



TOWN OF HUDSON

Board of Selectmen

12 School Street
Hudson, New Hampshire 03051

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

BOARD OF SELECTMEN MEETING

August 12, 2025

6:00 PM

Non-Public Session under RSA 91-A:3

Board of Selectmen Meeting Room, Town Hall

(Regular meeting will begin immediately after Non-Public Session)

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ATTENDANCE**
4. **PUBLIC INPUT**
5. **RECOGNITIONS, NOMINATIONS & APPOINTMENT**
 - A. **Recognition** – None
 - B. **Nomination**
 - 1) Daniel Barthelemy – Town Hall Advisory Committee
 - One (1) Hudson Resident appointment
 - C. **Appointments** – None
6. **CONSENT ITEMS**
 - A. **Assessing Items**
 - 1) Current Use Lien Release
 - B. **Water/Sewer Items** – None
 - C. **Licenses & Permits & Policies**
 - 1) Outdoor Gathering Permit – Hudson Speedway
 - 2) Outdoor Gathering Permit – Purrfect Thrift
 - 3) Raffle Permit – Hannah Dustin Quilt Guild
 - 4) Tag Day Permit – K9 Cheer
 - 5) Pole License – Robinson Road

6) Pole License – Ledge Road

D. Donations

- 1) Police - \$5,000/anonymous resident

E. Acceptance of Minutes

- 1) July 22, 2025

F. Calendar

8/12	7:00	Board of Selectmen	BOS Meeting Room
8/13	7:00	Planning Board	Buxton Meeting Room
8/19	7:00	Municipal Utility Committee	BOS Meeting Room
8/21	7:00	Town Hall Advisory Committee	Buxton Meeting Room
8/21	7:00	Benson Park Adv. Committee	Cable Access Center
8/25	7:00	Sustainability Adv. Committee	Buxton Meeting Room
8/26	7:00	Board of Selectmen	BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on July 22, 2025

- 1) Selectman Morin made a motion, seconded by Selectman Guessferd, to change the order of the nonpublic agenda. Motion carried, 5-0.
- 2) Selectman Jakoby made a motion, seconded by Selectman Morin, to hire Kory Partridge for the position of Firefighter/EMT in the Fire Department at the contracted salary of \$23.80 per hour (step 1). The assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by the Fire Chief. Motion carried, 5-0.
- 3) Selectman Morin made a motion, seconded by Selectman Guessferd, to authorize the fire Chief to hire Izabella Galipeau as part-time Provisional Call Firefighter, an unpaid position with no benefits, as recommended by the Fire Chief. Motion carried, 5-0.
- 4) Selectman Jakoby made a motion, seconded by Selectman Morin, to retain the services of former Town Accountant, Beth McKee, for up to six (6) months beginning July 9, 2025 at the rate of \$65 per hour without benefits. Further, the decision to extend beyond January 9, 2026, to be made by the Town Administrator, as budget allows, only through an as needed basis. Motion carried, 5-0.
- 5) Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to adjourn at 11:24 p.m. Motion carried, 5-0.

B. Policy Sub-Committee, Federal Grants – *Administration/Discussion*

8. NEW BUSINESS

- A. Department Update – *DPW/Informational (presentation)***
- B. Compost Management Services Contract Award – *DPW/Decision***
- C. NH State Parks Land & Water Conservation Fund Request Grant Application – *Engineering/Decision***

- D. Clean Water State Revolving Fund (CWSRF) Grant Application – *Engineering/Decision*
- E. New NHDOT Requirement – Title VI Coordinator – *Engineering/Decision*
- F. T-Bones Restaurant Request for After Hours Utility Work – *Engineering/Decision*
- G. 2025 9/11 Observance – *Administration/Decision*
- H. Lower Merrimack River Local Advisory Committee Request for Nominations – *Administration/Discussion*
- I. Fiscal Year 2027 Budget Schedule – *Administration/Decision*
- J. Fiscal Year 2027 Budget Parameters – *Administration/Decision*
- K. Policy Sub-Committee, New Reads – *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.

