



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

May 27, 2025

7:00 PM

Board of Selectmen Meeting Room, Town Hall

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ATTENDANCE**
4. **PUBLIC INPUT**
5. **RECOGNITIONS, NOMINATIONS & APPOINTMENTS**
 - A. **Recognitions**
 - 1) Tyler Merrill – Hudson Police Department
 - Hudson Grange Police Officer of the Year
 - 2) Tim Greenwood - Department of Public Works
 - 20 years of service
 - B. **Nomination** - None
 - C. **Appointments** - None
6. **CONSENT ITEMS**
 - A. **Assessing Items**
 - 1) Certification of Yield Taxes Assessed/Timber Warrant
 - 2) Elderly Exemption Requalification
 - 3) Disabled Exemption Requalification
 - 4) Elderly Exemption Requalification Denial
 - B. **Water/Sewer Items** - None
 - C. **Licenses & Permits & Policies** - None
 - D. **Donations** - None

E. Acceptance of Minutes - None

F. Calendar

5/27	7:00	Board of Selectmen	BOS Meeting Room
5/28	7:00	Planning Board	Buxton Meeting Room
6/02	7:00	Minor Site Plan Review Cmte.	Buxton Meeting Room
6/04	8:30a	Highway Safety Committee	BOS Meeting Room
6/04	7:00	Budget Committee	Buxton Meeting Room
6/09	7:00	Cable Utility Committee	Hudson Cable Access Center
6/09	7:00	Conservation Commission	Buxton Meeting Room
6/10	7:00	Board of Selectmen	BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on May 13, 2025

- 1) Selectman Morin made a motion, seconded by Selectman Guessferd, to authorize the Police Chief to advertise for a part-time custodial/maintenance assistant position, effective July 1, 2025, with a maximum of 29.5 work hours per week and annual compensation not to exceed \$34,141. Motion carried, 5-0.
- 2) Selectman Vurgaropulos made a motion, seconded by Selectman Morin, to authorize the Police Chief to hire one (1) full-time Police Officer, Stephen Sanchez, with a starting salary of \$34.33 (step 4), all in accordance with the Hudson Police Employee Association Contract. Motion carried, 5-0.
- 3) Selectman Morin made a motion, seconded by Selectman Guessferd, to appoint John Stoll to the position of Town Planner, with effective date and terms of salary to be negotiated by Town Administrator, Roy E. Sorenson, to be finalized upon signed Conditional Offer of Employment executed through the signatory of the Chairman of the Board of Selectman, Dillon Dumont. Motion carried, 5-0.
- 4) Selectman Jakoby made a motion, seconded by Selectman Vurgaropulos, to approve an increase in hourly salary rate by 5.0% for Kimberley Brooks and Magdalena Whittemore, each respectively, for a period time through vacancies of the Finance Director and Town Accountant, and such action contingent upon the new Finance Director's assimilation date, as determined by the Town Administrator, including retroactive to March 21, 2025. Motion carried, 5-0.
- 5) Selectman Guessferd made a motion, seconded by Selectman Morin, to adjourn at 10:12 p.m. Motion carried, 5-0.

8. NEW BUSINESS

A. Target Site Status – *Engineering/Informational (Presentation)*

- B. Outdoor Water Usage – *Engineering/Decision*
- C. IT Department Update – *Information Technology/Informational (Presentation)*
- D. Earned Time Incentive – *Fire/Decision*
- E. Hazard Mitigation Plan – *Fire/Decision*
- F. CPCNH Annual Report – *Administration/Informational (Presentation)*
- G. Habitat for Humanity – *Administration/Informational (Presentation)*
- H. Water Utility Clerk Job Opening – *Administration/Decision*
- I. HCTV Production Coordinator Job Opening – *Administration/Decision*
- J. NH Rev Stat § 673:13 – *Administration/Discussion*
- K. Hudson Old Home Days – *Administration/Discussion*

9. **SELECTMEN LIAISON REPORTS/OTHER REMARKS**

10. **REMARKS BY TOWN ADMINISTRATOR** – *(Presentation)*

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, June 5, 2025.**



Tad K. Dionne
Chief of Police

TOWN OF HUDSON

Police Department

Partners with the Community

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



Captain David A. Cayot
Special Investigations Bureau

Captain Steven C. McElhinney
Administrative Bureau

Captain Patrick M. McStravick
Operations Bureau

To: The Board of Selectmen
Roy Sorenson, Town Administrator

From: Tad K. Dionne, Chief of Police

Date: 22 May 2025

Re: Agenda Item – Employee Recognition

I am respectfully requesting the Board of Selectmen to recognize Detective Tyler Merrill at their scheduled meeting on Tuesday, 27 May 2025. Detective Merrill has been selected as the Hudson Grange Police Officer of The Year. He will be attending a ceremony to receive this award from the Grange on May 27, 2025 at 7 PM.

Detective Merrill has taken on a strong leadership role and has been a tremendous asset when training new detectives. He previously took on this role when Sgt. David Glaser and Detective Megowen (ret.) entered detectives and he has done it again with Detectives Avery and Tambouris. Detective Merrill has been training them in evidence, assisting them with cases, and showing them the ropes all while carrying a full case load. Further, Detective Merrill continuously offers guidance on evidence and investigations to members of the Patrol Division as well, exemplifying teamwork!

Should you have any questions or concerns, please do not hesitate to contact me. Thank you in advance for your anticipated assistance with this request.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Bill AGGARD 5/27/25



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



Roy E Sorenson Town Administrator · rsorenson@hudsonnh.gov · Tel: 603-886-6024 · Fax: 603-598-6481
To: Board of Selectmen

From: Roy E. Sorenson, Town Administrator

Date: May 23, 2025

Re: Employee Recognition – Timothy Greenwood

5A2

Timothy Greenwood has completed twenty (20) years with the Public Works Department this past May 1, 2025. The Town adopted a policy on February 8, 2005, to honor employees with a Certificate of Appreciation for any years of service greater than twenty to include a check in the amount of fifty dollars. Employees over twenty five years receive a check in the amount of one hundred dollars.

At this time, and in recognition of outstanding dedication and commitment for the past twenty years with the Town of Hudson, we would like to thank Mr. Greenwood with this Certificate of Appreciation including a fifty dollar check. His efforts have ensured high quality essential services to the residents, businesses, and visitors to Hudson.

Certificate of Appreciation

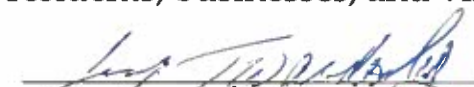


PRESENTED TO


Timothy Greenwood

On the 1st of May 2025

In Recognition of Outstanding Dedication and Commitment for the past 20 years with the Town of Hudson and the Department of Public Works ensuring high quality essential services to the residents, businesses, and visitors to Hudson.


Jason Twardosky, Public Works Director


Dillon Dumont, Board of Selectmen Chairman


Roy E. Sorenson, Town Administrator

6A1

Bus Admin 5/22/25



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



DATE: May 27, 2025

TO: Board of Selectmen
Roy Sorenson, Town Administrator

FROM: Jim Michaud, Chief Assessor *[Signature]*

RE: Certifications of Yield Taxes Assessed/Timber Warrants:

Griffin and York Roads map 135/lot 017 & map 135/lot 017/sub-lot 001
thru map 135/lot 017/sub-lot 005 & Lowell Road map 239/lot 001 &
Derry Road map 114/lot 001

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

GFM Development, LLC
Robert Lamontagne
317 S River Rd
Bedford, NH 03110-6829

Target Corporation
Amber Koehler
1000 Nicollet Mall, TPN-1280
Minneapolis, MN 55045

Ryan Charbonneau
1 Continental Dr
Londonderry, NH 03053

CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: April 1, 2024 to March 31, 2025

TOWN / CITY OF: HUDSON
COUNTY OF: HILLSBOROUGH
DATE OF BILLING: May 27, 2025

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

DILLON DUMONT, CHAIRMAN	5/27/2025
BOB GUESSFERD, VICE-CHAIRMAN	5/27/2025
DAVID S. MORIN	5/27/2025
HEIDI JAKOBY	5/27/2025
XEN VURGAROPULOS	5/27/2025

# 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 %	
TARGET CORPORATION AMBER KOEHLER 1000 NICOLLET MALL, TPN-1280 MINNEAPOLIS, MN 55045	WHITE PINE							Subtotal of TAXES Due (Col. #9)
	HEMLOCK							
	RED PINE							
	SPRUCE & FIR							
# 2	HARD MAPLE							
DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH							\$6.29
	YELLOW BIRCH							
	OAK							
MAP & LOT NUMBER	ASH							Less bond or amount previously paid, if applicable
239-001-000	SOFT MAPLE							
	BEECH/PALLET/TIE LOGS							
	PINE BOX / PALLET							
	OTHER:							
	OTHER:							
# 3	OTHER:							
OPERATION NUMBER					TONS	CORDS		
24-229-04-T	SPRUCE & FIR				\$ -			Total Amount Due
	HARDWOOD & ASPEN				\$ -			
	PINE				\$ -			
	HEMLOCK				\$ -			
ACCOUNT OR SERIAL #:	BIOMASS CHIPS		125.75		\$ 0.50	\$62.88	\$6.29	
5251	HIGH GRADE SPRUCE				\$ -			
	CORDWOOD				\$ -			
						\$62.88	\$6.29	

**ORIGINAL WARRANT
YIELD TAX LEVY
May 27, 2025
THE STATE OF NEW HAMPSHIRE**

COUNTY OF: **HILLSBOROUGH**

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**,

DILLON DUMONT, CHA 5/27/2025

BOB GUESSFERD, VICE 5/27/2025

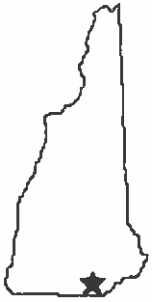
DAVID S. MORIN 5/27/2025

HEIDI JAKOBY 5/27/2025

XEN VURGAROPULOS 5/27/2025

DATE OF BILLING: May 27, 2025

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
TARGET CORPORATION AMBER KOEHLER 1000 NICOLLET MALL, TPN-1280 MINNEAPOLIS, MN 55045	239-001-000	24-229-04-T	\$6.29
DATE YIELD TAX DUE:			June 26, 2025



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
Roy Sorenson, Town Administrator

DATE: May 27, 2025

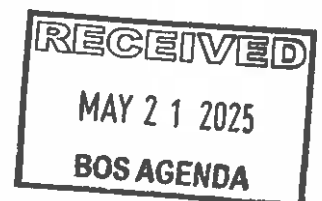
FROM: Jim Michaud, Chief Assessor *jm*

RE: Elderly Exemption Requalification:

I recommend the Board of Selectmen sign this memo requalifying Elderly Exemptions for the property owners listed below. The residents have provided the proper documentation to show they continue to qualify for this exemption.

This requalification is in accordance with NHDRA's 5-year Assessment Review process. Although this is a necessary requirement, we understand this process can be laborious and we very much appreciate the understanding and cooperation of our applicants.

35 Mobile Dr. – map 178/ lot 013/ sub 045
41 Bowes Cir. – map 147/ lot 029/ 016
22 Winnhaven Dr. – map 197/ lot 088
62 Rangers Dr. – map 160/ lot 021
6 Washington St. – map 168/ lot 033
3 McCrady Dr. – map 136/ lot 009



DRAFT MOTION: Motion to requalify Elderly Exemptions for the property owners referenced in the above request.

Dillon Dumont, Chairman

Bob Guessferd, Vice Chairman

David S. Morin

Heidi Jakoby

Xen Vurgaropulos

6A3

Bob Averette 6/17/25
[Signature]



TOWN OF HUDSON
Office of the Assessor



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

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

TO: Board of Selectmen
Roy Sorenson, Town Administrator

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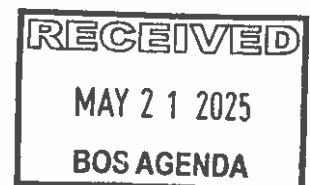
FROM: Jim Michaud, Chief Assessor *[Signature]*

RE: Disabled Exemption Requalification:

I recommend the Board of Selectmen sign this memo requalifying Disabled Exemptions for the property owners listed below. The residents have provided the proper documentation to show they continue to qualify for this exemption.

This requalification is in accordance with NHDRA's 5-year Assessment Review process. Although this is a necessary requirement, we understand this process can be laborious and we very much appreciate the understanding and cooperation of our applicants.

273 Webster St. – map 138/ lot 007



DRAFT MOTION: Motion to requalify a Disabled Exemption for the property owners referenced in the above request.

Dillon Dumont, Chairman

Bob Guessferd, Vice Chairman

David S. Morin

Heidi Jakoby

Xen Vurgaropulos

6A4

BOS AGENDA 5/27/25
A



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
Roy Sorenson, Town Administrator

DATE: May 27, 2025

FROM: Jim Michaud, Chief Assessor

RE: Elderly Exemption Requalification Denial:
5 York Rd. – map 136/ lot 006

I recommend the Board of Selectmen sign this memo denying an Elderly Exemption for the property owners listed below. The residents have provided the proper documentation and have shown that their income exceeds the allowable limit of \$60,000 for a married couple.

DRAFT MOTION: Motion to deny an Elderly Exemption for the property owners referenced at the above referenced address.

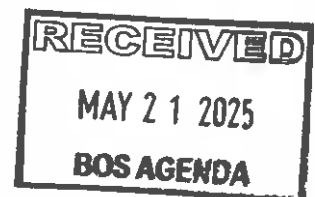
Dillon Dumont, Chairman

Bob Guessferd, Vice Chairman

David S. Morin

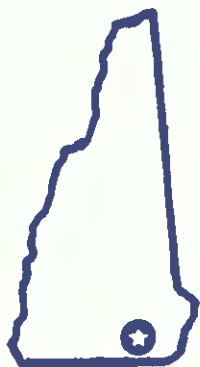
Heidi Jakoby

Xen Vurgaropoulos



TOWN OF HUDSON

Board of Selectmen



12 School Street Hudson, New Hampshire 03051 603/886-6024 FAX 603/598-6481



Thomas P. & Jeanne E. Brown
5 York Road
Hudson, NH 03051

May 27, 2025

Re: 2025 Elderly Exemption Requalification

Dear Mr. & Mrs. Brown:

This letter acknowledges your request to the Hudson Board of Selectmen for an Elderly Exemption on your property at 5 York Lane.

The Assessing Department has found, based on information that was provided, that you are over the income limit in order to continue to receive the Elderly Exemption. The voter approved Elderly Exemption income limit for a married property owner is \$60,000, your submitted documentation indicates that your income for the 2024 calendar year exceeded that limit.

If you wish, a further appeal to the State Board of Tax and Land Appeals, or Hillsborough County Superior Court, may be made and the filing deadline for that next level of appeal is September 1, 2026.

Very truly yours,

HUDSON BOARD OF SELECTMEN

Dillon Dumont, Chairman

8A

Bos Agenda 5/29/25

[Signature]



TOWN OF HUDSON

Engineering Department



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

INTEROFFICE MEMORANDUM

TO: Board of Selectmen
Roy E. Sorenson, Town Administrator

FROM: Elvis Dhima, P.E., Town Engineer *[Signature]*

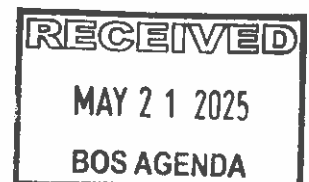
DATE: May 21, 2025

RE: Target Site Presentation

The Engineering Department will be providing an overview of the Target Site project to offer both the Board and the public a clear understanding of the project's scope, history, and current status. This presentation is intended to respond to a number of questions and concerns that have been raised at various points throughout the project's development, and to provide additional context that may help clarify recent activities on site.

We will also take this opportunity to explain the roles and responsibilities of the different departments, boards, and permitting authorities involved. Our goal is to ensure that everyone—Board members, residents, and other interested stakeholders—has a shared understanding of the regulatory framework, expectations, and limitations associated with this approved and ongoing project.

By providing this information, we hope to clarify some of the questions as the project moves forward.



Target Site Status

May 2025

Target Site

- Wetlands and Non-Site Specific Permit (2020-956) - May 2021
- Department of Transportation Approval - December 2022
- Alteration of Terrain Permit (onsite) (AoT-2287) - January 2023
- Town approval in January 2023
- Pre-Construction Meeting for onsite activities - August 2023
- Alteration of Terrain (offsite) (AoT-2036A) - November 2023

Target Site

- First dust events due to strong winds in early March 2024
- Fugitive Dust Mitigation Dated 12/20/2023 was updated March 13, 2024
- Car Wash vouchers were made available
- Second water truck added to the site



Target Site

- On non-hard surfaces (earthen haul roads, aggregate haul roads, landscaped areas, etc.), utilize misting systems and a water truck with sprayers to moisten the ground throughout the day. Utilize a separate water truck with a water cannon to moisten all earthen berms and piles where a water truck with sprayers and misting systems cannot travel or reach. These measures are to be implemented each day that there is no active rain, the ground is saturated from previous rain, active snow showers, the site is covered in snow, or the ground is frozen. A water storage silo will be in operation indefinitely to provide immediate water source to recharge, off-road water trucks, water buffalos, and water trailer with water cannon.
- Materials loaded for onsite transportation shall be observed before and during transportation. Any material observed to be excessively dry, absent native moisture content, or at risk of dust control standards shall be treated with water to mitigate potential dust distribution.
- Materials in stockpiles will be continually monitored and sprayed as required and at the end of each shift.
- In extreme dry conditions a dust suppression system that runs 24-hours could be utilized that will be placed down wind of the site to knock down any potential dust leaving the site.
- At the end of each day as required an extended work hours crew will remain on site within work restriction hours until all stockpiled materials, haul-roads, and hard surfaces have been sprayed via water source to mitigate any off hours dust.

Target Site



Target Site



Target Site



Target Site

- Fugitive dust events continue to occur when strong winds are present.
- Department of Environmental Services inspected the site in August 2024.
- Earth processed by a portable plant required a Permit by Notification.
- On October 3, 2024, a Permit by Notification was submitted to NHDES.
- On November 7, 2024, a permit was issued by NHDES (PBNID-00093).
- On November 12, 2024, NHDES was notified that that the plant is no longer at the site or in NH.
- A Letter of Deficiency (ARD 24-013) was issued in December 2024 by NHDES.
- No further action was required by any of the parties.

