beaver Path
 - 2) Veteran Tax Credit: map 182, lot 010, 4 Chapin St.
 - 3) Certification of Yield Taxes Assessed/Timber Warrant: map 235, lot 012, 24 Dracut Rd.; map 235, lot 013, 14 Groves Farm Rd.
 - 4) Institutional Exemptions: map 136, lot 36-map 182, lot 100, VFW Hudson Post 5741; map 182, lot 49, Community Church of Hudson; map 228, lot 54, New Life Christian Church
 - B. Water/Sewer Items - none
 - C. Licenses & Permits & Policies
 - 1) Raffle Permit - Friends of Benson Park
 - 2) Pole Licenses: PSNH (3) new poles on Hawkview Ave. (1) new pole on Gibson Ave.
 - D. Donations - none
 - E. Acceptance of Minutes
 - 1) Minutes of June 27, 2023

F. **Calendar**

07/12	7:00	Planning Board	Buxton Meeting Room
07/13	7:00	Zoning Board of Adjustment	Buxton Meeting Room
07/18	7:00	Municipal Utility Committee	BOS Meeting Room
07/19	6:00	Library Trustees	Hills Memorial Library
07/19	7:00	Hudson Electric Aggregation Committee	Buxton Meeting Room
07/20	1:00	Trustees of the Trust Funds	Buxton Meeting Room
07/20	7:00	Benson Park Committee	HCTV Meeting Room
07/24	7:00	Sustainability Committee	Buxton Meeting Room
07/25	7:00	Board of Selectmen	BOS Meeting Room

7. **OLD BUSINESS**

A. Votes taken after Nonpublic Session on June 27, 2023

- 1.) Selectman Morin made a motion, seconded by selectman Dumont to promote Jeremy Faulkner to the position of Public Works Street Supervisor, Step 5, at \$107,567 per year, effective July 2, 2023. Carried 4-0.
- 2) Selectman Guessferd made a motion, seconded by Selectman Morin to hire Derek Cote of Methuen, MA effective July 3, 2023 at \$21.98 per hour (Grade VIII, Step 1) in accordance with the Hudson Public Works Department Local #1801 AFSME Agreement. Carried 4-0.
- 3) Selectman Guessferd made a motion, seconded by Selectman Dumont to hire William Schofield for the position of Dispatcher in the Fire Department at the contracted salary rate of \$19.36 per hour (step 1). This assignment will be non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by the Fire Chief. Carried 4-0.
- 4) Selectman Morin made a motion, seconded by Selectman Guessferd to continue the employment of Lt. Michael Mallen in a light duty capacity through August 31, 2023, as recommended by the Fire Chief. Carried 4-0.
- 5) Selectman Morin made a motion, seconded by Selectman Dumont to authorize Chief Dionne to recognize and award Captain David Cayot, Captain Steven McElhinney, Captain Patrick McStravick, and Lieutenant Patrick Broderick with a merit award of \$250 each per the Hudson Supervisors contract. Carried 4-0.
- 6) Selectman Guessferd made a motion, seconded by Selectman Morin to hire Dylan Chevalier with a starting salary of \$31.99 (step 3), all in accordance with the Hudson Police Employee Association Contract, as recommended by the Police Chief. Carried 4-0.
- 7) Selectman Morin made a motion, seconded by Selectman Dumont to award a 3.0% salary adjustment to the non-union Department Heads effective Jul 1, 2023. Carried 4-0.
- 8) Selectman Morin made a motion to adjourn at 9:20 p.m. This was seconded by Selectman Guessferd. Carried 4-0.

8. NEW BUSINESS

- A. Public Hearing - Updating Limits for Purchase, Contracts and Bids, under Town Code Chapters 98-5, 98-6 and 98-7
- B. On-Call Services Trenchless Pipeline Rehabilitation Contract Award - Engineering - Decision
- C. Engineering Services EPA MS4 Permit - One Year Extension - Engineering - Decision
- D. Request to Apply - PROTECT Grant Program - Engineering - Decision
- E. Conservation Commission Property Purchase - 13 Tiger Road - Decision
- F. Increase Police Detail Cruiser Rate Town Code Ch. 205-8M - Police - Decision
- G. Proposed Application Fee Building Board of Appeals Town Code Ch. 205-18 - Decision
- H. Application for Payment from Capital Reserve Fund - Finance - Decision
- I. June 2023 Revenues and Expenditures - Town Administrator - Discussion
- J. Town Hall Relocation - Board of Selectmen - Discussion

9. SELECTMEN LIASON REPORTS/OTHER REMARKS

10. REMARKS BY TOWN ADMINISTRATOR

11. REMARKS BY SCHOOL BOARD

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. **(b)** The hiring of any person as a public employee.

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

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, July 20th, 2023.



TOWN OF HUDSON
Office of the Assessor

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

www.hudsonnh.gov



6A-1

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

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: July 11, 2023

FROM: Jim Michaud, Chief Assessor

RECEIVED

RE: Elderly Exemption Re-qualifications:

JUL 06 2023

42A Gowing Rd. – map 237/ lot 021
15 Beaver Path – map 225/ lot 003

TOWN OF HUDSON
SELECTMENS OFFICE

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

William Lavoie - 42A Gowing Rd. – map 237/ lot 021
Theresa Smith - 15 Beaver Path – map 225/ lot 003

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



TOWN OF HUDSON
Office of the Assessor

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

www.hudsonnh.gov



Agenda
7-11-23

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

6A-2

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: July 11, 2023

FROM: Jim Michaud, Chief Assessor 

RECEIVED

RE: Veteran Tax Credit:

JUL 06 2023

4 Chapin St. – map 182/ lot 010

TOWN OF HUDSON
SELECTMENS OFFICE

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

Priscilla Gagnon - 4 Chapin St. – map 182/ lot 010

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

*Agenda
7-11-23*

6A-3



TOWN OF HUDSON

Office of the Assessor

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

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



TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: July 11, 2023

FROM: Jim Michaud, Chief Assessor

RECEIVED

RE: Certification of Yield Taxes Assessed/Timber Warrant:

JUL 06 2023

24 Dracut Road – map 235/ lot 012 &
14 Groves Farm Road – map 235/ lot 013

TOWN OF HUDSON
SELECTMENS OFFICE

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

Monahan-Fortin Properties, II, LLC
Surfsong Properties, Inc.
20 Trafalgar Square Suite 610
Nashua NH, 03063

**ORIGINAL WARRANT
YIELD TAX LEVY
July 11, 2023
THE STATE OF NEW HAMPSHIRE**

COUNTY OF: HILLSBOROUGH

TO: *Christine Strout-Lizotte*, Collector of Taxes for Town of: HUDSON, in said County.

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

Given under our hands and seal at *Hudson*,

Marilyn E. McGrath, Chair Date

David S. Morin, Vice-Chair Date

Robert Guessferd Date

Kara Roy Date

Dillon Dumont Date

DATE OF BILLING: July 11, 2023

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
MONAHAN-FORTIN PROP. II, LLC SURFSONG PROPERTIES, INC. 20 TRAFALGAR SQUARE SUITE 610 NASHUA, NH 03063-1981	235-012 & 235-013	22-229-05-T	\$4,458.20
DATE YIELD TAX DUE:			August 10, 2023

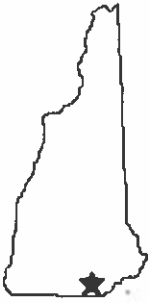
CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: April 1, 2022 to March 31, 2023

TOWN / CITY OF: HUDSON
COUNTY OF: HILLSBOROUGH
DATE OF BILLING: July 11, 2023

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

Marilyn E. McGrath, Chairman	Date
David S. Morin, Vice-Chairman	Date
Robert Guessferd	Date
Kara Roy	Date
Dillon Dumont	Date

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET (In Thousands)	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VALUE	TAX AT 10 %	
MONAHAN-FORTIN PROP. II, LLC SURFSONG PROPERTIES, INC. 20 TRAFALGAR SQUARE SUITE 610 NASHUA, NH 03063-1981	WHITE PINE	145.125			\$202.00	\$29,315.25	\$2,931.53	Subtotal of TAXES Due (Col. #9)
	HEMLOCK				\$59.00			
	RED PINE				\$59.00			
	SPRUCE & FIR				\$155.00			
# 2	HARD MAPLE	0.280			\$367.00	\$102.76	\$10.28	
DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH				\$101.00			\$4,458.20
	YELLOW BIRCH				\$181.25			
	OAK	23.865			\$462.50	\$11,037.56	\$1,103.76	
MAP & LOT NUMBER	ASH	1.560			\$223.00	\$347.88	\$34.79	Less bond or amount previously paid, if applicable
235-012 & 235-013	SOFT MAPLE	1.095			\$151.50	\$165.89	\$16.59	
	BEECH/PALLET/TIE LOGS	10.385			\$68.25	\$708.78	\$70.88	
	PINE BOX / PALLET				\$44.75			
	OTHER: OTHER: BLACK BIRCH	1.410			\$181.25	\$255.56	\$25.56	
# 3	OTHER: MAT LOGS	0.225			\$59.00	\$13.28	\$1.33	
OPERATION NUMBER					TONS	CORDS		
22-229-05-T	SPRUCE & FIR				\$ 0.85			Total Amount Due
	HARDWOOD & ASPEN				\$ 4.40			
	PINE				\$ 0.43			
	HEMLOCK				\$ 3.40			
ACCOUNT OR SERIAL #:	BIOMASS CHIPS		687.12		\$ 0.85	\$584.05	\$58.41	\$4,458.20
2390 & 3197	HIGH GRADE SPRUCE				\$ 28.50			
	CORDWOOD			147	\$ 13.95	\$2,050.65	\$205.07	
						\$44,581.66	\$4,458.20	



TOWN OF HUDSON

Office of the Assessor

Jim Michaud
Chief Assessor, CAE
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www.hudsonnh.gov



*Agenda
7-11-23*

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

6A-4

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: July 11, 2023

FROM: Jim Michaud, Chief Assessor

RECEIVED

JUL 06 2023

RE: Institutional Exemptions- Follow Up

TOWN OF HUDSON
SELECTMENS OFFICE

I have reviewed and qualified additional (re)applications for Charitable and Religious Exemptions, and Exemptions by Specific Statutes. The process this year was much more involved due to (per prior memo) contemporary BTLA cases involving institutional exemptions, and documents and review that NH municipalities should be requesting and keeping on file. The Town has sixteen owners of these kinds of exempt properties, representing twenty-three separate map/lots; of those sixteen all had timely filed their required BTLA A9 & A12 forms, as applicable. There have been fourteen properties that have complied with our additional requests for information, eleven of those were on prior memo, the following three are on this memo. We have sent out additional inquiry to the remaining two that have not been submitted.

Exempt by Specific Statute – RSA 72:23-a

VFW Hudson Post 5741 – map 136/ lot 36 – map 182 lot 100

Religious Exemption Requests – RSA 72:23 III:

Community Church of Hudson – map 182/ lot 49
New Life Christian Church - map 228 lot 54

Completed applications and associated documents available in the Assessor’s office for your review.

MOTION:

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

Marilyn E. McGrath, Chairman

David S. Morin, Vice Chairman

Kara Roy

Robert Guessferd

Dillon Dumont



RECEIVED

Agenda
7-11-23

JUL 05 2023

6C-1

TOWN OF HUDSON
SELECTMENS OFFICE

RAFFLE PERMIT

Hudson, New Hampshire

Name of Organization: Friends of Benson Park

Address: P.O. Box 91 Hudson, NH 03051

Raffle Benefit of: Friends of Benson Park

Date & Time of Raffle: 9/9/23 - 4 PM

Raffle to be held at: Benson Park - Mallow Gray Amphitheatre

Prizes: gift cards for pizza, yoga classes, subs, 50¢ feed animals, t-shirts

Date of Ticket Sales: 9/9/23

(must be after date of Board of Selectmen approval)

Applicant's Signature/Address/Phone Number

Natalie Newell
Applicant's Signature

Natalie Newell
Applicant's Printed Name

P.O. Box 91, Hudson, NH 03051
Address

603 321-0288
Phone Number

Approved on: _____, by

HUDSON BOARD OF SELECTMEN

Chairman _____

Selectman _____

Selectman _____

Selectman _____

Selectman _____

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

Agg
7-11-23



TOWN OF HUDSON

Engineering Department

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

6C-2

RECEIVED

JUL 07 2023

TOWN OF HUDSON
SELECTMENS OFFICE

INTEROFFICE MEMORANDUM

DATE: July 6, 2023

TO: Steve Malizia, Town Administrator
Board of Selectmen

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

RE: Petition and Pole Licenses for three (3) new Poles on Hawkview Road in the Town of Hudson, as per attached for PSNH, dba Eversource Energy

The attached three Pole Petition and Licenses from PSNH, dba Eversource Energy, are for new poles on located on Hawkview Road in Hudson.

The Public Works and Engineering Departments have both reviewed them and are recommending that these Pole Licenses be approved.

Thank you.

Motion:

To approve the Petition and Pole Licenses from PSNH, dba Eversource Energy, for three (3) new poles located on Hawkview Ave.

Enclosures



TOWN OF HUDSON

Engineering Department



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

INTEROFFICE MEMORANDUM

TO: Elvis Dhima, P.E., Town Engineer
Jess Forrence, DPW Director

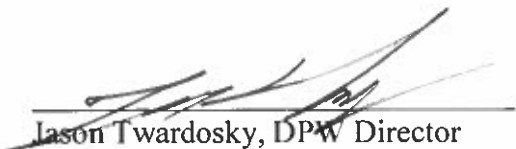
FROM: Doreena Stickney, Administrative Aide

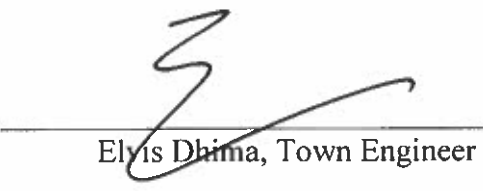
DATE: June 30, 2023

RE: Petition and Pole License for three (3) new Poles on Hawkview Road in the Town of Hudson, NH, as per attached for PSNH, dba Eversource Energy

Attached please find three (3) Pole License Petitions from PSNH, dba Eversource Energy for new poles on Hawkview Road in Hudson. Please sign below to verify that you have reviewed and approve these licenses.

Thank you.


Jason Twardosky, DPW Director


Elyis Dhima, Town Engineer

Attachments

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire


June 29, 2023

To the Town of Hudson, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License three (3) pole(s), 158/Y, 158/3Y, 158/4Y on Hawkview Rd in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Pam Gaudreault, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 29th day of June, 2023, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

In accordance with the requirements of RSA 72:23, I (b), this license is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity using or occupying property of the Town of Hudson pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor. Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the Town of Hudson pursuant to this license shall be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the licensor pursuant to this license.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 21-1670, dated 6/29/2023, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Hudson, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire


June 29, 2023

To the Town of Hudson, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License three (3) pole(s), 158/Y, 158/3Y, 158/4Y on Hawkview Rd in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Pam Gaudreault, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 29th day of June, 2023, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

In accordance with the requirements of RSA 72:23, I (b), this license is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity using or occupying property of the Town of Hudson pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor. Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the Town of Hudson pursuant to this license shall be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the licensor pursuant to this license.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 21-1670, dated 6/29/2023, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Hudson, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

In accordance with the requirements of RSA 72:23, I (b) this licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the licensee(s) to pay duly assessed personal and real property taxes when due shall be cause to terminate this license.

Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the municipality within the Town of Hudson pursuant to this license shall (unless otherwise exempt under RSA 72) be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the municipality within the Town of Hudson pursuant to this license.

The license granted herein, and the duty to pay properly assessed real and personal property taxes, shall apply to any other entity, now or hereafter, using or occupying municipal property pursuant to this license. The duty to pay properly assessed real and personal property taxes shall apply both to the owner and joint owner of any such pole or conduit, or an attacher to or user of said pole or conduit, pursuant to permission or by agreement of the owner of said pole or conduit. Within 90 days of the adoption of this amendment, the licensee(s) and any other users, occupying or using municipal property pursuant to this license, shall be responsible for notifying the Clerk of the Town of Hudson as to the use of the poles and conduits hereby licensed. Such notification shall include the following information: the identification number and location of all poles and conduits being used or occupied by any additional parties other than the named licensee; the property and equipment attached; and, the name and address of each such party using, attaching to, or occupying said poles or conduits.

As a condition of this license, the licensee shall, on an annual basis, beginning on February 1, 2015, provide the Clerk of the Town of Hudson with a complete list of each entity attaching to, or using any pole or conduit licensed hereunder. Said list shall be updated annually and shall include the following information: the identification number and location of all poles and conduits being used or occupied by any additional parties other than the named licensee; the property and equipment attached; and, the name and address of each such party using, attaching to, or occupying said poles or conduits. In the event that attachments and/or equipment is removed during the course of the year, written notification, containing the specifics thereof, shall be provided to the Town Clerk.

The changes to the within license set forth in the preceding paragraphs shall take effect April 1, 2014 and shall remain in effect until changed in accordance with the requirements of RSA 231:161163.

POLE LOCATION PLAN

EVERSOURCE		LICENSE NO.	21-1670
DATE	06/29/2023	STATE HWY. DIV. NO.	5
MUNICIPALITY:	Hudson	STATE LICENSE NO.	
STREET / ROAD:	Hawkview Rd	WORK REQUEST#	11221363
PSNH OFFICE:	Nashua	WORK FINANCIAL #	80395775
PSNH ENGINEER:	PETER BEDNARZ	TELCO PROJECT #	
TELCO ENGINEER:			

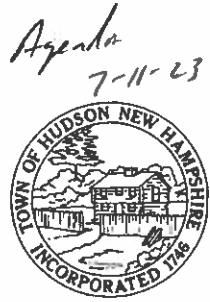
Pole Numbers		Pole Sz-CI	Eq BH	INDICATE NORTH WITH AN ARROW							Span	DIST FROM EOP	Remarks	DOC REC
LTS	TEL			INSTALL POLE	REMOVE PB	REF	100% LTS	JO	100% TEL					
134 9Y		40									10'	Replace Pole with 40-1 Gps: 42.7658, -71.3697	M	
158 Y		45/1									85'			
											6'	Install 45-1 pole	M	
158 1		35 40/1									95'			
											6'	Replace Pole with 40-1 Gps: 42.7654, -71.3696	M	
158 2		35 40/1									150'			
											6'	Replace Pole with 40-1 Gps: 42.7655, -71.3710	M	
158 3		35 40/1									180'			
											6'	Replace Pole with 40-1 Gps: 42.7653, -71.3715	M	
158 3Y		45/1									100'			
											6'	Install Pole with 45-1 Gps: 42.7653, -71.3715	M	
158 4													Reference Pole Only	
											210'			
158 4Y		40/1										9'	Install 40-1 Pole Gps: 42.7650, -71.3724	M



TOWN OF HUDSON

Engineering Department

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



6C-2

INTEROFFICE MEMORANDUM

RECEIVED

JUL 07 2023

TOWN OF HUDSON
SELECTMENS OFFICE

DATE: July 6, 2023

TO: Steve Malizia, Town Administrator
Board of Selectmen

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

RE: Petition and Pole Licenses for one (1) new Pole on Gibson Road in the Town of Hudson, as per attached for PSNH, dba Eversource Energy

The attached Pole Petition and License from PSNH, dba Eversource Energy, is for a new pole on located on Gibson Road in Hudson.

The Public Works and Engineering Departments have both reviewed it and are recommending that this Pole License be approved.

Thank you.

Motion:

To approve the Petition and Pole License from PSNH, dba Eversource Energy, for one (1) new pole located on Gibson Ave.

Enclosures



TOWN OF HUDSON
Engineering Department



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

INTEROFFICE MEMORANDUM

TO: Elvis Dhima, P.E., Town Engineer
Jess Forrence, DPW Director

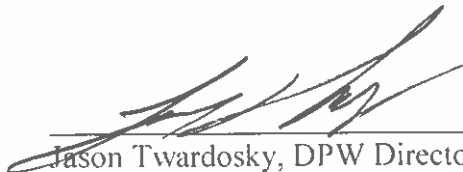
FROM: Doreena Stickney, Administrative Aide

DATE: June 30, 2023

RE: Petition and Pole License for one (1) new Pole on Gibson Road in the Town of Hudson, NH, as per attached for PSNH, dba Eversource Energy

Attached please find one (1) Pole License Petition from PSNH, dba Eversource Energy, for a new pole on Gibson Road in Hudson. Please sign below to verify that you have reviewed and approve this license.

Thank you.



Jason Twardosky, DPW Director



Elvis Dhima, Town Engineer

Attachments

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire


June 29, 2023

To the Town of Hudson, New Hampshire.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License one (1) pole(s), 134/6Y on Gibson Rd in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Pam Gaudreault, Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This 29th day of June, 2023, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

In accordance with the requirements of RSA 72:23, I (b), this license is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity using or occupying property of the Town of Hudson pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor. Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the Town of Hudson pursuant to this license shall be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the licensor pursuant to this license.

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 21-1669, dated 6/29/2023, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the Town of Hudson, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

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In accordance with the requirements of RSA 72:23, 1 (b), this license is granted to the licensee(s) subject to the condition that the licensee(s) and any other entity using or occupying property of the Town of Hudson pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease or agreement by the lessor. Furthermore, in accordance with the requirements of RSA 72:23, 1 (b), the licensee(s) and any other entity using and/or occupying property of the Town of Hudson pursuant to this license shall be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the licensor pursuant to this license.

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BY: _____

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BY: _____

Received and entered in the records of the Town of Hudson, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

Town Clerk

In accordance with the requirements of RSA 72:23, I (b) this licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to this license shall be responsible for the payment of, and shall pay, all properly assessed real and personal property taxes no later than the due date. Failure of the licensee(s) to pay duly assessed personal and real property taxes when due shall be cause to terminate this license.

Furthermore, in accordance with the requirements of RSA 72:23, I (b), the licensee(s) and any other entity using and/or occupying property of the municipality within the Town of Hudson pursuant to this license shall (unless otherwise exempt under RSA 72) be obligated to pay real and personal property taxes on structures or improvements added by the licensee(s) or any other entity using or occupying property of the municipality within the Town of Hudson pursuant to this license.