13. **ADJOURNMENT**

Reminder ...t

Items for the next agenda, with complete backup, must be in the Selectmen's Office
no later than **12:00 noon on Thursday, August 21, 2025.**

5B1

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

Date: _____

Name Street Address

Home Phone Number Work Phone Number

Occupation (or former occupation, if retired)

Education/Special Interests

Professional/Community Activities

Reason for applying

Reference(s)

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

Member _____	Alternate _____	Reappointment _____
_____ Benson Park Committee		_____ Building Board of Appeals
_____ Cable Utility Committee		_____ Conservation Commission
_____ Municipal Utility Committee		_____ Nashua Regional Planning Commission
_____ Planning Board		_____ Recreation Committee
_____ Sustainability Committee		_____ Other
_____ Zoning Board of Adjustment		

Area(s) of Expertise:

_____ Architecture/Construction	_____ Environmental Planning
_____ Information Technology	_____ Communications
_____ Finance	_____ Other _____

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

Hudson Resident: Yes No



Signature of Applicant

e-mail address

THAC Members

MEMBERS

Voting Members:

- Dillon Dumont - Board of Selectmen Representative
- Heidi Jakoby - Board of Selectmen Representative
- Roy E. Sorenson – Town Administrator
- Elvis Dhima – Town Engineer
- Bill Cole - Budget Committee Representative
 - Alternate to be determined
- Victor Oates - Planning Board Representative
 - Jordan Ulery - Alternate
- Hudson Resident to be appointed by Board of Selectmen

Non-voting member:

- NorthPoint Representative





6A1

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

MEMORANDUM

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

August 12, 2025

FROM: Jim Michaud, Chief Assessor

RE: Current Use Lien Release
Map 151 Lot 059 Sublot 005 – 35 A & B Windsor Lane

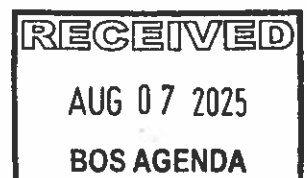
The attached Current Use Lien Release is for the above referenced site and is for the BOS's review and consideration. The parcel coming out of current use, part of the Windsor Lane subdivision, has had foundation footings installed/foundation holes dug, activities incompatible for the impacted site to remain in the current use (RSA 79-A) program.

The Subject property is 1.079 AC, all in the current use program prior, located in an area of well/septic utilities. The site is approved for 2 living units and, with no condo docs currently recorded they are legally duplex sites. We have reviewed the subdivision documents that created the parcel; reviewed vacant residential building lot land sales from 2022 forward, including; a vacant residential building lot sale (.33 AC) on Gillis Street that sold for \$170,000; 2 vacant residential lot sales on Speare Road for \$170,000 a piece; a land sale with demo cost burdens on Washington Street for \$192,000, as well as using the latest assessed values from the 2022 revaluation, as ratio adjusted.

The subject site, and those going forward in the subdivision, has extraordinary amounts of required site development costs associated with them, some \$61,000 + of structural fill, compacting materials costs, and general fill, in addition to expected costs of septic/well install, driveway prep etc, to enable the site to accept a building envelope, septic system etc. The estimated value for land use change tax purposes, taking into account those extraordinary on-site site improvements, is \$139,000 for this specific site, times 10% land use change tax percentage for the land use change tax bill.

DRAFT MOTION

Motion to approve the attached Current Use Penalty Lien Release for Map 151 Lot 059 Sublot 005, as recommended by the Chief Assessor.



FORM
A-5

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

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

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

PLEASE TYPE OR PRINT	LAST NAME/CORPORATION/TRUST NAME HILL, LLC	FIRST NAME/CORPORATION/TRUST NAME BARRETT	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	MAILING ADDRESS 21 CONTINENTAL BLVD		
	MUNICIPALITY MERRIMACK	STATE NH	ZIP CODE 03054

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT	(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED		
	(b) ACCESSIBLE STREET LOCATION 35 A & B WINDSOR LANE	MUNICIPALITY HUDSON	COUNTY HILLSBOROUGH
	(c) TOTAL ACRES OF PARCEL 1.079	PARCEL TAX MAP AND LOT # 151-059-005	DEED BOOK AND PAGE # ACCT#12060
	(d) CHECK ONE BELOW: ☒ PARTIAL RELEASE ☐ FULL RELEASE ☐ RIGHT OF WAY LAND USE CHANGE TAX		

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

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

(a) Owners Name When Land Was First Recorded in Current Use: ERWIN N. CROSS	DEED BOOK AND PAGE # 3216 364	
(b) Total Number of Acres Originally Enrolled in Current Use	34.1	
(c) Total Number of Acres Previously Released Since The Original Recording	5.7708	
(d) Number of Acres Subject to the LUCT Per This Assessment	1.079	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	27.2502	

FORM
A-5

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

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: LOT DEVELOPED WITH FOUNDATION ETC.	
(b) Actual Date of Change in Use (MM/DD/YYYY)	6/11/2025
(c) Full and True Market Value at Time of Change in Use	\$ 139,000
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ 13,900