Target Site



Target Site

The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert K. Scott, Commissioner
December 14, 2024

LETTER OF DEFICIENCY
No. ARD 24-011

Peter Pavesi, Operations Manager
D. W. White Construction Corporation
4000 Middle Road
Amherst, Massachusetts 02706

Dear Mr. Pavesi:

The purpose of this Letter of Deficiency is to notify D. W. White Construction Corporation (D. W. White) that the New Hampshire Department of Environmental Services (NHDES) has identified deficiencies, listed below, related to D. W. White's portable non-metallic mineral processing plant that consists of a cone crusher, a jaw crusher, and an associated conveyor (the Plant). You informed NHDES during the visit that you did not have a permit by notification (PBN) issued by NHDES for the Plant.

Background

On August 14, 2024, NHDES responded to a complaint concerning fugitive dust originating from the Green Meadow Golf development (the adjacent to Steele Road in Hudson New Hampshire). During the site visit, NHDES personnel observed and documented a portable non-metallic mineral processing plant that consists of a cone crusher, a jaw crusher, and an associated conveyor (the Plant). You informed NHDES during the visit that you did not have a permit by notification (PBN) issued by NHDES for the Plant.

On October 3, 2024, you submitted a PBN application to NHDES for the Plant. On November 7, 2024, NHDES issued PBN02-00001 to you for the Plant.

Applicable Requirements

1. ERM A 803.03(a) and ERM A 2006.03 require the owner or operator of a portable non-metallic mineral processing plant with a capacity that exceeds 150 tons/hr to obtain a permit by notification prior to installing and operating the plant.

Customer: NHDES determined that the Plant has a capacity that exceeds 150 tons/hr, and that D. W. White did not obtain a permit by notification prior to installing and operating the Plant.

Requested Action: No action is requested at this time.

2. ERM A 2006.03 requires the owner or operator of non-metallic mineral processing plant that requires a permit by notification to submit a location change notice to NHDES and to the towns in which the plant was last located and currently located.

Next Steps:

24 Base Drive • P.O. Box 10 • Concord, NH 03302-0010
(603) 271-5500 • Fax (603) 271-5507 • TDD: Service Relay 800-1-800-735-2864

D. W. White, LLC
4000 Middle Road
Amherst, MA 02706
Page 1
December 16, 2024

Customer: On November 13, 2024, you notified NHDES that the Plant was no longer in New Hampshire and currently remains in Massachusetts. NHDES has no record of receiving a location change notice for the Plant.

Requested Action: For this most recent location change to Massachusetts and for any future location changes to, from or within New Hampshire, submit a location change notice to NHDES identifying the towns in which the Plant was last located and is currently located.

3. ERM A 2003.02 requires the owner or operator of a non-metallic mineral processing plant to complete successful compliance testing of the affected equipment for visible emissions and particulate matter emissions, as defined by ERM A 2002.05, in accordance with the requirements of 40 CFR 40, Subpart 100, and ERM A 803.02 within 60 days of the plant achieving its maximum production rate or 180 days after startup, whichever is sooner.

Customer: On November 13, 2024, you informed NHDES that the Plant is currently located in Massachusetts and have no current plans to relocate it to New Hampshire. You further stated that if the Plant is moved back into New Hampshire, you will notify NHDES in advance and will schedule the necessary visible emission testing as required.

Requested Action:

1. Prior to restarting the Plant in New Hampshire, notify NHDES in writing of the anticipated restart date.
2. No later than 35 days after restarting the Plant in New Hampshire and at least 30 days prior to conducting compliance testing, submit a written notification to NHDES regarding compliance testing that includes the information specified in ERM A 803.02(a).
3. No later than 45 days after restarting the Plant in New Hampshire, conduct compliance testing of affected equipment in accordance with the requirements of ERM A 803.02 and 40 CFR 40, Subpart 100.
4. No later than 60 days after compliance testing is performed, submit to NHDES a summary report of the results of the compliance testing in accordance with the requirements of ERM A 803.02(b).

Enclosed for your reference is a list of stack testing companies and consultants that may be able to provide D. W. White with testing and reporting services.

Please address all information to Claude Panchet at email Claude.panchet@nhdes.state.nh.us or at the following address:

D. W. White, LLC
4000 Middle Road
Amherst, MA 02706
Page 2
December 16, 2024

NHDES Air Resources Division
Enforcement Section
29 Hazen Drive, P.O. Box 10
Concord, NH 03302-0010

In the event that compliance is not achieved within the time periods indicated, NHDES may initiate formal action against D. W. White, including issuing an order requiring the deficiencies to be corrected and/or referring the matter to the NH Department of Justice. NHDES reserves the right to pursue administrative fines or civil penalties for the violations noted above.

If you believe that NHDES has cited these violations in error, or have questions regarding these matters, please contact Claude Panchet, Senior Enforcement Specialist, at (603) 271-6480 or by email at Claude.panchet@nhdes.state.nh.us. A current copy of the Air Resources Division Rules can be obtained from the NHDES website at erm.a.100.nhdes, or by contacting the NHDES Public Information Center at (603) 271-2975.

Sincerely,
Thomas V. Guertin, *Thomas V. Guertin, NHDES Air Resources Division Compliance Bureau Administrator*
Thomas Guertin
Compliance Bureau Administrator
Air Resources Division

cc: Claude Panchet
cc: NHDES Enforcement Section
cc: NHDES Compliance Bureau
cc: NHDES Air Resources Division
cc: NHDES Enforcement Section
cc: NHDES Compliance Bureau
cc: NHDES Air Resources Division

Target Site



- November 2024
- Sound wall and fence is completed, further reducing construction activities close to the residential area

Target Site

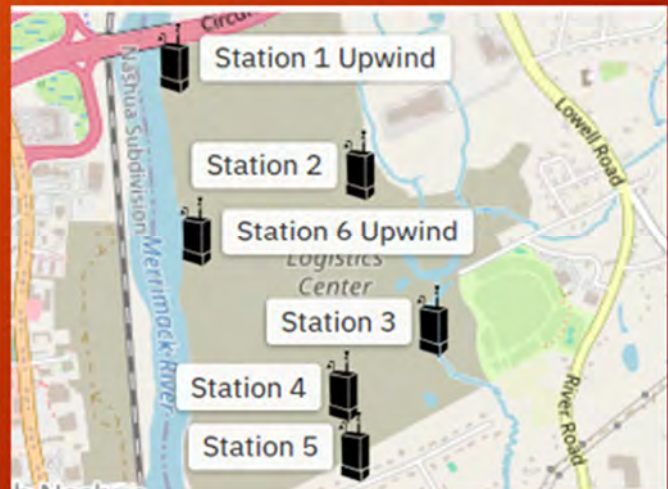


Target Site



Target Site

- February 2025 - Six air quality stations are installed at the site as an additional layer of fugitive dust mitigation.



Target Site

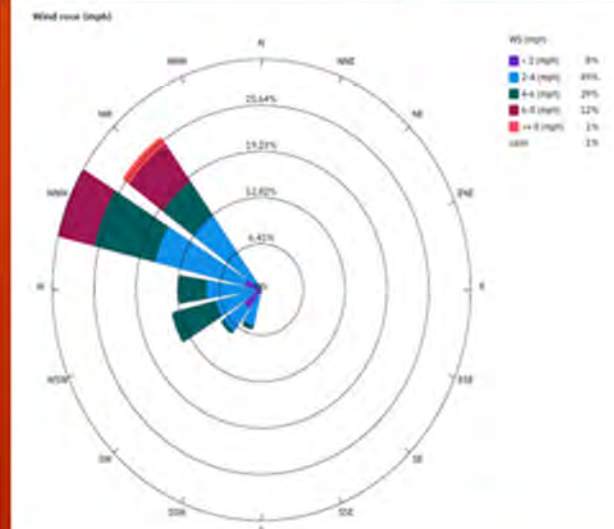
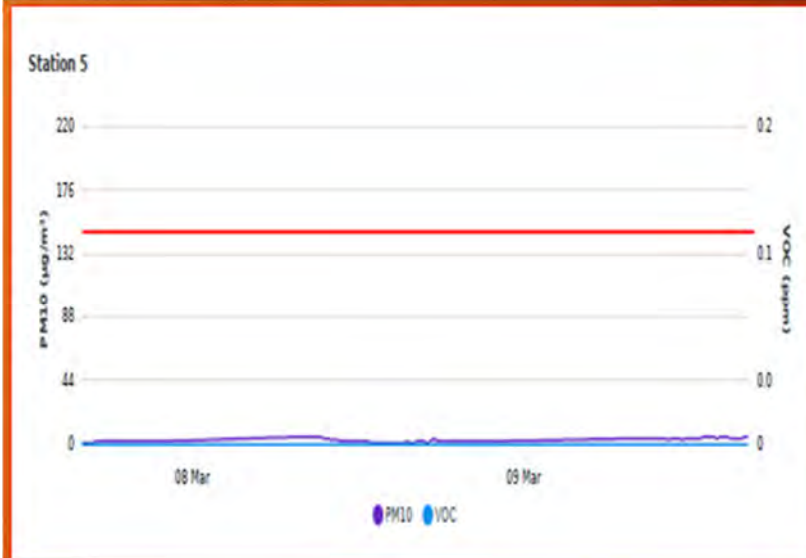
- Environmental Protection Agency's (EPA's) National Ambient Air Quality Standard (NAAQS) **24-hour average threshold concentration for PM₁₀ is 150 micrograms per meter cubed ($\mu\text{g}/\text{m}^3$)**.
- Dust Event March 7th and 8th, Report requested by Staff



Target Site



Target Site



Target Site

- Currently a lot of available information for this project
- The Town does not have any environmental soil testing for this private site.
- New Hampshire Department of Environmental Services has a vast database for sites with specific history and accessible to anyone at [Onestop Search](https://www4.des.state.nh.us/DESONestop/BasicSearch.aspx)
- <https://www4.des.state.nh.us/DESONestop/BasicSearch.aspx>

Target Site

https://www1.des.state.nh.us/DES/OneStop/OneStop.aspx

Advisories | Events | OneStop | About | Contact

NHDES Home OneStop Home Site Search Search Help OneStop Contact

OneStop - Search

Any DES Interest Is: Enter

Before hitting the Enter key, if you have checked specific area(s) of interest, you may want to scroll down to check other Interest Specific Criteria you can search on.

☒ Include other interests based at location(s) ☐ Return only results that exist in ALL selected areas of interest

Location Enter

Town/City: Name: Address: County:

New Hampshire Department of Environmental Services | PO Box 95 | 29 Mason Drive | Concord, NH 03302-0095
603.271.3563 | TDD Access: Relay NH 1.800.735.2194 | Hours: M-F, 9am-4pm

NH.gov | privacy policy | accessibility policy

Target Site

- Information about the history of the project @ <https://www.hudsonnh.gov/bc-pb/page/hudson-logistics-center-proposal-time-line>

Planning Board

Applications for Records & Certificates

Records

Commissioners

Committees

Observations/Inquiries

Schedule of Meeting Dates

News

Hudson Logistics Center Proposal

Use of Maps

Upcoming Events

Planning Board

Hudson Logistics Center Proposal Time Line

Planning Board meetings will be held at the Hudson Community Center, 12 Lanes Ave., for the foreseeable future. All questions on the planning process may be directed to planning@hudsonnh.gov.

AUGUST 27, 2020
An application was submitted to the Planning Board proposing to develop a distribution center at the site known as Green Meadows Golf Center. The development team has created the website below to provide information to the community about their proposal.
For all information on the meeting, please click here.

NOV 4, 2020
The Planning Board documents this application to the Department of Regional Impact pursuant to RSA 38:56.
For all information on the meeting, please click here.

MAY 27, 2021
The first public meeting was held, during which the Planning Board accepted jurisdiction over the application and conducted a public hearing. The public comment portion of the meeting began at approximately 7:00pm and ended shortly after 9:00pm with the public hearing. The public comment portion of the meeting was also recorded by the Planning Board.
For all information on the meeting, please click here.

JUNE 15, 2021
A public hearing was held, during which the Planning Board accepted jurisdiction over the application and conducted a public hearing. The public comment portion of the meeting began at approximately 7:00pm and ended shortly after 9:00pm with the public hearing. The public comment portion of the meeting was also recorded by the Planning Board.
For all information on the meeting, please click here.

JUNE 27, 2021
The first public meeting was held, during which the Planning Board accepted jurisdiction over the application and conducted a public hearing. The public comment portion of the meeting began at approximately 7:00pm and ended shortly after 9:00pm with the public hearing. The public comment portion of the meeting was also recorded by the Planning Board.
For all information on the meeting, please click here.

Upcoming Events

Planning Board
06/24/2021 - 7:00pm

Planning Board
06/24/2021 - 7:00pm

Planning Board
06/24/2021 - 7:00pm

[View the Planning Board Calendar](#)

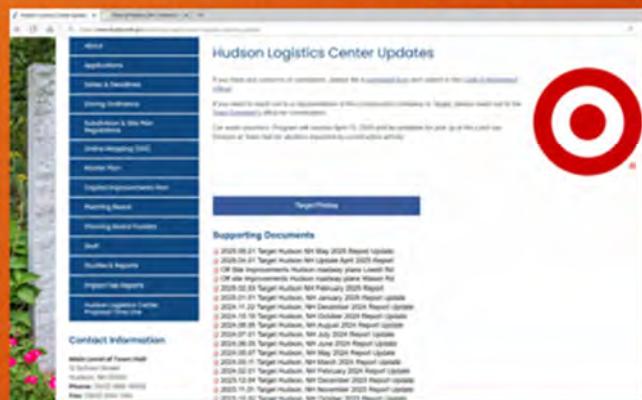
Supporting Documents

- August 12th - Final Impact & Value Analysis
- July 22nd Planning Board Agenda
- Alteration of Terrain Application - Part 1
- Alteration of Terrain Application - Part 2
- Traffic Impact Study June 2020
- June 13, 2020 Site Walk Itinerary
- Preliminary Staff Report
- May 27th Planning Board Agenda
- Stormwater Management Report May 21, 2020
- Applications
- Hudson Logistics Center Plan Set
- H&C Subdivision & Survey
- Hudson Logistics Center plan Wetlands Conditional Use Part 1 of 4
- Hudson Logistics Center plan Wetlands Conditional Use Part 2 of 4
- Hudson Logistics Center plan Wetlands Conditional Use Part 3 of 4
- Hudson Logistics Center plan Wetlands Conditional Use Part 4 of 4

Soil Testing

Target Site

- Additional Information about ongoing construction activities
- [Hudson Logistics Center Updates | Hudson New Hampshire](https://www.hudsonnh.gov/planning/page/hudson-logistics-center-updates)
- <https://www.hudsonnh.gov/planning/page/hudson-logistics-center-updates>



Target Site

- Alteration of Terrain Application

May 5, 2020

PRE AND POST-DEVELOPMENT COLOR-CODED SOIL PLANS

for more information, please contact the NHDES at (603) 271-2147 or visit the NHDES website at www.des.nh.gov.
NHDES Alteration of Terrain Permit Application Form - 2017 - revised 12/2019

Page 8 of 9

NHDES-W-01-003

- ☒ 11" x 17" sheets suitable, as long as it is readable.
- ☒ Submit these plans separate from the drainage area plans.
- ☒ A north arrow.
- ☒ A scale.
- ☒ Name of the soil scientist who performed the survey and date the soil survey took place.
- ☒ 2-foot contours (5-foot contours if application is for a gravel pit) as well as other surveyed features.
- ☒ Delineation of the soil boundaries and wetland boundaries.
- ☒ Delineation of the subcatchment boundaries.
- ☒ Soil series symbols (e.g., 26).
- ☒ A key or legend which identifies each soil series symbol and its associated soil series name (e.g., 26 = Windsor).
- ☒ The hydrologic soil group color coding (A = Green, B = yellow, C = orange, D = red, Water = blue, & Impervious = gray).



GOVE ENVIRONMENTAL SERVICES, INC.

SITE-SPECIFIC SOIL SURVEY REPORT HUDSON LOGISTICS CENTER LOWELL AND STEEL ROADS HUDSON, NH GES # 2019216

1. MAPPING STANDARDS

Site-Specific Soil Mapping Standards for New Hampshire and Vermont, SSSNNE Special Publication No. 3, Version 5.0, December 2017. This map product is within the technical standards of the National Cooperative Soil Survey. It is a special product, intended for the submission to NH DES Alteration of Terrain. It was produced by a professional soil scientist and is not a product of the USDA National Resource Conservation Service.

The site specific soil survey was produced May 4, 2020, and was prepared by James P. Gove, CSS # 004, Gove Environmental Services, Inc. The location of the soil survey is at Lowell and Steele Roads in Hudson, NH.

Soils were identified with the New Hampshire State-wide Numerical Soils Legend, USDA NRCS, Durham, NH, Issue # 35, January 2011.

High Intensity Soil Survey (HIS) conversion is determined by the soil properties identified in "High Intensity Soil Mapping Standard for NH", SSSNNE Special Publication Number 1, December, 2017.

Hydrologic Soil Groups are determined from SSSNNE Special Publication Number 5, "Soil Values for New Hampshire Soils", September, 2009.

2. DATE SOIL MAP PRODUCED

May 4, 2020

3. GEOGRAPHIC LOCATION AND SIZE OF SITE

Approximately 300 acres was soil mapped. Tax map 234, Lots 5, 34 & 35 and Tax Map 239, Lot 1. The site is located in Hudson, NH.