The license granted herein, and the duty to pay properly assessed real and personal property taxes, shall apply to any other entity, now or hereafter, using or occupying municipal property pursuant to this license. The duty to pay properly assessed real and personal property taxes shall apply both to the owner and joint owner of any such pole or conduit, or an attacher to or user of said pole or conduit, pursuant to permission or by agreement of the owner of said pole or conduit. Within 90 days of the adoption of this amendment, the licensee(s) and any other users, occupying or using municipal property pursuant to this license, shall be responsible for notifying the Clerk of the Town of Hudson as to the use of the poles and conduits hereby licensed. Such notification shall include the following information: the identification number and location of all poles and conduits being used or occupied by any additional parties other than the named licensee; the property and equipment attached; and, the name and address of each such party using, attaching to, or occupying said poles or conduits.

As a condition of this license, the licensee shall, on an annual basis, beginning on February 1, 2015, provide the Clerk of the Town of Hudson with a complete list of each entity attaching to, or using any pole or conduit licensed hereunder. Said list shall be updated annually and shall include the following information: the identification number and location of all poles and conduits being used or occupied by any additional parties other than the named licensee; the property and equipment attached; and, the name and address of each such party using, attaching to, or occupying said poles or conduits. In the event that attachments and/or equipment is removed during the course of the year, written notification, containing the specifics thereof, shall be provided to the Town Clerk.

The changes to the within license set forth in the preceding paragraphs shall take effect April 1, 2014 and shall remain in effect until changed in accordance with the requirements of RSA 231:161163.

POLE LOCATION PLAN

EVERSOURCE			
DATE	<u>06/29/2023</u>	LICENSE NO.	<u>21-1669</u>
MUNICIPALITY:	<u>Hudson</u>	STATE HWY. DIV. NO.	<u>5</u>
STREET / ROAD:	<u>Gibson Rd</u>	STATE LICENSE NO.	
PSNH OFFICE:	<u>Nashua</u>	WORK REQUEST#	<u>11221363</u>
PSNH ENGINEER:	<u>PETER BEDNARZ</u>	WORK FINANCIAL #	<u>80395775</u>
TELCO ENGINEER:		TELCO PROJECT #	

Pole Numbers		Pole Sz-CI	Eq BH	INDICATE NORTH WITH AN ARROW							Span	DIST FROM EOP	Remarks	DOC REQ
LTS	TEL			INSTALL POLE	REMOVE PB	REF	100% LTS	J/O	100% TEL					
<u>134</u> <u>6Y</u>		40									200'	115'	Install 40-1 Pole Gps: 42 7674, -71.3702	M
<u>134</u> <u>7</u>		40									200'	115'	Replace Pole with 40-1 Gps: 42 7671, -71.3701	M
<u>134</u> <u>8</u>		40									200'	115'	Replace Pole with 40-1 Gps: 42 7666, -71.3699	M
<u>134</u> <u>9</u>		35									115'	135'	10' Replace Pole with 40-1 Gps: 42 7662, -71.3698	M
<u>134</u> <u>9Y</u>		40									165'	10'	Replace Pole with 40-1 Gps: 42 7658, 71.3697	M
<u>134</u> <u>10</u>		35									150'	15'	Replace Pole with 45-1 Gps: 42 7654, -71.3696	M
<u>134</u> <u>11</u>		35									150'	15'	Replace Pole with 40-1 Gps: 42 7650, -71.3693	M

HUDSON, NH BOARD OF SELECTMEN

Minutes of the June 27, 2023 Meeting

6E

1. CALL TO ORDER - by Chairman McGrath the meeting of June 27, 2023 at 7:24 p.m. in the Selectmen Meeting Room at Town Hall. Chairman McGrath added, we had an attorney-client meeting before this, so that's why we're late starting.

2. PLEDGE OF ALLEGIANCE led by Police Captain Dave Cayot

3. ATTENDANCE

Board of Selectmen: Dillon Dumont, Bob Guessferd, Marilyn McGrath, Dave Morin

Selectman Kara had an excused absence this evening.

Staff/Others: Steve Malizia, Town Administrator; Scott Tice, Fire Chief; Dave Cayot, Police Captain; Lisa Labrie, Finance Director; Jay Twardosky, Public Works Director; School Board Chairman, Gary Gasdia; Jill Laffin Executive Assistant

4. PUBLIC INPUT

Chairman McGrath called for Public Input and said If you do, come on up, state your name and address for the record, and the rules, by-law rules, that we allow public input five minutes is allotted for time. There was no public input this evening.

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS - none

6. CONSENT ITEMS

Chairman McGrath asked, does anyone have anything they'd like removed for separate consideration? Selectman Guessferd removed item 6E-1 for separate consideration because he was not present for the June 6, 2023 meeting. Selectman Morin made a motion, seconded by Selectman Guessferd to approve Consent Items A, B, C, D, E2, & F. Carried 4-0.

Selectman Morin made a motion, seconded by Selectman Dumont to approve the minutes of June 6, 2023. Carried 3-0-1. Selectman Guessferd abstained.

A. Assessing Items

- 1) 2022 Property Tax Abatement Application: map 216, lot 8, 12 Executive Dr.
- 2) 2022 Property Tax Abatement Application: map 228, lot 4, 7 Wal-Mart Blvd.

B. Water/Sewer Items - none

C. Licenses & Permits & Policies - none

D. Donations

- 1) Gamewell Fire Alarm Box to Fire Department from Retired Firefighter Alan Windsor.

E. Acceptance of Minutes

- 1) Minutes of June 6, 2023
- 2) Minutes of June 13, 2023

F. Calendar

06/28	7:00	Planning Board	Buxton Meeting Room
07/04	**Independence Day**		Town Offices Closed
07/05	7:00	Budget Committee	Buxton Meeting Room
07/08	9:00	Zoning Board - Site Walk	181B Webster Street
07/10	7:00	Conservation Commission	Buxton Meeting Room
7/10	Cancelled - Cable Utility Meeting		-
07/11	7:00	Board of Selectmen	BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on June 13, 2023

- 1) Selectman Morin made a motion, seconded by Selectman Guessferd to seal the minutes of the June 13, 2023 nonpublic session. Carried 4-0.
- 2) Selectman Morin made a motion, seconded by Selectman Guessferd to hire Kimberly Brooks as Senior Accounting Clerk at \$23.38 per hour (step 3) of the Town of Hudson Support Staff AFSCME Local #1801 Union contract as recommended by the Finance Director. Carried 4-0.
- 3) Selectman Guessferd made a motion, seconded by Selectman Morin to promote Master Patrol Officer Matthew Flynn and Master Patrol Officer Andrew Valcourt to the position of Sergeant at \$40.76 per hour according to the Hudson Police Employee Association Contract (step 6). This elevation in rank would be effective on Sunday, June 18, 2023. Carried 4-0.
- 4) Selectman Guessferd made a motion, seconded by Selectman Dumont to appoint hire Benjamin Gradert for the position of Associate Planner at a starting salary of \$68,933 (step 1) per the Hudson Police, Fire and Town Supervisors Association contract. Carried 3-1.
- 5) Selectman Morin made a motion to adjourn at 10:07 p.m. This was seconded by Selectman Guessferd. Carried 4-0.

B. Hills Memorial Library Discussion with Library Trustees & Hudson Historical Commission

Chairman McGrath recognized Dave Alukonis 121 Central Street and Shawn Jasper of 83 Old Derry Road. Mr. Alukonis began by saying, we are members board and officers, of the Hudson Historical Society. We are not here tonight to represent the Historical Society. We're here to, kind of on a fact finding mission and to talk to you. We have no authority on behalf of the Board tonight, but to, I guess, hear what you might have to say about the library. Obviously, we are very interested in preservation of that building. That fits with our core mission. And I can say we love that building.

Selectman Morin was recognized and said just before we get started, so you know why they're here tonight after our meeting and we had discussed with the library what to do with the building. I had approached the

Historical Society to see if they've had any use for it and they had a discussion. But they made no determination and they came tonight just to have a discussion with us and the library is present so they can hear it at the same time.

Mr. Jasper was recognized and said If I may, so from the time that the Rodgers Library opened, I've always felt that the Hills Memorial Library would be appropriate for genealogical research, historical documents, things of that nature. I think there's a real need for that. We at the Historical Society are overflowing with books and documents that are tucked here and there. We don't have display area for that. I know that the library has a room in the basement which has a lot of things in it which not readily available to the public. I know it's catalogued and if people know that it's there they can access it. But I think that there is a need to have something a little bit more public facing. And so while we're not a big organization, I believe and I think David would agree with me, we believe that there are people within the community who may not share our mission of running the Hills House but would be very interested in taking care of a collection such as this. So I think it would be worth exploring. We can't say that we could do it, the Historical Society is not a wealthy organization. Obviously we are in a School District building and we're not running a profitable organization although we have signed up for charitable gambling and that may help. But we certainly do not have the wherewithal to say oh yeah we'll take on that building and heat it and repair it but nor do I think that there are many people in the community who would say oh yeah turn that building and the property back over to the heirs of Kimball Webster, and they are numerous in this town and probably well beyond and I think anybody who was actually willing to do that would probably be hung in effigy at very least.

Mr. Alukonis then said I also hear what your thoughts may be what you're looking for I think the again speaking solely for myself and I think Shawn is saying the same thing, that we're interested in doing something where a small organization. Personally have always seen the need for genealogical and research area which we do not have at the Hills House. We, again as Sean said we are bursting we have stuff everywhere. Selectman Morin knows we have firefighting stuff that we struggle between trying to be a Victorian home and a museum with all sorts of things. we have town records. We have boxes and boxes of town records which go back into the 18th century that have not been researched. We have books genealogical library that that is used on a frequent basis. That library of course also presents an opportunity for other events and we are limited to the library at the Hills House. That maybe a big event can be 50 people seated and we have had various programs there. Just this past week we had a program with Jeff Knoblauch I believe on cemeteries I can't remember his first name Knoblauch is his last name. This fall we will have Jeff Belanger who we may have seen have seen he's a guy that talks about the paranormal. That is a huge event at the Hills House and it will be a, we don't we don't charge anyone it's a first come first serve, and that will be people who get turned away because it will be full. That is the sort of thing that a little bit larger venue could provide. Again I am just speaking for myself I don't want our members in the Historical Society to think I am suggesting something but if we can make this work I can see uses for the building. Not just for the historical society but for other events as well.

Mr. Alukonis went on to say, I have not been in the building since I was on the School Board last which was more than a few years ago. So I think we're here to do our due diligence as well and see what we can find out and hopefully we can work together. Selectman Morin was recognized and said if it would be alright with you Chair we have somebody from the Library come up real quick, if somebody from the Library wants to represent. Library Trustee Donna Boucher, came forward to join the discussion. My question would be to the Library and the School where this is going to involve what it is; would it be something that both of you would be interested in to do? Because you have stuff in the basement of the library would you be willing to put that into this type of situation and does the school have documents that would go along with this? School Board member, Gary Gasdia replied, I am not aware of any documents from the schools. We use it for the School Board for that meeting and I think there might be some things there. I don't think it would be a document of anything that is down there. Chairman McGrath then said, but you use it for parking now don't you? Mr. Gasdia replied, well we use the parking lot. The parking lot is there. I would imagine, correct me if I am wrong, these events that we are talking about probably happen either on weekends or not times. The parking lot is busy really at the opening and closing school. When school is not in session there are a few cars there. I don't think that is a big issue.

Selectman Morin then asked so nothing that you know of top of the head that you could put into this so people could get. Mr. Jasper spoke up saying, if I could I think you may have misunderstood. Not that you have documents in the building but the School District must have a collection of historical documents that are tucked here and there that could be part of something like that. Mr. Gasdia replied, potentially. I am not aware of that. Mr. Alukonis then said, speaking from my days as School Board Chair, most of the records were more student records so they would not be something that we would want out. But there were some but there were some things in the attic of the Webster School that I came across, again, we are talking more than a few years ago now. Ms. Boucher added, and the Library has nothing stored there. We use the same meeting room that the School Board uses for our monthly meetings. Selectman Morin replied, no, no, I am talking do you have documents that could be part of this center that the public could come in and access down in the basement of the library? Ms. Boucher replied potentially we do have storage at the Rodgers Memorial Library that we hold documents right now. Selectman Morin replied, so would that be available to, so we have all these documents in one place instead of spread all over town if you want to ask it? Ms. Boucher replied, it is a potential I mean it would be a (Library) Board decision.

Chairman McGrath then said, well from my perspective it is important that we keep that building in good condition. And I mean it was donated by prominent people in the town, fortunately, or unfortunately I was not alive when that happened. But it is an important legacy. And that family donated a lot of property and a lot of money to this town. We are fortunate we have that library across the street. We are fortunate that we have Alvirne High School because of them. We are fortunate to have the Historical Society where it is located. Wasn't that their home where they lived? Mr. Jasper replied that was their summer home. Chairman McGrath then said, yeah, so I mean those are three properties right away and everybody knows where Alvirne High School is. Everybody probably knows where this library is because they drive by it so often. I mean and Webster School was that another part of their legacy as well? Mr. Jasper replied, no that was just name for Kimball Webster but he donated the land that the library sits on. Mr. Alukonis then said, but you are correct Chairman McGrath. I think I'll pause it that the three most beautiful buildings in this town are the Hills Memorial Library, the Alvirne Hills House and the Alvirne Memorial Chapel. The Chairman replied, that is the other, yeah. I forgot about Alvirne Chapel. Mr. Alukonis continued saying, all courtesy of the same family.

Selectman Morin was recognized and said without getting you guys in trouble with your group, can you explain a little bit how this would all work and what the, you know? Mr. Alukonis replied, well I'm not sure. I guess that's why we are here. We actually have a (Historical Society) Board meeting on Thursday night that we will go back to and this was set up some time ago. But we will report back and see what we can talk about. I think the clear thing that we can impart to you is that we are in no shape to be able to take on the expenses of running that building. But I can see opportunities for the benefit of the Historical Society as well as the town and other organizations in doing other things there. And I think it would bring in other, it's kind of difficult with the Hills House to bring in people to deal with the stuffy old house sometimes. Stuffy old big Victorian. This is a different, would be a different endeavor, which I think might bring in a different group of people that would help us and work with us.

Mr. Jasper then said, if I may, I think, you know, my thoughts on that and we have talked about it a little bit at the last meeting would be that this would probably be a totally different group of people who would be interested in this. People who don't want to go to monthly meetings or go to programs or, you know, run the things that the Historical Society has to do to keep going. These would be people who really have a love of paper documents and really want to catalog those and organize them and make them available. And I think there are probably a lot of people in the community that would be interested in that. So I think if we came to a framework of agreement and understanding, we could then do some recruitment and see if that idea is actually workable before it went any further than that to see if we could get a core group of volunteers willing to open the building either by appointment or, you know, Saturdays or things like that for that research. That's what it would take to make it work.

Selectman Morin then said, now, this is the big question because right now we don't know who's going to have the building. Where you're talking research and documents and things of that nature, that's more of a

conjunction with the Library versus the Town would you? Mr. Jasper replied well, and the library to some degree has been the holder of some of those documents. I mean, I know there's certainly a lot of things in the vault in the Town Clerk's office and I wouldn't necessarily say, oh, you want to take those out. But I don't think in many cases there are even copies of them that exist that nobody knows what's there. This is the type of thing where there would be. I think it would take a coordination of the Town, the Library. I mean, certainly, you know, in theory you might say, well, the Library should do this and look for these people do it. And that's fine too. Our concern is to make sure that that Library is used and that there is a better access, I think, to the documents that exist wherever they're housed. Selectman Morin replied no, and I agree with you on that. I think you're saying where research and stuff is Library, if you need some assistance, the Library would be a lot better than the Board of Selectmen or anybody in Town Hall. Mr. Jasper replied, exactly. I think it comes down to, well, you know, perhaps the Library doesn't want to continue to bear the burden of, you know, the heating, the electrical and the maintenance, which is something we can't do either. But I think the town owes it to the legacy of Dr. Hill because in the grand scheme of things, not a lot of money.

At this point Ms. Boucher said we have been very forthright about, as a Board, that we feel that we are the Trustees of the active library in the town, not saying that the Hills Memorial Library isn't an important building. I don't know how you find funding for this or who ends up by being the steward of the building unless it comes down to the Select Board as the, you know, the main governing body in the town and should it possibly go to a warrant to see what the rest of the folks think about coming up with some sort of money to be able to take care of the Hills Memorial Library moving forward, as a separate entity from the Rodgers Memorial Library, the Trustees not taking care of the Hills Memorial Library as we have been since the opening of Rodgers, which is 14 years ago. Selectman Morin replied, right. But if that's what you're looking at, the Library could do a warrant article as well as we could. So, and if it's in your hands right now, that's all I'm saying. And that's the big question that we've got to decide before. Mr. Jasper then said, well if I may, within the budgets, that money is already embedded. It's not new money. It's just who has the authority to expend it. I would suggest that ultimately that probably should be the Board of Selectmen responsible for that town maintenance. And it's been a long time since I've read the will, but I, but I believe it really just requires that it be used for town purposes. So that would, that would fit within the mission and the Library continues to have their own mission. I agree with the statement there, but we are certainly not looking to step on anybody's toes in this.

Selectman Morin then said so should we not do anything until we hear back from you gentlemen? Mr. Jasper replied, I would suggest that maybe we need to form a committee, perhaps, you know, Library, Selectmen, School, Historical Society and see if we can come up with a framework of what might be workable and not have anybody feeling they were left out or upset. The last thing we want to do, I think, is create any tension or friction anywhere in town in this process. Selectman Morin replied it's a town thing. It's not a. Mr. Alukonis then said you're sitting as a board here. We are not, so. Selectman Morin then said so before we form a committee, should we wait to hear back from you after your committee meeting? Mr. Jasper responded saying, I think the Society is totally willing to be part of that committee. I don't think, Mr. Alukonis interjected saying I think that, yes, yes. We indicated that at the last meeting. Selectman Morin then said so we have School and Library. Could you guys commit to putting a committee, just to look into this? Mr. Gasdia replied yeah, absolutely. Ms. Boucher replied yeah, I could. Yes. Chairman McGrath then said Okay. So I guess that's been decided. So when do you expect them to come back? Selectman Morin replied I would let them have their meeting first just to verify and make sure and then we'll take it from there. Would that be fair? Mr. Jasper replied, I think that's fine. I think it's probably appropriate to have, you know, at least two from the Historical Society. I don't know, well, other boards can speak for themselves, but I think probably if the Historical Society had two members, that would be a good idea. Chairman McGrath addressed Ms. Boucher asking, and do you want to go back to the Library committee and see? Ms. Boucher replied sure I can find out, you know, for the interest of us being part of a committee. Mr. Gasdia added, yeah, we'll be part of it because I'd be involved in discussions last year initially, so we'll be part of this.

Chairman McGrath asked the Library Trustees in the audience, did you have anything you wanted to add? Library Chairperson Mimi Guessferd replied, just said we have three of the five trustees here and we're all

on board, so. We don't need to take it all the way back. Chairman McGrath then said, All right. Well, I guess we'll hear from you when you come up with a decision. Mr. Jasper then said, all right, who would you like us to, who's going to be the lead from the Board of Selectmen on this? Selectman Guessferd replied, Dave's (Morin) been doing a pretty good job so far. Chairman McGrath said, I'm kind of at a disadvantage here. I can't offer to participate in a whole lot of things. Selectman Morin addressed Selectman Guessferd and Selectman Dumont and said unless one of you guys would like to do? Selectman Dumont replied I'd be available for a committee. I have no problem with that. Mr. Jasper then added, as probably only Steve will remember, was a selectman who used to say all the time, he who proposes, disposes, and that was Selectman Massey.

C. Updating the Limits for Purchases, Contracts and Bids

Chairman McGrath recognized the Town Administrator who said, at your meeting on the 23rd the Board discussed updating the dollar amounts for bids related to purchasing and contracts in the bidding process. We talked about going from the limits, which are set at \$10,000 and \$25,000 to \$20,000 and \$50,000 based on the fact that it's been probably the 90s, early 90s, since those numbers were looked at. Inflation basically brought us there. As part of the conversation, there was some discussion about maybe putting some additional language in. And if you go to the second to last and the last pages of the packet, I gave you attachment A. I prepared some language that basically requires departments to fill out a Request for Proposal Bid checklist, which will be submitted with the bids. I think that's some concern that we didn't have documentation. So what I did was I prepared some simple language and a simple form that would be filled out for anything that goes out to bid. Or if it didn't go to bid, what's the reason? Or if we didn't find four vendors, what's the reason? So I think this is documentation the Board was interested in. So it's a very simple. I try to keep it simple, simple language, simple form. But I still recommend that we increase the purchase limits. And if we do, we need to send it to a public hearing. So this meeting, you would decide if you send it to a public hearing. If you decide, we'll advertise it and do it probably July 11th.

Seeing no questions from the Board, Selectman Dumont made a motion, seconded by Selectman Guessferd to schedule a public hearing at the July 11th, 2023 Board of Selection meeting to amend Town Code chapter 98, purchasing in contract as recommended by the Finance Director. Carried 4-0.

D. Personnel Policies - Earned Time Conversion 2nd Reading

Chairman McGrath again recognized the Town Administrator who said, At the last meeting, I brought forward a proposal to amend the purchase of the personnel policies of the town to put all employees on an earned-time system. You currently have five unions or five unions and associations. You have approximately 185 people that have earned time. You have approximately 15 that don't. To make things equitable, hopefully it's a recruitment tool and a retention tool, I'm recommending that we put everybody in an earned time system as I've articulated by the policy recommended. You had the first look at it, based on your bylaws, this is the second reading. So if anybody has any questions or comments, this would be the time. But I'm looking to amend the policies to provide earned time for all employees. Earned time replaces the traditional vacation. It's sick for those who don't know what it is. It basically is one block of time. It would be structured similar for these folks as the Supervisor's contract because, quite frankly, this is your department head level folks. There's a few other folks, but it's mostly your department heads who've already come through the earned time system and then get off of it. And now we have two systems that were accounting for their time. It's not very efficient from the payroll perspective and considering that the majority of your department heads have already come through this system, to take them off and put

them on vacation and sick didn't seem to make a lot of sense. I think this is an opportune time to look at this.