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

TYPE OR PRINT NAME (in black or dark blue ink) DILLON DUMONT	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) BOB GUESSFERD	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) DAVID S. MORIN	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) HEIDI JAKOBY	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) XEN VURGAROPULOS	SIGNATURE (in black or dark blue ink)	DATE

STEP 6 - BILL LAND USE CHANGE TAX TO:

(COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME HILL, LLC		FIRST NAME/CORPORATION/TRUST NAME BARRETT	INITIAL
MAILING ADDRESS 21 CONTINENTAL BLVD			
MUNICIPALITY MERRIMACK	STATE NH	ZIP CODE 03054	
(b) Actual Date of Change in Use (MM/DD/YYYY)		align="center"> 6/11/2025	
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)			
(d) Full and True Market Value at Time of Change in Use		align="right">\$ 139,000	
(e) Land Use Change Tax Due		align="right">\$ 13,900	

FORM
A-5

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

(continued)

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

(a) MAKE CHECKS PAYABLE TO: TOWN OF HUDSON		
(b) MAIL TO: TOWN OF HUDSON, C/O CHRISTINE SROUT-LIZOTTE - TAX COLLECTOR		
MAILING ADDRESS: 12 SCHOOL STREET		
MUNICIPALITY HUDSON	STATE NH	ZIP CODE 03051
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: 12 SCHOOL STREET, HUDSON NH 03051		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: 8 AM - 4:30 PM MONDAY THRU FRIDAY		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): ☐ Yes ☒ No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF \$ 20.68		
PAYABLE TO: HILLSBOROUGH COUNTY REGISTRY OF DEEDS		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: _____		

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

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

FORM
A-SW

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

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

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

STEP 2 - COLLECTION OF LAND USE CHANGE TAX

(a) State of New Hampshire, County of: HILLSBOROUGH	
(b) To: CHRISTINE STROUT-LIZOTTE, TAX COLLECTOR	Municipal Collector of taxes
(c) for the municipality of: HUDSON	in said County.
(d) In the name of said State you are directed to collect the LAND USE CHANGE TAX in the list herewith committed to you, amounting in all of the sum of: \$ 13,900.00 Interest at 18% will be assessed after 30 days.	
(e) Given under our hands at 7 PM	
(f) This day of AUGUST 12 2025	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY BARRETT HILL LLC	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 21 CONTINENTAL BLVD, MERRIMACK, NH 03054	
(h) MUNICIPAL TAX MAP 151-059-005	LOT NUMBER ACCT#12060

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

TYPE OR PRINT NAME (in black or dark blue ink) DILLON DUMONT	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) BOB GUESSFERD	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) DAVID S. MORIN	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) HEIDI JAKOBY	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) XEN VURGAROPULOS	SIGNATURE (in black or dark blue ink)	DATE

6C1



OUTDOOR GATHERING PERMIT (Chapter 253 of the Hudson, NH Town Code)

Type of Activity car show
 Date & Time of Activity 8/10/25 12 PM - 6 PM
 Site (address) of Activity 120 Old Cherry Rd (Hudson Speedway)
 Name & Address of Company conducting Activity Hudson Speedway 8 Jay day charities

I certify that all state regulations regarding this request have been met:

Signature of Officer of Company conducting Activity

Date

Name, Address & Phone No. of President/Manager

Ben Bosowski
51 Trigate Rd Hudson NH 603-233-1328

State of Incorporation (if incorporated)

Name & Address of Registered Agent (if corporation) Bosowski racing LLC 40 Temple
St Nashua NH 03060

Name of Local Organization sponsoring Activity

Signature of Officer of Local Organization sponsoring Activity

Address

Phone Number

e-mail Address

✦ **Signed letter of authorization from establishment where the event will be held must be provided with application.** (BOS consensus 7/22/08)

✦ **Proof of Insurance—Certificate must be provided w/application, setting forth policy limits, activity & location of activity.**

!! Please note that the application, with attachments, must be submitted at least 30 days prior to the event !!

e-mail completed form to lwieissgarber@hudsonnh.gov or FAX to 603-598-6481

For Office Use Only

Attachments to permit application: 1) Report of town Building Inspector/Health Officer, ensuring site of proposed activity is suitable, with minimum sanitary and safety requirements having been met, with signoff/clearance from the Fire Chief and Police Chief; 2) Signed letter of authorization; 3) Proof of insurance certificate.

Proof of public notice.