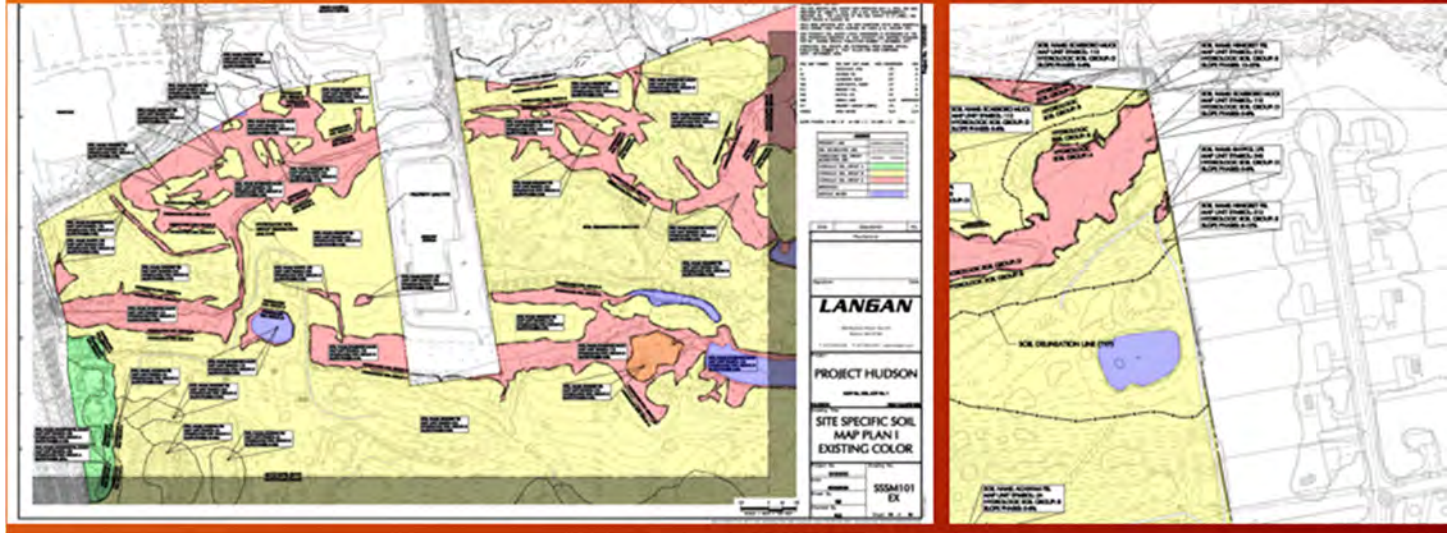
4. PURPOSE OF THE SOIL MAP

The preparation of this map was requested by LANGAN. The purpose was to meet the requirements of NH Alteration of Terrain.

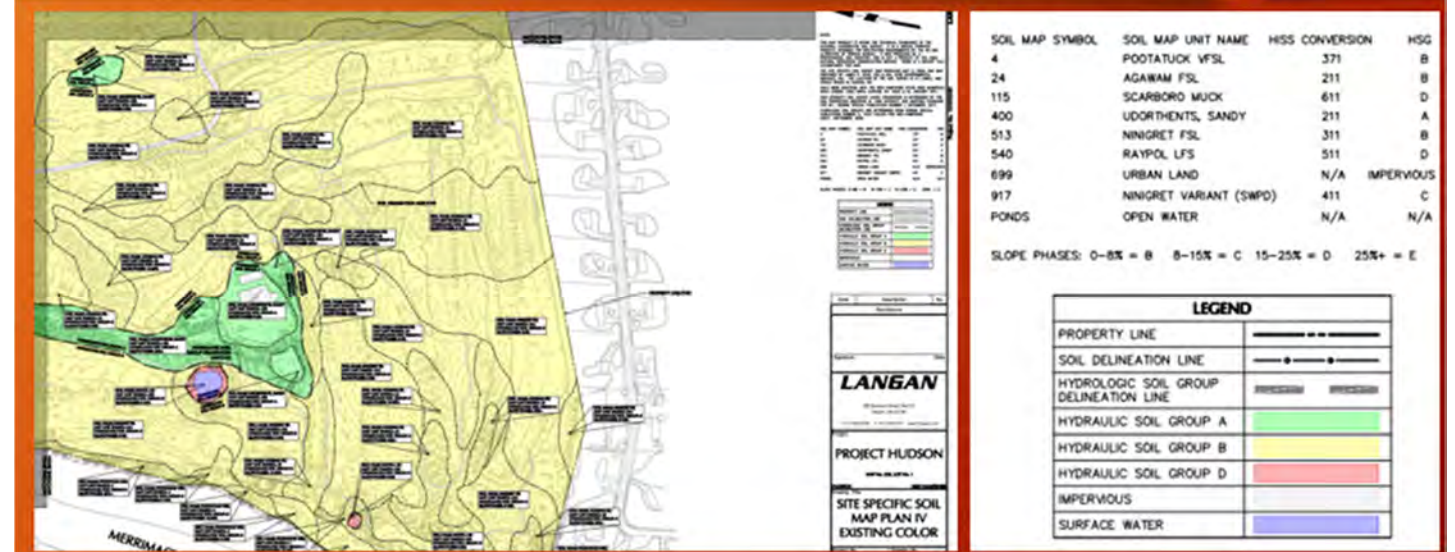
8 Continental Dr Bldg 2 Unit H, Exeter, NH 03033-7526
Ph (603) 779-0444 / Fax (603) 779-0454
jgove@govs-inc.com
www.govs-inc.com

Target Site

• Soil Testing



Target site



Target Site

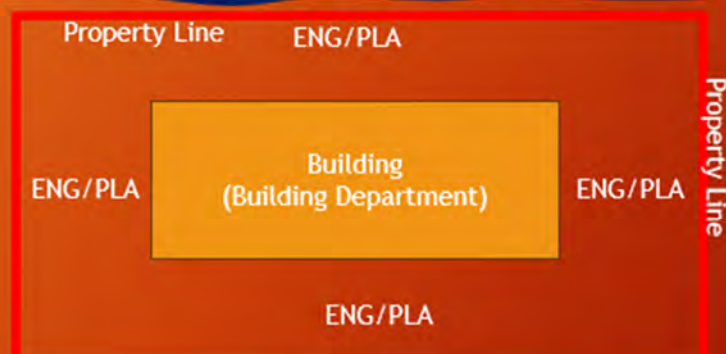
Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
AgA	Agawam fine sandy loam, 0 to 3 percent slopes	B	35.1	1.8%
AgB	Agawam fine sandy loam, 3 to 8 percent slopes	B	19.8	1.0%

24 AGAWAM FINE SANDY LOAM occurs on glacial outwash plains and alluvial deposits. The Agawam series has a fine sandy loam topsoil and subsoil, then becomes loamy sand in the substratum. This is a well-drained soil with estimated seasonal high water tables deeper than 40 inches. While this soil map unit is in a golf course that has undergone significant grading, the essential soil characteristics are present to identify the soil series. Common inclusions in depressions and swales is the soil series Ninigret.

Target Site - Jurisdiction

Merrimack River- NHDES / EPA / U.S. Army Corps of ENG



BOS has no jurisdiction

Planning Board has no jurisdiction over an approved site plan unless staff brings it back to the Planning Board

Offsite Improvements - State Road (DOT) - Town Road ENG/DPW/PLA

Target Site

•Questions?

BOS AGENDA 5/22/25
[Signature]

8B



TOWN OF HUDSON

Engineering Department



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

INTEROFFICE MEMORANDUM

TO: Board of Selectmen
Roy E. Sorenson, Town Administrator

FROM: Elvis Dhima, P.E., Town Engineer *[Signature]*

DATE: May 15, 2025

RE: Hudson Water Utility – Outdoor Water usage

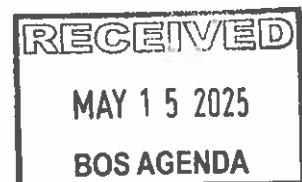
The Town of Hudson water customers are currently advised to water their lawns on odd/even days from 12:00 AM to 7:00 AM, per Tier 1 requirements, which takes place automatically on May 1st through October 1st. This is not applicable to private well owners.

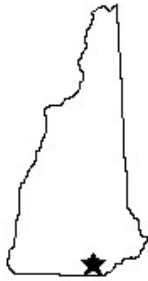
The Town could implement Tier 2, which is a mandatory odd/even days, or Tier 3, which is a total ban on outside water usage, if necessary while dealing with extreme weather or major water main breaks during high water demand periods. Due to the current extreme weather, unforeseen situations such as a water main break, and being abundantly cautious, it is important to have Tier 2 & Tier 3 ready to be utilized if and when necessary.

The implementation would be through a red alert notification to the customers, which is done through text, email and a phone call and will remain in place until further notification. This will ensure we continue to provide domestic and fire protection throughout the water district.

Motion:

To authorize the Town Engineer to implement Tier 2 or Tier 3, if and when necessary, during the months of June, July and August of this year.





TOWN OF HUDSON
Information Technology Department
Douglas Bosteels, Director



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

To: The Board of Selectmen
Roy Sorenson, Town Administrator

From: Douglas B. Bosteels, IT Director *DB*

Date: 21 May 2025

Re: Public Agenda Item – 27 May 2025

Informational:

The IT Director requests the opportunity to present key components of the Information Technology department in the in continuation with the recurring installments from Town Departments This brief presentation will give some background as to the status of were IT is and where we are heading.

To achieve this I will display the current organizational chart, our direction (mission, vision, philosophy and core values), and our general deliverables (help desk statistics for current year). I will include a strategic plan, some SMART goals, and our current 2025 department goals.

I hope this provides some insight to the public as to how the Information Technology Department completes its mission daily, and how we plan to continue to accomplish our vital mission in the future.

Douglas Bosteels



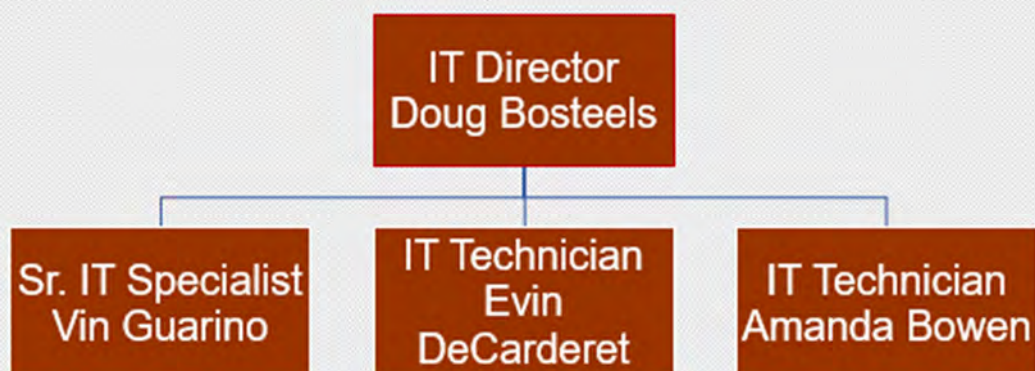
TOWN OF HUDSON NH

DEPARTMENT UPDATES TO BOARD OF SELECTMEN

INFORMATION TECHNOLOGY

4/5/25

ORGANIZATION CHART



VISION STATEMENT

Provide the Town of Hudson, its employees, and the public with accurate, timely, and secure information.

We are dedicated to delivering reliable technology solutions and responsive support services that foster municipal growth through scalable and efficient systems. By analyzing and optimizing internal processes, we ensure secure digital platforms and maintain 99.9% system availability, enhancing operational efficiency and public service delivery.



MISSION STATEMENT

To drive technological advancement by creating seamless digital experiences that enhance and add value to municipal infrastructure.

Our goal is to provide a secure, efficient, and user-friendly digital environment while continuously adapting to emerging technologies to better serve the community



SWOT ANALYSIS

As part of the strategic plan, the IT department conducted a SWOT analysis to provide insight and their perception regarding department functions. **SWOT**, an acronym for **Strengths, Weaknesses, Opportunities, and Threats** is an instrument that ensures a well-rounded approach to gathering relevant information designed to focus upon internal dynamics and gather insight and expertise from staff.



SWOT - Strengths

Security-first approach

Strong sensitivity to creating a secure IT environment, ensuring proactive management of security protocols.

Robust IT infrastructure

A reliable and scalable IT infrastructure capable of supporting the town's needs and growth.

Skilled, knowledgeable team

Highly competent and specialized team members with expertise in various IT areas.

Strong IT security posture

Advanced security measures, including encryption, multi-factor authentication, and regular vulnerability assessments, to protect critical data.

Strategic alignment

Consistent alignment between IT strategies and business goals, ensuring that technology initiatives support overall town objectives.

Innovation-driven

Leveraging technologies to streamline processes, improve operational efficiency, and enhance outcomes.

Cross-department collaboration

Strong relationships with other departments, ensuring smooth communication and understanding of their IT needs.



SWOT - Weaknesses

Budget constraints

Despite high levels of technical expertise, funding limitations hinder the implementation of new initiatives or upgrades.

User adherence to security policies

Often users remain resistant or unaware of necessary security protocols, creating potential vulnerabilities.

Training gaps

Insufficient or infrequent training for end users regarding IT security and best practices, potentially leading to unintentional breaches.

Legacy system integration

While systems are not outdated, some legacy systems may still present integration challenges with newer technologies or security features.

Limited expertise in niche areas

Occasional gaps in specific technical areas or advanced technologies that could benefit from additional specialization.



SWOT - Opportunities

Emerging technologies

Staying ahead of the curve on innovations such as AI, machine learning, automation, and cloud solutions that can drive operational efficiency and improve customer experience.

Strategic IT partnerships

Opportunities to collaborate with external vendors and internal departments to enhance IT capabilities and access new technologies.

Government support

Exploring government grants, initiatives, or incentives that support IT innovation and cybersecurity advancements.

Adoption of new IT trends

Capitalizing on trends such as DevOps, hybrid cloud, and edge computing, which offer new ways to optimize infrastructure and services.



SWOT - Threats

Cybersecurity risks

Increased cyber-attacks, ransomware, and data breaches that pose significant risks to business continuity and reputation.

Budget constraints

Persistent financial limitations that could prevent the full implementation of desired IT projects or necessary upgrades.

Regulatory changes

Evolving government regulations and compliance standards that could increase compliance costs and complexity.

End-user security behavior

Employees inconsistent compliance with security policies, such as weak passwords or failure to follow best practices for data protection.

Mobile device management

The proliferation of mobile devices creates security challenges in managing and securing remote access.

Wireless/Remote access risks

The rise of remote work and mobile devices introduces challenges in securing wireless networks and remote access channels.



CYBERSECURITY

Quantum Computing Readiness

Next generation of super computers utilizing qubit technology. Classical Bit exists in one of two states 1 or 0. A qubit can exist in a superposition of both states simultaneously and can perform complex calculations more efficiently.

The Cybersecurity and Infrastructure Security Agency (CISA), the National Security Agency (NSA), and the National Institute of Standards and Technology (NIST) created a factsheet to inform organizations — especially those that support Critical Infrastructure — about the impacts of quantum capabilities and be in the know.

NIST has published the first set of post-quantum cryptographic (PQC) standards, released in 2024, to protect against future, potentially adversarial, cryptanalytically-relevant quantum computer (CRQC) capabilities. A CRQC would have the potential to break public-key systems (sometimes referred to as asymmetric cryptography) that are used to protect information systems today



CYBERSECURITY

Primex:

- Information Technology employees attend bi-monthly seminar's at the Primex location in Concord which discuss cybersecurity awareness and threats both past and present.
- Will be conducting an onsite training / seminar for all employees in June for Hudson employees.

Town Audit:

- Cybersecurity policies to be reviewed updated and viewed as a consistent process.
- Incident response plan is in place.
- Employee training: Knowbe4 and Primex mandatory training .
- Penetration testing will be conducted annually.



STRATEGIC GOALS AND OBJECTIVES

Assess Town infrastructure / hardware and update – upgrade

A critical part of IT management and planning. It provides an overview of the existing technology and hardware life-cycle.

Assess town wide software applications and update / upgrade

Review software utilization throughout the town and assess needs/concerns.

Assess town wide phone infrastructure and update / upgrade

Our current Avaya phone system is aging and becoming outdated. We have reached full capacity at Town Hall and the Fire Department, leaving no room for expansion.

Complete Network VLAN's to enhance security

By isolating traffic within a VLAN, it can prevent unauthorized access between different parts of the network.

Complete MFA (Multi-Factor Authentication) rollout – YubiKey (State Grant)

With the ongoing Cybersecurity threat and hackers getting more and more sophisticated, we need to take extra measures to ensure our data is kept safe but also accessible to our end users.



GOALS and OBJECTIVES

Complete Network VLAN's

Upgrade/purchase new switches and complete stacking the switches at TH and PD to allow VLAN completion.

Complete MFA (YubiKey)

Complete testing for application compatibility and roll out to different organizations.

Town infrastructure / hardware

SAN (Storage Area Network) is older, no longer supported after 2026. Need to plan / budget for replacement SAN. Started gathering costs etc. for replacement.

Software Applications

Work with all departments on needs assessment and determine upgrade/update path for current software utilized or new Software packages.

Phone Infrastructure

Started to gather information on phone replacement options as our current system is over 12 years old and no longer expandable. Looking into IP replacement. For whole town – Cloud.

Electronic Timecard

Created electronic timesheet in SharePoint - currently in use.



PHONE INFRASTRUCTURE

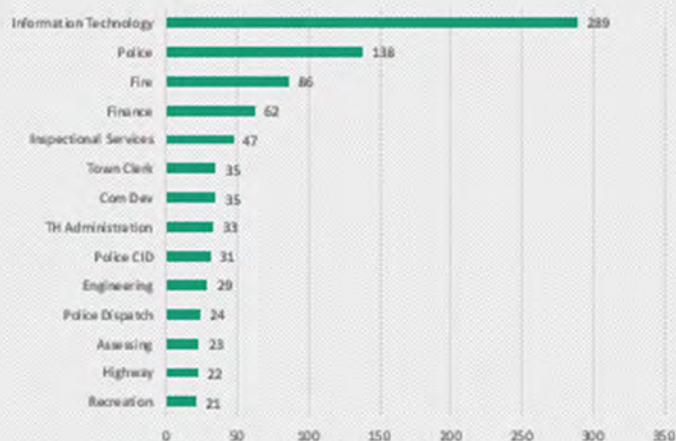
AVAYA IP OFFICE CURRENT ON PREM SOLUTION

- Have been facing Significant business issue for several years (Chapter -11).
- Gutting support mechanisms for on premise solutions.
- Not easy to support.
- No expansion left in TH (Hardware not be readily available to expand).
- Current annual support cost is roughly 26K consisting of 4 separate interconnected systems - Town Hall, Police, DPW, and HCTV.
- Investigating alternative solutions that would utilize VOIP at all locations as one phone system utilizing the town Fiber connections between facilities (Cloud Based).
- VOIP offers a better solution easily expandable and broader support.

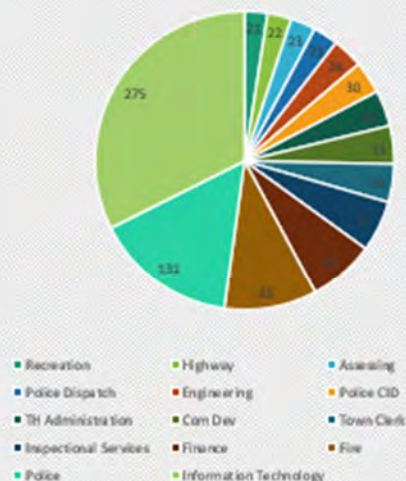


PERFORMANCE METRICS - Help Desk

Total Ticket YTD by Dept.