Chairman McGrath said, so the only question I have, and I think I asked this before, have any of the employees that are going to be affected by this, have they voiced an opinion or? The Town Administrator replied, all those raise your hands (to the Department Heads in the audience). Chairman McGrath added everybody's pretty happy about it. The Town Administrator then said, I think it makes a lot of sense again. Like I said, the majority of folks have come through this system and basically you've frozen some earned time and now they start a new accrual on vacation and sick. I just don't know if it makes a lot of sense to have two accounting systems at this perspective.

Selectman Dumont was recognized and asked by switching over the earned time, is there any additional cost that the town would incur by changing those policies or does the cost basis for the town stay about the same? The Town Administrator replied, so it doesn't change anybody's hourly rate. Their accruals basically, when you really get down to the bottom line, they're about the same. They're slightly different because we won't have personal time anymore, but that's not a big deal. But the sick time, it sort of changes that a little bit because what ends up happening is when you leave the town's employ, you only get half your sick time paid. Whereas in this case, all your earned time would get paid. So is there an additional cost, I don't know. Selectman Morin replied but to get half the sick time if they leave? The Town Administrator replied mmhmm. You get your vacation time and half your sick time if that's what you have. Whereas if you leave, you get all your earned time. So again, I'm just trying to make it so that it's equal for everybody. Yeah. I guess that's what I'm saying. So when we convert folks, half of their sick time, will go into the sick pool, which is you don't get paid for that. You either use that if you have a lengthy illness or you lose it. So from that perspective, there's no cost there. You're actually saving that. It's going into that bank. Yeah. The other thing too is department heads or non-union folks have to come into the Board if they want to buy out any of their vacation time. This way, there's two opportunities a year they can do it, or if they're over a certain allotment on their anniversary, they get paid out. So I think it makes a lot of sense from how we account for things around here. And again, if it was 50-50, 50% of the people were on this and 50% of that, this is 185 over here, 15 over here. Selectman Dumont asked do you know why I was originally set up that way? Why have? The Town Administrator replied I wasn't here when they went to the earned time system, but I believe it was sold to the employees as a better system and easier accounting system, easier to keep track. And from what I see, they used the word force, but they strongly pushed it onto the unions.

Chairman McGrath then said, well, the earned time, I don't think the earned time, if I remember correctly, like people like Elvis and Brian and people that had to attend meetings at night, they didn't get, they were expected to attend. They didn't get any additional time on for it. The Town Administrator added that would be comp time. This is from the earned time perspective, though. This was how their paid time off is. And you (Selectman Morin) were here probably, employees didn't want it. Selectman Morin replied we didn't want it. We actually fought it when it first came to us. And now, beautiful.

Chairman McGrath asked okay, so anybody else have any questions? I just wanted to make sure that if anybody was watching this they understood that there was not an additional cost that they were going to incur by swapping over to this. The Town Administrator added, and actually because there's a mechanism there where you can't accumulate more than a certain amount, you're paying it out at today's rate, not tomorrow's rate when somebody goes to retire. There's definitely a limit. Selectman Morin added, that was an issue from the start. That's why that got put in. That you can only accrue a certain amount. Because some people, there were people in the past \$70,000, \$80,000 they were leaving with before they did that. The Town Administrator added, and again, like I say, looking at our payroll, we're just trying to make it more efficient.

Seeing no further questions from the Board, Selectman Guessferd made a motion, seconded by Selectman Morin to amend Personnel Policies VII B, VII C, VII D, VII E, VII H, VII I, VII J, VII K and to add VII L to convert all eligible Town employees to an earned time system effective July 1, 2023. Carried 4-0.

8. NEW BUSINESS

A. Public Hearing - Proposed Increase - Police Detail Cruiser Rate

Chairman McGrath recognized Police Captain Dave Cayot who said, Good evening. As we discussed at the last meeting, the Hudson Police Department is looking to increase the private detail cruiser rate from \$15 an hour to \$20 an hour. The current rate of \$15 an hour actually hasn't been increased since before 2006. So with inflation, the cost of gas, the cost of cruisers, the cost of maintenance going up on these cars, we're looking to increase that by \$5. The increase will actually put us at about the median for where everyone in the state is. So if anyone has any questions, I'd be more than happy to answer them.

Chairman McGrath asked, does anyone have questions for Captain Cayot? Selectman Dumont asked so we're in the median cost for the state or it'll put us in the cost or the median cost for the state. Do you have what some of the surrounding towns are currently? Captain Cayot replied I do have a list of the surrounding ones. You're looking at varies greatly. So we did a median instead of an average. But some of them, and I do have the list here, I can give you the exact numbers, but some of them are like \$12 an hour. Some go up to \$25, \$30 an hour. So there's a big difference. What you'll also notice is that some of the ones that have lower costs, they'll either have a higher administration fee or the ones that have the higher cruiser fee will also have a lower administration fee. If you want, I can try and find some of the areas. Selectman Dumont replied I'm more or less curious myself and if anybody else is watching, they may want to know what the other towns are charging. Captain Cayot replied, so I don't have them for all of them. These are just the ones who willingly gave us the information. I'm trying to look for similar sized agencies that like Merrimack didn't give us one. I don't see one for Nashua on here. Manchester is currently at \$15 an hour. Chairman McGrath asked do you have one for Litchfield and Pelham? Those are the two surrounding towns, I think, that would be more applicable to... Captain Cayot replied Litchfield is not on here. Smaller, but yeah. Pelham did not give us the information either. And I don't have Windham either. A lot of the agencies that answered are a lot of the smaller towns, like in the northern and western part of the state. Like Berlin, \$25 an hour. Bristol, \$20 an hour. Derry's \$18.75 an hour. Dunbarton, East Kingston, \$20. Farmington, \$18. Fitzwilliam, \$16. Hollis is \$15. Hooksett is \$20. Rindge is \$75. Rochester, \$20. Pittsfield, \$20. Salem, \$17. All the other ones are much smaller towns than the northern part of the state. Selectman Dumont replied, I appreciate that.

Selectman Dumont then said, and then the other question is because it was submitted for public input, I know we had got an email, but did you have any reply to the public input that was submitted for the cruiser? Captain Cayot replied, so I know Chief Dionne did send a reply. Some of the questions I don't think were relevant for discussion here at hand. We didn't have any direct calculations. I did put a little bit together today just looking at it, but a lot of assumptions had to be made to make the calculations I made for today. And looking at those, I looked at how much money was brought in last year from the details. And that was about \$48,000. So dividing that by the \$15 per hour that was being charged, we were able to say there was about 3,200 hours of details. The Town Administrator added of cruiser costs for details. Captain Cayot replied, yes, a cruiser cost for details. I'm sorry. And looking at that, the hard part is sometimes the cruisers are moving, sometimes they're idling. So how do you figure that out? Ford calculates that an hour of idle time on a car is equal to about 33 miles driven. So does that equate to the exact gas usage? I'm not sure. But we used that kind of figuring that if 33 miles is for every idle hour, we calculated how many miles that would equal as a car being driven for that 3,200 hours. And in doing that, we figured out just the gas alone used is about \$20,000 at the current rate that we're paying. So \$20,000 in gas is just being used in that number of hours of details. Then you look at oil changes. That's a couple thousand dollars' worth of oil changes. When they're being driven, it's wearing down tires. So at the miles that calculated out to be would be about three sets of tires. So once you start adding all that in, that's before you even add in the cost of buying the cruisers. It quickly adds up. So the way we look at this is this is just getting us closer to the break-even point. This isn't a huge money-making, you know, for the town.

Selectman Guessferd was recognized and asked so when you get the cruiser fees paid to you, where does that money end up? Captain Cayot replied so based on the warrant article that was just passed, half of the money goes back to the town, I'm assuming, to the general fund. And the other half goes into a fund that's controlled by the Board of Selectmen, and we can come request that for cruiser maintenance, buying new cruisers, and other safety equipment for officers who are in details. Selectman Guessferd then said, I just want to make sure that that's out there as well. Okay. The Town Administrator added, the voters approve that this year, so we can now do that.

Chairman McGrath said, I have one question for you. So when they're on detail, do the cruisers stay on? I mean, are they running the entire time that they're at the site? Captain Cayot responded saying, yes, they are. And there's a reason for that. It's not just because we're being irresponsible with the gases being used. Chairman McGrath replied, no, no, I'm not suggesting anything like that. But I'm curious because that would take gas, you know, utilizing gas. Captain Cayot replied, and we tried to calculate that with that number I gave. The reason they have to run, though, is the reason we're getting hired for the details is for safety. So we're running the emergency lights, and we can't run those for very long without the cruiser, the battery dying. So we have to run the car to keep those going. The Town Administrator added, I imagine if it's really cold out, too, it's probably not a bad to have a warm cut of sitting every five minutes. Captain Cayot replied that is true. The Town Administrator added, that's another consideration. Chairman McGrath added, but I think that people don't think of those things when they throw the slings and arrows your way. Captain Cayot added, the other thing that is, there's very few details here in town that we force anyone to have. Sometimes, you know, the state will have a contract where they will require details. But these are companies who are requesting us to come do this because a lot of them will tell us they like having the police officer there who has some authority while directing traffic. And also, they like having the cruiser there that acts as a traffic control device.

Chairman McGrath then said, I'd like to see them in a whole lot of other places throughout town. Selectman Dumont then said, there is a certain level that is mandated. I mean, most, you know, if you're opening a road, you don't really have a choice. You have to have a detail. Most cases. Captain Cayot replied there are certain times. So there are some towns that require details for any work that's going on on their roads. Hudson doesn't do that. In some situations, we do have to have a detail, but it's not like other towns where they mandate it every time. The Town Administrator added, I think Massachusetts mandates it for anything. I think the state of Massachusetts does. I'm pretty sure. Selectman Dumont replied, no, I think it's a normal occurrence. I've just, personally, I've seen here in Hudson more often than not. It's mandated than voluntary with a lot of that stuff.

Chairman McGrath asked the Board, any more questions for Captain Cayot? If not, I'll open the public hearing at 8.04 p.m. Is there anyone present who would like to speak on this matter? If not, I'll close the public hearing at 8.05 p.m. There was no one present to give public input. The Town Administrator then said, so we'll vote to amend it at the next meeting. You have the public hearing. Then the next meeting, you'll take the action.

B. Public Hearing - Proposed Building Board of Appeals Application Fee

Chairman McGrath recognized the Town Administrator who said, we talked about this, the Board talked about this on the June 13th meeting. This is the, not reconstituted, this is the active Building Board of Appeals. We really had no activity with that board for many years. And subsequently, I believe they have something coming their way. So they've activated the committee. They've elected offices. They've proposed and passed bylaws. And the last thing they asked for, recommended was to have an application fee for anybody who wishes to apply for a Building Board of Appeal meeting. It's basically \$200. It would go into the town code. Obviously, because it goes into code, we're required to have a public hearing. Again, we discussed this at the last meeting. We scheduled a public hearing for this meeting. So that's what the intent for the public hearing is for.

Chairman McGrath asked, anybody on the Board have any questions before we open the public hearing? If not, I'll open the public hearing at 8.06 PM. She then asked, is there anyone present who would like to speak on this matter? If not, I'll close the public hearing at 8.06 PM. There was no one present to give public input on the matter. The Town Administrator then said, and again, we'll amend this at the next meeting.

C. Accrued Time Payouts

Chairman McGrath recognized Finance Director Lisa Labrie. Ms. Labrie began by saying, Good evening. So we do this every year. Twice a year, we pay out. People can sell their current time back to the town. And we had requests for 18 people. The Town Administrator added, some are retirements too, when folks leave the towns employ they get paid too. Some of that's not just them requesting it. Some of it's actually left our employ. Ms. Labrie replied, right. There were 53. There were 53 people who had accrued time payouts during December and June. 18 of those left employment. 14 were earned time max payouts where people don't cash in any and it just keeps accruing. So at their anniversary, we pay out the difference. So that we had a total of 85 payouts. Oh, sorry, 53 for accrued time in December and June. 18 left employment and 14 were max payouts for a total of 85. \$509,000 that went to the actual budget lines in people's departments and all the departments. So we're asking to be able to take out earned time from the earned time capital reserve fund should we need it. In past years, we've been able to absorb a lot of it. But, you know, we're in a default budget year and things could get tight. So depending on if we need it, I'm just looking for permission to access up to \$500,000 if necessary. Chairman McGrath asked, anybody have any questions? Seeing no questions, Selectman Morin made a motion, seconded by Selectman Guessferd to withdraw up to \$500,000 dollars from the employee earned time capital reserve funds, should it be necessary to cover accrued time payouts for fiscal year 23 as recommended by the Finance Director? Carried 4-0.

D. Fiscal Year 2023 Encumbrances

Finance Director Lisa Labrie was again recognized. She said, you've received a list of representing 7.1 million dollars of items of purchase orders and items that we're committed to as a town that we need to bring forward into fiscal 24. The bulk of this is the police facility expansion at 4.8 million. Money that's been kept aside for the Lowell Road widening at the Sagamore Bridge, that's 1.2 million, almost 1.3 million. General Fund's got \$125,000. Sewer Fund's got \$220,000. And Water Fund has \$441,000. There's also a list if you're interested of what's been put aside for ARPA funds and those sorts of things. But these are the things that I guess by audit and law that we have to put aside. I keep track of the other PO's as well just so that we know what's rolling forward.

The Town Administrator added and this is a maximum number. This might decrease depending if things come in before the end of the year we're able to knock things off. You're going to get this off, you're not going to knock off the whole police station. But nonetheless, this is the max you'd have. So basically from an audit perspective, this is money that's been committed. It's not coming out of next year's budget. We're carrying it over because we're allowed to contractually. We have either contracts or ongoing projects or purchase orders that are outstanding ordered this year. We're allowed to carry it forward to next year to pay it off. Ms. Labrie added either the items haven't been received yet or we're committed for them. We've committed to pay them. The Town Administrator added, there was a file somewhere that had a backup of all of it. Kind of voluminous to copy, but we have it. And when the auditors come in, they review all of it. Chairman McGrath asked, anyone have any other questions? Seeing none, Selectman Morin made a motion, seconded by Selectman Dumont to encumber the not to exceed amount of \$7,117,858.31 for Fiscal Year 2023 as recommended by the Finance Director. Carried 4-0.

E. Public Works - Replacement Truck Lease Purchase

Chairman McGrath recognized Public Works Director Jay Twardosky. Mr. Twardosky began by saying Good Evening Madam Chair, Board members. We're trying to replace some of our aging fleet. So we're here to get permission to purchase these four trucks. That's a lease purchase from Grappone Ford using KS Bank. These trucks were ordered back in November, hoping that we'd get them. Ford they weren't committing to it at first. But now they have finally committed to having the four trucks available for us should we purchase them. So they will be fully set up with the dump bodies, a utility body on one of them, plows. And what you have in front of you is the whole truck, complete. So I guess we need to, I'm asking to waive the competitive bidding. Because we're going with the state bid price through Grappone Ford. The Town Administrator added, so we had budgeted what \$72,000 for these and we're actually going to come in at probably per year I think it's \$63,700. So we're getting a savings there on our annual lease. It's budgeted. We gave the authority to look back at this in November and it's a state bid. So that's the price of the state's negotiated and they got four trucks, we'll take them. Mr. Twardosky added, Ford and the up-fitters agreed to keep the exact price they gave us back in November. And that's why we're coming in a little over \$8,000 under budget. The Chairman replied that's always a good thing. The Town Administrator added, and it's a five-year lease purchase. To which Mr. Twardosky replied, correct. To which the Town Administrator replied and then we run them into the ground again. Mr. Twardosky then said and the finance charges much better than what Ford was offering through KS Bank. Chairman McGrath added that's even better.

Selectman Morin was recognized and said the 450's, that's new, right? We didn't have those before. This is a new? Mr. Twardosky replied, we have 450's. Yes. Most of the one ton, we call them one tons those trucks with the dumb bodies are 450's. The utility bodies are 350's and the extended cab trucks are 350's. Selectman Morin replied, that's all I got. Chairman McGrath asked, anybody else have any questions? Selectman Guessferd was recognized and said yeah. So I, you know, we're waiving the bid process, but I just want to make sure it's clear that we did have things to compare. Right? Cuz you went to Chevy and Dodge Ram. Mr. Twardosky replied, yes we did. Selectman Guessferd went on to say as well. Mr. Twardosky replied yes we did. They were significantly higher. Selectman Guessferd replied, right, so there was some due diligence that went on there with regard to those bids. I just always like to make sure a we've done what we can. To compare prices and, and that, you know, we document that. And make sure that we're. Mr. Twardosky replied I'll make sure that's in the file that the reason why we didn't go all the competitive bid was already done for us through the state.

Selectman Dumont was recognized and asked do you have a rough idea of what the cost difference was and I said it was a significant amount less, but. Mr. Twardosky replied the, the Dodge trucks were around \$9,000 a piece more. And the Chevys were like \$15,000 a piece more. Selectman Dumont replied I'd see that with Chevy. I would have figured Dodge was a little cheaper, but. Mr. Twardosky replied yeah. They, they would think the, but like the, they wanted to go with it with a diesel like a Chevy. And that's what brings the price up quite a bit. But they just, they weren't being real competitive with the pricing. Selectman Dumont asked and are the Ford's diesel or they gas? Mr. Twardosky replied Chevy on this size is diesel only. So that's what really brings the price up.

Seeing no further questions from the Board, Selectman Guessferd made a motion, seconded by Selectman Morin to waive the competitive bidding requirements as outlined in Hudson Town Code 90 8-1C and allow the Public Works Director to purchase three (3) Ford F-450 dual rear wheel regular cab 4x4 trucks with dump bodies and nine foot plows and one (1) Ford F-350 regular cab 4x4 truck with utility body and a nine-foot plow from Grappone Ford of Concord New Hampshire. Carried 4-0. Selectman Dumont made a motion, seconded by Selectman Guessferd to accept the Public Works Directors recommendation to purchase three (3) Ford F-450 dual rear wheel regular cab 4x4 trucks with dump bodies and nine foot plows and one (1) Ford F-350 regular cab 4x4 truck with utility body and nine-foot plow from Grappone Ford of Concord New Hampshire at a cost of \$285,189.19, and to secure funding through KS State Bank on a five-year term at \$63,726.19 per year, with the first payment due on July 10, 2023. Carried 4-0.

9. Board Liaison Reports/Other Remarks by Selectmen

Selectman Dumont: I don't have much. The only thing that I had was Benson Park cleanup day got moved from 6/17 to 7/15. Other than that I hope everyone has a nice Fourth.

Selectman Guessferd: Okay. Hudson Utility Committee met. We went over the bylaws. I will be bringing some changes to the Board at some point in the near future with regard to that.

Recreation Department - Biggest news really, summer program swung into operation this week. It started. 420 kids are registered in the program, 120 more than last year. So it's ramping. It's ramped up again since we're out of the COVID pandemic period. They did a field trip today. Roller skating like they usually do. 290 kids. They never had that many. I can imagine that Roller Kingdom was packed. They were very happy. Yeah, they were very happy, sure. The Taco Waste Park is on the agenda for them on Thursday. Still get in registration, but you have to come in person. So if you're interested still in getting your children in, you can go over there. You just have to go over in person and stop by during operating hours.

Planning Board - We're still working through the Master Plan chapters. We have a few, we had a few cases last time. We've got one tomorrow. And we're also doing a little bit of work on the bylaws as well there. So at some point we'll be bringing some forth to the Select Board as well.

And I think Sustainability met again. We're talking to other towns. I think we mentioned that last time that they were here to see the ones that have already kind of gone through this process before so we can get a feel for the ups and the downs, pros and cons of what they were doing, whoever they were using and that sort of thing. We'll continue through that process and of course we'll be meeting until October to go through the workshop on that. That's all I got.

Chairman McGrath said, okay, I'm just going to ask you a question. Are all of those children, the large number of children, are those Hudson residents? Selectman Guessferd replied, Yes. I believe it's only open to Hudson residents. The Chairman replied its remarkable what Chrissy has done with the Recreation Department and she's, I think we're very fortunate. Selectman Guessferd replied, absolutely. Very fortunate. Absolutely. And as Selectman Dumont said also, everybody be safe and enjoy the holiday, you know, 4th of July. Remember why we do it. And everybody just, we'll see you again soon. Thank you.

Selectman Morin: Let's start off with Merrill Park. It has huge changes. It is open. They have finished the, I don't want to call it a boat ramp, but the access to the river specifically, we did it for the Fire Department. It's now 10 feet wide. They can actually back the boat down to the, where the stairs are to get to the river, which in itself is a huge plus for the Fire Department. It still is a little uneven and steep, but it is so much easier and people can access the river with kayaks and canoes, so that will open that all up. They've added a space parking lot also to it, so it looks great if you haven't been down there. Take time to go down and take a look at it. They did an outstanding job.

The second thing I got, if this Board would entertain it, as you know, June has been a pretty terrible month with rain. The firefighters had a boot drive scheduled during the month, but it poured on the day that they did and they had sent me a request after Jill had put out the agenda to see if we could talk about it and approve a meeting on July 8 to make up for the one they missed if we want to talk about it, if that's okay. The Chairman replied, sure. I mean, I'm fine with July 8, but, you know, they need to get the most advantageous time. Selectman Morin replied yeah, it's the same time and everything, it was just a new date. Chairman McGrath replied no, but I mean the date too. You know, like, are people going to be away on vacation? You know, so are they not going to, I'm just thinking, you know, like I'm thinking in terms of...

Selectman Morin replied they typically do it before Labor Day because they're trying to... Yeah, they actually... They do it three over the... They do one June, July and August anyway, so...Yeah. It'll be a Saturday, which is on the tune. The Board was in agreement on this. Selectman Morin made a motion, seconded by Selectman Guessferd to authorize the Firefighters to do a boot drive to replace their June Boot Drive, on July 8, 2023. Carried 4-0.