Date approved by Board of Selectmen

Chairman, Board of Selectmen

OFFICE USE ONLY

Applicant _____ Date of Event _____

Map _____ Lot _____ Building Permit Req'd _____ Street _____

SANITARY APPROVALS

Stipulations _____

Health Officer/Date David R. Helbert 8/5/25

FIRE SAFETY

Stipulations _____

Fire Dept./Date David R. Helbert 8/5/25

ZONING

Stipulations _____

Zoning Administrator/Date CL Sehn 8/5/25

BUILDING

Stipulations _____

Building Inspector/Date [Signature] 8/5/25

POLICE DEPARTMENT

Stipulations _____

Police Chief/Date [Signature] 8/5/25

JAYDAY CAR FEST '25



"An Everlasting Celebration of Life for Jasper Zduniak"



Join us for an exciting day of classic and modern cars, trucks, bikes, music and events! Raising funds for NH Mental Health and Local Food Pantries.

**DONATION: \$20 SHOW CARS,
\$10 SPECTATORS.**

Also accepting dry goods in lieu of
Spectator entry \$
Children Under 10yr Free

COMPETITIONS

Exhaust, Car Limbo, Best Classes
Trophies and Cash Prizes

**LIVE MUSIC, FOOD
TRUCKS, VENDORS,
RAFFLES**



SAT AUGUST 16, 2025 11AM-7PM Rain or Shine !

HUDSON SPEEDWAY

120 Old Derry Rd, Hudson, NH

Follow us at:
facebook.com/jayday.charities/





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/12/2025

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

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

PRODUCER Sports Insurance Specialists, LLC 14033 Illinois Rd., Suite A Fort Wayne IN 46814	CONTACT NAME: PHONE 260-969-0305 FAX 260-459-1630 E-MAIL info@kicksomertsk.com ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Interstate Fire & Casualty Company INSURER B: Fireman's Fund Insurance Company INSURER C: US Fire Insurance Company INSURER D: INSURER E: INSURER F:
INSURED Bosowski Racing, LLC dba Hudson Speedway 40 Temple Street Nashua NH 03060	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Event		UST026774260	4/5/2025	4/5/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Co occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMPROP AGG \$ 5,000,000 Participant Legal Li \$ 1,000,000 COMBINED SINGLE LIMIT (En accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$		UST024304251	4/5/2025	4/5/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ ☐ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Participant Accident	Y/N N/A	UST172716	4/5/2025	4/5/2026	\$10,000 AD&D \$10,000 Excess Medical

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

RECEIVED

Proof of Coverage

Liquor Liability provided under policy number UST026774260; \$1,000,000 limit; Effective 4/5/2025 - 4/5/2026
re: 120 Old Deery Road, Hudson, NH 03060

MAR 19 2025

TOWN OF HUDSON
SELECTMENS OFFICE

CERTIFICATE HOLDER

CANCELLATION

Bosowski Racing, LLC dba Hudson Speedway

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



OUTDOOR GATHERING PERMIT

(Chapter 253 of the Hudson, NH Town Code)

Type of Activity Community Yard Sale - Parking Lot Event

Date & Time of Activity SUNDAY, September 21, 2025 12PM-4PM

Site (address) of Activity 30 Lowell Rd, Ste 22 (Parking Lot Event)

Name & Address of Company conducting Activity
Purrfect Thrift - 30 Lowell Rd, Ste 22 Hudson, NH 03060

I certify that all state regulations regarding this request have been met:

Louder Masciari 7-30-2025
Signature of Officer of Company conducting Activity Date

Name, Address & Phone No. of President/Manager
Louder Masciari 30 Lowell Rd, Hudson NH 03051, 603-402-1296

State of Incorporation (if incorporated)

Name & Address of Registered Agent (if corporation)

Name of Local Organization sponsoring Activity

Signature of Officer of Local Organization sponsoring Activity

Phone Number e-mail Address

☒ Signed letter of authorization from establishment where the event will be held must be provided with application. (BOS consensus 7/22/08)

☒ Proof of Insurance—Certificate must be provided w/application, setting forth policy limits, activity & location of activity.

!! Please note that the application, with attachments, must be submitted at least 30 days prior to the event !!

e-mail completed form to lweissgarber@hudsonnh.gov or FAX to 603-598-6481

For Office Use Only

Attachments to permit application: 1) Report of town Building Inspector/Health Officer, ensuring site of proposed activity is suitable, with minimum sanitary and safety requirements having been met, with signoff/clearance from the Fire Chief and Police Chief; 2) Signed letter of authorization; 3) Proof of insurance certificate. Proof of public notice.