Closed tickets by Department



PERFORMANCE METRICS - Help Desk

Support Feedback (5/1/25 - 5/21/25)

1. What method was used to contact the IT team? [Responses](#)



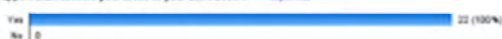
2. How satisfied are you with the responsiveness of IT Support? [Responses](#)



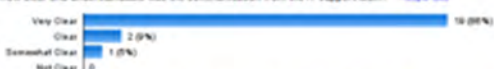
3. How would you rate the professionalism and courtesy of the IT Support representative? [Responses](#)



4. Did the IT Support team resolve your issue to your satisfaction? [Responses](#)



5. How clear and understandable was the communication from the IT support team? [Responses](#)



6. Were you kept informed about the status and progress of your request? [Responses](#)



END – QUESTIONS?





TOWN OF HUDSON
Office of the Town Administrator

12 School Street
Hudson, New Hampshire 03051



Roy E. Sorenson, Town Administrator • rsorenson@hudsonnh.gov • Tel: 603-886-6024 • Fax: 603-598-6481

To: Board of Selectmen

From: Roy E. Sorenson, Town Administrator

Date: May 20, 2025

Re: Earned Time Incentive MOU - Hudson IAFF Local #3154

Fire Chief Scott Tice and the Professional Firefighters of Hudson IAFF Local #3154 reached out to me concerning a Memorandum of Understanding (MOU) that was signed April 5, 2023, regarding department recruitment (Attachment 1). The MOU in principle awarded an incentive day for any employee that helped secure a full time candidate. The MOU also contained the following language:

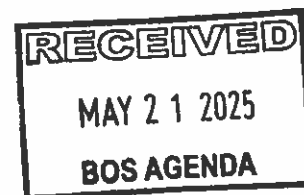
"5. Both parties agree to update above language for the next collective bargaining agreement."

Unfortunately the MOU never made it into the successor agreement thus expiring and removing the general acknowledgement of an important priority of both parties. I have drafted a new MOU in spirit, slightly modified to be appropriately placed in the current CBA, and any subsequent CBA thereafter, which captures the original intent (Attachment 2).

If you concur the following motion would be appropriate.

Motion: The Board of Selectmen hereby authorize the Town Administrator to sign the Memorandum of Understanding with the Hudson IAFF Local #3154 for an incentive day as it relates to department recruitment.

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





TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



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

Scott J. Tice
Chief of Department

Professional Firefighters of Hudson IAFF Local #3154

And

Town of Hudson

ATTACHMENT 1

Memorandum of Understanding

Whereas, the parties are signatories to a collective bargaining agreement which defines the term and conditions of employment for members of the bargaining which expires on June 30, 2024;

Whereas, the current collective bargaining agreement does not provide a recruitment incentive;

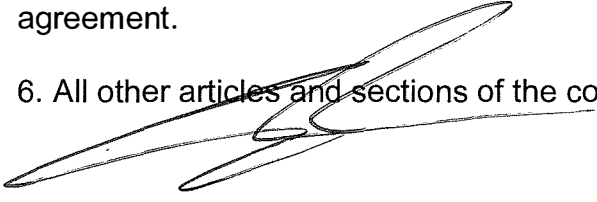
Whereas, the parties agree successful recruitment is an important priority:

Whereas, the parties have reached agreement on a recruitment incentive as follows:

1. The Current Collective Bargaining Agreement provides XXI. Wages and Hours.
2. The parties agree to add language to this section of the current collective bargaining agreement.
3. The parties agree the language to be added under section XXI. Wages and Hours is, "5. Any employee making a referral of a candidate for hire for any job position that falls under this collective bargaining agreement will receive one additional day of incentive time to be awarded upon the time when the referral has completed the hiring process and is, in fact, hired. One day of incentive time will be awarded to the same referring employee at the time when the new hired individual has successfully completed the required probationary period for the position hired. One incentive day for Firefighters and Lieutenants will be twenty-four (24) hours, one incentive day for Dispatchers will be twelve (12) hours. Any day(s) awarded under this part of the agreement must be utilized within a year of the award and cannot be used for incentive time buy out. Only one member will be awarded per hire. Any disagreements as to who made the referral will be mitigated at the discretion of the Fire Chief".
4. Both parties represent that they are duly authorized to enter into this agreement.

5. Both parties agree to update above language for the next collective bargaining agreement.

6. All other articles and sections of the contract remain in effect.



Craig Benner
President
PFFH Local #3154

4/5/2023

Date



Scott Tice
Fire Chief

4/5/23

Date



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



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

Scott J. Tice
Chief of Department

Professional Firefighters of Hudson IAFF Local #3154

And

Town of Hudson

ATTACHMENT 2

Memorandum of Understanding

Whereas, the parties are signatories to a collective bargaining agreement which defines the term and conditions of employment for members of the bargaining which expires on June 30, 2024;

Whereas, the current collective bargaining agreement does not provide a recruitment incentive;

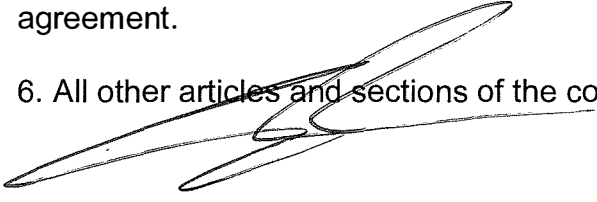
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6. All other articles and sections of the contract remain in effect.



Craig Benner
President
PFFH Local #3154

4/5/2023

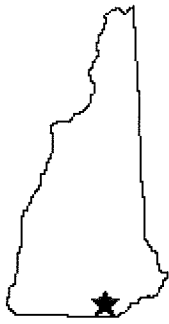
Date



Scott Tice
Fire Chief

4/5/23

Date



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



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

Scott J. Tice
Chief of Department

TO: Dillon Dumont
Chairman, Board of Selectmen

FR: Scott Tice
Fire Chief

DT: May 22, 2025

RE: May 27, 2025 BOS Public Agenda - Hazard Mitigation Grant Program (HMGP)

Please place the following on the above indicated agenda for the Fire Department.

As you are aware, we have been working with the Nashua Regional Planning Commission (NRPC) to complete the Town's Hazard Mitigation Plan. I am pleased to announce that on May 16, 2025 we were notified that the FEMA Region 1 Mitigation Division has determined that the Town of Hudson, New Hampshire Hazard Mitigation Plan Update 2025 meets all applicable FEMA Mitigation Planning requirements (Local Mitigation Planning Policy Guide, effective April 11, 2025), except its adoption by: Town of Hudson, NH.

The next step in the approval process is to adopt the mitigation plan and send a resolution or adoption documentation to the State for submission to FEMA. The signature page included in this packet, which requires the signature of each member of the Board, meets that requirement.

Should the Board concur with my recommendation to adopt the plan, the following motion will be appropriate:

Motion:

"To formally adopt the Town of Hudson, New Hampshire Hazard Mitigation Plan Update 2025" as recommended by the Fire Chief.

Adopted on this day, the _____ of _____, 2025.

Dillon Dumont, Chairman, Hudson Board of Selectmen

Bob Guessferd, Vice-Chairman, Hudson Board of Selectmen

David S. Morin, Hudson Board of Selectmen

Xen Vurgaropulos, Hudson Board of Selectmen

Heidi Jakoby, Hudson Board of Selectmen

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the
Town of Hudson the _____ of _____, 2025.

Witness

8F

BOS AGENDA 5/24/25



TOWN OF HUDSON
Office of the Town Administrator

12 School Street
Hudson, New Hampshire 03051



Roy E. Sorenson, Town Administrator • rsorenson@hudsonnh.gov • Tel: 603-886-6024 • Fax: 603-598-6481

To: Board of Selectmen

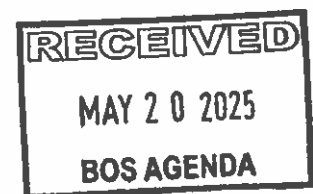
From: Roy E. Sorenson, Town Administrator

Date: May 20, 2025

Re: CPCNH Annual Report - Informational

As you know we have had several discussions on CPCNH moreover the new rate and current financial viability of the organization. As the Principle Executive Officer representing the Town, I have asked Henry Herndon, Acting General Manager of CPCNH, to come before you tonight to present the Annual Report (attached) from this past April which was presented to members of the aggregate. It is noted that the Consumer Advocate, Don Kreis, attended the meeting including speaking on the role of CPCNH in delivering community-centered energy solutions for residential ratepayers. Further, there is a specific section "*Communications Plan and Public Transparency*" which speaks to the April 8, 2025, Board of Selectmen meeting, in which there were a series of questions answered by Mr. Herndon. Also included is the presentation, *Enterprise Risk Management Policies & How We Got to Where We Are Today*.

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



FOUNDATIONS: Enterprise Risk Management Policies & How We Got to Where We Are Today

By outgoing CPCNH Chair Clifton Below
Annual Membership Meeting, April 24, 2025

FOR COMMUNITIES, BY COMMUNITIES.



**COMMUNITY
POWER COALITION**
OF NEW HAMPSHIRE



Quick Background Story

- 2016: City of Lebanon intervenes in PUC Net Metering docket, forms Electric Aggregation Committee under RSA 53-E to support proposed pilot with Liberty of opt-in dynamic real time pricing buy/sell rate
- 2019: RSA 53-E reform passes into law, initiated by Lebanon
- Late 2019: Community Power organizing group first forms
- 2020: Organizing Group with Lebanon & Hanover support retains legal counsel to help develop Joint Powers Agreement
- 2021: Consultants retained, incorporation & organizational work
- 2022: RFP for comprehensive start-up & operation services
- Winter 2022-2023: Development of ERM Policies & Cost Sharing/Member Services Agreement
- Late April 2023: Launch of first Community Power Aggregations

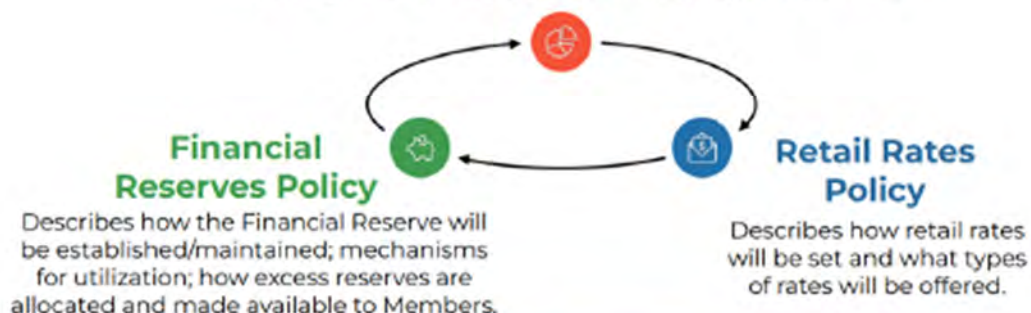
Enterprise Risk Management Policies

3 R's: Risk, Rates, Reserve Policies

Objectives: (a) meet customer electricity requirements; (b) obtain best available rates; (c) maintain rate stability; (d) develop + maintain financial reserves to ensure long-term customer benefits

Energy Portfolio Risk Management Policy

Outlines the mechanisms, financial safeguards, and reporting/transparency to procure electricity for members.



3

Energy Portfolio Risk Management Policy

- ✦ **Philosophy, Objectives, Scope:** CPCNH purpose is to procure electricity supply for Community Power; EPRM identifies risks & management strategies; objectives are low rates, stability, growing adequate financial reserves
- ✦ **Risk Exposures:** Market, Volumetric, Opt-Out, Counterparty Credit, Liquidity & Collateral, Regulatory, Operational, Reputational
- ✦ **Strategy & Parameters:** Outlines risk management strategies, metrics, limits, & reporting requirements
- ✦ **Position Limits:** Requires CPCNH to "close" (*fully hedge*) positions in advance of power delivery to minimize exposure to spot / real-time market swings
- ✦ **Risk Control Principals:** Separation of roles, protocols, reporting
- ✦ **Roles, Responsibilities, Organization:** who does what (Board, CEO, Staff, Service Providers)
- ✦ **Policy Compliance:** Describes how violations will be reported; independent auditing of ERM policies starting within 3 years of initial power supply; Finance Committee review of reserve levels

4

Retail Rates Policy

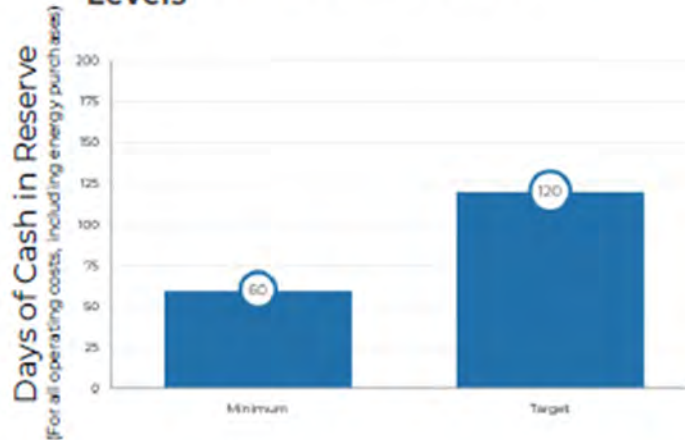
1. **Purpose:** Outline requirements, objectives, authorities, processes for rate setting
2. **Requirements & Objectives:** Only launch if rates beat utility default; strive to maintain lower rates on average; offer opt-in optional rates
3. **Rate Setting:** Rates to be set to cover forecast cost of service in context of hedging & probabilistic forecasts of margin & reserves at risk
4. **Amendments:** CPCNH Board approves amendments, with advanced written notice of Board Meetings considering amendments to Members
5. **Default Rate Setting Process:** CEO, in consultation with Finance and Risk Management Committees, recommends rates for Board approval; Emergency Default Rate Adjustment Authority (with Board approval, and Member noticing).

5

Financial Reserve Policy

1. **Purpose:** Establish minimum, target, and maximum level of Joint Reserves; provides for use of Discretionary Reserves
2. **Objectives:** Stability; availability of cash when needed; lower financing costs; achieve credit rating; manage energy portfolio risks; create shared understanding of reserve use among Members, Staff, etc.; make CPCNH financially stable
3. **Rights of Members to Reserve Contributions:** Reserves tracked by Member; if Member departs, balance of reserves will be returned to Member

4. + 5. Joint Reserve Target Levels

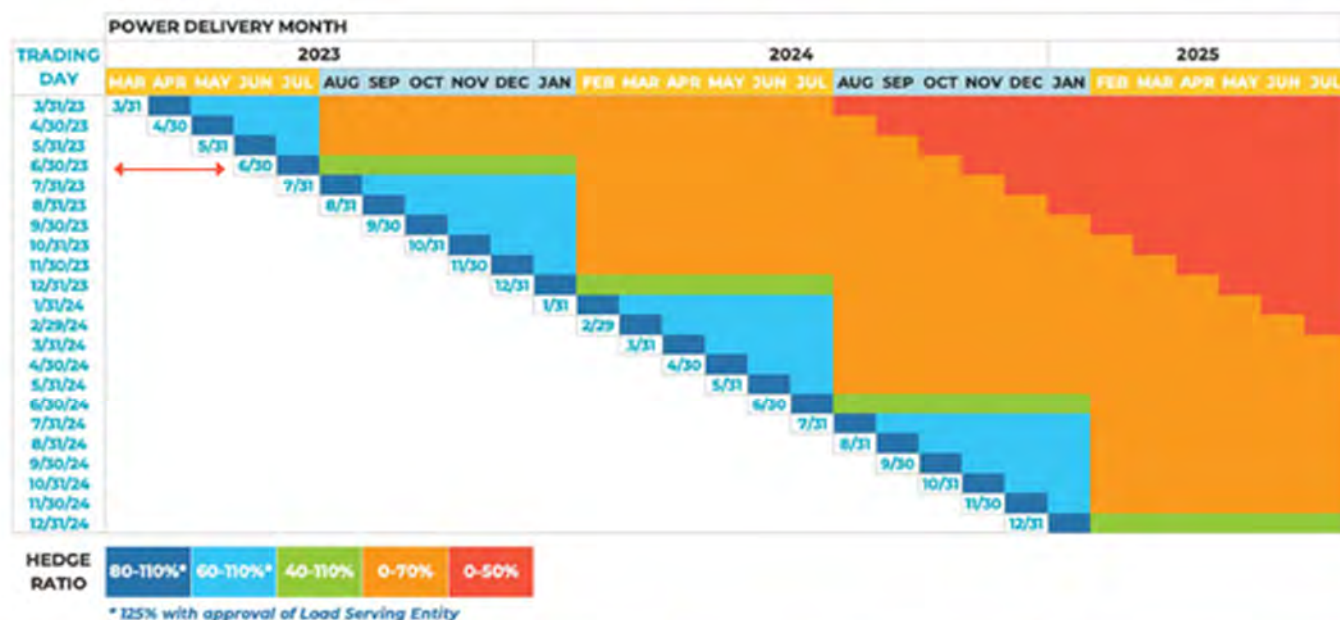


6

EPRM Regulations

- ✦ **Scope of Regulations:** Outline the procedures, methodologies, and regulations relied upon by CPCNH to make decisions necessary to provide the credit support, portfolio analytics, forward portfolio management, contracting, hedging, wholesale market scheduling, and related activities required to provide Community Power Aggregation (CPA) power supply services. **IMPLEMENTS EPRM POLICY**
- ✦ **Summary of Risk Exposures & Mitigations**
- ✦ **Overview of Risk Control Structure**
- ✦ **Counterparty Enabling Agreements, Credit & Liquidity**
- ✦ **Hedging Products & Transaction Procedures**
- ✦ **Risk Metrics, Monitoring & Mitigation Procedures**
- ✦ **APPENDICES**

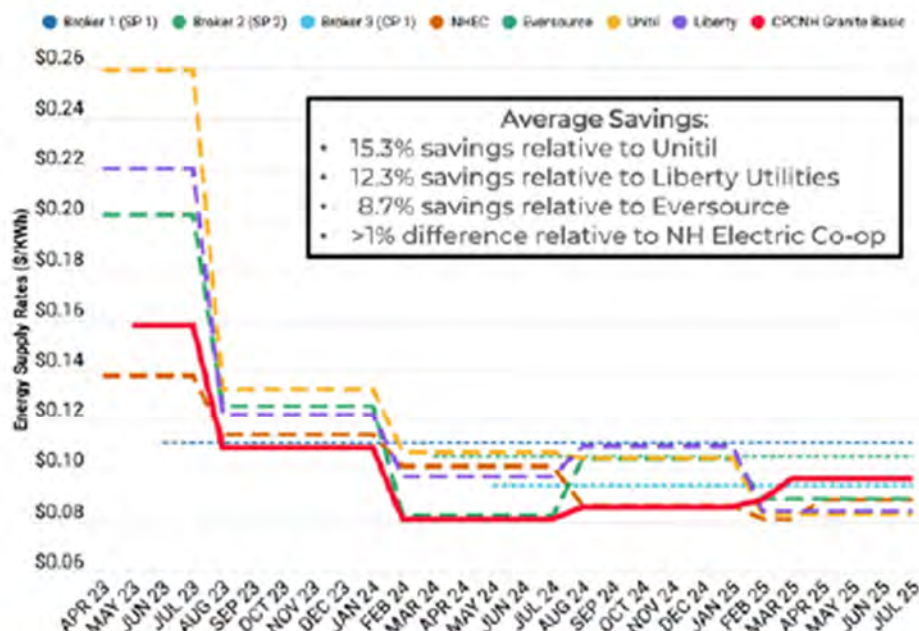
Hedge Ratio Percentage Limits (from 3/3/23 Policy)



How we got to where we are today

1. CEO started May 22, 2023
2. Grown as an operating JPA, Accounting Services secured, Staff & Members added, etc.
3. Rate history:
4. June 2024 rate setting
5. Unexpected loss of Reserves realized in late Dec. 2024
6. Fire Alarm pulled by Chair
7. Policy Compliance Assessment
8. Course Correction
9. Legislative & regulatory challenges
10. Reset

Rates Over Time (Utilities, Brokers, CPCNH) April '23-July '25



Board Voted to Amend EPRM Policy on May 25, 2023 to make one change:

Discount to Utility Rates

If rate setting is based upon setting rates for the same periods as incumbent utilities, then CPCNH shall hedge load obligations by maintaining Hedge Ratio Percentages in accordance with the limits below:

- Leading up to and during the Utility Standard Offer Flow Period:
 - By one month ~~six weeks~~ prior to the period, Hedge Ratio Percentages shall be maintained between 40% and 110% for the period.
 - By the last trading day prior to the period, Hedge Ratio Percentages shall be maintained between 60% and 110% for the period.
 - By one month prior to power delivery, Hedge Ratio Percentages for the delivery month shall be maintained between 80% and 110%.