Chairman McGrath: And I don't really have anything this evening either. So I guess I'll just close it with that and wish everyone a happy 4th of July. Stay safe. Watch your drinking so that...I mean, so thank you to the Police Department for posting pictures of accidents that occur throughout the town and the arrest records. Because I saw a beauty the other day, thanks to them, where somebody was drinking, smashed his car into a tree off the road. Fortunately, he was still standing at the end, but I'm sure he was a little wobbly on his feet. So, you know, people need to think about that. And, you know, that guy ruined his car. I don't think he'll ever be able to get it driving again the way it appeared to me. So in an event, you know, I wish everybody a happy 4th, but be careful on the driving and be careful with fireworks as well. So that's all that we have.

10. Remarks by Town Administrator

Chairman McGrath recognized Town Administrator Steve Malizia who said, I don't have much other than the town offices will be over Monday, just so everybody knows, but we will be closed for the 4th of July. So, everybody, happy and safe for the July.

11. Remarks by School Board

Chairman McGrath recognize School Board Member Gary Gasdia who said, School ended, everything's going great, but I did want to thank the Town for passing the teacher's contract because we are seeing tremendous traction. And I think that for the first time in many years, we have the entire Alvirne Math Department is staffed this early in the year. We have multiple candidates for some positions. So from a teacher perspective, a few pockets we still have to fill, but really good. Our other positions, many, many openings out there, but thank you to the public for passing that. It's starting to show the benefits already. Chairman McGrath said, you're lucky because throughout the country, a lot of other schools aren't as fortunate. Mr. Gasdia replied, no, and again, it's just being competitive, right? I mean, we weren't competitive at all and now we are, and that's the difference.

12. Nonpublic Session

Motion by Selectman Morin at 8:27p.m., seconded by Selectman Guessferd to go into non-public session under RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. (b) The hiring of any person as a public employee. A roll call vote was taken. Carried 4-0. Nonpublic Session was entered at 8:27 p.m. thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public was asked to leave the room.

The Board entered open session at 9:15 p.m.

Motions made after nonpublic session:

- 1.) Selectman Morin made a motion, seconded by selectman Dumont to promote Jeremy Faulkner to the position of Public Works Street Supervisor, Step 5, at \$107,567 per year, effective July 2, 2023. Carried 4-0.

- 2) Selectman Guessferd made a motion, seconded by Selectman Morin to hire Derek Cote of Methuen, MA effective July 3, 2023 at \$21.98 per hour (Grade VIII, Step 1) in accordance with the Hudson Public Works Department Local #1801 AFSME Agreement. Carried 4-0.
- 3) Selectman Guessferd made a motion, seconded by Selectman Dumont to hire William Schofield for the position of Dispatcher in the Fire Department at the contracted salary rate of \$19.36 per hour (step 1). This assignment will be non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by the Fire Chief. Carried 4-0.
- 4) Selectman Morin made a motion, seconded by Selectman Guessferd to continue the employment of Lt. Michael Mallen in a light duty capacity through August 31, 2023, as recommended by the Fire Chief. Carried 4-0.
- 5) Selectman Morin made a motion, seconded by Selectman Dumont to authorize Chief Dionne to recognize and award Captain David Cayot, Captain Steven McElhinney, Captain Patrick McStravick, and Lieutenant Patrick Broderick with a merit award of \$250 each per the Hudson Supervisors contract. Carried 4-0.
- 6) Selectman Guessferd made a motion, seconded by Selectman Morin to hire Dylan Chevalier with a starting salary of \$31.99 (step 3), all in accordance with the Hudson Police Employee Association Contract, as recommended by the Police Chief. Carried 4-0.
- 7) Selectman Morin made a motion, seconded by Selectman Dumont to award a 3.0% salary adjustment to the non-union Department Heads effective Jul 1, 2023. Carried 4-0.
- 8) Selectman Morin made a motion to adjourn at 9:20 p.m. This was seconded by Selectman Guessferd. Carried 4-0.

13. ADJOURNMENT

Motion to adjourn at 9:20 p.m. by Selectman Morin seconded by Selectman Guessferd. Carried 4-0.

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

Marilyn McGrath, Chairman

Dave Morin, Vice Chairman

Bob Guessferd, Selectman

Dillon Dumont, Selectman

ABSENT

Kara Roy, Selectman

Agenda 8-11



8A



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

Stephen A. Malizia, Town Administrator – smallizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator



Date: July 3, 2023

Re: Public Hearing – Updating Limits for Purchase, Contracts and Bids, under Town Code Chapters 98-5, 98-6 and 98-7

At their meeting on June 27, 2023 the Board of Selectmen voted to hold a Public Hearing to discuss amending Town Code Chapter 98-5, Selectmen action required for purchase and contracts over \$25,000, 98-6, Rules and regulations for purchases and contracts under \$25,000, and 98-7, Bidding procedures, by raising the limits stated in the Code from \$10,000 and \$25,000 to \$20,000 and \$50,000. After holding the public hearing, the Board of Selectmen may vote to amend the Town Code at their next regular meeting.

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

Town of Hudson, NH
Thursday, June 22, 2023

Chapter 98. Purchasing and Contracts

[HISTORY: Adopted by the Town Council of the Town of Hudson as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Costs for visits — See Ch. 141.

Article I. General Purchasing Regulations

[Adopted under Article 5.14 of the Charter of the Town of Hudson,^[1] continued by motion of the Board of Selectmen 7-1-1992; amended 2-23-1993; 3-3-1999; 10-28-2003 by the Board of Selectmen.]

[1] *Editor's Note: Pursuant to Res. No. R92-71, adopted 6-8-1992, effective 7-1-1992, repealed the Hudson Town Charter.*

§ 98-1. Policy stated.

It shall be the policy of the Town of Hudson, New Hampshire, as adopted by the Board of Selectmen that:

- A. The Administrative Code shall establish purchasing and contract procedures, including the assignment of all responsibilities for such purchases, to the Board or Selectman or its designee, or such purchasing agent as established by the legislative body, and the combination purchasing of similar articles by different departments.
- B. The Board of Selectman (BOS) shall establish from time to time dollar limits for purchases and contracts, which must be by competitive bid, and shall establish the bidding procedures. No competitive bids shall be required when purchasing through the State of New Hampshire bid prices.
- C. Requirements for bids may be waived in specific instances by a majority vote of the BOS in attendance at a duly advertised meeting. The BOS shall establish dollar amounts for purchases or contracts, beyond which no purchase shall be made or contracts entered into without the affirmative vote of a majority of the BOS in attendance at a duly advertised meeting. Once the BOS has voted to make a purchase or enter into a contract, the Chairman shall carry out the vote of the BOS and enter into such transaction on behalf of the Town.
- D. The purchase of, or the contract for the provision of, all materials, supplies, and contractual services utilized by any agency of the Town of Hudson shall be pursued in accordance with the provisions of this article and other such rules and regulations, as may be promulgated by the Finance Director with the approval of the Board of Selectmen.
- E. In no instance shall such rules and regulations promulgated by the Finance Director, with the approval of the BOS, contradict any provision of this article. The provisions of these rules do not apply to the acquisition or disposition of real property or improvements, nor does it apply to appurtenant structures valued over \$10,000.

§ 98-2. Purchasing agent.

The Finance Director of the Town shall serve as the Board of Selectmen's designee as Purchasing Agent.

§ 98-3. Powers and duties of the purchasing agent.

The Finance Director shall direct the operation of the Town's purchasing system as follows:

- A. With the approval of the BOS, the Finance Director shall establish, and amend when necessary, all rules and regulations allowed by this article and necessary to the effective operation of the purchasing system.
- B. The Finance Director shall approve and/or negotiate all purchases and contracts made by the Town. All such approvals or negotiations are subject to the review and/or approval of the BOS unless otherwise provided for in this article.
- C. The Finance Director shall prescribe and maintain such forms as he/she shall find reasonable and necessary to fulfill the purpose of this article.
- D. The Finance Director shall prepare and adopt a standard purchasing nomenclature for using agencies and suppliers.
- E. When deemed necessary or desirable, the Finance Director shall combine requirements of using agencies to effect delivery, unit cost or other procurement factors that are in the best interests of the Town.
- F. When deemed necessary or desirable, the Finance Director, with the approval of the BOS, shall have the authority to join with other units of government in cooperative purchasing plans to effect delivery, unit cost or other procurement factors that are in the best interests of the Town.
- G. With the approval of the BOS, the Finance Director shall implement the conditions and terms under which services, materials, and supplies may be acquired from federal, state, school, and other government agencies or associated organizations and to negotiate the prices of such purchases.
- H. The Finance Director shall maintain such stores of materials and supplies as he/she deems necessary to support the individual and/or aggregate requirements of the using agencies. The distribution of items from such stores shall be executed only upon the approval of the Finance Director according to rules and regulations promulgated by the Finance Director.
- I. With the approval of the BOS and in cooperation with using agencies, the Finance Director may declare any operating equipment, materials and supplies surplus. After reasonable public notice, the Finance Director, with the approval of the BOS, may dispose of any item declared to be surplus in a manner that encourages the most desirable financial arrangement for the Town and provides for equal opportunity for participation by the public.

§ 98-4. Conflict of interest.

Any purchase order or contract within the purview of this article in which the Finance Director, or any officer or employee of the Town, is financially interested directly or indirectly shall be void; except that, before the execution of a purchase order or contract, the BOS shall have the authority to waive compliance with this provision when it finds such action to be in the best interest of the Town.

§ 98-5. Selectmen action required for purchases and contracts

over ~~\$25,000~~. 50,000

- A. A majority vote of the Board of Selectmen in attendance at a duly advertised meeting is required to approve any purchases or contracts of ~~\$25,000~~ or more. In support of the consideration of such action, the Finance Director must provide the following information:
- (1) The department or project budget to which the purchase or contract would be charged;
 - (2) Confirmation that the budget impact of the proposed purchase or contract does not give rise to the Town authorizing an appropriation not budgeted at the annual budget, unless voted by a majority of the BOS after a public hearing, conducted by the BOS, held to discuss an appropriation transfer, and/or that no money shall be drawn from the Treasury of the Town, nor shall any obligation for the expenditure of money be incurred except pursuant to a budget appropriation.
 - (3) Confirmation that advertising and competitive bidding procedures were followed as provided for in Subsection A(4) below.
 - (4) A recommendation for award of purchase or contract to the lowest bidder in accordance with the best interest of the Town.
- B. The BOS may reject any or all bids on the recommendation of the Finance Director or for other stated cause. Upon approval by the BOS for a purchase or contract of ~~\$25,000~~ or more, the Chairman is authorized to execute such contractual instruments as may be required to complete the transaction.

§ 98-6. Rules and regulations for purchases and contracts under ~~\$25,000~~. 50,000

- A. For purchases and contracts less than ~~\$25,000~~, the Finance Director shall establish rules and regulations that assure the following:
- (1) Competition;
 - (2) Equal opportunity as required by applicable federal, state, and Town laws;
 - (3) Contractual protection of the Town;
 - (4) Award of purchases and contracts to the lowest bidder in accordance with the best interest of the Town; and
 - (5) Compliance with the provisions of § 98-5A(2).
- B. Approval requirements. The Board of Selectmen shall from time to time establish the approval requirements for all purchases and contracts less than ~~\$25,000~~. 50,000

§ 98-7. Bidding procedures.

For all planned purchases and contracts of goods and services estimated to total ~~\$10,000~~ or more, the following shall be required.

- A. A description in the form of specifications, proposed scope of services, or other such documentation shall be developed that allows prospective bidders to make a responsive bid in accordance with the best interests of the Town. Such specifications, proposed scope of services or other such documentation shall be reviewed for compliance with all relevant Town policies

and procedures by the Finance Director, and by the Town Administrator for all purchases and contracts estimated to total ~~\$25,000~~ or more.

B. Solicitation of bids. Bids shall be solicited as follows:

- (1) At least four qualified bidders shall receive direct solicitations in writing to bid on the basis of documentation as described in § 98-7A. If fewer than four qualified bidders are solicited to bid, the reasons shall be documented and placed in the files of the Town. Such solicitations shall be mailed at least 14 days prior to the bid opening date as described below.
- (2) The Town's desire to receive bids shall be published in at least one general circulation news publication that serves the Nashua Standard Metropolitan Statistical Area. Such advertisement shall briefly describe the service, material, supply, or equipment to be purchased, the method of obtaining the complete description of the desired service, material, supply, or equipment, the form in which the bid is to be delivered to the Town, the time, date and location of receipt of the bid, and the time, date, and location for opening and announcement of bids. Such advertisement shall appear at least 14 calendar days before the planned date of receipt of bids.

(3)

-
- C. Determination of successful bidder. For any purchase or contract of ~~\$25,000~~ or more, the Finance Director shall submit a recommendation to the Board of Selectmen, as described in § 98-5, no more than 30 days after the opening and/or announcement of bids. For purchases of ~~\$10,000~~ but less than ~~\$25,000~~, the Finance Director shall submit a recommendation for approval by a majority of the BOS.

24,000

- D. Disqualified bidders. The Town of Hudson BOS shall review and consider the past course of dealings that the municipality has had, if any, with a prospective bidder, respondent, contractor, or employee in evaluating a response to any Town solicitation for bids, proposals, work, or employment.

§ 98-8. Contracting authority.

- A. Subject to other provisions of this article and consistent with other applicable provisions of the laws of the state of New Hampshire and the Town of Hudson, the BOS is authorized to execute such contractual instruments as may be required to complete the purchase of any operating equipment, material, supply, service, or improvement to real property on behalf of all agencies of the Town of Hudson.
- B. The BOS may assign contracting authority, i.e., signature privilege, to the Chairman of the Planning Board for Land Use Fees called "Agency Fees," listed as 1260, 1270, and other land use fees that may be agreed to by the Planning Board and with the signature of the developer to pay for 100% of any improvement, without Town matching funds, connected with any Planning Board approved development. All purchases of goods and/or services must comply with all of the policies and regulations of the Town of Hudson and this Purchasing Policy. No expenditure of Agency Fee monies that would hold the Town of Hudson liable for reimbursement or matching funds, and therefore impact the tax rate for the Town of Hudson, may be made without the express authorization of the Board of Selectmen in compliance with this Purchasing Policy.
- C. Each land use board may accept and use gifts, grants, or contributions for the exercise of its functions, in accordance with the purchasing policy procedures established herein.

Article II. (Reserved)

- [1] *Editor's Note: Former Article II, American-Made Products Policy, adopted 2-13-1990 by Res. No. R90-5A, as amended, was deleted at the town's request with Supplement No. 9.*

§ 98-9. through § 98-12. (Reserved)

Article III. Sand, Gravel, Stone and Bituminous Products

[Adopted 4-23-1991 by Res. No. R91-26]

§ 98-10. Contract for purchases; procedure.

After the effective date of this article, all purchases of sand, gravel, stone and bituminous products shall be contracted for at the beginning of each year for a one-year period only via the sealed bid procedure known as a "purchase agreement," which shall be drafted by the Town Legal Officer. This article shall become effective 30 days after passage, as follows:

- A. Year No. 1 shall begin 30 days after passage and continue through June 30, 1992.
- B. Year No. 2 shall begin on July 1, 1992, and continue through June 30, 1993.
- C. All future years shall begin on July 1 and end on June 30 of the following year.
- D. At least five bidders shall be sent invitations for sealed bids. If fewer than three bids are received, a permanent record of that bid process shall be filed in the Administrative Office of Hudson, with a copy to each Selectman.^[1]
 - [1] *Editor's Note: Pursuant to Res. No. R92-71, adopted 6-8-1992, effective 7-1-1992, this subsection has been revised to change "Councillor" to "Selectman."*
- E. Sealed bid procedure shall follow all current and future rules of procurement now in force in the state statutes.
- F. All awards shall be made after review and approval of the Board of Selectmen, by resolution, duly adopted.^[2]
 - [2] *Editor's Note: Pursuant to Res. No. R92-71, adopted 6-8-1992, effective 7-1-1992, this subsection has been revised to change "Council" to "Board of Selectmen."*

§ 98-11. Exceptions.

Only in rare and unusual cases shall this article be violated (i.e., violent acts of nature, which would result in an immediate safety health hazard to residents).

*Attachment
"A"*

§98-7. Bidding procedures.

B. Solicitation of Bids. Bids shall be solicited as follows:

(3) All departments shall complete the "Request for Proposal/Bid Checklist" which will be submitted and filed with the bid award package.

Attachment
"B"



TOWN OF HUDSON

12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6000 • Fax: 603-598-6481



Request for Proposal/Bid Checklist

Department: _____

Project Name: _____

Date: _____

Budget: _____

Was this Project Advertised: Yes No

Where: _____

Was it delivered to four vendors/contractors: Yes No

If No, reason why: _____

If Yes, list of vendors/contractors delivered to:

1.) _____

2.) _____

3.) _____

4.) _____

Selected Contractor / Vendor: _____

Award Amount: _____



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

Steph Malizia
6-27-23



7C

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

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 22, 2023

Re: Updating the Limits for Purchases, Contracts and Bids, under Town Code 98-5, 98-6 and 98-7

At their meeting on May 23, 2023 the Board of Selectmen discussed updating the dollar limits related to purchasing, contracts and the bidding process. Currently under Town Code section 98-5, 98-6 and 98-7, the limits for bids are set at \$10,000 and \$25,000. The recommendation currently in front of the Board would raise the limits to \$20,000 and \$50,000. As part of the discussion at the May 23, 2023 meeting, the Board wanted to have documentation for the requests for proposals/bids, so that it could be available should it be requested. I have prepared an amendment to the Town Code, 98-7 B (3) (Attachment A) that requires all departments to submit a Request for Proposal/Bid Checklist (Attachment B) with each bid. I am requesting that the Board of Selectmen send these proposed amendments to Town Code Chapter 98, Purchasing and Contracts, to a public hearing on July 11, 2023. Should the Board vote to grant this request, the following motion is appropriate:

Motion: To schedule a public hearing at the July 11, 2023 Board of Selectmen meeting to amend Town Code Chapter 98, Purchasing and Contract, as recommended by the Finance Director.

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



TOWN OF HUDSON

Finance Department



Algeria
5-27-23

8G

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

RECEIVED

MAY 17 2023

TOWN OF HUDSON
SELECTMENS OFFICE

TO: Board of Selectmen
Steve Malizia, Town Administrator

FROM: Lisa Labrie, Finance Director *LL*

DATE: May 15, 2023

RE: Updating the Limits for Purchases, Contracts and Bids, under Town Code 98-5, 98-6 and 98-7

The dollar limits related to the purchasing, contracts and the bidding process were established in the early 1990's in the Town Code. Currently, the Town Code, under sections 98-5, 98-6 and 98-7, have the spending ceiling limits set at \$10,000 and \$25,000.

Based on available inflation data and the Consumer Price Index (CPI), the ceiling limits today would be as follows:

Value (2023) = Value (1993) x CIP (2023)/CIP (1993) = \$10,000 x 324.86/151.9 = \$21,386

Value (2023) = Value (1993) x CIP (2023)/CIP (1993) = \$25,000 x 324.86/151.9 = \$53,465

Our recommendation is to update the current numbers listed at \$10,000 and \$25,000 to \$20,000 and \$50,000 to reflect over 30 years of inflation. These changes will be more reflective of today's costs. In order to change Town Code Chapter 98, Purchasing and Contracts, a public hearing would be required.

Motion:

To schedule a public hearing at the June 13, 2023 Board of Selectmen meeting to amend Town Code Chapter 98, Purchasing and Contracts, as recommended by the Finance Director.

Agenda
7-11-23



TOWN OF HUDSON

Finance Department



8B

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: July 4, 2023

Subject: **On Call Services for Trenchless Pipeline Rehabilitation**

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

Recommendation:

To award a contract for on call services to rehabilitate approximately 3,000 linear feet of sewer main to: National Water Cleaning Co., Vortex Services, LLC. & Green Mountain Pipeline to be used as needed. Recommended by the Town Engineer, Public Works Director and Finance Director.

Information:

The work was advertised on the Town's website and in the Union Leader on April 3, 2023. On June 1, 2023, a mandatory pre-bid meeting was held and four (4) parties attended. In addition, bid invitations were sent to four (4) different vendors. Our budget for this contract is \$250,000 and it will be on an as-needed basis.

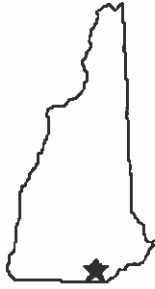
The bids scored as follows:

- | | |
|---|----|
| 1.) National Water Main Cleaning Co., Canton, MA | 90 |
| 2.) Vortex Services LLC, Livermore, ME | 93 |
| 3.) Insituform Technologies LLC, Chesterfield, MO | 80 |
| 4.) Green Mountain Pipeline LLC, Bethel, VT | 92 |

National Water Main, Vortex Services and Green Mountain Pipeline companies scored the highest and are very close in number. National Water Main and Vortex Services have been working in Town in the past while Green Mountain Pipeline would be a new company working in Town.

Motion: **To approve the contract for On-call services for Trenchless Pipeline Rehabilitation to National Water Main Cleaning Co., Vortex Services LLC and Green Mountain Pipeline on an as-needed basis, using Sewer Capital Project Account # 5564-640. Recommended by the Public Works Director, Town Engineer and Finance Director.**

Cc: Elvis Dhima, Town Engineer
Jay Twardosky, Public W



TOWN OF HUDSON

Engineering Department



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

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer
Jason Twardosky, Public Works Director

DATE: June 16, 2023

RE: Contract Award for On Call Services for Trenchless Pipeline Rehabilitation

The Public Works Department has identified approximately 3,000 linear feet of sewer main in need of rehabilitation. Most of this rehabilitation can be done through the trenchless pipe rehabilitation process that doesn't require heavy road construction or long disruptions in the sewer service. The Town is in need of a contractor that can perform these repairs on an as-needed basis.

We advertised for this work on the town website and in the Union Leader on April 3, 2023. On June 1, 2023 we held a mandatory pre-bid meeting and four parties attended. In addition, we sent the bid invitations to four different vendors. Our budget for this contract is \$250,000 and it will be on an as-needed basis.

On June 15, 2023 we received four bids and they were evaluated on the following criteria:

- Cost / Price = 50%
- Ability to secure staff and material/ Schedule flexibility = 15%
- Ability to complete all required services= 15%
- Similar contracts with other municipalities = 10%
- Interview = 10%

The bids scored as follows:

1.) National Water Main Cleaning Co., Canton, MA	90
2.) Vortex Services LLC, Livermore, ME	93
3.) Insituform Technologies LLC, Chesterfield, MO	80
4.) Green Mountain Pipeline LLC, Bethel, VT	92

National Water Main, Vortex Services and Green Mountain Pipeline companies scored the highest and are very close. National Water Main and Vortex Services have working in town in the past while Green Mountain Pipeline would be a new company working in Town.

The Town Engineer and Public Works Director's recommendation to the BOS is to hire National Water Main Cleaning CO, Vortex Services, LLC & Green Mountain Pipeline for these services.

Motion

To approve the contract for On-call Services for Trenchless Pipeline Rehabilitation to National Water Main Cleaning CO, Vortex Services, LLC, and Green Mountain Pipeline on an as-needed basis, using Sewer Capital Project Account #: 5564-640.

ON-CALL SERVICES FOR TRENCHLESS PIPELINE REHABILITATION

Bid Tab

UV CURED PIPE						
Length Range	Diameter	Unit	Price/unit Green Mountain Pipeline	Price/unit Vortex Services	Price/unit National Water Main Cleaning	Price/unit Insituform Technologies, LLC
Less than 100'	8"	LF	\$ 123.00	\$ 95.00	\$ 174.23	Did not bid
	10"	LF	\$ 136.00	\$ 105.00	\$ 178.25	Did not bid
	12"	LF	\$ 175.00	\$ 135.00	\$ 185.15	Did not bid
	15"	LF	\$ 188.00	\$ 145.00	\$ 192.05	Did not bid
	18"	LF	\$ 234.00	\$ 180.00	\$ 209.30	Did not bid
	20"	LF	\$ 260.00	\$ 200.00	\$ 253.58	Did not bid
	24"	LF	\$ 325.00	\$ 250.00	\$ 263.06	Did not bid
	30"	LF	\$ 390.00	\$ 300.00	\$ 334.65	Did not bid
	36"	LF	\$ 455.00	\$ 350.00	\$ 376.63	Did not bid
Total			\$ 2,286.00	\$ 1,760.00	\$ 2,166.90	\$ -
Scoring			3.50	4.55	3.69	0.00
100' - 200'	8"	LF	\$ 104.00	\$ 80.00	\$ 110.98	Did not bid
	10"	LF	\$ 123.00	\$ 95.00	\$ 115.00	Did not bid
	12"	LF	\$ 130.00	\$ 100.00	\$ 121.90	Did not bid
	15"	LF	\$ 143.00	\$ 110.00	\$ 128.51	Did not bid
	18"	LF	\$ 145.00	\$ 135.00	\$ 146.05	Did not bid
	20"	LF	\$ 214.00	\$ 165.00	\$ 178.83	Did not bid
	24"	LF	\$ 253.00	\$ 195.00	\$ 188.31	Did not bid
	30"	LF	\$ 305.00	\$ 235.00	\$ 242.63	Did not bid
	36"	LF	\$ 383.00	\$ 295.00	\$ 284.63	Did not bid
Total			\$ 1,800.00	\$ 1,410.00	\$ 1,516.84	\$ -
Scoring			3.56	4.55	4.23	0.00
	8"	LF	\$ 84.00	\$ 65.00	\$ 65.84	Did not bid
	10"	LF	\$ 91.00	\$ 70.00	\$ 69.86	Did not bid
	12"	LF	\$ 97.00	\$ 75.00	\$ 76.48	Did not bid
	15"	LF	\$ 110.00	\$ 85.00	\$ 83.38	Did not bid

200'-300'	18"	LF	\$ 136.00	\$ 105.00	\$ 100.91	Did not bid
	20"	LF	\$ 182.00	\$ 140.00	\$ 143.75	Did not bid
	24"	LF	\$ 234.00	\$ 180.00	\$ 153.53	Did not bid
	30"	LF	\$ 266.00	\$ 205.00	\$ 202.11	Did not bid
	36"	LF	\$ 325.00	\$ 250.00	\$ 243.80	Did not bid
Total			\$ 1,525.00	\$ 1,175.00	\$ 1,139.66	\$ -
Scoring			3.40	4.41	4.55	0.00

300'-400'	8"	LF	\$ 75.00	\$ 58.00	\$ 58.08	Did not bid
	10"	LF	\$ 80.00	\$ 62.00	\$ 68.00	Did not bid
	12"	LF	\$ 87.00	\$ 67.00	\$ 70.00	Did not bid
	15"	LF	\$ 104.00	\$ 80.00	\$ 75.33	Did not bid
	18"	LF	\$ 130.00	\$ 100.00	\$ 93.15	Did not bid
	20"	LF	\$ 169.00	\$ 135.00	\$ 135.41	Did not bid
	24"	LF	\$ 214.00	\$ 165.00	\$ 144.90	Did not bid
	30"	LF	\$ 253.00	\$ 195.00	\$ 193.49	Did not bid
	36"	LF	\$ 292.00	\$ 225.00	\$ 235.15	Did not bid
Total			\$ 1,404.00	\$ 1,087.00	\$ 1,073.51	0
Scoring			3.48	4.49	4.55	0.00

SEWER LATERAL LINING						
Length Range	Diameter	Unit	Price/unit Green Mountain Pipeline	Price/unit Vortex Services	Price/unit National Water Main Cleaning	Price/unit Insituform Technologies, LLC
1-10'	6"	LF	\$ 975.00	\$ 825.00	\$ 5,692.50	\$ 750.00
	18"	LF	\$ 1,625.00	\$ 1,375.00	\$ 6,900.00	\$ 0.01
10-25'	6"	LF	\$ 550.00	\$ 467.50	\$ 6,900.00	\$ 425.00
	18"	LF	\$ 1,170.00	\$ 99.00	\$ 9,200.00	\$ 0.01
Total			\$ 1,525.00	\$ 1,292.50	\$ 12,592.50	\$ 1,175.00
Scoring			3.50	4.13	0.42	4.55

THERMAL CURED PIPE LINER

Length Range	Diameter	Unit	Price/unit Green Mountain Pipeline	Price/unit Vortex Services	Price/unit National Water Main Cleaning	Price/unit Insituform Technologies, LLC
Less than 100'	8"	LF	\$ 44.00	\$ 48.40	\$ 104.65	\$ 50.00
	10"	LF	\$ 48.00	\$ 52.80	\$ 107.53	\$ 55.00
	12"	LF	\$ 60.00	\$ 66.00	\$ 110.98	\$ 60.00
	15"	LF	\$ 96.00	\$ 105.00	\$ 119.60	\$ 65.00
	18"	LF	\$ 99.00	\$ 108.90	\$ 128.23	\$ 70.00
	20"	LF	\$ 157.00	\$ 172.70	\$ 211.89	\$ 95.00
	24"	LF	\$ 187.00	\$ 205.70	\$ 219.65	\$ 115.00
	30"	LF	\$ 275.00	\$ 302.50	\$ 282.33	\$ 178.00
	36"	LF	\$ 300.00	\$ 330.00	\$ 308.20	\$ 282.00
Total			\$ 1,266.00	\$ 1,392.00	\$ 1,593.06	\$ 970.00
Scoring			3.48	3.17	2.77	4.55

100' - 200'	8"	LF	\$ 35.00	\$ 38.50	\$ 66.13	\$ 50.00
	10"	LF	\$ 39.00	\$ 42.90	\$ 69.00	\$ 55.00
	12"	LF	\$ 45.00	\$ 49.50	\$ 72.45	\$ 60.00
	15"	LF	\$ 67.00	\$ 73.70	\$ 81.08	\$ 65.00
	18"	LF	\$ 76.00	\$ 83.60	\$ 89.70	\$ 70.00
	20"	LF	\$ 121.00	\$ 133.10	\$ 140.01	\$ 95.00
	24"	LF	\$ 146.00	\$ 160.60	\$ 147.78	\$ 115.00
	30"	LF	\$ 195.00	\$ 214.50	\$ 187.45	\$ 178.00
	36"	LF	\$ 226.00	\$ 248.60	\$ 213.33	\$ 282.00
Total			\$ 950.00	\$ 1,045.00	\$ 1,066.93	\$ 970.00
Scoring			4.55	4.13	4.05	4.45

200'-300'	8"	LF	\$ 27.00	\$ 29.70	\$ 49.16	\$ 50.00
	10"	LF	\$ 32.00	\$ 35.20	\$ 52.04	\$ 55.00
	12"	LF	\$ 37.00	\$ 40.70	\$ 55.49	\$ 60.00
	15"	LF	\$ 72.00	\$ 79.20	\$ 63.83	\$ 65.00
	18"	LF	\$ 79.00	\$ 86.90	\$ 72.74	\$ 70.00
	20"	LF	\$ 99.00	\$ 108.90	\$ 111.55	\$ 95.00
	24"	LF	\$ 121.00	\$ 133.10	\$ 119.60	\$ 115.00

	30"	LF	\$ 168.00	\$ 184.80	\$ 151.51	\$ 178.00
	36"	LF	\$ 197.00	\$ 216.70	\$ 177.10	\$ 282.00
Total			\$ 832.00	\$ 915.20	\$ 853.02	\$ 970.00
Scoring			4.55	4.13	4.43	3.90

300'-400'	8"	LF	\$ 25.00	\$ 27.50	\$ 39.00	\$ 50.00
	10"	LF	\$ 29.00	\$ 31.90	\$ 42.00	\$ 55.00
	12"	LF	\$ 34.00	\$ 37.40	\$ 46.00	\$ 60.00
	15"	LF	\$ 63.00	\$ 69.30	\$ 50.60	\$ 65.00
	18"	LF	\$ 71.00	\$ 79.10	\$ 59.23	\$ 70.00
	20"	LF	\$ 89.00	\$ 97.90	\$ 97.46	\$ 95.00
	24"	LF	\$ 110.00	\$ 121.00	\$ 105.23	\$ 115.00
	30"	LF	\$ 156.00	\$ 171.60	\$ 133.40	\$ 178.00
	36"	LF	\$ 185.00	\$ 203.50	\$ 159.28	\$ 282.00
Total			\$ 762.00	\$ 839.20	\$ 732.20	\$ 970.00
Scoring			4.37	3.97	4.55	3.43

Point Sectional Repairs						
Length Range	Diameter	Unit	Price/unit Green Mountain Pipeline	Price/unit Vortex Services	Price/unit National Water Main Cleaning	Price/unit Insituform Technologies, LLC
4 Feet	6" - 12"	Each	\$ 2,500.00	\$ 2,900.00	\$ 2,875.00	\$ 1,500.00
	15" - 18"	Each	\$ 3,500.00	\$ 3,500.00	\$ 5,750.00	\$ 2,000.00
	20" - 24"	Each	\$ 4,000.00	\$ 4,500.00	\$ 8,625.00	\$ 2,500.00
Protruding Service Connection Removal	4"-12"	Each	\$ 500.00	\$ 150.00	\$ 575.00	\$ 750.00
Total			\$ 10,500.00	\$ 11,050.00	\$ 17,825.00	\$ 6,750.00
Scoring			2.92	2.78	1.72	4.55

Manhole Lining

Length Range	Diameter	Unit	Price/unit Green Mountain Pipeline	Price/unit Vortex Services	Price/unit National Water Main Cleaning	Price/unit Insituform Technologies, LLC
0-35	4' Diameter Manhole	VF	\$ 225.00	\$ 350.00	\$ 260.00	\$ 250.00
Scoring			4.55	2.92	3.93	4.09
Total			41.84	43.22	38.88	29.51

Overall Score Table				
Criteria	Green Mountain Pipeline	Vortex Services	National Water Main Cleaning	Insituform Tech., LLC
• Cost / Price 50 max	41.84	43.22	38.88	29.51
• Staff & material/ Schedule flexibility 15 max	15	15	15	15.0
• Complete all required services 15 max	15	15	15	15.0
• Similar contracts with other municipalities 10 max	10	10	10	10
• Interview 10 max	10	10	10	10
Total Score	91.8	93.2	88.9	79.5

Agenda
7-11-23

8C



TOWN OF HUDSON

Engineering Department



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

RECEIVED

JUL 05 2023

TOWN OF HUDSON
SELECTMENS OFFICE

TO: Steve Malizia, Town Administrator
Board of Selectmen

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

DATE: July 3, 2023

RE: Engineering Services for New Environmental Protection Agency (EPA)
MS4 Permit – One year extension

The MS4 Permit is related to drainage runoff for most of the town and is part of the Federal Clean Water Act. The new permit requirement took effect on July 1, 2018 and required a five-year pilot program to guide the local and state governments through the new rules and requirements. That contract was awarded to VHB, Inc., as the most qualified low bid back in 2018, for approximately \$20,000/ year.

VHB, Inc. was asked to provide us with a scope of work and fee for this permitting for a one year extension, which they did for the cost of \$21,800. VHB, Inc. was recently the only bidder for the Robinson Pond Phosphorus Level Reduction Plan.

In conclusion, my recommendation to the Board of Selectman is to extend the contract for one year to VHB, Inc.

First Motion:

To wave the bid process and sole source this work to VHB, Inc. for the following reasons:

1. They have been and currently are our water quality consultant.
2. They were recently the only bidder for similar work and the bid was within our budget.

Second Motion:

To award the one year contract for Engineering Services to VHB, Inc. in the amount of, not to exceed, \$21,800, as recommended by Town Engineer.



Engineers | Scientists | Planners | Designers
 2 Bedford Farms Drive, Suite 200, Bedford, New Hampshire 03110
 P 603.391.3900 F 603.518.7495 www.vhb.com

Client Authorization

New Contract Date: 03/15/2023
 Amendment No. 2 Project No. 52529.00
 Project Name: Town of Hudson Engineering Services MS4 Permit Compliance

<p>To: Town of Hudson, NH 12 School Street Hudson, NH 03051</p> <p>Email: Elvis Dhima, edhima@hudsonnh.gov</p> <p>Phone No: 603-886-6008</p>	<p>Cost Estimate</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;"></th> <th style="width: 30%; text-align: right;">Amendment</th> </tr> </thead> <tbody> <tr> <td style="text-align: right;">Labor</td> <td style="text-align: right;">\$ 19,870</td> </tr> <tr> <td style="text-align: right;">Expenses</td> <td style="text-align: right;">\$ 1,930</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">\$ 21,800</td> </tr> </tbody> </table> <p><input checked="" type="checkbox"/> Lump Sum <input type="checkbox"/> Time & Expenses <input type="checkbox"/> Cost + Fixed Fee <input type="checkbox"/> Labor Multiplier</p> <p>Estimated Date of Completion: June 30, 2024</p>		Amendment	Labor	\$ 19,870	Expenses	\$ 1,930	TOTAL	\$ 21,800
	Amendment								
Labor	\$ 19,870								
Expenses	\$ 1,930								
TOTAL	\$ 21,800								

The following describes the proposed work tasks to be completed under this contract amendment to enable VHB to continue providing compliance services for the Town to meet the 2017 NH Municipal Separate Storm Sewer System (MS4) Permit through Year 6. VHB has been assisting the town with this work since 2018 under the current contract that will expire June 30, 2023. The work proposed under this new amendment is anticipated to start after July 1, 2023 and continue to June 30, 2024.

SCOPE OF WORK

1.0 PUBLIC EDUCATION MESSAGE ASSISTANCE

VHB will update the existing public education materials pertaining to lawn care maintenance, septic system maintenance and leaf litter pickup for Year 6 to comply with the MS4 Permit requirements. It is assumed that the Town will be responsible for the posting, distribution, and tracking of the educational material usage.

Task 1.0 Total: \$1,600

2.0 ILLICIT DISCHARGE AND DETECTION ELIMINATION (IDDE) FIELD WORK

VHB has included time to conduct up to five days for a two-person team to conduct catchment investigations at various mapped stormwater outfalls. This work will be performed in accordance with the town's IDDE Plan. If flow is observed at an outfall during dry weather conditions, VHB will collect water quality samples based on the IDDE plan requirements for the receiving water for laboratory analysis. VHB has budgeted lab costs for up to 12 samples. Mileage costs are included in the task total.

Task 2.0 Total: \$12,800

3.0 PHOSPHORUS CONTROL PLAN (PCP)

VHB will complete the Permit Year 5 requirements for towns which must prepare a PCP. For the Town of Hudson, this includes developing a preliminary long-term implementation schedule and order of magnitude cost estimates for potential stormwater retrofit locations in the Robinson Pond watershed along Town roads and on Town property to reduce existing phosphorus loads to the lake. VHB will develop estimates of potential load reductions for the potential BMPs based on assumed stormwater treatment measure and an estimate of an area treated. VHB will develop a brief technical memo describing the conceptual layout and next steps for evaluating the feasibility and potential permitting constraints at the proposed treatment locations.

Task 3.0 Total \$ 3,100

4.0 ANNUAL REPORTING ASSISTANCE AND EMPLOYEE TRAINING

- 4.1 **Annual Reporting Assistance:** VHB will assist the Town in completing the Year 5 Annual Report due on Sept 30, 2023. VHB will coordinate with the Town DPW and Engineering Departments to collect the relevant data and prepare a Draft and Final Report for Town review. **Task 4.1 Total: \$2,500**
 - 4.2 **Employee Training:** VHB will continue to perform in person annual training for the Town DPW and Engineering Department employees required by the MS4 Permit targeting a timeframe of Spring 2024. **Task 4.2 Total \$1,800**
- Amendment Total: \$21,800**



Prepared by: Bill Arcieri

Document Approval: Caroline Hampton

Please execute this Client Authorization for VHB to proceed with the above scope of services at the stated estimated costs. No services will be provided until it is signed and returned to VHB.

Subject to attached terms & conditions

Subject to terms & conditions in our original agreement dated April 16, 2018

VANASSE HANGEN BRUSTLIN, INC. AUTHORIZATION

CLIENT AUTHORIZATION (Please sign original and return)

By: 

By: _____

Print Robin Bousa

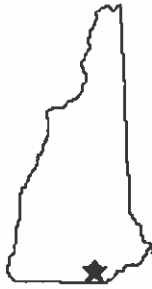
Print: _____

Title: Managing Director

Title: _____

Date: July 3, 2023

Date: _____



TOWN OF HUDSON

Engineering Department



8D

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

Aggubh
7-11-23

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer
Jason Twardosky, Public Works Director

DATE: July 7, 2023

RE: Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Program

RECEIVED

JUL 07 2023

TOWN OF HUDSON
SELECTMENS OFFICE

We have an opportunity to apply for a federal grant related to drainage improvements, under resilience planning phase. The minimum amount is \$100,000 with no mandatory cost match/share requirements from the Town.

We recommend that the Town hire our consultant, CMA Engineers, Inc., to assist us with the application efforts to maximize our chances of winning the grant.

In conclusion, we are asking the Board of Selectmen to consider the following options:

First Motion

To waive the bid process and to award the engineering services to CMA Engineers, Inc., for the amount of, not to exceed, \$9,700, using Engineering Account# 5585-225.

Second Motion

To authorize the Town Engineer to file for the grant.

Third Motion

To authorize the Town Engineer to be the principal for this grant.



July 6, 2023

Mr. Elvis Dhima, P.E., Town Engineer
Town of Hudson
12 School Street
Hudson, NH 03051

CMA ENGINEERS, INC.
CIVIL | ENVIRONMENTAL | STRUCTURAL

35 Bow Street
Portsmouth, New Hampshire
03801-3819

P: 603|431|6196
www.cmaengineers.com

**Re: Town of Hudson Transfer Station – Engineering Services
Proposal for Engineering Services for PROTECT Grant Application
CMA Eng. #P3242**

Dear Elvis:

In response to your request, we are pleased to provide this proposal for engineering services for the preparation of an application for the Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Program being administered by the U.S. Department of Transportation and the Federal Highway Administration.

Background, Approach and Scope of Services

The Town has provided CMA Engineers with a list of projects that have been identified as priority infrastructure improvements. The list includes four projects relating to the enhancement of closed drainage systems to reduce roadway flooding. Also included are three culvert replacement projects to address undersized crossings located within the FEMA Flood Zone. Through preliminary evaluation of the sites, CMA Engineers has made an initial determination that only four of the sites are suitable for funding through this grant program.

- Highland Street / George Street area to Bonnie Lane drainage improvements
- Culvert crossing near 111 Wason Road
- Musquash Road culvert crossing at the Musquash Conservation Area
- Gowing Road culvert northeast of Winding Hollow Road

The Town has indicated that it wants to move forward with applying for this grant under the “Planning Grants” category. A grant awarded under this category would be eligible to be used for funding of engineering design for the proposed improvements.

We propose the following scope of work as described below:

- Complete an assessment of the potential projects identified by the Town, to determine the project that will result in the most competitive application (initial seven sites anticipated to be narrowed to four per above).
- Assist the Town in completing the required forms for the PROTECT Grant application.
- Prepare and compile additional supporting documents as required for the PROTECT Grant application.

Schedule

CMA Engineers will complete the following deliverables by the deadlines provided:

- Submit PROTECT Grant Application August 18, 2023

Engineering Fees

CMA Engineers, Inc. will complete the Scope of Services outlined above for the fee of \$9,700. CMA Engineers will monitor project requirements throughout the course of the project and will advise the Town if the actual costs are projected to exceed that amount.

Engineering fees will be assessed on the basis of CMA Engineers, Inc. standard rates. Engineering staff are invoiced at the rate of salary cost (wage rate plus 35% to cover statutory and customary fringe benefits) times a factor of 2.45. Sub-consultants will be invoiced at cost times 1.15. Expenses are invoiced at cost. Mileage will be billed at the prevailing IRS rate. CADD computer time is invoiced at \$10/hr.

Contract Terms

CMA Engineers' standard terms and conditions are attached and shall apply except as specifically modified above. Invoices will be prepared monthly and will include a summary of all time and expenses, a project summary and status report. Invoices will be due net 30 days.