Need to Amend EPRM Regulations to Conform with 5/25/23 Policy Amendment

- ✓ On 5/26/23 as part of his hand-off of policy implementation and working with Calpine and Ascend, Consultant Samuel Golding emailed our new CEO to advise that he needed to amend the EPRM Regulations to conform with the 5/25/23 Board approved EPRM Policy Amendment.
- ✓ This need to make conforming amendments to the regulations was also raised at the 6/12/23 Risk Management Committee meeting. The meeting minutes note:
- ✓ *"The implication of the Policy change is that the EPRM Regulation also needs to be changed to be consistent with the Policy change. The RMC discussed the topic of the Regulation change with CEO Callnan and agreed that the Regulation change was appropriate and necessary."*

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From the Minutes of the 6/26/24 RMC meeting.

There was further discussion on the forward prices and the open positions for the rate period. Ascend highlighted that if the current market forward pricing remains then it would be difficult to justify the rate recommendation as costs would exceed revenue. CEO Callnan highlighted that the current loads do not include wave 4 expected loads and that there will be an additional procurement to increase the coverage ratio that is expected to be of a longer duration to help keep costs down and that historically, the forward market has been having difficulty pricing New England winters with actual prices settling lower much than what the market forward prices expected 3 to 6 months previously. Motion is adopted 10-0.

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Community Power Coalition of NH Statement of Financial Position				
	AS OF	December 31, 2023	December 31, 2024	February 28, 2025
ASSETS				
Total Current Assets		\$18,462,041	\$28,878,045	\$32,073,807
Fixed Assets		\$898,415	\$503,218	\$437,351
Other Assets		\$3,250	\$3,250	\$3,250
TOTAL ASSETS		\$19,363,706	\$29,384,513	\$32,514,408
LIABILITIES AND EQUITY				
Liabilities				
Total Current Liabilities		\$6,027,134	\$12,623,794	\$20,664,353
Long-Term Liabilities		\$4,760,674	\$8,049,318	\$10,226,989
Total Liabilities		\$10,787,808	\$20,673,112	\$30,891,342
Equity				
Retained Earnings		-\$457,718	\$8,575,899	\$8,711,401
Net Revenue		\$9,033,617	\$135,502	-\$7,088,334
Total Equity		\$8,575,899	\$8,711,401	\$1,623,066
TOTAL LIABILITIES AND EQUITY		\$19,363,706	\$29,384,513	\$32,514,408

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For Additional Background & Explanation

✓ See FAQ on March 12, 2025, to help provide clarity and transparency surrounding the transition of leadership and events that transpired in recent months with the following sections:

- The appointment of Mr. Herndon to Acting General Manager
- The status of Joint Reserves and Strategies Moving Forward
- Rates and Rate Setting
- Ongoing Updates

This resource will be updated overtime and date stamped appropriately. The FAQ can be accessed [here](#).

✓ See also: <https://www.cpcnh.org/post/cpcnh-board-appoints-acting-general-manager>

✓ [2025-01-02 CPCNH Chair Report to Board.pdf](#)

✓ See from the 4/24/25 [Annual Board of Directors Meeting packet](#):

- ✓ Finance Committee & Treasurer Reports
- ✓ Risk Management Committee Reports, including:
- ✓ [CPCNH EPRM Violation Annual Summary Ascend](#)

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Hedge Ratio Percentage Limits (updated 4/23/25 to 5/25/23 Policy)

[illegible]

* Applicable when setting rates to match utility default supply periods

^{**} May be increased to 125% w/ approval of Supplier Limit Exemption Request by Load Serving Entity

Date: April 21, 2025
From: Henry Herndon, Acting General Manager
To: CPCNH Member & Alternate Representatives + Board of Directors
Cc: Staff & Service Providers
Subject: Report for 2025 Annual Membership & Board Meeting

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Attachment C: OCA + AGM Correspondence
Attachment D: Poverty Plains PPA

Attachment E: Poverty Plains New Transaction Approval Form (NTAF)

Summary of Recommended Actions

Actions for Membership or Board:

1. Schedule a Membership meeting to be held on Friday October 24, 2025 with a venue and time to be determined.

Actions for Board:

2. In accordance with the directive and instructions provided by the Merrimack County Board of Commissioners and pursuant to the Complete Service Bundle contract Article VII Section 7, authorize staff to return default electricity customers in the Town of Wilmot to their respective utility default services with any associated impacts to net margin or joint reserve accrual being accounted for within Merrimack County Community Power.
3. Approve the Power Purchase Agreement for Poverty Plains, the 5 megawatt community solar project under development in the Town of Warner.

Discussion of Recommended Actions

Schedule Fall Membership Meeting for Friday October 24, 2025

CPCNH Member Services and Administrative staff have identified Friday October 24, 2025 as a practical date to schedule a Fall CPCNH Membership Meeting. Setting the date for this meeting will afford staff ample time to plan logistics and programming, while providing Member Reps and Alternates, and other attendees, sufficient advanced notice to set aside time to attend and participate.

Recommended Membership or Board Action:

MOVED to schedule a Membership meeting to be held on Friday October 24, 2025 with a venue and time to be determined.

Wilmot Return

Project:		Wilmot return															
Purpose:		Effectuate with Wilmot town meeting decision															
Deliverable:		(ILLUSTRATIVE/TENTATIVE TIMELINE, PENDING BOARD ACTION) Smooth unenrollment of Wilmot from Merrimack County CP															
Key		Complete	In Progress	Not Started	Late												
		3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr	5-May	12-May	19-May	26-May	2-Jun	9-Jun	16-Jun
Meetings		Board								Annual Meetings							
TASK 1	Prep & authorize	Wilmot TM vote to leave MCCP	AH to SB	MCCP Gov Council		Prepare options & analysis for BoD		BoD Action									
TASK 2	Implement			Inform Calpine	Draft mailers & lists; notice RC Brayshaw				Maildrop	30-day notice period				Returns			
		Engage NHEC & DOE															

In June 2024, the Wilmot Select Board voted to select Merrimack County Community Power as the default supplier for the Town. Wilmot customers were default enrolled into Merrimack County Community Power in October 2024 as part of Wave 4.

At the March 2025 Wilmot Town Meeting, voters decided to withdraw the Town from participation in Merrimack County Community Power. As communicated by Wilmot's representatives to the Merrimack County Power Council, the primary reasons for this decision are: (1) an expectation that the decision regarding Wilmot's participation in

Community Power would and should be made by the Town Meeting, not the Select Board; (2) Wilmot is almost entirely served by a non-profit, locally governed utility (NH Electric Co-op); and (3) NH Electric Co-op rates are lower than CPCNH rates during this current spring 2025 rate period.

Director of Member Services Jackson Kaspari and Engagement Manager Andrew Hatch have supported the Town and the County through a collaborative process to understand contractual requirements for effectuating the withdrawal. Director Kaspari and Manager Hatch attended the 4/14/25 meeting of the Merrimack County Board of Commissioners where the Commissioners adopted the following resolution:

“WHEREAS, the Wilmot voters have answered in the affirmative to the question posed in Article 33 at the Wilmot 2025 Town Meeting and the Wilmot Selectboard subsequently acted on 3/19/25 to request the withdrawal of the town from default participation in Merrimack County Community Power,

Be it hereby RESOLVED that the Merrimack County Board of Commissioners, pursuant to the CPCNH Complete Service Bundle contract Article VII Section 7, provides the following written instructions to CPCNH directing for the return of all default electricity customers in the Town of Wilmot to their respective utility default services.

Merrimack County hereby authorizes and directs CPCNH to, at the time of the Wilmot customer returns, reallocate any net margin associated with the Town of Wilmot’s participation in the program to remaining Merrimack County Community Power customers in accordance with the proposed timeline endorsed by the Merrimack County Community Power Council on 3/31/25, which may be modified as necessary by CPCNH.”

I have been in dialogue with NH Electric Co-op senior management to keep them apprised of the situation. On Friday 4/18/25, NH Electric Co-op provided written assent to CPCNH’s proposal and timeline to return approximately 650 electric accounts to NH Electric Co-op default service. On 4/18/25 I verbally briefed the Regulatory Division Director of NH Department of Energy who conveyed understanding of and support for CPCNH’s proposed course of action to effectuate the decisions of the Town and County.

With the approval of the CPCNH Board, staff will execute the return, mail postcard notices to Wilmot customers informing them of the decisions of their local governments to afford them a 30-day noticing period to make any electricity supply service elections, and inform them that default electric accounts will be subsequently returned to NH Electric Co-op service. CPCNH personnel are ready to execute the return upon Board authorization, with returns effective as of June 2025 meter reads.

Fiscal Impact

- ⚡ Wilmot customer counts: 632 NHEC + 27 Eversource = 659 out of 8,779 MCCP (8%)
- ⚡ Wilmot Annual Load = ~6,336 MWh * current rates \$97/MWh = ~\$615K revenue/year
- ⚡ Wilmot “hard costs” = \$1,830 (launch \$1,180 + postcard \$650).
- ⚡ As of 2/28/25, net margin associated with Wilmot was negative ~\$17K. As of June, net margin associated with Wilmot is expected to be higher (i.e., approaching zero and

positive); net margin associated with Wilmot will be reallocated within Merrimack County CPA as per direction of County Commissioners upon returns.

Recommended Board Action:

MOVED to, in accordance with the directive and instructions provided by the Merrimack County Board of Commissioners dated 4/14/25 and pursuant to the Complete Service Bundle contract Article VII Section 7, authorize staff to execute the noticing and return of default electricity customers in the Town of Wilmot to their respective utility default services with any associated impacts to net margin or joint reserve accrual being accounted for within Merrimack County Community Power.

Poverty Plains 5 MW Community Solar Project in Warner

Since mid-2024, CPCNH has been negotiating agreements to enable the development of Poverty Plains Solar, a 5-megawatt community solar array in the Town of Warner. There are two agreements associated with this project:

- ⚡ Group Net Metering Membership Agreement: The agreement between CPCNH and qualifying public electric accounts (municipal, county, school, etc.) to subscribe the net metering “Group” and enable subscribers to offset their electric costs through participation.
- ⚡ Power Purchase Agreement (PPA): The 20-year agreement between CPCNH and the developer that details the structure and terms of the transaction (**Attachment D**)

On 3/27/25, the CPCNH Board of Directors approved the Group Net Metering Membership Agreement, enabling CPCNH staff to keep the project on track and begin educating members about the opportunity to subscribe to, and benefit from, the project.

Director of Projects & Programs Mark Bolinger has continued to lead the valuation and approval processes as presented to the Board in March 2025:

- ⚡ Director Bolinger, with valuation support from Ascend, prepared a New Transaction Approval Form (NTAF) that was approved by the Risk Management Committee on 4/14/25 (**Attachment E**).
- ⚡ Review of CPCNH Energy Risk Management Regulations revealed that the PPA is not incompatible with our policies and regulations.
- ⚡ Calpine has given its approval of the PPA. Director Bolinger and myself, in consultation with Board Chair Clifton Below, have identified certain minor modifications to the PPA, to which the seller has agreed.

At the previous Board meeting, the question was asked, “Will Poverty Plains make CPCNH rates go up or down?” Ascend’s probabilistic analysis suggests that Poverty Plains will *reduce* CPCNH’s rates. Specifically, Ascend’s analysis finds that the net present value of Poverty Plains (when structured as a Group Net Metering project) is between +\$1.3 million (5th percentile, lower benefits scenario) and +\$3.3 million (95th percentile, higher benefits scenario) over the 20-year term of the PPA.

- ⚡ Expands the suite of services that CPCNH can offer Members: Members can subscribe their municipal, county, school, and other public accounts to this community solar project and benefit from reductions in their electricity costs.
- ⚡ CPCNH and its Members have long stated an intention to facilitate the development of local renewable generation assets. Supporting Poverty Plains is an important first step in demonstrating CPCNH's ability to realize this objective.

- ⚡ CPCNH's ability to fully subscribe and then maintain full subscription of the project over time
- ⚡ Future utility default supply rates (which were rigorously and probabilistically assessed in the valuation exercise)

MOVED to Approve the Power Purchase Agreement for Poverty Plains Solar, the 5-megawatt community solar project under development in the Town of Warner.

Communications Plan and Public Transparency

CPCNH continues to execute regular and transition communications plans and activities. Successful communications projects, largely led by Communications Manager Nicholas Gosling include:

- 5

- ✈ [Community Power Quarterly, March Newsletter](#); and more at www.cpcnh.org/news;
- ✈ Regular outreach and engagements between Member Services staff and Members (Member Services Director Jackson Kaspari & Engagement Manager Andrew Hatch).

In May 2025, the Member Services Team will lead a strategy planning exercise to develop a 12-month engagement and communications plan in collaboration with Regulatory & Legislative Affairs Team.

Information Request: Office of the Consumer Advocate (OCA)

On 3/20/25, Consumer Advocate Don Kreis (OCA) submitted a Right to Know request for materials,

“regarding or describing the CPCNH’s investigation of the events that precipitated the recent departure of Chief Executive Officer Brian Callnan... largely centered on the CPCNH’s procurement of wholesale power and related hedging products, and the extent to which these activities were consistent with the CPCNH’s risk management policies and procedures.”

A summary of engagements with OCA includes the following:

- ✈ In consultation with General Counsel, Administrative Director Bobbi-Jo Michael, and Board Chair Clifton Below, CPCNH made an initial disclosure of material on 3/27/25 and a subsequent and more detailed disclosure on 4/10/25, following legal review.
- ✈ OCA responded on 4/16/25 with a letter. In the letter, OCA expresses appreciation for the excellent relationship between CPCNH and OCA, notes support for CPCNH’s success, requests further explanation of certain materials, asks a series of follow up questions, emphasizes the importance of public visibility into CPCNH operations and decision-making as we are a governmental agency, and shares other commentary. OCA indicated interest in attending our 4/24/25 Annual Membership Meeting and addressing the Membership.
- ✈ On 4/18/25, Risk Management Committee Chair Matt Miller joined me and General Counsel in a consultation to discuss OCA’s letter and to prepare a response, which we will furnish early the week of April 21 along with an invitation to OCA to attend the Annual Membership meeting. Don’s letter and my response, which was supported by General Counsel, are attached to the Board materials (**Attachment C**).

Information Request: Hudson Board of Selectmen

On 3/25/25, CPCNH staff received an information request from the Hudson Board of Selectmen and Town Administrator including fourteen questions. CPCNH staff responded in writing on 4/2/25. On 4/8/25, I met with the Hudson Board of Selectmen for ~90 minutes during their public meeting to answer additional questions. The recording is [available here \(2:10:00 - 3:40:44\)](#). Following the meeting, CPCNH responded to the request of the Hudson BOS for additional materials. The discussion covered topics including but not limited to: the nature of CPCNH as an instrumentality of local governments, accountable to oversight by its members and the public, and the transparency of CPCNH governance and operations; CPCNH’s financial position; operations, service providers, and leadership transition; Enterprise Risk Management non-compliance and steps taken to ensure proper risk management practices.

CPCNH Joint Powers Agreement Article XIII Accounts & Reports states, “*The books and records of the Corporation shall be open to inspection at all reasonable times to each Member and its representatives.*”

Enterprise Operations, Power Resources, & CCPartners Task Order #4 Progress Report

This section of the report provides a summary update on the status of CPCNH’s recovery plan including a progress report on Community Choice Partner’s (CCP) Task Order #4.

Community Choice Partners LLC (CCPartners) Task Order #4 is organized into three sections:

1. Enterprise Risk Management Policy Compliance
2. Power Agency Evolution
3. Policy Reforms to Enable Advanced Services & Protect Markets

Sections one and three are making good progress and yielding good work product that is valuable to CPCNH. Section two has been deprioritized. In consultation with Director of Regulatory & Legislative Affairs Deana Dennis, Senior Energy Analyst Scott May, Chair Below, and RMC Chair Miller, I am in process of negotiating an extension to CCPartner’s Task Order #4. On 4/17/25, the Executive Committee discussed this matter and indicated agreement that CPCNH should continue the enterprise support functions provided by CCPartners at least through the end of June 2025.