This Agreement represents the entire agreement between the Town of Hudson and CMA Engineers Inc. for this project. You can authorize this Agreement by signing in the spaces provided below and returning a copy to us.

CMA Engineers sincerely appreciates this opportunity to serve the Town of Hudson. Should you have any questions, please do not hesitate to call.

Very truly yours,
CMA ENGINEERS, INC.



Paul D. Schmidt, P.E.
President



Liam B. Kalloch, P.E.
Project Engineer

Accepted and Authorized to Proceed:

Town of Hudson, NH

Date

LBK/kao

Agenda 7-11-23



TOWN OF HUDSON

Engineering Department



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

8E

INTEROFFICE MEMORANDUM

RECEIVED

JUL 06 2023

TOWN OF HUDSON
SELECTMENS OFFICE

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer
William Collins, Conservation Commission Chairman

DATE: July 6, 2023

RE: 13 Tiger Road Property Purchase

Mr. Malizia,

The Hudson Conservation Commission has been working with the current owner of the property at 13 Tiger Road to purchase it and add it to the Hudson Conservation Land inventory. The total area of this property is approximately forty-four (44) acres, with approximately a half (0.5) mile of frontage to Robinson Pond.

The Warranty Deed document and Purchase and Sales Agreement were prepared and revised by our Town Counsel. This purchase, if approved, will be funded one hundred (100) percent by Conservation Commission funds.

The Conservation Commission and the Town Engineer's recommendation is to purchase this property at this time.

Motion:

To approve and authorize Mr. Malizia to sign the Purchase and Sales Agreement for the property located at 13 Tiger Road, for the amount of, not to exceed \$327,750, as recommended by the Hudson Conservation Commission and the Town Engineer, and to remain under the jurisdiction of Hudson Conservation Commission.

PURCHASE AND SALE AGREEMENT

AGREEMENT made this ____ day of June 2023 by and between the **Town of Hudson**, a New Hampshire municipal corporation, with a principal address of 12 School Street, Hudson, New Hampshire 03051 (the “**Buyer**”), and **Elizabeth S. Riker, Executor of Estate of Helen Stabler** (the “**Seller**”).

RECITALS:

- A. Seller owns a certain tract or parcel of land and the improvements thereon located at: **13 Tiger Road, Hudson, New Hampshire** (aka Town Parcel ID # 143-006-000), described as vacant land of approximately 43.7 acres, more or less, together with and including all appurtenant rights and easements and all of the right, title, and interest if any, of Seller in and to all lands lying in the streets and roads abutting the above-described tract (collectively the “**Premises**”), being more particularly described at Book 6018, Page 1411 as recorded with the Hillsborough County Registry of Deeds.
- B. Buyer wishes to purchase the Property;
- C. Seller has agreed to sell and convey the Property to Buyer for a negotiated price and subject to the below contingencies; and
- D. Buyer and Seller wish to reduce their understandings to a definitive written agreement.

AGREEMENT:

NOW, THEREFORE, in consideration of the recitals herein above set forth and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

- 1. **SALES PRICE AND CLOSING DELIVERIES:**
 - a. **SALES PRICE:** The Selling Price is **THREE HUNDRED TWENTY-SEVEN THOUSAND SEVEN HUNDRED FIFTY and 00/100 DOLLARS (\$327,750.00)**. No deposit shall be required. In addition, Buyer shall, at Closing (as hereinafter defined), pay to the Escrow Agent by certified check or bank draft any such additional sums as may be necessary to pay for usual and customary Buyer’s closing costs, including, without limitation, real estate transfer tax (if applicable) and all costs necessary to record conveyancing documents at the Hillsborough County Registry of Deeds.
 - b. **MARKETABLE TITLE:** Marketable title shall be conveyed by a **Fiduciary Deed** and shall be free and clear of all encumbrances except those of record, including usual public utilities serving the Property.

- c. **PRO RATA EXPENSES:** There shall be no prorations at closing.
 - b. **AFFIDAVIT:** The Seller agrees to execute at the time of the transfer of title an affidavit with respect to the nonexistence of mechanics' or materialmen's liens and tenants' rights.
 - c. **FOREIGN PERSON AFFIDAVIT:** If requested by the Buyer, the Seller shall execute an affidavit stating that Seller is not a "foreign person" within the meaning of Section 1445(f)(3) of the Internal Revenue Code of 1986, as amended. In the event the Seller refuses to deliver such or if the Buyer has actual knowledge that the Seller is a foreign person, as defined, or receives notice that the affidavit is false as provided in Section 1445(B)(7) of said Code, then the Buyer may withhold an amount not to exceed ten percent (10%) of the purchase price, as provided by statute.
 - f. **TRANSFER OF TITLE:** Transfer of title and payment of the Sales Price (the "Closing") shall take place as soon as is reasonably possible, but in no event later than ninety (90) from the date of this Agreement, at the offices of Tarbell & Brodich, P.A. located in Concord, New Hampshire, or at such other place and time as may be agreeable to the parties.
 - g. **POSSESSION:** Full possession of the Property shall be given upon the transfer of title.
 - h. **FIXTURES AND APPLIANCES:** N/A Land only
 - i. **CONDITION OF PREMISES AT CLOSING:** N/A Land only, except without limitation, any hidden defects or environmental conditions affecting the Property whether known or unknown, whether such defects or conditions were discoverable through inspection or not.
 - j. **PERSONAL PROPERTY:** N/A Land only.
2. **CONTINGENCIES:**
- a. **TITLE:** Buyer shall pay the cost of an examination of title. If upon examination of title it is found that the title is not marketable, Seller shall have a reasonable time, not to exceed thirty (30) days from the date of notification of defect (unless otherwise agreed to in writing) to remedy such defect. Should Seller be unable to provide marketable title within said thirty (30) days, Buyer may rescind this Agreement at Buyer's sole option, with all parties being released from any further obligations hereunder. Seller hereby agrees to make a good faith effort to correct the title defect within the thirty (30) day period above prescribed once notification of such defect is received.

- b. **FINANCING** This agreement is not contingent upon the Buyer obtaining financing.
 - c. **INSPECTIONS:** N/A Land only
 - d. **APPROVALS:** This Agreement is contingent upon certain approvals by the Town of Hudson Conservation Commission, the Board of Selectmen, and any other approvals deemed necessary by Buyer to effectuate the purchase. If Buyer is unable to receive the necessary approvals by the Town, Buyer shall notify Seller within a reasonable time and this Agreement shall be considered null and void. Seller shall not be entitled to damages.
3. **DISCLOSURES:** N/A
4. **WARRANTIES AND REPRESENTATIONS:**
- a. **REALTOR:** The parties represent to one another that no real estate agent provided representation in connection with the sale of the Property.
 - b. **VIOLATIONS OF GOVERNMENTAL RULE AND RESTRICTIONS:** The Seller represents that at the time of the transfer of title there shall exist no violations of governmental (including zoning and planning) rules, regulations, or limitations and no violations of any restrictive covenant, agreement, or condition to which the title, as conveyed by the Deed given in accordance with the terms hereof, shall be made subject.
 - c. **ACTIONS:** The Seller represents that there is no pending or, to the best of Seller's knowledge, threatened action or proceeding (including, but not limited to, any condemnation or eminent domain action or proceeding) before any court, governmental agency, or arbitrator relating to or arising out of the ownership of the Property or any portion thereof, or which may adversely affect Seller's ability to perform this Agreement or which may affect the Property or any portion thereof.
 - d. **WASTE DISPOSAL:** The Seller represents that no portion of the Property has ever been used as a landfill or as a dump to receive refuse or waste and there is and has been no hazardous or toxic waste, substance matter, or material, as those terms may be defined from time to time by applicable state, local, or federal law, stored in, on, or about the Property.
5. **MISCELLANEOUS:**
- a. **DAMAGES:** Neither party shall be entitled to damages. Termination shall be the sole remedy for Buyer and Seller.


- b. **PRIOR STATEMENTS:** Any verbal representation, statements, and agreements are not valid unless contained herein. This Agreement completely expresses the obligations of the parties.
- c. **INSURANCE:** N/A Land only.
- d. **EFFECTIVE DATE:** This is a binding contract and the effective date is when signed and dated, whether by electronic transfer or original, and all changes initialed and dated by Seller and Buyer.

Each party is to receive a fully executed duplicate original of this Agreement. This Agreement shall be binding upon the heirs, executors, administrators, and assigns of both parties.

SELLER:

BUYER:

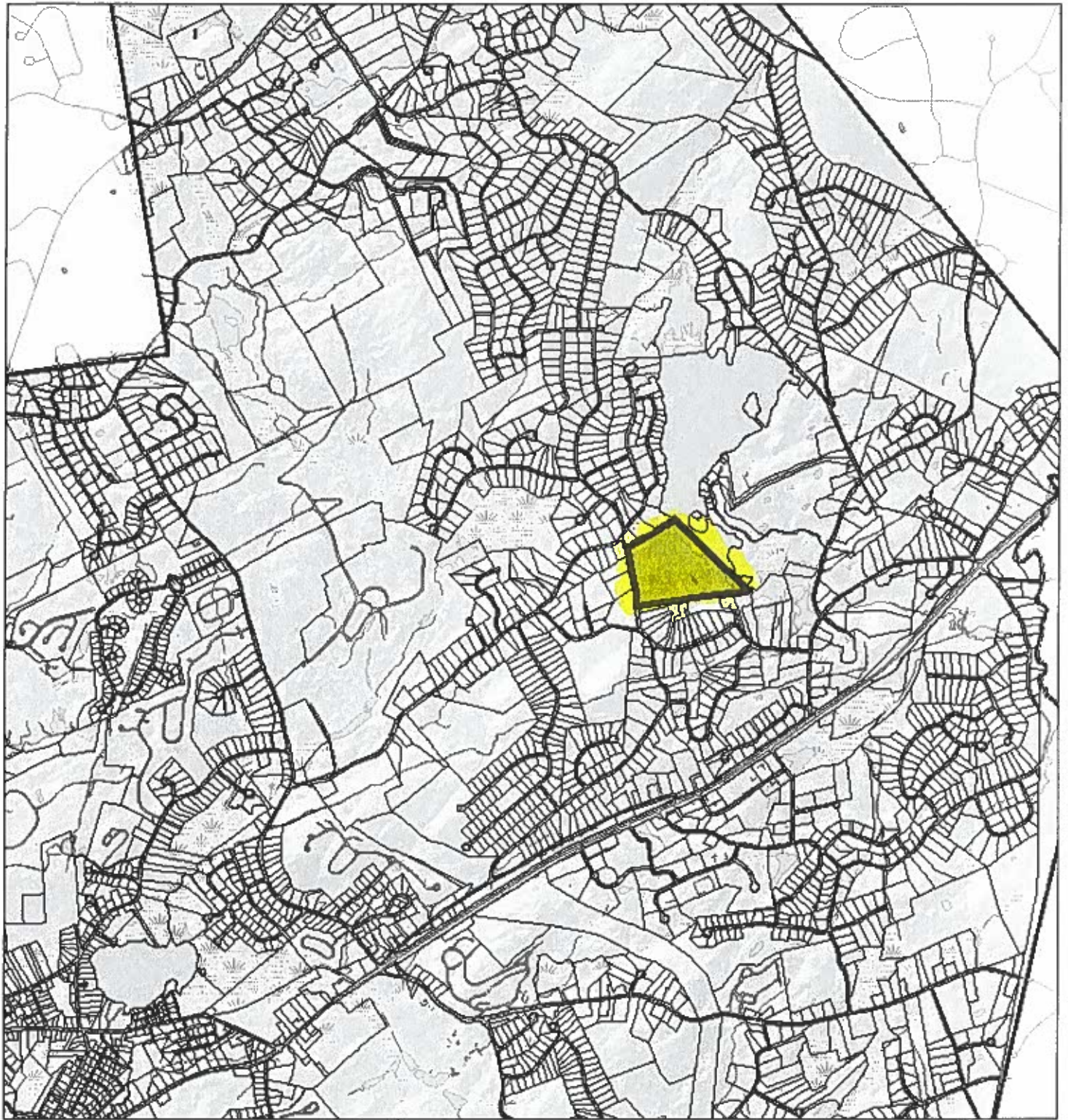
The TOWN OF HUDSON



Elizabeth S. Riker, Executor of the
Estate of Helen Stabler

By: _____
Steve Malizia, Town Administrator

13 Tiger Road

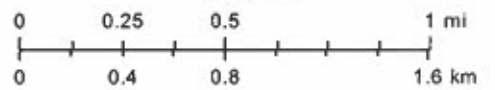


July 6, 2023

Legend

 Parcels

1:29,774





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


Agenda
7-11-23



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

8F

To: Board of Selectmen

From: Steve Malizia, Town Administrator 

Date: June 30 2023

Re: Increase Police Detail Cruiser Rate Town Code Chapter 205-8 M

At their meeting on June 27, 2023 the Board of Selectmen held a Public Hearing to take public comment on an amendment to Town Code Chapter 205-8 M Police Department Fees, that would increase the Police cruiser present at details (by request) from \$15.00 per hour to \$20.00 per hour. Should the Board of Selectmen vote to amend the Town Code Chapter 205-8 M Police Department Fees, the following motion would be appropriate.

Motion: To amend Town Code Chapter 205-8 M, Police Department fees, by increasing the Police cruiser present at details (by request) from \$15.00 per hour to \$20.00 per hour.

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

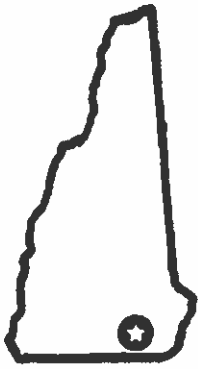
Town of Hudson, NH
Wednesday, June 7, 2023

Chapter 205. Fees

§ 205-8. Police Department fees.

Police Department fees are set as follows:

- A. Accident/Crime scene photos:
 - (1) 3 by 5 film developing: \$4 each.
 - (2) 8 by 10 film developing: \$10 each.
 - (3) Digital color printout: \$3 each.
 - (4) Black and white digital print: \$2 each.
- B. Reports (includes incidents, arrests, investigations, accidents): \$10 (up to 10 pages); domestic violence incident: \$10 for plaintiff, no charge for victim.
- C. Reports/Major investigations (over 10 pages): \$1 per page.
- D. Pistol/Revolver permit: \$10.
- E. Games of chance permit: \$25.
- F. License to sell pistol/revolver: \$10.
- G. Solicitor's license (by ordinance): \$10.
- H. Written requests to research traffic studies, criminal statistics: \$25 each.
- I. Letter of conduct/record check: \$5.
- J. Fees for parking violations (paid directly to the Town): \$20.
[Amended 3-27-2007]
- K. Dictaphone cassette recordings: \$25.
- L. Video recordings: \$50.
- M. Police cruiser present at details (by request): ~~\$15~~^{\$20} per hour.
[Amended 12-14-2004]
- N. Daily log:
 - (1) Twenty-four-hour period, up to five pages: \$5.
 - (2) Over five pages: \$1 per page.
- O. Copies of statistics as compiled monthly/yearly: \$5 each.
- P. Dispatch screen (accident under \$1,000 or other call): \$5.



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



8A

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

To: Board of Selectmen

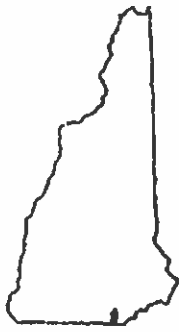
From: Steve Malizia, Town Administrator

Date: June 16, 2023

Re: Public Hearing – Proposed Increase Police Detail Cruiser Rate,
Chapter 205-8, M

At their meeting on June 13, 2023 the Board of Selectmen voted to hold a Public Hearing to discuss amending Town Code Chapter 205-8 Police Department Fees, Section M, Police cruiser present details, by changing the fee amount from \$15.00 per hour to \$20.00 per hour. After holding the public hearing, the Board of Selectmen may vote to amend the Town Code at the next regular meeting.

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



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 Steven C. McElhinney
Administrative Bureau*

*Captain Patrick M. McStravick
Operations Bureau*

To: The Board of Selectmen
Steve Malizia, Town Administrator

From: Tad K. Dionne, Chief of Police

Date: 08 June 2023

Re: Police Detail Rates

Scope:

The Police Department is requesting to meet with the Board of Selectmen at their 13 June 2023 meeting to respectfully ask the Board of Selectman to increase the private detail cruiser rate charged per hour for a cruiser to accompany the officer.

Our current fees are at \$15.00 per hour for a cruiser with a four (4) hour minimum charge per detail request. To my knowledge this rate has not been increased in more than 10 years. With the volatile prices of gas, supply chain issues for vehicles and spike in inflation, we feel an increase from \$15.00 per hour to \$20.00 per hour for a cruiser will properly adjust for rising costs associated to maintaining cruisers at details. Total billings to cover the cost of the officer at details will remain the same.

Motion:

I recommend a motion to increase additional charge to the consumer to have a cruiser accompany an officer at an outside detail from \$15.00 per hour to \$20.00 per hour at a four hour minimum.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



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

Agenda
7-11-23



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

8G

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: June 30 2023

Re: Proposed Application Fee Building Board of Appeals,
Chapter 205-18

At their meeting on June 27, 2023 the Board of Selectmen held a Public Hearing to take public comment on an amendment to Town Code Chapter 205-18, Building Board of Appeals, that would adopt a proposed fee in Section A. (1.) Application Fee: \$200.00 per application to cover the cost of publishing notice and recording the recording the meeting. Should the Board of Selectmen vote to amend the Town Code Chapter 205-18, Building Board of Appeals, the following motion would be appropriate.

Motion: To amend Town Code Chapter 205-18, Building Board of Appeals by adding section A1. Building Board of Appeals fees are set \$200.00 per application.

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



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



Agenda
6-27-

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

8B

To: Board of Selectmen

From: Steve Malizia, Town Administrator 

Date: June 16, 2023

Re: Public Hearing – Proposed Application Fee Building Board of Appeals,
Chapter 205-18

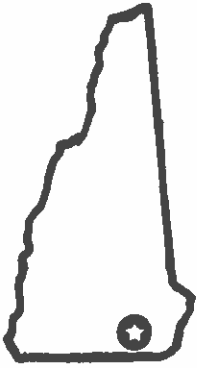
At their meeting on June 13, 2023 the Board of Selectmen voted to hold a Public Hearing to discuss adding Town Code Chapter 205-18, Building Board of Appeals, by adopting the proposed fee in Section A. (1.) Application Fee: \$200.00 per application to cover the cost of publishing notice and recording the meeting. After holding the public hearing, the Board of Selectmen may vote to amend the Town Code at the next regular meeting.

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

205-18 Building Board of Appeals

A. Building Board of Appeals fees are set as follows:

1.) Application Fee: \$200.00 per application



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

Agenda
7-11-23



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

8H

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: July 5, 2023

Re: Application for Payment from Capital Reserve Fund

Attached please find an Application for Payment from Capital Reserve Fund or Trust. The application is for reimbursement for expenses incurred by the Sewer Utility. The reimbursement request is in the amount of \$41,388.50 and is coming from the Sewer Capital Assessment Capital Reserve Fund that was established for this purpose.

The Trustees of Trust Funds have requested that the Board approve the disbursements from capital reserve funds. The Board of Selectmen are the agents to expend for this capital reserve fund and there are sufficient funds in the capital reserve fund to make this disbursement. Should the Board of Selectmen vote to approve this disbursement, the following motion is appropriate:

Motion: To approve the disbursement from the Nashua Capital Assessment Capital Reserve Fund in the amount of \$41,388.50 as requested by the Finance Director.

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



TOWN OF HUDSON

Trustees of Trust Funds

12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6014 • Fax: 603-598-6481

APPLICATION FOR PAYMENT FROM CAPITAL RESERVE OR TRUST

(All requests for payment must be submitted using this form.)

Submitted by: FINANCE DIRECTOR
 (Selectman, School District Unit 81, Cemetery Trustees, Sewer Utility Committee, Other)

Date request submitted: _____ Date payment required: ASAP

Printed name of person submitting request: LISA LABRIE

Title of person submitting request: FINANCE DIRECTOR

Deliver payment to: DIANA STAFFIER-SOMMERS (SEWER DEPT)

Signature of person submitting request: L. Labrie

Signature of Finance Director: L. Labrie

Submitted pursuant to:

- Action as agent to expend.
- Warrant article approved at town/school district annual or special meeting.
- This request is for only a portion of the amount authorized by the article
- This request is for the total amount authorized by the article in question or represents the final payment in a series.
- Trustees of Trust Funds, as agents to expend.

Amount of distribution requested: \$41,388.50
 (Attach copy of invoice/documentation for services and/or perpetual care maintenance and lots covered by Trust Fund.)

Name of fund from which payment is requested: SEWER CAPITAL ASSESSMENT CRF

Date and warrant article number which authorizes this request: 11/23/1997 RSA 149-I:10
 Or

Date and minutes of meeting by boards and trustees authorizing withdrawal: _____
 (Enter the date of the meeting and attach a copy of approved minutes documenting authorization.)

NOTE: All payments will be made by check unless special arrangements have been made in advance with the Trustees of Trust Funds. Allow 5 to 12 business days for delivery of payment.



PURCHASE ORDER

(Pending Posting Process)

PO No: **SWR23098**

Date: 4/11/2023

Dept. Of: Sanitation, Sewage

Job No:

Ship Via: Standard Shipping

Terms: Standard Terms

Comment: Ferry Street

TO: National Water Main Cleaning Co.
1806 Newark Turnpike
Kearny, NJ 07032

Contact:

Vendor ID: N01896

1099 Eligible: No

BILL TO: Town of Hudson, NH
2 Constitution Drive
Hudson, NH 03051-4249

SHIP TO: Town of Hudson, NH
2 Constitution Drive
Hudson, NH 03051-4249

Attention:

Requested By: jmacneil

ITEM	DESCRIPTION	QTY	PRICE	TOTAL
1	Sewer Main & Manhole Lining	1.0000	31,000.0000	31,000.00
Debit Account No: 02-4326-5564-640-000		Desc: Sewer - Const, Line Replacement		41,389.50
			Total	31,000.00

41,389.50

Department Head

Finance Director

Town Administrator

Chairman, Board of Selectmen

Board of Selectmen

Board of Selectmen

Board of Selectmen

Board of Selectmen



NATIONAL WATER MAIN CLEANING CO.