Progress on CPCNH recovery plan, business restructuring, enterprise and power resource projects, and various components of Task Order #4 are summarized as follows.

Structure of CPCNH Bank Accounts and Power Supply Invoices

CPCNH’s banking arrangement with River City Bank is structured such that CPCNH has three inter-related bank accounts:

- ⚡ Lockbox account. Retail customers pay their electric bills to the electric distribution utility, which then flow through Calpine, before being wired into the lockbox weekly.
- ⚡ Reserve account, into which CPCNH can sweep funds from the lockbox once per month (on the 21st of the month, in concert with the monthly hedge payments).
- ⚡ Operating account, into which CPCNH periodically transfers funds from the reserve account to fund operations (payroll, contract services, overhead, etc.).

CPCNH pays two types of power supply invoices from the lockbox:

- ⚡ On the 21st of each month, CPCNH makes a monthly payment for **hedges** (fixed price forward contracts for blocks of power).
- ⚡ CPCNH makes regular payments for **ISO New England energy** and other charges, the unhedged portion of CPCNH’s portfolio.

Middle Office Models, Forecasts, Reports: Cashflow to Inform Rates, Budgeting, & Portfolio Mgmt.

Priority Level: High | **Status:** On Track

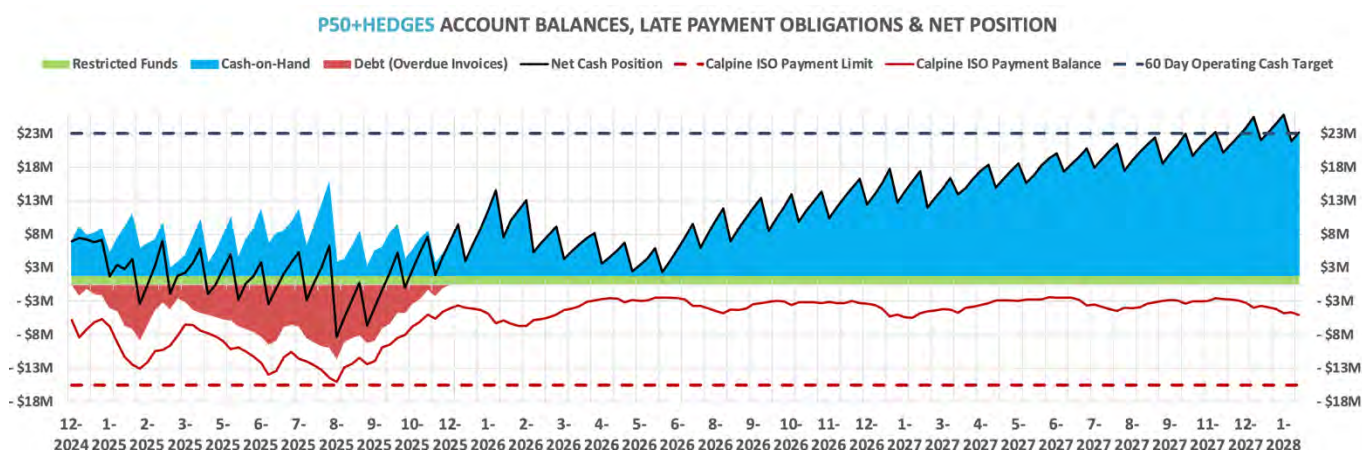
- Calpine's total owed to ISO-NE, which is the difference between ISO-NE's invoices for energy less what CPCNH has paid to date. This balance is limited to \$15M by our contract.
- Debt Service Coverage Ratio (DSCR)
- Liquidity (days of reserve / days of cash on hand) and CPCNH's credit rating potential
- Tangible Net Worth
- Revenue allocation as a percentage by wholesale costs, financing charges, staffing, services & overhead, and net margin

Development of the tool involved implementation and confirmation of internal data management, reporting, and data linkages among CPCNH's banking and financial services (River City Bank), accounting (EcoCFO), retail data management (Calpine), wholesale market participant (Calpine), and energy portfolio risk management (Ascend) contractors. The tool enables CPCNH to calculate probabilistic risk metrics and forecasts with regular updating. CPCNH is documenting areas of model error risk and planned improvements. The model assumes CPCNH hedges to 80% prior to setting rates for each period; the model does not yet make assumptions about customer refreshes or wave launches. The tool will enable informed decision-making for budgeting and rate setting, and regular reporting of probabilistic reserve forecasts at every Risk Management Committee and Board meeting. CPCNH has shared the cashflow model with Calpine to provide a detailed open-book examination of CPCNH's current and forecasted financial position. CPCNH will continue to work transparently with Calpine to manage cashflow.

Cash Position, Management, and Outlook: Results from Cashflow Model v5

Since late January 2025, CPCNH has been maintaining liquidity by, in consultation with Calpine, delaying payment of some power supply invoices. **NOTE:** The results presented below are based on last week's model runs and omit ongoing changes to incorporate Purchase of Receivables, which will materially affect forecast results.

Figure 1 – 3-Years to Minimum Reserve Achievement, P50+Hedges



The graph above, from the cashflow dashboard, shows the P50 (median net revenue scenario of 100 probabilistic model runs) under the setting of CPCNH meeting its minimum 60-days of reserves target in 3-years (as opposed to 2- or 5-years). The graph shows **Restricted Funds in green** (\$1 million lockbox minimum + ~\$130K in Member

As of Monday 4/21, CPCNH has ~\$4.6 million in overdue power supply invoices. As shown in the graph, CPCNH's debt (overdue invoices) will increase through the summer to ensure cash availability to make REC purchases for 2024 RPS compliance and to satisfy voluntary product obligations. Under this scenario, CPCNH anticipates catching up on late payments in Q4 2025. In Summer 2026, CPCNH anticipates drawing on reserve funds to cover RPS and voluntary product renewables purchases before regaining a longer-term healthy financial position and achieving minimum reserve targets in Q4 2027 or Q1 2028.

Director Bolinger has successfully negotiated favorable payment terms for REC purchases with a seller that gives CPCNH flexibility to time payments and effectively manage cashflow. Next steps for cashflow management include: further model validation (led by Ascend and Senior Analyst May); incorporation of utility “Purchase of Receivables” programs (led by Senior Analyst May); development of standard operating procedure (SOP) for model maintenance and updates.

Priority Level: High | **Status:** On Track

CCPartners Task Order #4 includes directive to ensure front office functionality including adequate load forecasting to inform hedging. This task is on track; Calpine will organize and automate relay of customer historical usage and capacity tag data to Ascend by the first week of May for ongoing load forecast model ingestion, training, and improvement. In May, CPCNH and Ascend will validate the load model several weeks in advance of June rate setting to ensure informed decision-making.

Project:	Training & Capacity Building										
Purpose:	Train CPCNH staff, Board, RMC, FinCom in ERM compliance										
Deliverable:	Materials & 5x PowerSIMM training sessions for RMC; full-day Board, FinCom, RMC training										
	3-Mar	10-Mar	17-Mar	24-Mar	31-Mar	7-Apr	14-Apr	21-Apr	28-Apr	5-May	12-May
Meetings			RMC				RMC	Annual Meetings			RMC
TASK 1	PowerSIMM for RMC (OV, CB)		Prep	Session 1	Session 2	Postponed	Session 3	Session 4	Session 5		
TASK 2	Expand training materials							Prep training & materials			
TASK 3	Full-day Board, RMC, FinCom ERM training									Full-day BoD + Cmte Training	
TASK 4	Compliance attestations & routine training									Attestations	

Ascend has hosted three PowerSIMM training sessions for Committee and staff members. The session scheduled for the week of April 7 was postponed to allocate resources to priority cashflow analysis and Poverty Plains valuation activities. Ascend is adding an additional fifth training session to the original four planned. CPCNH will conduct full-day Board and Committee training in Enterprise Risk Management policies after the annual meetings. CPCNH will ensure all required persons read and sign risk management attestation form.

Enterprise Risk Management Policy Amendments & Compliance Enforcement

CCPartners has prepared recommended amendments to the Energy Portfolio Risk Management Regulations, which were presented to RMC for feedback, and will consult with the Chair to adopt final changes. EPRM Regulations are meant to be a living document that is modified from time to time to reflect CPCNH's operational structure. Current changes account for absence of a CEO with Enterprise Risk Management oversight duties and make other clarifications. CCPartners will review and recommend amendments to the Enterprise Risk Management Policy for consideration by the Board.

On 4/14/25, the Risk Management Committee adopted a report summarizing exceptions and violations of policy for submission to the Board **(see RMC section of packet)**. CPCNH has deprioritized revamp of Community Benefit Reporting and Cost Sharing Agreement-compliant reporting of cost allocation. This project remains to be implemented.

Will the PUC Endorse Utility Supply Cost Shifting?

Director of Regulatory and Legislative Affairs Deana Dennis continues to lead critical public advocacy efforts to defend the integrity of NH's competitive electricity market while managing a team of three consultants to amplify this work.

Expert witness testimony filed by Clifton Below and Samuel Golding has contributed to preventing [\\$6.5 million in utility losses from being socialized through stranded cost charges](#) by surfacing malfunctions in Eversource billing and load settlement systems as the true cause of the losses. Utility losses going forward may be much greater than this \$6.5 million example, which is under consideration in Eversource's "Stranded Cost" Docket. The Stranded Cost Docket is one of several interlocking regulatory proceedings that potentially undermine market competition.

Additional utility supply losses could come from the ~30-50% market exposure Eversource, Liberty, Unitil, and NHEC all took on this period. NHEC and Eversource have both reported multi-million-dollar losses for winter months, and NHEC has implemented a mid-cycle upward rate adjustment. Whether or not Community Power customers will have to pay for Investor-Owned Utility (IOU) supply losses is an open question pending before the PUC. [Commissioner recusals and conflicts of interest](#) have added confusion to the regulatory process.

Forthcoming Orders from PUC Commissioners will rule to either authorize anti-competitive cost shifting of utility supply losses or reconcile the losses into future utility supply rates. If the rulings violate the principles of market competition and unfairly harm municipal and country aggregation customers, CPCNH will call on Members to continue to support the fight for fair markets in whichever arenas are necessary.

General Updates

Director of Administration Bobbi-Jo Michael performs excellent work leading the organization of CPCNH's annual membership and board meetings and elections, running effective human resources, providing counsel to myself and all the staff, supporting many of CPCNH's standing Committees, advising on Right to Know requests, and more. Director Michael will lead, with support from the Member Services Department, development of a CPCNH Handbook with a series of team meetings on the project kicking off in May.

On 4/16/25, in response to Executive Leadership Search Committee Chair Chuck Willing's request, I submitted the attached memo to Committee describing CPCNH's budgets, capacities, and gaps for (1) staffing; and (2) contract and professional service providers ([Attachment B](#)). One staffing gap is that of Board Clerk / Executive Assistant who would report to Director Bobbi-Jo Michael and absorb and standardize ministerial committee support work.

Physical Space to Meet Needs of CPCNH Staff, Board, & Committees

With the support of and in consultation with Director Michael, I have met with two separate property managers to explore centrally located office space that meets the needs of CPCNH staff, board, and committees. I anticipate securing new CPCNH offices with a lease date starting in July 2025.

Thank you for your attention to this detailed report,

A handwritten signature in black ink, appearing to read 'H. P. Herndon', with a stylized flourish at the end.

Henry P. Herndon
Acting General Manager

Attachment A: Preliminary Draft List of Operational Projects

This list of operational projects is not comprehensive and does not include all regular/ongoing working activities of the different staff.

Preliminary Draft List of CPCNH Operations Projects	
Power Resources	
PR-1	Improve load forecast model
PR-2	Probabilistic cashflow model for budgeting & rate setting
PR-3	Training & capacity building
PR-4	Financial reserve forecast
PR-5	Member CPA Cost Sharing Agreement reports
PR-6	LSE / Supplier contracting & strategic planning for agency evolution
PR-7	ERM policy amendments
Projects & Programs	
PP-1	Poverty Plains
PP-2	ASPIRE
PP-3	Rates, products, & pricing large-load customers
PP-4	REC Aggregation management
PP-5	Project Committee
Acting General Manager	
AGM-1	Business Process Manual
Member Services	
MS-1	Transition coms plan
MS-2	Regular communications
MS-3	2025 town meetings & cost sharing agreements (Plan)
MS-4	Wilmot return
MS-5	Key accounts
Administration	
A-1	Annual Meetings
A-2	Transparency & access
A-3	Physical space to meet needs of staff, board, committees
A-4	Staffing
A-5	CPCNH Handbook
Regulatory & Legislative Affairs	
RL-1	Legislative advocacy
RL-2	Regulatory engagement
RL-3	Stakeholder engagement & strategy

Date: April 15, 2025
From: Henry Herndon, Acting General Manager
To: CPCNH Executive Leadership Search Committee
Subject: Staffing & Contract Services Budgets and Discussion (v2, modified 4/19/25)

Attachment B: Staff + Contractor Budget/Gaps

This memo is provided to the CPCNH Executive Leadership Search Committee in response to the request from Committee Chair Chuck Willing for input on current finance functions and hiring priorities. While Director Willing's request was specific to the finance role, this response discusses more broadly CPCNH's budget and forecasted expenditures enterprise-wide for internal staff and external professionally contracted service providers.

The following table summarizes CPCNH's 2025 budget for employee salaries, benefits, and taxes compared against the current forecasted annual spend and associated 2025 surplus in this budget category. CPCNH 2025 staffing budget is ~\$2.2M.

CPCNH 2025 Forecast Budget Surplus for **Salaries, Benefits, Taxes**

	Forecast Surplus	Forecast @ Current Spend	Budget
Salary, Bene, Tax	\$ 556,439	\$ 1,672,287	\$ 2,228,726
Former CEO		\$ 198,760	\$ 651,105
Acting GM		\$ 225,820	
Dir. Admin			
Dir. MS			
Dir. P&P			
Dir. RLA			
Enrg Anlst			
CX Coms Mngr			

Notes:

- Former CEO = 2 month + payout + accrued vacation
- AGM = 2 month @ Dir. MS + 10 months @ AGM
- Dir. MS = 3 months @ CEA + 9 months @ Dir MS
- Admin, P&P, RLA, Enrg Anlst include proxy 3% multiplier to reflect mid-year raise;
- Budget contemplated (1) Jan, Brd Clrk/Exc Asst, (2) Apr, Pwr Rsrc Anlst, (3) May, RLA Anlst, (4) Jun, CISO

Without hiring additional staff, CPCNH forecasts a ~\$556K staffing budget surplus for 2025. At current annual staffing budget of ~\$2.2MM, CPCNH has ~\$755K available for new full-year staff in 2026 with no budget impact (surplus + 2025 expense for former CEO). (This statement should not be mis-interpreted as an expectation of no increase to 2026)

staffing budget. CPCNH should expect 2026 staffing budget to increase as 2025 budget has hires starting mid-way through the calendar year.)

The following table shows an illustrative approach to employee classification and compensation levels.

Illustrative Employee Classification & Compensation Levels

Classification	Description	Salary, Benes, Tax	Salary
Level 4-high	C-Suite	\$ 662,500	\$ 500,000
Level 4-low	C-Suite	\$ 234,525	\$ 177,000
Level 3-high	Director	\$ 284,875	\$ 215,000
Level 3-low	Director	\$ 172,250	\$ 130,000
Level 2-high	Manager (or analyst)	\$ 172,250	\$ 130,000
Level 2-low	Manager (or analyst)	\$ 119,250	\$ 90,000
Level 1-high	Individual contributor	\$ 119,250	\$ 90,000
Level 1-low	Individual contributor	\$ 66,250	\$ 50,000

Examples of hires CPCNH can afford within the 2025 budget include:

- ✈ One L4-high C-Suite + one L1 Individual contributor or L2 Manager
- ✈ Two or three L4-low-to-medium C-Suite positions
- ✈ Three L3 Directors and an L2 Manager
- ✈ Five L2 Managers
- ✈ And so on and so forth.

The following table summarizes CPCNH's 2025 budget for contract & professional services compared against the current forecasted annual spend. CPCNH 2025 budget for contract & professional services is ~\$4.0M with forecasted actuals being \$537K higher at \$4.5M.

CPCNH 2025 Forecast Budget Surplus for Contract & Professional Services

	Forecast Surplus	Forecast @ Current Spend	Budget
Contract Prof Service	\$ (536,738)	\$ 4,526,036	\$ 3,989,298
Data Mgmt (Calpine)	\$ (200,000)	\$ 2,397,275	\$ 2,197,275
Tech Consult (Ascend)	\$ (426,831)	\$ 648,000	\$ 221,169
Legal (DWGP)	\$ (60,000)	\$ 605,077	\$ 545,077
Member Service (RBG)	\$ 150,093	\$ 321,204	\$ 471,297
Enrgy Consult (CCPartners)	\$ -	\$ 203,250	\$ 203,250
Accting (EcoCFO, BerryDun)	\$ -	\$ 183,500	\$ 183,500
IT (Connection + Tierpoint)	\$ -	\$ 91,530	\$ 91,530
Market/Advert (Mainstreet)	\$ -	\$ 53,000	\$ 53,000
Office Admin / other	\$ -	\$ 23,200	\$ 23,200

Notes:

- ~\$537K over budget primarily result of under-budgeting \$427K for Tech Consult (Ascend); budget has this line item decreasing from ~\$27K/month in Q1 to ~\$16K/month in Q2-4, actual is ~\$54K/month
- Legal budget ~\$30K/month over budget Jan + Feb, expected to normalize
- Budget has MS line item increasing from ~\$27K/month in Q1 to \$43K/month in Q2-4 anticipating adding Key Account service, which is no longer planned, resulting in forecasted surplus of ~\$150K
- Budget has Enrgy Consult (CCPartners) line item decreasing from ~\$24K/month in Q1-2 to \$10K/month in Q3-4; Q1 actual was ~\$5K/month over budget
- Data Mgmt (Calpine) Jan + Feb actuals were ~\$27K/month over budget; at current spend, forecast ~\$200K over budget; expenses based on volume / customer count.
- Regulatory counsel budget (within legal budget) ~\$12K over budget for March due to greater than anticipated regulatory activity. This burn rate will likely decrease but may still exceed budget to account for pause on RLA staff hiring. Gov't affairs (in Office admin / other) may require additional appropriations for Q3-4.

Internal Staffing Gaps: Finance, Operations / Power Resources, Other

CPCNH has critical staffing gaps in at least two major areas: (1) finance; (2) operations / power resources. The roles of Board Clerk and Executive Assistant and Regulatory Analyst/Specialist are additional staffing gaps.