Specializing in today's needs for environmental protection
25 Marshall Street • Canton, Massachusetts 02021-2479
Tel: (781) 828-0863 • Fax: (781) 828-4397

INVOICE: MI 046019

Original Invoice

Town of Hudson
2 Constitution Drive
Hudson, NH 03051

Invoice No.: MI 046019
Date: 6/8/2023
Our Job No.: HUD012-2
Your Reference: SWR23098
Requisition No.:
Authority:
Terms: Net 30 Days
For Transactions To: 6/8/2023

<u>Item/Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>
Services rendered to clean and TV, perform CIPP Lining, manhole rehabilitation in Hudson, NH from 5/10/23 to 6/8/23 as follows: Combination Vactor Jet Rodder, Mobile TV Studio Cutter Truck, UV Lining Truck & Manhole Rehabilitation Truck with crew See attached spreadsheet for details	LS		41,388.50

Subtotal	\$ 41,388.50
Amount Paid	\$ 0.00
Total	\$ 41,388.50 ✓

National Water Main Cleaning Company
 Supplemental Spreadsheet
 Town of Hudson
 HUD012-2
 Hudson, NH

Invoice #: MI 046019

UV CIPP 300' to 400'

Date	Street	Manhole		Pipe Size	\$65.50	\$2,500.00	\$4,750.00	\$225.00	Total Rev.
		From	To		LF	LS	LS	VF	
						ADDITIONAL COST FOR NIGHT WORK	ADDITIONAL COST FOR TRANSITION AL LINER	Manhole Lining	
05/10/23	Nh-11 Ferry St	fer-2	fer-3	12" TO 15"	15"				
06/07/23	Ferry Street-MH Rehab	FER 4			393	1	1		\$ 32,991.50
06/07/23	Ferry Street-MH Rehab	FER3						10.42	\$ 2,344.50
06/07/23	Oak Ave-MH Rehab	OAK1						7.42	\$ 1,669.50
06/08/23	Pinedale Street-MH Rehab	PID1						4.66	\$ 1,048.50
06/08/23	Ferry Street-MH Rehab	FER2						5.41	\$ 1,217.25
								9.41	\$ 2,117.25
									\$ -
					393.00	1.00	1.00	37.32	\$ 41,388.50

Vendor: N01896-National Water Main Cleaning Co.

Payee: National Water Main Cleaning Co. **Check Date:** 6/16/2023 **Check Number:** 01079479

Invoice Number	PO Number	Date	Description	Amount	Discount
MI 046019		6/08/2023	Sewer Maintance	\$41,388.50	

Subtotal: \$41,388.50 **\$0.00**
Check Total: \$41,388.50 ✓

4.0 SEWER RENTS

Sewer Rents for use of and or access to the System are established commencing July 1, 1987 or Fiscal Year 1988. Sewer Rents are to be paid by the owners of buildings and/or land using or connected with the System. Sewer Rents are fixed according to the formulas set forth in Schedule B and C. These schedules shall be reviewed and revised by the Sewer Utility Committee on a yearly basis, subject to final review and approval by the Hudson Governing Board. The schedules shall be filed with the Town Clerk.

5.0 SEWER CAPITAL ASSESSMENT RESERVE ACCOUNT

5.1 Pursuant to the authority of RSA 149-I:10, there is established a separate and distinct non-lapsing fund known as the "Sewer Capital Assessment Reserve Fund Account". This account shall be reserved to fund construction and reconstruction, replacement, expansion, or improvement of the System or for any lawful purpose relating to the Sewer System. The Sewer Capital Assessment Reserve Fund Account shall be for the exclusive use of the Sewer system.

5.2 DEPOSIT OF SEWER CAPITAL ASSESSMENTS:

All sewer capital assessments, paid to the Town, shall be deposited in the Sewer Capital Assessment Reserve Fund Account and shall be used for the purposes reserved for the Fund, as designated in Section 5.1.

6.0 SEWER FUND ACCOUNT

6.1 In accordance with RSA 149-I:10, there is established a separate and distinct non-lapsing fund known as the "Sewer Fund Account". This account shall be reserved to fund management, operation, maintenance, and repair or reconstruction of the Sewer System, including related bond principal and interest. Any surplus in this Fund existing at the end of the fiscal year, as confirmed by the Town's independent audit, shall be used consistent with the lawful purposes to which any surplus may be put, subject to the approval of the Governing Board.

6.2 DEPOSIT OF SEWER RENTS:

In accordance with RSA 149-I:10, all sewer rents paid to the town shall be deposited in a separate Sewer Fund Account and shall be used for the purposes reserved for the Fund, as designated in section 6.1 above.

Town of Hudson, NH
Capital Reserve/Trust Funds
Fiscal Year 2024

Date of Creation	Fund	Department	Name of Trust	Market Value Balance 6/30/2022	Budgeted Additions FY23	Anticipated Withdrawals FY22	Anticipated Withdrawals FY23	FY23 Projected Balance before Expenditures	Agents/ Authority to Expend	Town Proposed FY2024
19-Aug-94	GF	5750-450	Ambulance CRF	62,578				62,578	Vote	
10-Mar-98	GF		Benson's Land CRF	98,114	10,000		(45,610)	62,504	BOS	
12-Mar-13	GF	5940-450	Communications Equip & Infrastructure	846,736			(659,000)	187,736	BOS	
13-Mar-01	GF		Conservation Land CRF	759,653				759,653	Vote	
16-Jun-94	GF	5940-450	Employees Earned Time	862,937				862,937	BOS	
10-Mar-20	GF		Energy Efficiency CRF	25,154	25,000			50,154	BOS	
14-Mar-00	GF	5730-450	Fire Apparatus CRF	235,784			(170,000)	65,784	Vote	
11-Mar-08	GF	5730-450	Fire Apparatus Refurb & Repair CRF	242,833	25,000			267,833	BOS	25,000
08-Mar-11	GF	5730-450	Fire Equipment CRF	7,531				7,531	BOS	
11-Mar-08	GF	5410-450	Future Property Revaluations CRF	221,589	25,000		(66,244)	180,345	BOS	25,000
08-Mar-22	GF		Generator Replacement & Repair CRF	0	30,000			30,000	BOS	30,000
09-Mar-21	LIB		Hills Mem Library CRF	22,125				22,125	LIB TR	
09-Mar-21	LIB		Hills Mem Library Maintenance CRF	1,311				1,311	LIB TR	
14-Mar-06	GF	5330/5677	Information Services CRF	77,379				77,379	BOS	
14-Mar-17	GF	5060-450	Library Improvements CRF	52,416				52,416	Vote	
11-Mar-14	GF	5045-450	Major Repair to Town Buildings CRF	180,066				180,066	BOS	
18-Mar-95	SF	5564-450	Nashua WWT CRF	3,624,569		(232,947)		3,391,622	BOS	
13-Mar-07	GF	5630-450	Police Bullet Proof Vest Repl CRF	40,713				40,713	BOS	
13-Mar-07	GF	5630-450	Police Duty Weapons Repl CRF	47,055				47,055	BOS	
09-Mar-21	GF	5630-450	Police Safety Equip CRF (Tasers/Cameras)	6,640	100,000			106,640	BOS	100,000
09-Mar-10	GF/CC	5586-450	Pond Reclamation CRF	62,653				62,653	BOS	
12-Mar-02	GF	5810-450	Rec Facility Land Purchase CRF	209,744				209,744	Vote	
11-Mar-14	GF	5810-450	Recreation Equipment CRF	1,862				1,862	BOS	
11-Mar-14	GF	5824-450	Recreation Field Construction CRF	1,350				1,350	BOS	
28-Nov-97	SF		Sewer Capital Assessment	9,290,173		(186,169)		9,104,004	BOS	
16-Sep-95	SF	5564-450	Sewer Pump Repair CRF	177,882		(45,000)		132,882	BOS	
14-Mar-06	GF/SF	5554/5562-450	VacCon Truck Replacement CRF	401,064	30,000			431,064	Vote	30,000
12-Mar-02	WF	5592-450	Water Utility Improvement CRF	3,588,142				3,588,142	BOS	
12-Mar-02	WF	5592-450	Water Utility Capital Repair CRF	396,114				396,114	BOS	
08-Mar-16	WF	5592-450	Water Utility Infrastructure & Capital CRF	77,008				77,008	BOS	
			BOS = Board of Selectmen	21,621,173	245,000	(464,116)	(940,854)	20,461,203		210,000
			Trustees = Trustees of the Trust Fund							
			Vote = Town Meeting Vote				GF	3,747,996		
			LIB = Library Trustees				SF	12,628,508		
							WF	4,061,264		

Agenda
7-11-23

81

Town of Hudson

Revenues and Expenditures

Through June 30, 2023

Preliminary Unaudited

Steve

Town of Hudson, NH
Appropriations and Revenue Summary
Month Ending: As of June 30, 2023 **PRELIMINARY UNAUDITED**

State #	Dept #	Department	Budget FY 2023	Prior Year Encumbered	Budget and PY Adjmnts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
01	General Fund									
4199	5020	Trustees of Trust Funds	2,875	0	59	2,934	2,546	0	388	87%
4195	5025	Cemetery Trustees	1,250	0	0	1,250	7	0	1,243	1%
4140	5030	Town Clerk/Tax Collector	410,019	0	319	410,338	401,961	6,196	2,180	99%
4140	5041	Moderator	30,045	17,000	325	47,370	56,059	0	(8,689)	118%
4140	5042	Supervisors of The Checklist	6,286	3,851	0	10,137	8,510	0	1,626	84%
4199	5050	Town Treasurer	8,074	0	0	8,074	7,737	0	337	96%
4199	5055	Sustainability Committee	1,300	0	0	1,300	992	0	308	76%
4520	5063	Benson Park Committee	1,100	0	0	1,100	95	0	1,005	9%
4199	5070	Municipal Budget Committee	800	0	0	800	135	0	665	17%
4140	5077	IT - Town Officers	4,170	0	0	4,170	513	0	3,657	12%
4199	5080	Ethics Committee	100	0	0	100	0	0	100	0%
		Town Officers	466,019	20,851	703	487,573	478,556	6,196	2,821	99%
4130	5110	Board of Selectmen/Administration	391,769	0	9,037	400,806	390,323	2,668	7,815	98%
4194	5115	Oakwood	2,275	0	0	2,275	5,196	0	(2,921)	228%
4194	5120	Town Hall Operations	97,324	0	2,800	100,124	106,029	0	(5,905)	106%
4442	5151	Town Poor	80,000	0	(40,000)	40,000	30,007	0	9,993	75%
4130	5177	IT - Town Administration	800	0	0	800	1,194	0	(394)	149%
		Administration	572,168	0	(28,163)	544,005	532,749	2,668	8,588	98%
4153	5200	Legal	136,560	3,750	(32,000)	108,310	100,258	3,237	4,815	96%
4150	5310	Finance Administration	204,957	0	(4,109)	200,848	185,513	8	15,327	92%
4150	5320	Accounting	306,966	0	7,576	314,542	308,857	938	4,748	98%
4150	5377	IT - Finance	2,250	320	0	2,570	1,428	0	1,142	56%
		Finance	514,173	320	3,467	517,960	495,797	946	21,217	96%
4150	5330	Information Technology	748,638	7,274	0	755,912	705,964	22	49,926	93%
		Information Technology	748,638	7,274	0	755,912	705,964	22	49,926	93%
4152	5410	Assessing Department	475,265	114,821	122,497	712,582	453,890	34,629	224,063	69%
4152	5477	IT- Assessing	14,650	0	(5,325)	9,325	0	0	9,325	0%
		Assessing	489,915	114,821	117,172	721,907	453,890	34,629	233,388	68%
4312	5515	Public Works Facility	59,903	0	10,146	70,049	80,628	(295)	(10,284)	115%
4312	5551	Public Works Administration	296,458	0	4,818	301,276	307,800	0	(6,524)	102%
4312	5552	Streets	3,216,180	0	467,498	3,683,678	3,877,546	5,669	(199,537)	105%
4312	5553	Equipment Maintenance	506,133	0	0	506,133	477,945	63	28,125	94%
4312	5554	Drainage	697,327	0	0	697,327	613,302	1,701	82,324	88%
4522	5556	Parks Division	239,836	0	45,610	285,446	229,551	7	55,889	80%
4312	5577	IT - Public Works	4,290	0	0	4,290	3,951	0	339	92%
		Public Works	5,020,127	0	528,072	5,548,199	5,590,723	7,145	(49,669)	101%
4191	5277	IT - LUD	6,300	0	0	6,300	1,314	0	4,986	21%
4191	5571	LUD - Planning	261,433	6,575	25,628	293,636	275,989	915	16,732	94%

Town of Hudson, NH
Appropriations and Revenue Summary
Month Ending: As of June 30, 2023 **PRELIMINARY UNAUDITED**

State #	Dept #	Department	Budget FY 2023	Prior Year Encumbered	Budget and PY Adjutmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
4191	5572	LUD - Planning Board	8,350	0	0	8,350	1,503	0	6,847	18%
4191	5581	LUD - Zoning	218,863	0	2,677	221,540	240,788	396	(19,644)	109%
4191	5583	LUD - Zoning Board of Adj	16,500	0	0	16,500	15,967	0	533	97%
4311	5585	LUD - Engineering	419,252	5,420	1,544	426,216	415,874	22,812	(12,470)	103%
		Land Use	930,698	11,995	29,849	972,542	951,435	24,123	(3,016)	100%
4210	5610	Police Administration	354,001	80	14,734	368,815	375,674	7,167	(14,025)	104%
4210	5615	Police Facility Operations	287,854	916	3,524	292,294	284,089	11,355	(3,150)	101%
4210	5620	Police Communications	827,190	0	0	827,190	870,009	0	(42,819)	105%
4210	5630	Police Patrol	7,285,316	36,019	117,050	7,438,385	7,435,473	29,710	(26,798)	100%
4210	5640	Investigations	14,420	0	1,449	15,869	13,628	7,819	(5,577)	135%
4414	5650	Animal Control	133,559	0	0	133,559	128,671	578	4,310	97%
4210	5660	Information Services	194,189	0	0	194,189	185,827	8	8,353	96%
4210	5671	Support Services	88,023	695	23,357	112,075	87,145	3,095	21,835	81%
4210	5672	Crossing Guards	58,755	0	0	58,755	43,207	0	15,548	74%
4210	5673	Prosecutor	376,297	0	0	376,297	284,954	556	90,787	76%
4210	5677	IT - Police	93,629	3,637	0	97,266	76,246	0	21,020	78%
		Police	9,713,233	41,348	160,114	9,914,695	9,784,924	60,287	69,484	99%
4220	5710	Fire Administration	782,246	0	13,855	796,101	670,174	6,888	119,039	85%
4220	5715	Fire Facilities	142,009	0	0	142,009	153,539	3,938	(15,468)	111%
4220	5720	Fire Communications	432,845	91,278	(86)	524,038	487,691	7,475	28,871	94%
4220	5730	Fire Suppression	6,049,329	70,868	36,142	6,156,340	6,479,081	30,161	(352,902)	106%
4220	5740	Fire Inspectional Services	508,051	0	26,838	534,889	482,834	17	52,039	90%
4220	5765	Fire Alarm	3,746	0	0	3,746	2,653	52	1,041	72%
4220	5770	Emergency Management	86,368	22,000	0	108,368	33,560	0	74,809	31%
4220	5777	IT - Fire	36,506	2,425	2,000	40,931	33,529	9,030	(1,628)	104%
		Fire	8,041,100	186,571	78,750	8,306,421	8,343,061	57,560	(94,200)	101%
4520	5810	Recreation Administration	178,081	0	0	178,081	137,818	(6)	40,269	77%
4520	5814	Recreation Facilities	66,122	0	0	66,122	78,443	299	(12,620)	119%
4520	5821	Supervised Play	120,063	0	3,100	123,163	130,865	156	(7,858)	106%
4520	5824	Ballfields	12,242	0	0	12,242	11,321	0	921	92%
4520	5825	Tennis	0	0	0	0	1,800	0	(1,800)	0%
4520	5826	Lacrosse	12,366	0	0	12,366	4,439	2,284	5,643	54%
4520	5831	Basketball	52,604	0	0	52,604	41,087	0	11,517	78%
4520	5834	Soccer	13,314	0	0	13,314	13,667	0	(353)	103%
4520	5835	Senior Activities Operations	62,629	0	0	62,629	62,586	(25)	68	100%
4520	5836	Teen Dances	1,500	0	0	1,500	258	399	843	44%
4520	5839	Community Activities	7,060	0	0	7,060	6,630	71	358	95%
4520	5877	IT - Recreation	7,065	0	0	7,065	7,675	0	(610)	109%
		Recreation	533,046	0	3,100	536,146	496,590	3,178	36,378	93%
4196	5910	Insurance	555,850	0	0	555,850	535,903	0	19,947	96%
4199	5920	Community Grants	90,484	0	7,000	97,484	93,509	0	3,975	96%
4583	5930	Patriotic Purposes	5,600	0	0	5,600	4,100	0	1,500	73%

Town of Hudson, NH
Appropriations and Revenue Summary
Month Ending: As of June 30, 2023 **PRELIMINARY UNAUDITED**

State #	Dept #	Department	Budget FY 2023	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
4199	5940	Other Expenses	161,569	9,650	0	171,219	34,130	0	137,089	20%
4220	5960	Hydrant Rental	276,971	0	0	276,971	276,970	0	1	100%
4321	5970	Solid Waste Contract	2,095,828	0	0	2,095,828	2,050,939	200,000	(155,111)	107%
		Non-Departmental	3,186,302	9,650	7,000	3,202,952	2,995,552	200,000	7,400	100%
General Fund Appropriation Subtotal			30,351,979	396,580	868,064	31,616,622	30,929,497	399,992	287,133	99.1%
Warrant Articles										
4194	6013	Generator Replace/Repair	30,000	0	0	30,000	30,000	0	0	100%
4199	6061	Admin & Support Contract	57,781	0	(57,781)	0	0	0	0	0%
4901	6015	Widening Lowell Rd from Wason t	0	1,317,930	0	1,317,930	32,176	1,285,972	(218)	100%
4901	6032	Development of Benson Property	10,000	0	0	10,000	10,000	0	0	100%
4152	6040	Future Prop. Revaluation CRF	25,000	0	0	25,000	25,000	0	0	100%
4220	6057	Fire Apparat Refub & Repr CRF	25,000	0	0	25,000	25,000	0	0	100%
4210	6073	Estab. Police Safety Equipment CF	100,000	0	0	100,000	100,000	0	0	100%
4326	6095	Vaccon Truck Cap Rsrv Fund	15,000	0	0	15,000	15,000	0	0	100%
4721	6102	Bond - Interest	148,225	0	0	148,225	152,306	0	(4,081)	103%
4903	6210	Police Facility Expan and Reno	5,928,980	0	0	5,928,980	1,117,459	4,811,521	0	100%
4915	6201	Commun Equip & Infrast CRF	0	51,350	0	51,350	51,350	0	0	100%
4909	6211	Bridge Repair State	0	0	142,500	142,500	116,530	19,470	6,500	95%
4909	6212	Taylor Falls & Veteran Bridge Ref	0	11,241	534,788	546,029	20,619	2,206	523,204	4%
4199	6318	Energy Efficiency CRF	25,000	0	0	25,000	25,000	0	0	100%
0000	6434	Operating Transfer to Library	0	0	0	0	1,401,213	0	(1,401,213)	100%
0000	6436	Operating Transfer to Cons Co.	0	0	0	0	0	0	0	100%
General Fund Warrant Articles			6,364,986	1,380,521	619,507	8,365,014	3,121,653	6,119,167	(875,807)	14
General Fund Total Budget			36,716,965	1,777,100	1,487,571	39,981,636	34,051,151	6,519,160	(588,674)	101%
02 Sewer Fund										
4326	5561	Sewer Billing & Collection	168,854	0	2,803	171,657	169,269	1,757	631	100%
4326	5562	Sewer Operation & Maintenance	1,169,611	15,318	(4,500)	1,180,429	930,078	224,157	26,193	98%
4326	5564	Sewer Capital Projects	800,000	0	0	800,000	501,061	0	298,939	63%
4326	6095	Vaccon Truck Cap Rsrv Fund	15,000	0	0	15,000	15,000	0	0	100%
		Sewer Fund	2,153,465	15,318	(1,697)	2,167,086	1,615,408	225,914	325,764	85%
03 Water Fund										
4332	5591	Water - Administration	300,685	638	3,576	304,899	295,002	367	9,530	97%
4332	5592	Water - Ops & Maintenance	1,731,889	5,500	0	1,737,389	1,503,803	398,332	(164,746)	109%
4335	5593	Water - Supply	1,396,108	0	195,782	1,591,890	1,735,321	67,878	(211,309)	113%
4332	5594	Water - Debt Service	1,193,906	0	0	1,193,906	1,193,906	0	1	100%
		Water Fund	4,622,588	6,138	199,358	4,828,084	4,728,031	466,577	(366,524)	108%
Total General, Sewer, Water Funds			43,493,018	1,798,556	1,685,232	46,976,806	40,394,591	7,211,650	(629,435)	101%
			Budgeted Revenue		Supplemental Budget	Adjusted Revenue	Revenues	Use of Fund Balance	Balance	