Finance: Current Structure/Function

CPCNH does not have any internal professional financial staff. CPCNH manages finances using the following personnel:

- ⚡ EcoCFO, accounting & financial oversight
 - o *Eve Leeuw*, staff accountant – responsible for book keeping, payment schedules, day-to-day accounting.
 - o *Jennifer Michael*, controller – responsible for month-end closing, oversight of staff accounting, audit compliance, and analysis (e.g., bad debt write-offs). Supports payroll and HR functions alongside Director of Administration Bobbi-Jo Michael. Undertook industry-specific training upon being assigned to the CPCNH account.
 - o *Brandon Spera*, FP&A Director – assigned in late 2024 to support cashflow forecasting and spreadsheet work, budgeting, and variance analysis.
- ⚡ CPCNH Staff and volunteer Board members
 - o *Scott May*, Senior Energy Analyst – attends weekly accounting meetings, works on CPCNH cashflow analysis and budget variance reporting on behalf of the Treasurer
 - o *Henry Herndon*, Acting General Manager – attends weekly accounting meetings, approves wire transfers for power supply invoices, relationship management with banking and financial service providers (River City Bank), conducts budget analyses (like this one), financial oversight.

- o *Mark Bolinger*, Director of Projects & Programs – attends weekly accounting meetings, leads REC procurement and aligns strategy with cashflow considerations.
- o *Kim Quirk*, Treasurer (volunteer) – attends weekly accounting meetings, presents budget variance analyses, and participates generally in CPCNH's financial management.

⚡ Community Choice Partners

- o *Samuel Golding*, Consultant – developed the CPCNH probabilistic cashflow model tool for cashflow management and support for budgeting, rate setting, portfolio management, and managing vendor relationship with Calpine.

Finance: Discussion

CPCNH currently operates without internal financial leadership. Financial management relies on a fragmented network of part-time contractors, consultants, multitasking internal staff, and volunteers. This structure is inefficient and unsustainable, exposing CPCNH to operational and financial risks and a lack of clarity and direction in financial management. CPCNH is a \$100 million power agency. CPCNH has:

- ⚡ Several millions of dollars of power supply revenue and cost flowing in and out weekly and several dozens of six- to seven-figure power supply invoices to process monthly
- ⚡ Hundreds of thousands of dollars in monthly operating costs and invoices for a constellation of contractors including lawyers, accountants, energy portfolio managers, retail data managers and customer service providers, government affairs and public relations agencies, etc.
- ⚡ Five departments with evolving budgets without a standardized template budgets or professionally managed budgeting processes
- ⚡ Banking relationships and aspirations to evolve our financial position to diversify power supply counter-parties / negotiate new financial agreements, register in the ISO New England power markets, secure multi-million dollar credit facilities, obtain a credit rating, and issue revenue bonds to self-finance power generation assets to supply tens of thousands or more households and businesses within our communities.

Recommendation: Consolidate financial oversight and management of finance-related personnel into an internal Level-4 executive hire – such as a **Chief Financial Officer (CFO)**.
[modified on 4/19/25 to incorporate Director Brown & ELS Cmte insights/improvements].

Proposed Timeline: Hiring processes typically take ~4 months from posting to start date (e.g., May posting = September start; June posting = October start).

Internalizing financial staff may result in a modest reduction in EcoCFO expenses.

Operations & Power Resources: Current Structure/Function

CPCNH has strong technical talent but lacks internal executive-level leadership in operations and power resources. Much of the organization's technical and strategic workload is outsourced to vendors and consultants.

⚡ CPCNH Technical Staff (internal)

- o Mark Bolinger, Director of Projects & Programs – former research scientist at Lawrence Berkeley National Laboratory. Leads REC procurement, PPA solicitations, and program development.
- o Scott May, Senior Energy Analyst – PhD engineer and data scientist; manages extensive data analysis.
- o Jackson Kaspari, Director of Member Services – highly technical background but focused on member services, with limited involvement in power resource operations.

⚡ Ascend Analytics, wholesale energy portfolio manager (external)

- o Conducted the Technical Assessment for CPCNH's business model, including cashflow analysis for launch feasibility; supported successful launch.
- o Supported development of policies and procedures such as Cost Sharing Agreement, Energy Risk Management Policy & Regulations, etc.
- o Electric demand, price and risk modeling; scenario analysis and stochastic modeling to minimize risk; hedge recommendations for RMC; issuance of Requests for Offer (RFOs) for hedge purchases; rate setting support
- o Training for CPCNH to internally learn how to use software modeling tools

⚡ Calpine (external)

- o Manages retail data, billing, and customer service.
- o Serves as CPCNH's ISO-NE market participant and provides credit support.

⚡ Community Choice Partners (Consultant: Samuel Golding) (external)

- o Acts in an executive consulting capacity, providing strategy, oversight, and technical direction.
- o Recently identified and led correction of critical gaps in load forecasting and data integrity.
- o Manages development of major technical tools (e.g., probabilistic cashflow model); authors contracts, policies, legislation, and regulatory testimony, serving as an expert witness at the PUC on behalf of CPCNH.

Power Resources: Discussion

While CPCNH has skilled technical staff, none have direct experience operating utilities or managing retail and power resource vendors at the utility scale. Core operational processes—including load forecasting and vendor oversight—rely heavily on external consultants.

This over-reliance introduces risk and limits CPCNH's institutional capacity. Without internal leadership, critical knowledge and decision-making authority remain external to the organization.

Recommendation: Create and fill an internal **Level-4 C-Suite operations role**—such as a **Chief Operating Officer (COO)**—with direct experience managing power resources vendors and overseeing operational functions typically handled by utilities or competitive suppliers.

Proposed Timeline: If the position were posted for in May, CPCNH could target September/October start; a June could achieve an October/November start.

Internalizing the technical operations and power resources role would likely result in a reduction in Technical Consulting and Energy Consulting expenses over time.

Board Clerk / Executive Assistant and Regulatory Analyst/Specialist

CPCNH has up to a dozen volunteer oversight committee and board meetings monthly. It often falls to CPCNH Director-level staff, and disproportionately to Director of Administration Bobbi-Jo Michael, to provide clerical and ministerial support for staffing these committees, supporting scheduling and agenda set ups, posting meetings, taking and posting minutes, and providing technical audio/visual meeting support. These functions are much more appropriately delegated to an L1 individual contributor role such as a Board Clerk and Administrative Assistant.

CPCNH posted for and began the hiring process to fill this role this winter but paused the process during the leadership transition. CPCNH should resume the process to hire an L1 Board Clerk and Executive Assistant to be responsible for all board and committee scheduling, clerical and ministerial support, minute taking and posting, and providing technical audio/visual meeting support. This will free up Director-level staff capacity to focus on their core priorities.

The Regulatory and Legislative Affairs Department makes use of external legal counsel and government affairs contractors to meet public advocacy needs. CPCNH 2025 budget had planned to internalize a regulatory analyst/specialist role to support technical work. This remains a priority for CPCNH.

Sincerely,



Henry P. Herndon
Acting General Manager

8G

BOS AGENDA 5/21/25



TOWN OF HUDSON
Office of the Town Administrator

12 School Street
Hudson, New Hampshire 03051



Roy E. Sorenson, Town Administrator • rsorenson@hudsonnh.gov • Tel: 603-886-6024 • Fax: 603-598-6481

To: Board of Selectmen

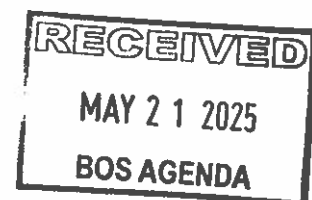
From: Roy E. Sorenson, Town Administrator

Date: May 21, 2025

Re: Greater Nashua Habitat for Humanity - Informational

The Greater Nashua Habitat for Humanity (GNHFH) is a global nonprofit housing organization that was founded in 1976 and operates in local communities across all 50 states in the U.S. and approximately 70 countries. They reached out to me this past month inquiring about interest of a potential opportunity for Hudson as we are one of the fourteen communities they serve in southern New Hampshire. Their primary mission is to create affordable homeownership opportunities for families that are in need and/or financially challenged. GNHFH supports families through applications and qualifications for those living between 30% and 60% of the area median income level to effectuate building and purchasing a habitat home. Homes are built thanks to partnerships, donations, volunteers, and sweat equity.

Representatives from GNHFH will be before you tonight to present and discuss this community program. Should you have any questions or need additional information, please feel free to contact me. Thank you.





nashuahabitat.org



Habitat for Humanity International

Habitat for Humanity is a global nonprofit housing organization founded in 1976 and operating in local communities across all 50 states in the U.S. and in approximately 70 countries. Habitat's vision is a world where everyone has a decent place to live.





Greater Nashua Habitat for Humanity

- GNHFH was founded in 1994
- Primary mission is to create affordable homeownership opportunities for families in our local communities
- GNHFH serves 14 communities in Southern NH including Amherst, Brookline, Greenville, Hollis, Hudson, Lyndeborough, Mason, Merrimack, Milford, Mont Vernon, Nashua, Pelham, Wilton, and Windham



Greater Nashua Habitat for Humanity Programs

- **Homeownership**
 - Opportunities for families to apply, build and purchase a habitat home for those living between 30% and 60% of the Area Median Income level. Homes are built thanks to partnerships, donations, volunteers, and our partner families own sweat equity.
- **Critical Home Repair**
 - Available to qualifying low-income homeowners throughout our service area. The program focuses on accessibility, safety, and code issues to keep families in their homes.
- **Community Improvement**
 - Improvements for local non-profits including wheelchair ramps, swing sets, food pantries, and more.



Facts About GNHFH

- **Supporting Families:** 85% of our applicants have school aged children. Studies show that children of homeowners have better home environments, higher test scores, and fewer behavior problems than those of renters.
- **Habitat Houses Are Not Free:** Habitat for Humanity embodies a vision that transcends merely constructing houses; it profoundly empowers families by offering zero-interest mortgages, ensuring that monthly payments remain comfortably below 30% of their income. To safeguard long-term affordability and discourage property flipping, Habitat for Humanity retains the first right of refusal if homeowners opt to sell. Starting in the fifth year, homeowners begin to cultivate equity in their homes, fostering not only financial stability but also a sense of pride and success. This thoughtful approach enhances their economic future and ensures that these homes remain cherished and affordable sanctuaries for generations to come.
- **Sweat Equity:** Partner Families invest 350 hours of their own labor, called sweat equity, working alongside volunteers to help build their home.



How Do We Differ From Other Homebuilders?

- We do more than build houses—we build futures.
- We partner with families throughout the entire process.
- Affordable homeownership rooted in:
 - Equity, Education, and Education
- Homeowners receive:
 - Financial literacy training
 - Hands-on building experience
 - Community connection
- The result: lasting stability, not just a place to live.



Our Volunteers

- Build Crew
- Home Repairs
- Committee Members
- Administration
- Event Planning
- Board Members



Why Hudson?

Greater Nashua Habitat for Humanity's mission is to bring people together to build homes, communities, and hope. We partner with families, volunteers, and donors to create and preserve homeownership opportunities. By building and repairing homes, we help foster strength, stability, and self-reliance in families and our community.

Like many towns in New Hampshire, Hudson faces a growing need for affordable housing. If given the opportunity to build here, we would prioritize a qualified Hudson resident.

We're proud to have already made an impact in Hudson by rehabilitating a home on Adelaide Street, helping a local family achieve safe, stable housing. That success shows what's possible when a community comes together in support of our work.

Greater Nashua Habitat for Humanity currently receives support from many Hudson residents as individual donors, as well as local churches and corporate partners. We feel the Hudson community believes in our mission and is ready to welcome us back into this beautiful town.

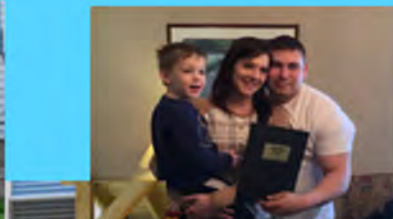


Community Involvement

Greater Nashua Habitat for Humanity passionately unites our community by fostering collaboration among corporate partners, women's groups, church organizations, and individuals in inspiring building projects. Together, we create not just homes, but hope and a brighter future for all.



Our Partner Families





Empowering Our Families

Greater Nashua Habitat for Humanity recognizes that successful homeownership is a process, not an event, and our commitment to our partner families does not end when we hand over the keys to their new home.

Our wrap-around services ensure our families are successful community members. Some of these services include financial literacy education, home ownership classes, and an internal Family Support Committee.



Our Most Recent Build

Greater Nashua Habitat for Humanity's latest home build on Granite Street in Nashua is a powerful example of how we transform lives through affordable homeownership. The home was appraised at \$565,000, but the partner family will receive an affordable mortgage with payments that include taxes, insurance, and principal set at 30% of their income. All remaining costs will be held by Greater Nashua Habitat, ensuring the home remains truly affordable and sustainable for the family's future.





Thank You!

Greater Nashua Habitat for Humanity
10 Clinton Drive
Hollis, NH 03049
603-883-0295

**Building
Homes, Hope,
and
Community**

www.nashuahabitat.org

8H

Bis Agenda 5/21/25



TOWN OF HUDSON
Office of the Town Administrator

12 School Street
Hudson, New Hampshire 03051



Roy E. Sorenson, Town Administrator • rsorenson@hudsonnh.gov • Tel: 603-886-6024 • Fax: 603-598-6481

To: Board of Selectmen

From: Roy E. Sorenson, Town Administrator

Date: May 20, 2025

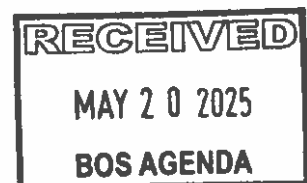
Re: Water Utility Clerk Opening

We recently had a resignation for one of our Water Utility Clerk Positions effective May 16th. At this time we would like to begin the search process for filling this position in a timely manner. Attached hereto is the updated job description and advertisement. This position is recognized in the Town of Hudson Support Staff Union represented by Teamsters Local 633.

If you concur the following motion would be appropriate.

Motion: The Board of Selectmen hereby direct the Town Administrator to post and advertise for the Water Utility Clerk position including all necessary steps to fulfill the position.

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





HUDSON IS HIRING

TOWN OF HUDSON Finance Department



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

Water Utility Clerk

Hudson, NH (25,000 pop.) seeks a Town Accountant. Situated near Nashua (Rt. 3) and Manchester (Rt. 93), just 40 miles from Boston, Hudson is known for its peaceful atmosphere and family-friendly environment. Offering a blend of suburban convenience and a welcoming community, Hudson is a popular choice for those seeking a tranquil place to live near major cities.

The Town of Hudson is seeking a qualified Water Utility Clerk. Under the general supervision of the Finance Director, the Water Utility Clerk encompasses a diverse range of tasks including water billing duties, bookkeeping, clerical functions, data entry, and customer service activities to support office operations. Utilizing computer systems and office machinery, the Water Utility clerk prepares bills for mailing and ensures the department's records are meticulously maintained. Additionally, they are entrusted with managing abatements, creating new accounts, processing final bills, maintenance charges, and other associated fees. Overall, this position holds the responsibility for all billing and record keeping within the department, alongside performing any other relevant duties as assigned.

Candidates should possess a High School Diploma, preferably complemented by an Associate's Degree in Business. Proficiency in general accounting principles related to billing is essential, along with Microsoft Office and Excel skills. Knowledge of Munismart is a plus and strong math skills are required. Candidates should have a valid driver's license and be able to successfully pass a due diligence background check.

This position offers a competitive hourly rate currently ranging from \$20.19 to \$21.61, then effective July 1, 2025, \$20.80 to \$22.28, along with excellent benefits and earned time off. The starting pay step may be determined based on the applicant's qualifications, experience, and market availability. This position is recognized by the Hudson Support Staff – Teamsters Local 633 Union and is subject to a six-month probationary period.

Join a collaborative team that values professionalism and innovation. Applications and complete job description are available at www.hudsonnh.gov or submit a resume and cover letter, in confidence as a PDF attachment to HUDSONcareers@HUDSONNH.gov. Resumes will be accepted until the position is filled. Hudson is an equal opportunity employer.

Town of Hudson, NH



Section: Finance
Subject: Job Description

Title – Water Utility Clerk	Revision Dates: 05/20/2025
Union- Hudson Support Staff Teamsters Local 633	Review Frequency: Upon Hire / 3 Years
Origination Date: 06/30/1990	Review Dates: 3/12/2025

A. Accountability

Under the supervision of the Finance Director and with support of Town Engineer

B. General Duties & Responsibilities

Carries out a broad spectrum of routine and advanced clerical, administrative, and technical responsibilities within the Water Utility administration.

C. Specific Duties & Responsibilities

1. Serve as primary Customer Service representative to the Water Utility customers.
2. Maintain and update the Water Utility database of all information in customer accounts.
3. Responsible for the preparation of monthly warrants related to water and fire service billing for processing and distribution.
4. Ensures meter reading equipment is properly configured and ready for monthly contractor meter readings.
5. Serve as internal contact person for Municipal Utility Committee, Engineering Department, Sewer Department, and Whitewater.
6. Process Backflow Test reports for accounts to bill customers.
7. Responsible for the accurate processing and reconciliation of all receipts and deposits for the Water Utility.
8. Compiles and submits detailed reports on delinquent accounts, including recommended actions, for managerial consideration and follow-up.
9. Perform other duties as assigned.

D. Knowledge, Skills & Abilities

1. Knowledge of accounting principles and practices.
2. Experiences with Microsoft Office and Excel. Experience in using office equipment required.
3. Knowledge of department rules, regulations, standard operating procedures, directives, and written policies as they relate to the duties and responsibilities of the position.
4. Strong math skills, ability to make change, and the ability to hand cash and point-of-sale (POS) system.
5. Ability to communicate effectively in oral and written form.

E. Minimum Qualifications

1. High School graduate (or certified equivalency) with a minimum of 2 years related experience, or a combined aggregate of related training, experience, and education.
2. Must undergo and pass a background check and credit check
3. Must completed a probationary period of 6 months

F. Abilities

1. Able to communicate effectively and coherently by having adequate corrected hearing to understand normal and loud conversations of one or more individuals in person, or to hear conversations over a telephone.
2. Possesses sufficient corrected vision to see monitors and the ability to distinguish colors and read.
3. Able to climb stairs, open file drawers, desk drawers, or doors; activate copier, and computer printers; type; turn pages; and carry/hold documentation, laptops, monitors, personal computers or their peripheral devices. Ability to carry personal computer or its peripheral devices up and down stairs.