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
General Fund						
01-0000-4913-000-000	Transfer from Land Use Change Fund	0.00	0.00	0.00	0.00	0.000
01-0000-4914-000-000	Library Revenue	1,677.00	0.00	0.00	1,677.00	0.000
01-3110-4100-000-000	General Property Taxes	21,843,262.00	0.00	21,055,683.51	787,578.49	96.394
01-3110-4101-000-000	Overlay	-328,649.00	-11,804.17	-167,725.36	-160,923.64	51.035
01-3185-4120-000-000	Yield Taxes and Interest	8,000.00	0.00	16,827.79	-8,827.79	210.347
01-3186-4115-000-000	In Lieu of Taxes	13,704.00	0.00	0.00	13,704.00	0.000
01-3189-4121-000-000	Excavation Activity Tax	4,000.00	0.00	0.00	4,000.00	0.000
01-3189-4127-000-000	Boat Tax	8,000.00	2,402.54	11,359.93	-3,359.93	141.999
01-3190-4203-000-000	Charges on Property Taxes	5,000.00	34.41	5,199.93	-199.93	103.999
01-3190-4204-000-000	Interest on Property Taxes	160,000.00	1,268.38	116,755.99	43,244.01	72.972
01-3220-4201-000-000	Motor Vehicle Permits	5,500,000.00	586,056.70	6,180,817.66	-680,817.66	112.379
01-3230-4216-000-000	Certificate of Occupancy Permit	15,000.00	1,500.00	11,900.00	3,100.00	79.333
01-3230-4218-000-000	Building Permits	280,000.00	31,056.59	532,269.43	-252,269.43	190.096
01-3230-4381-000-000	Septic Inspection Fees	6,000.00	1,400.00	8,600.00	-2,600.00	143.333
01-3290-4209-000-000	Excavation Permits	5,000.00	75.00	905.00	4,095.00	18.100
01-3290-4214-000-000	Driveway Permits	2,000.00	650.00	3,200.00	-1,200.00	160.000
01-3290-4217-000-000	Health Permits	0.00	0.00	400.00	-400.00	0.000
01-3290-4221-000-000	Pistol Permits	2,500.00	120.00	-557.00	3,057.00	-22.280
01-3290-4233-000-000	Oil Burner/Kerosene Permits	0.00	0.00	0.00	0.00	0.000
01-3290-4238-000-000	Police Alarm Permit	2,800.00	330.00	1,845.00	955.00	65.893
01-3290-4239-000-000	Fire - Place of Assembly	2,000.00	70.00	1,200.00	800.00	60.000
01-3290-4254-000-000	Fire Alarm Permits	1,500.00	195.00	1,761.50	-261.50	117.433
01-3290-4312-000-000	Zoning Application Fees	3,000.00	229.54	9,166.46	-6,166.46	305.549
01-3290-4313-000-000	Planning Board Fees	120,000.00	3,840.47	195,397.06	-75,397.06	162.831
01-3290-4315-000-000	Sewer Service Permit	3,000.00	300.00	2,150.00	850.00	71.667
01-3290-4321-000-000	UCC Filings	7,000.00	1,995.00	5,565.00	1,435.00	79.500
01-3290-4322-000-000	Vital Statistics	10,000.00	1,087.00	15,945.00	-5,945.00	159.450
01-3290-4323-000-000	Police Fines, Court	133.00	0.00	233.00	-100.00	175.188
01-3290-4325-000-000	Animal Control Fines/Fees	10,000.00	837.00	12,953.00	-2,953.00	129.530
01-3290-4326-000-000	Notary Fees	100.00	0.00	0.00	100.00	0.000

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01-3290-4327-000-000	Parking Violation Fees	2,000.00	0.00	1,240.00	760.00	62.000
01-3290-4328-000-000	Street Acceptance/Opening Fee	0.00	0.00	0.00	0.00	0.000
01-3290-4334-000-000	Construction Inspection Fee	15,000.00	0.00	31,585.13	-16,585.13	210.568
01-3290-4335-000-000	Animal Boarding Fees	1,100.00	0.00	380.00	720.00	34.545
01-3290-4343-000-000	Copy Fees and Sale of Books	1,500.00	5.25	282.50	1,217.50	18.833
01-3290-4347-000-000	Bad Check Fees	2,500.00	140.64	1,251.24	1,248.76	50.050
01-3290-4356-000-000	Police False Alarm Fines	10,000.00	400.00	9,850.00	150.00	98.500
01-3290-4421-000-000	Marriage Licenses	4,000.00	80.00	2,471.00	1,529.00	61.775
01-3290-4422-000-000	Hawker/Peddler License	1,000.00	140.00	1,658.40	-658.40	165.840
01-3290-4427-000-000	Articles of Agreement	0.00	0.00	15.00	-15.00	0.000
01-3290-4428-000-000	Pole Licenses	0.00	0.00	270.00	-270.00	0.000
01-3290-4430-000-000	Scrap Metal License	0.00	0.00	0.00	0.00	0.000
01-3290-4450-000-000	Animal Control Licenses	18,000.00	-5,827.50	20,726.50	-2,726.50	115.147
01-3290-4451-000-000	Drain Layers License	1,000.00	0.00	5,500.00	-4,500.00	550.000
01-3351-4840-000-000	Shared Revenue - Municipal Aid	0.00	0.00	0.00	0.00	0.000
01-3352-4841-000-000	Shared Revenue - Meals and Rental Tax Distribution	2,255,050.00	0.00	2,255,049.95	0.05	100.000
01-3353-4610-000-000	Shared Revenue - Highway Block Grant	1,024,063.25	0.00	1,023,963.07	100.18	99.990
01-3359-4656-000-000	Grants - Police	54,970.55	42,678.66	172,716.70	-117,746.15	314.199
01-3359-4657-000-000	Grants - Fire	343,001.11	0.00	258,255.02	84,746.09	75.293
01-3359-4659-000-000	Grants - Other	10,000.00	6,874.71	56,579.01	-46,579.01	565.790
01-3359-4660-000-000	Grants - Pandemic	0.00	0.00	0.00	0.00	0.000
01-3379-4300-000-000	Sewer Utility Admin Fee	44,000.00	0.00	44,000.00	0.00	100.000
01-3379-4301-000-000	Water Utility Admin Fee	66,000.00	0.00	66,000.00	0.00	100.000
01-3401-4324-000-000	Police Record Fees	7,000.00	1,082.00	9,116.00	-2,116.00	130.229
01-3401-4342-000-000	Sale of Checklists	500.00	512.00	537.00	-37.00	107.400
01-3401-4708-000-000	Welfare Reimbursement	1,000.00	0.00	18,003.21	-17,003.21	###.###
01-3401-4716-000-000	Cash Over/Short	0.00	-10.00	-83.95	83.95	0.000
01-3401-4720-000-000	Police Outside Detail	150,000.00	35,102.68	241,144.95	-91,144.95	160.763
01-3401-4721-000-000	Police Outside Detail - Cruiser	0.00	0.00	0.00	0.00	0.000
01-3401-4729-000-000	Contracted Services - Litchfield	30,000.00	0.00	28,571.66	1,428.34	95.239
01-3401-4730-000-000	Ambulance Billings	422,000.00	0.00	322,611.99	99,388.01	76.448

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01-3401-4731-000-000	Charges on Ambulance Receivables	-22,000.00	0.00	-17,579.45	-4,420.55	79.907
01-3401-4732-000-000	Fire Incident Reports	500.00	107.00	1,182.00	-682.00	236.400
01-3401-4745-000-000	Cable Franchise Fees	77,000.00	0.00	87,463.27	-10,463.27	113.589
01-3401-4746-000-000	Police Testing and Application Fees	0.00	0.00	70.00	-70.00	0.000
01-3401-4748-000-000	Insurance Reimbursement	112,848.72	704.30	27,499.01	85,349.71	24.368
01-3401-4756-000-000	Misc Rev - Police	5,007.30	3,550.00	5,933,193.08	-5,928,185.78	###.###
01-3401-4757-000-000	Misc Rev - Fire	1,216.00	0.00	2,516.00	-1,300.00	206.908
01-3401-4758-000-000	Misc Rev - Recreation	0.00	0.00	0.00	0.00	0.000
01-3401-4759-000-000	Misc Rev - Other	677,788.37	396.16	696,708.67	-18,920.30	102.791
01-3401-4761-000-000	Rec Rev - Basketball	38,720.00	642.10	44,662.10	-5,942.10	115.346
01-3401-4762-000-000	Rec Rev - Supervised Play	141,825.00	55,383.05	154,738.91	-12,913.91	109.106
01-3401-4763-000-000	Rec Rev - Flag Football	0.00	0.00	0.00	0.00	0.000
01-3401-4764-000-000	Rec Rev - Soccer	22,000.00	27,440.00	36,645.00	-14,645.00	166.568
01-3401-4765-000-000	Rec Rev - Tennis	3,680.00	2,320.00	2,400.00	1,280.00	65.217
01-3401-4766-000-000	Rec Rev - Teen Dances	4,400.00	0.00	0.00	4,400.00	0.000
01-3401-4767-000-000	Rec Rev - Adult Softball	8,580.00	1,005.00	16,282.50	-7,702.50	189.773
01-3401-4768-000-000	Rec Rev - Lacrosse	7,000.00	0.00	2,375.00	4,625.00	33.929
01-3401-4769-000-000	Rec Rev - Community Activities	11,000.00	5,495.00	13,770.00	-2,770.00	125.182
01-3501-4704-000-000	Sale of Town Property	55,000.00	-525.00	6,121.00	48,879.00	11.129
01-3502-4702-000-000	Bank Charges	-10,000.00	42.09	-6,918.40	-3,081.60	69.184
01-3502-4703-000-000	Interest on Investments	25,000.00	41,799.38	186,407.00	-161,407.00	745.628
01-3503-4373-000-000	Rents of Town Property	3,000.00	0.00	1,600.00	1,400.00	53.333
01-3508-4556-000-000	Donations - Police	5,479.67	0.00	3,587.00	1,892.67	65.460
01-3508-4557-000-000	Donations - Fire	3,303.40	0.00	3,150.00	153.40	95.356
01-3508-4558-000-000	Donations - Recreation	3,100.00	0.00	3,100.00	0.00	100.000
01-3508-4559-000-000	Donations - Other	325.48	0.00	6,225.48	-5,900.00	###.###
01-3914-4996-000-000	Voted from Surplus	0.00	0.00	0.00	0.00	0.000
01-3915-4922-000-000	From Capital Reserve Fund	280,426.30	40,875.20	321,301.50	-40,875.20	114.576
01-3934-4998-000-000	Proceeds from Bonds	5,928,980.00	0.00	0.00	5,928,980.00	0.000
01-3939-4999-000-000	Use of Fund Balance	600,000.00	0.00	0.00	600,000.00	0.000

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Totals	General Fund	40,132,892.15	882,056.18	40,120,046.95	12,845.20	99.968

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Sewer Fund						
02-3190-4180-000-000	Interest on Sewer Utility	20,000.00	198.09	12,959.48	7,040.52	64.797
02-3190-4181-000-000	Sewer Betterment Interest	728.00	0.00	727.76	0.24	99.967
02-3401-4716-000-000	Cash Over/Short	0.00	0.00	0.00	0.00	0.000
02-3401-4759-000-000	Misc Rev - Other	0.00	0.00	207.14	-207.14	0.000
02-3403-4780-000-000	Sewer Base Charges	560,000.00	0.00	565,201.56	-5,201.56	100.929
02-3403-4781-000-000	Sewer Consumption Charges	570,726.00	0.00	573,912.84	-3,186.84	100.558
02-3409-4783-000-000	Sewer Capital Assessment Other Chg	100.00	0.00	0.00	100.00	0.000
02-3500-4773-000-000	Otarnic Pond Betterment Assessment	24,911.00	0.00	24,911.00	0.00	100.000
02-3500-4782-000-000	Sewer Capital Assessment	50,000.00	0.00	197,264.62	-147,264.62	394.529
02-3502-4702-000-000	Bank Charges	-3,000.00	0.00	-3,633.80	633.80	121.127
02-3508-4561-000-000	Donations - Sewer	0.00	0.00	0.00	0.00	0.000
02-3509-4786-000-000	Sewer - Other Income/(Expenses)	0.00	0.00	-125.00	125.00	0.000
02-3915-4922-000-000	From Capital Reserve Fund	800,000.00	273,510.80	273,510.80	526,489.20	34.189
02-3939-4999-000-000	Use of Fund Balance	100,000.00	0.00	0.00	100,000.00	0.000
02-4915-4915-000-000	To Capital Reserve Fund - Sewer	15,000.00	0.00	0.00	15,000.00	0.000
Totals	Sewer Fund	2,138,465.00	273,708.89	1,644,936.40	493,528.60	76.921

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Water Fund						
03-3190-4794-000-000	Interest on Delinquent Accounts	10,000.00	0.00	5,526.15	4,473.85	55.262
03-3290-4394-000-000	Backflow Testing Fees	35,000.00	6,270.00	48,735.00	-13,735.00	139.243
03-3290-4395-000-000	Water Hookup Fee	240,000.00	2,800.00	27,165.00	212,835.00	11.319
03-3290-4396-000-000	Water Service Fees	12,000.00	1,330.00	22,627.90	-10,627.90	188.566
03-3290-4397-000-000	Shutoff/Reconnect Fee	8,500.00	250.00	3,000.00	5,500.00	35.294
03-3401-4716-000-000	Cash Over/Short	0.00	0.00	0.00	0.00	0.000
03-3401-4748-000-000	Insurance Reimbursement	0.00	0.00	0.00	0.00	0.000
03-3401-4759-000-000	Misc Rev - Other	195,782.09	0.00	196,870.31	-1,088.22	100.556
03-3402-4390-000-000	Rental Fee - Private Hydrant	64,000.00	5,434.10	59,853.20	4,146.80	93.521
03-3402-4391-000-000	Rental Fee - Public Hydrant	78,000.00	6,496.20	77,954.40	45.60	99.942
03-3402-4392-000-000	Public Fire Protection	224,000.00	19,480.15	215,093.80	8,906.20	96.024
03-3402-4790-000-000	Water Base Charges	965,000.00	82,045.51	899,932.02	65,067.98	93.257
03-3402-4791-000-000	Water Usage Charges	2,233,590.00	209,790.90	1,805,016.53	428,573.47	80.812
03-3402-4792-000-000	Fire Access Charges	215,000.00	16,584.67	175,935.04	39,064.96	81.830
03-3402-4799-000-000	Water Sales to Pennichuck	70,000.00	14,113.90	18,675.81	51,324.19	26.680
03-3502-4702-000-000	Bank Charges	-2,500.00	0.00	-3,642.10	1,142.10	145.684
03-3509-4793-000-000	Other Income - Water	10,000.00	150.00	2,425.00	7,575.00	24.250
03-3915-4922-000-000	From Capital Reserve Fund	60,000.00	0.00	0.00	60,000.00	0.000
03-3939-4999-000-000	Use of Fund Balance	400,000.00	0.00	0.00	400,000.00	0.000
Totals	Water Fund	4,818,372.09	364,745.43	3,555,168.06	1,263,204.03	73.784

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Community TV Revolving Fund						
45-3401-4745-000-000	Cable Franchise Fees	0.00	0.00	349,853.07	-349,853.07	0.000
Totals	Community TV Revolving Fund	0.00	0.00	349,853.07	-349,853.07	0.000

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EMS Revolving Fund						
50-0000-4729-000-000	EMS - Contracted Services	5,885.99	0.00	30,125.63	-24,239.64	511.819
50-0000-4730-000-000	EMS - 50% Ambulance Billings	0.00	0.00	322,612.05	-322,612.05	0.000
50-0000-4731-000-000	EMS - 50% Charges on Amb Billings	0.00	0.00	-17,426.20	17,426.20	0.000
Totals	EMS Revolving Fund	5,885.99	0.00	335,311.48	-329,425.49	###.###

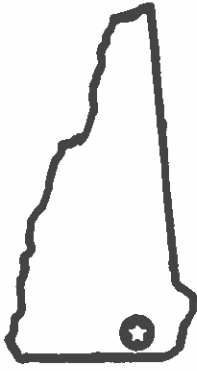
**TOWN OF HUDSON
AUTOMOBILE REGISTRATION BY MONTH
FISCAL YEARS 2018, 2019, 2020, 2021, 2022, 2023**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>1st half Fiscal Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2nd half Fiscal Year</u>	<u>Actual Fiscal Year Total</u>	<u>Budget Fiscal Year Total</u>
FY2018	\$345,710	\$427,939	\$416,805	\$443,016	\$371,576	\$453,830	\$2,458,875	\$582,567	\$460,122	\$473,141	\$402,980	\$543,706	\$507,592	\$2,970,108	\$5,428,983	\$4,700,000
vs. Budget	7.4%	16.5%	25.3%	34.8%	42.7%	52.3%	52.3%	64.7%	74.5%	84.6%	93.1%	104.7%	115.5%	63.2%	vs. Budget	115.5%
FY2019	\$429,067	\$457,722	\$389,685	\$464,888	\$471,953	\$454,133	\$2,667,448	\$531,274	\$504,668	\$444,548	\$561,605	\$513,577	\$511,323	\$3,066,993	\$5,734,441	\$5,000,000
vs. Budget	8.6%	17.7%	25.5%	34.8%	44.3%	53.3%	53.3%	64.0%	74.1%	83.0%	94.2%	104.5%	114.7%	61.3%	vs. Budget	114.7%
FY2020	\$437,974	\$485,183	\$410,994	\$530,162	\$446,610	\$470,237	\$2,781,159	\$638,551	\$515,784	\$416,309	\$331,136	\$452,398	\$745,339	\$3,099,517	\$5,880,675	\$5,420,000
vs. Budget	8.1%	17.0%	24.6%	34.4%	42.6%	51.3%	51.3%	63.1%	72.6%	80.3%	86.4%	94.7%	108.5%	57.2%	vs. Budget	108.5%
FY2021	\$516,858	\$430,094	\$461,725	\$494,524	\$440,822	\$489,084	\$2,833,106	\$542,186	\$502,930	\$627,048	\$523,883	\$518,796	\$571,111	\$3,285,953	\$6,119,060	\$5,420,000
vs. Budget	9.5%	17.5%	26.0%	35.1%	43.2%	52.3%	52.3%	62.3%	71.6%	83.1%	92.8%	102.4%	112.9%	60.6%	vs. Budget	112.9%
FY2022	\$433,575	\$488,988	\$450,479	\$504,693	\$429,947	\$435,191	\$2,742,872	\$536,311	\$513,594	\$552,932	\$539,268	\$528,792	\$551,548	\$3,222,444	\$5,965,316	\$5,420,000
vs. Budget	8.0%	17.0%	25.3%	34.6%	42.6%	50.6%	50.6%	60.5%	70.0%	80.2%	90.1%	99.9%	110.1%	59.5%	vs. Budget	110.1%
FY2023	\$462,768	\$505,396	\$453,460	\$563,076	\$441,048	\$474,930	\$2,900,677	\$538,783	\$474,370	\$555,183	\$582,626	\$543,124	\$586,057	\$3,280,142	\$6,180,819	\$5,500,000
vs. Budget	8.4%	17.6%	25.8%	36.1%	44.1%	52.7%	52.7%	62.5%	71.2%	81.3%	91.8%	101.7%	112.4%	59.6%	vs. Budget	112.4%

**TOWN OF HUDSON
GENERAL FUND INTEREST BY MONTH
FISCAL YEARS 2018, 2019, 2020, 2021, 2022, 2023**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>1st half Fiscal Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2nd half Fiscal Year</u>	<u>Actual Fiscal Year Total</u>	<u>Budget Fiscal Year Total</u>
FY2018	\$14,877	\$14,656	\$7,236	\$4,331	\$9,647	\$6,947	\$57,694	\$16,560	\$18,741	\$14,208	\$15,488	\$19,596	\$16,919	\$101,512	\$159,206	\$25,000
vs. Budget	59.5%	118.1%	147.1%	164.4%	203.0%	230.8%	230.8%	297.0%	372.0%	428.8%	490.8%	569.1%	636.8%	406.0%	vs. Budget	636.8%
FY2019	\$0	\$45,557	\$38,553	\$27,494	\$0	\$46,686	\$158,289	\$45,246	\$52,094	\$42,049	\$0	\$66,149	\$19,534	\$225,072	\$383,361	\$120,000
vs. Budget	0.0%	38.0%	70.1%	93.0%	93.0%	131.9%	131.9%	169.6%	213.0%	248.1%	248.1%	303.2%	319.5%	187.6%	vs. Budget	319.5%
FY2020	\$0	\$42,580	\$39,013	\$33,695	\$24,052	\$13,649	\$152,989	\$6,066	\$35,128	\$32,541	\$8,141	\$5,937	\$21,179	\$108,992	\$261,981	\$361,000
vs. Budget	0.0%	11.8%	22.6%	31.9%	38.6%	42.4%	42.4%	44.1%	53.8%	62.8%	65.1%	66.7%	72.6%	30.2%	vs. Budget	72.6%
FY2021	\$0	\$0	\$12,143	\$0	\$0	\$3,909	\$16,052	\$0	\$611	\$210	\$204	\$198	\$142	\$1,365	\$17,417	\$261,000
vs. Budget	0.0%	0.0%	4.7%	4.7%	4.7%	6.2%	6.2%	6.2%	6.4%	6.5%	6.5%	6.6%	6.7%	0.5%	vs. Budget	6.7%
FY2022	\$147	\$147	\$195	\$350	\$175	\$102	\$1,115	\$96	\$86	\$388	\$1,460	\$2,602	\$3,060	\$7,691	\$8,806	\$20,000
vs. Budget	0.1%	1.5%	2.4%	4.2%	5.1%	5.6%	5.6%	6.1%	6.5%	8.4%	15.7%	28.7%	44.0%	38.5%	vs. Budget	44.0%
FY2023	\$3,546	\$4,916	\$4,878	\$7,048	\$8,684	\$4,055	\$33,127	\$3,578	\$3,302	\$27,860	\$36,767	\$39,973	\$41,799	\$153,279	\$186,407	\$25,000
vs. Budget	14.2%	33.8%	53.4%	81.6%	116.3%	132.5%	132.5%	146.8%	160.0%	271.5%	418.5%	578.4%	745.6%	613.1%	vs. Budget	745.6%

Agenda
7-11-23



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



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8J

To: Board of Selectmen
From: Steve Malizia, Town Administrator
Date: July 6, 2023
Re: Discussion of Town Hall Relocation



I am putting an item on the Board of Selectmen's agenda so that the Board can begin discussing the possibility of relocating and constructing a new Town Hall facility and scheduling a public meeting to take comment and input from the voters.

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