81

TOWN OF HUDSON

Hudson Community Television

Xen Vurgaropoulos, Cable Committee Liaison

David Morin, HCTV Selectmen Liaison

12 School Street • Hudson, New Hampshire 03051 • Tel: 603-578-3959

BOS Agenda 5/27/25



To: Board of Selectmen, Roy E. Sorenson, Town Administrator

From: Michael Johnson, Director of Community Media

Date: May 27, 2025

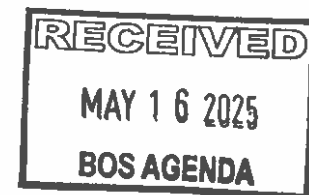
Re: Request to Post – Production Coordinator

Following the resignation of Production Coordinator Cameron Macdonald, effective June 2, 2025, I am seeking the Board's approval to proceed with posting and advertising the position in order to begin the recruitment process.

Thank you for your consideration and support,

Michael Johnson
Director of Community Media

Motion: To approve the Director of Community Media to post and advertise for the HCTV Production Coordinator position.





HUDSON IS HIRING

TOWN OF HUDSON Community Media (HCTV)



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

Production Coordinator – Hudson Community Television

Hudson, NH (25,000 pop.) seeks a Town Accountant. Situated near Nashua (Rt. 3) and Manchester (Rt. 93), just 40 miles from Boston, Hudson is known for its peaceful atmosphere and family-friendly environment. Offering a blend of suburban convenience and a welcoming community, Hudson is a popular choice for those seeking a tranquil place to live near major cities.

The Town of Hudson is seeking a qualified Production Coordinator to join our media team. Under the general supervision of the Director of Community Media, the Production Coordinator will play a key role in the creation and delivery of high-quality video content. Key responsibilities include technical directing for live and recorded productions of multi-camera broadcasts, including setup, camera switching, and live direction. Extensive experience with Adobe Premiere Pro, After Effects, and other Adobe Creative Cloud tools is required. Strong organizational and communication skills are needed, with the ability to manage multiple projects and meet tight deadlines. This position requires flexibility to work nights and weekends.

Candidates should possess a degree in Media Production, Communications, or a related field, with a minimum of 5 years' experience in PEG Media or a related field. A valid driver's license is required, and the candidate must be able to successfully pass a due diligence background check.

This position offers a competitive hourly rate currently ranging from \$25.21 to \$26.74, then effective July 1, 2025, \$26.00 to \$27.85, along with excellent benefits and earned time off. The starting pay step may be determined based on the applicant's qualifications, experience, and market availability. This position is recognized by the Hudson Support Staff – Teamsters Local 633 Union and is subject to a six-month probationary period.

Join a collaborative team that values professionalism and innovation. Applications and complete job description are available at www.hudsonnh.gov or submit a resume and cover letter, and portfolio in confidence as a PDF attachment to HUDSONcareers@HUDSONNH.gov. Resumes will be accepted until the position is filled. Hudson is an equal opportunity employer.



Town of Hudson, NH

Department: Hudson Community Television (HCTV)

Subject: Job Description

Title: Production Coordinator	Revision Dates: 2/20/2025
Union: Hudson Support Staff Teamsters Local 633	Review Frequency: Upon Hiring / 3 years
Origination Date: 10/20/2018	Review Dates: 5/20/2025

A. Accountability

Under the direction of the Director of Community Media.

B. General Duties & Responsibilities

The Production Coordinator works as an integral part of the HCTV Production Team. The Production Coordinator is responsible for editing, content creation, scheduling, video production management, and driving HCTV's broadcast truck.

C. Specific Duties & Responsibilities

1. Responsible for creating & editing content for Cable Channels and HCTV social media platforms with Adobe Creative Cloud.
2. Assist & Produce Bi-Weekly News Program Hudson Happenings.
3. Review all schedules for meetings including but not limited to: calendar, videographer schedules, meeting record dates and airing.
4. Produce Studio and offsite Productions.
5. Responsible for equipment disbursement, collection, maintenance, and inventory
6. Must be able to drive HCTV production vehicles to and from events when necessary.
7. Assist with creation and scheduling of bulletins on cable stations and social media
8. Update Town of Hudson meeting graphics (Names, Titles) as needed and after election cycle.
9. Provide staff, students, and volunteers video production and editing courses.
10. Train part-time staff on Government meeting broadcast procedure.
11. Other duties as assigned by the Director of Community Media
12. Assist in staffing Access Center during regular scheduled hours of operation and after hours, when necessary.

D. Knowledge, Skills & Abilities

The employee must be able to demonstrate proficiency in the performance of the following essential job functions:

1. Knowledge of Adobe Creative Cloud or relevant editing experience
2. Understand camera layouts and interface. Experience with Canon and JVC cameras preferred but not required
3. Mid-level knowledge of broadcast signal flow and experience directing live multi-camera and single-camera broadcasts
4. Experience with lighting and audio mixing required
5. Highly driven self-starter with the ability to work independently as well as contribute to a team environment
6. Good time management and prioritization skills
7. Ability to troubleshoot audio-visual disruptions
8. Ability to take charge of live-broadcast productions

E. Minimum Qualifications

1. Bachelor's Degree in Film, Television Production, Communications or related degree preferred but not required: 3 years related experience, or an equivalent combination of training, experience and education.
2. Possess a service-oriented attitude, patience and the ability to troubleshoot and resolve broadcast issues
3. Experience with Tightrope Systems cable recording, playback, and scheduling system helpful but not required.
4. Driver's License and clean driving record required
5. Must complete a probationary period of 6 months
6. Flexible schedule is required.

F. Abilities

1. Near Vision: the ability to see details at close range (within a few feet of the observer).
2. Oral Comprehension: the ability to listen to and understand information and ideas presented through spoken words and sentences.
3. Information Ordering: the ability to arrange things or actions in a certain order or pattern according to a specific rule or set of rules (e.g., patterns of numbers, letters, words, pictures, mathematical operations).
4. Oral Expression: the ability to communicate information and ideas in speaking so others will understand.
5. Problem Sensitivity: the ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing that there is a problem.
6. Visualization: the ability to imagine how something will look after it is moved around or when its parts are moved or rearranged.
7. Far Vision: the ability to see details at a distance.
8. Written Comprehension: the ability to read and understand information and ideas presented in writing.
9. Originality: the ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.

10. Visual Color Discrimination: the ability to match or detect differences between colors, including shades of color and brightness. Possesses sufficient corrected vision to see monitors and the ability to distinguish colors and read.
11. Physically: the ability to carry up to 50 lbs. and to climb and work from a ladder with tools and other objects is required.

**TITLE LXIV
PLANNING AND ZONING**

**CHAPTER 673
LOCAL LAND USE BOARDS**

General Provisions

Section 673:13

673:13 Removal of Members. –

I. After public hearing, appointed members and alternate members of an appointed local land use board may be removed by the appointing authority upon written findings of inefficiency, neglect of duty, or malfeasance in office.

II. The board of selectmen may, for any cause enumerated in paragraph I, remove an elected member or alternate member after a public hearing.

III. The appointing authority or the planning board shall file with the city or town clerk, the village district clerk, or the clerk for the county commissioners, whichever is appropriate, a written statement of reasons for removal under this section.

IV. The council, selectmen, county commissioners with the approval of the county delegation, or district commissioners may for any cause enumerated in this section remove the members selected by them.

Source. 1983, 447:1. 1989, 266:11, eff. July 1, 1989.

8K



Hudson Old Home Days August 7th through August 10th

Hudson Old Home Days will be held on the grounds of the Hills House, Route 102, across from Alvirne High School from Thursday, August 7th through Sunday, August 10th. Be a sponsor, vendor or volunteer by visiting their [website](#) or emailing them for more information.

Gr. Hudson Chamber of Commerce members receive a 10% discount for being a vendor.

Fun for the Whole Family!

- Carnival Rides
- Live Free Entertainment
- Free Kid Games
- Free Petting Zoo
- Vendors
- Cow Pie Bingo!
- Food Trucks & Beer Tent and more!

Thursday 5PM to 10PM Friday 5PM to 11PM Saturday Noon to 11PM Sunday Noon to 5PM

Fireworks Display on Saturday Evening, August 9th! (weather permitting)

Fun filled event for the entire family. Carnival, food, games, exhibitions, & so much more!

Additional Information When Attending the Event:

- Thursday and Sunday are "Wrist Band Days" – you can ride all day! (Prices are determined by the carnival company.)
- There is an ATM, however, it is always best to come prepared as most vendors only accept cash.
- No pets are allowed! (Service Animals are allowed)
- Donations for parking will be greatly appreciated, proceeds to benefit scholarship and community programs.
- This is a rain or shine event and some activities may be changed due to weather.

Questions can be sent to [HudsonOldHomeDays Email](#).

Or follow them on Facebook at [Hudson NH Old Home Days](#)

Find them online at: www.HudsonOldHomeDays.com

2025 Hudson Old Home Days

Hudson Old Home Day <hudsonoldhomedays@gmail.com>

Wed 5/21/2025 8:44 AM

To: Jakoby, Heidi <hjakoby@hudsonnh.gov>;

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

Good morning Heidi,

My thought process was basically, that we hold a tent spot, say in between Hudson PD and Hudson Fire (that way they can utilize the space during the other times of the event) for the Hudson Board of Selectmen.

My thought process was that the BOS would not want to be there all weekend long, so you all as the Board could determine when someone was able to man the tent spot.

Once the BOS comes up with a schedule of the times, and possible which BOS members will be at the tent, we can add that to our schedule of events.

I think it is a great opportunity for the BOS to be able to interact with the community in a more relaxed environment.

The event is for four days, and the BOS is more than welcome to be there all four days if they decide to be. We do normal require all vendors to be there for the whole event, but I am making the exception for the BOS and this is why I am thinking of putting the BOS with HPD & HFD so when the BOS are not there it does not look like an unattended spot.

I believe the DPW has a tent the BOS can use for during the event, as they have brought up before for different committees that have attended.

Hopefully that helps, if you need anymore, please let me know and if the BOS would like me to attend a meeting to discuss, I will make myself available.

Thanks, Tim

[Information about Hudson Old Home Days can be found here](#)

Thank you,
Hudson Old Home Days Committee
P O Box 572
Hudson, NH 03051

Also - [Find us on Facebook](#)

[Follow us on Twitter](#)

From: Jakoby, Heidi
Sent: Monday, May 19, 2025 8:03 PM
To: Malley, Tim
Subject: Old Home Days

Thank you for all you do to make Old Home Days such a great success.

I wanted to follow up on our conversation at the Awards Night about the BOS having a table or at least a designated time on Saturday to be available for the residents to speak with us.

Can you articulate your recommendation so I can bring it forward to the BOS for consideration?

I look forward to hearing from you.

Have wonderful week.

Heidi Jakoby
Selectman



TOWN OF HUDSON NH

TOWN ADMINISTRATOR REPORT

Board of Selectmen: May 27, 2025

9 INDUSTRIAL DRIVE



Pickle Ball Courts



CDL Truck School



FIELD OF FLAGS



American Legion Post 48



TROLLEY STOP



- Concrete deck
- and
- Win
- and
- Side
- north
- Gua
- Sewer
- reco

- Concrete overlay to create a deck for the barrier membrane and asphalt courses
- Wingwall placement upstream and downstream of bridge
- Sidewalk installation on northern side of Melendy Road
- Guardrails
- Sewer and gas main reconnection.



Asset				Depreciation				Costs				Capital			
Asset Name	Location	Length	Value	Depreciation	Costs	Capital	Asset Name	Location	Length	Value	Depreciation	Costs	Capital		
Asset 1	Location 1	Length 1	Value 1	Depreciation 1	Costs 1	Capital 1	Asset 2	Location 2	Length 2	Value 2	Depreciation 2	Costs 2	Capital 2		
Asset 3	Location 3	Length 3	Value 3	Depreciation 3	Costs 3	Capital 3	Asset 4	Location 4	Length 4	Value 4	Depreciation 4	Costs 4	Capital 4		
Asset 5	Location 5	Length 5	Value 5	Depreciation 5	Costs 5	Capital 5	Asset 6	Location 6	Length 6	Value 6	Depreciation 6	Costs 6	Capital 6		
Asset 7	Location 7	Length 7	Value 7	Depreciation 7	Costs 7	Capital 7	Asset 8	Location 8	Length 8	Value 8	Depreciation 8	Costs 8	Capital 8		
Asset 9	Location 9	Length 9	Value 9	Depreciation 9	Costs 9	Capital 9	Asset 10	Location 10	Length 10	Value 10	Depreciation 10	Costs 10	Capital 10		
Asset 11	Location 11	Length 11	Value 11	Depreciation 11	Costs 11	Capital 11	Asset 12	Location 12	Length 12	Value 12	Depreciation 12	Costs 12	Capital 12		
Asset 13	Location 13	Length 13	Value 13	Depreciation 13	Costs 13	Capital 13	Asset 14	Location 14	Length 14	Value 14	Depreciation 14	Costs 14	Capital 14		
Asset 15	Location 15	Length 15	Value 15	Depreciation 15	Costs 15	Capital 15	Asset 16	Location 16	Length 16	Value 16	Depreciation 16	Costs 16	Capital 16		
Asset 17	Location 17	Length 17	Value 17	Depreciation 17	Costs 17	Capital 17	Asset 18	Location 18	Length 18	Value 18	Depreciation 18	Costs 18	Capital 18		
Asset 19	Location 19	Length 19	Value 19	Depreciation 19	Costs 19	Capital 19	Asset 20	Location 20	Length 20	Value 20	Depreciation 20	Costs 20	Capital 20		
Asset 21	Location 21	Length 21	Value 21	Depreciation 21	Costs 21	Capital 21	Asset 22	Location 22	Length 22	Value 22	Depreciation 22	Costs 22	Capital 22		
Asset 23	Location 23	Length 23	Value 23	Depreciation 23	Costs 23	Capital 23	Asset 24	Location 24	Length 24	Value 24	Depreciation 24	Costs 24	Capital 24		
Asset 25	Location 25	Length 25	Value 25	Depreciation 25	Costs 25	Capital 25	Asset 26	Location 26	Length 26	Value 26	Depreciation 26	Costs 26	Capital 26		
Asset 27	Location 27	Length 27	Value 27	Depreciation 27	Costs 27	Capital 27	Asset 28	Location 28	Length 28	Value 28	Depreciation 28	Costs 28	Capital 28		
Asset 29	Location 29	Length 29	Value 29	Depreciation 29	Costs 29	Capital 29	Asset 30	Location 30	Length 30	Value 30	Depreciation 30	Costs 30	Capital 30		
Asset 31	Location 31	Length 31	Value 31	Depreciation 31	Costs 31	Capital 31	Asset 32	Location 32	Length 32	Value 32	Depreciation 32	Costs 32	Capital 32		
Asset 33	Location 33	Length 33	Value 33	Depreciation 33	Costs 33	Capital 33	Asset 34	Location 34	Length 34	Value 34	Depreciation 34	Costs 34	Capital 34		
Asset 35	Location 35	Length 35	Value 35	Depreciation 35	Costs 35	Capital 35	Asset 36	Location 36	Length 36	Value 36	Depreciation 36	Costs 36	Capital 36		
Asset 37	Location 37	Length 37	Value 37	Depreciation 37	Costs 37	Capital 37	Asset 38	Location 38	Length 38	Value 38	Depreciation 38	Costs 38	Capital 38		
Asset 39	Location 39	Length 39	Value 39	Depreciation 39	Costs 39	Capital 39	Asset 40	Location 40	Length 40	Value 40	Depreciation 40	Costs 40	Capital 40		
Asset 41	Location 41	Length 41	Value 41	Depreciation 41	Costs 41	Capital 41	Asset 42	Location 42	Length 42	Value 42	Depreciation 42	Costs 42	Capital 42		
Asset 43	Location 43	Length 43	Value 43	Depreciation 43	Costs 43	Capital 43	Asset 44	Location 44	Length 44	Value 44	Depreciation 44	Costs 44	Capital 44		
Asset 45	Location 45	Length 45	Value 45	Depreciation 45	Costs 45	Capital 45	Asset 46	Location 46	Length 46	Value 46	Depreciation 46	Costs 46	Capital 46		
Asset 47	Location 47	Length 47	Value 47	Depreciation 47	Costs 47	Capital 47	Asset 48	Location 48	Length 48	Value 48	Depreciation 48	Costs 48	Capital 48		
Asset 49	Location 49	Length 49	Value 49	Depreciation 49	Costs 49	Capital 49	Asset 50	Location 50	Length 50	Value 50	Depreciation 50	Costs 50	Capital 50		
Asset 51	Location 51	Length 51	Value 51	Depreciation 51	Costs 51	Capital 51	Asset 52	Location 52	Length 52	Value 52	Depreciation 52	Costs 52	Capital 52		

- Staff Internal Working Group
- Written Policy – Draft
- Database – Ongoing

- Staff Internal Working Group
- Written Policy – Draft by July

Policy Subcommittee May 29th

MAY RECOGNITION

Honoring Those Who Serve Our Community

May 4 through May 10, 2025 - Public Service Recognition Week

May 15th - Peace Officers Memorial Day

May 11th through May 17th - Police Week

May 3rd through May 4th - National Fallen
Firefighters Memorial Weekend

May 18th through May 24th - Public Works
Week

May 18th through May 24th - EMS Week

May 26th - Memorial Day

EMPLOYEE	DEPARTMENT	YEARS
KEVIN HUSSEY JR	PUBLIC WORKS	26
LISA LYON	CROSSING GUARD	23
JOHN CIALEK	PUBLIC WORKS	22
TIMOTHY GREENWOOD	PUBLIC WORKS	20
VINCENT GUARINO	IT	18
DOREENA STICKNEY	LAND USE	12
DAVID HEBERT	FIRE	12
LINDA PILLA	LIBRARY	12
BROOKE DUBOWIK	LAND USE	10
CONNOR PETERSON	RECREATION (Summer)	4
DAVID FORMAN	RECREATION (Summer)	4
NICHOLAS COLLISHAW	POLICE	3
AMANDA BOWEN	IT	3
KODY PALLADINO	POLICE	2
SITHOEUN PRAK	POLICE	2
CYNTHIA ROBERTS	TOWN CLERK	2
LOGAN FALK	FIRE	2
CHRISTOPHER SULLIVAN	LAND USE	2
ALEXANDER MORAN	POLICE	1