Date approved by Board of Selectmen

Chairman, Board of Selectmen

RECEIVED

AUG 05 2025

TOWN OF HUDSON
SELECTMEN'S OFFICE

OFFICE USE ONLY

Applicant _____ Date of Event _____

Map _____ Lot _____ Building Permit Req'd _____ Street _____

SANITARY APPROVALS

Stipulations _____

Health Officer/Date David R. White 5/5/25

FIRE SAFETY

Stipulations Keep fire lane clear around the building

Fire Dept./Date David R. White 5/5/25

ZONING

Stipulations None

Zoning Administrator/Date Ben Witham-Crader

BUILDING

Stipulations _____

Building Inspector/Date [Signature]

POLICE DEPARTMENT

Stipulations _____

Police Chief/Date [Signature] 8/5/2025

Brook Plaza Associates

46 Lowell Road • Hudson, New Hampshire 03051

Phone: (603) 880-7799

Fax: (603) 880-8926

To: Town of Hudson, NH

Re: Permission to Host Community Yard Sale Fundraiser -- Purrfect Thrift

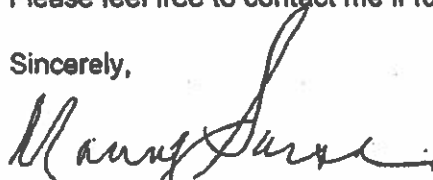
To Whom It May Concern:

I, Manny Sousa, property owner/landlord of 30 Lowell Rd, Hudson, NH 03051, hereby grant permission to my tenant, Purrfect Thrift, to host a **Community Yard Sale Fundraiser** in the parking lot of the above address.

- **Date:** Sunday, September 21, 2025
- **Time:** 12:00 PM to 4:00 PM
- **Event Description:** A community yard sale where local residents and vendors will be able to rent spaces to sell items. Table rentals will be offered for those who need them. The event will support Happy Tails Pet Rescue through partial proceeds.
- **Parking:** The event will occupy most of the main parking lot. However, there is sufficient overflow parking available on-site to accommodate customers of other businesses during the event.

Please feel free to contact me if further details are needed.

Sincerely,



Manny Sousa

Brook Plaza Associates



PURRFECT
THRIFT
TENT

Lowell Rd



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/30/2025

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

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

PRODUCER David Embry Mylo, LLC	CONTACT NAME: David Embry	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: AgencyServices@choosemylo.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Benchmark Insurance Company	41394
INSURED Lilly Four Paws, LLC 30 Lowell Rd Ste 22 Hudson, NH 03051-2800	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR			CBB-00202757-00	10/09/2024	10/09/2025	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
			MED EXP (Any one person) \$ 5,000				
			PERSONAL & ADV INJURY \$ Included				
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:					GENERAL AGGREGATE \$ 2,000,000	
						PRODUCTS - COMPROP AGG \$ 2,000,000	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	☐ DED ☐ RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y/N	N/A				PER STATUTE ☐ OTH-ER ☐
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

The policy contains a Blanket Additional Insured endorsement.
The policy contains a Blanket Waiver of Subrogation endorsement.
Coverage is Primary & Non-Contributory.

CERTIFICATE HOLDER

CANCELLATION

PROOF OF COVERAGE

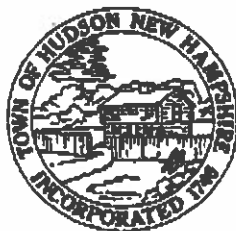
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

David McFarland

David McFarland

© 1988-2015 ACORD CORPORATION. All rights reserved.



6C3

RAFFLE PERMIT

Hudson, New Hampshire

Name of Organization: Hannah Dustin Guit Guild
Address: PO Box 121 Hudson NH 03051
Raffle Benefit of: HDBG
Date & Time of Raffle: June 1, 2026
Raffle to be held at: Alpine Grove (Annual Banquet)
Prizes: Guit

Date of Ticket Sales: Sept 1, 2025 - June 1, 2026
(must be after date of Board of Selectmen approval)

Applicant's Signature/Address/Phone Number

Ann M Lynds
Applicant's Signature

Ann M Lynds
Applicant's Printed Name

640 Shadowbrook Dr Hudson NH 03051
Address

617 894 1600
Phone Number

Approved on: _____, by

HUDSON BOARD OF SELECTMEN

Chairman _____

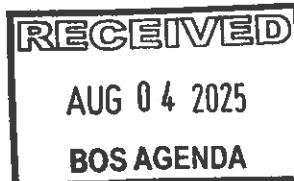
Selectman _____

Selectman _____

Selectman _____

Selectman _____

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



6C4

BOS AGENDA 8/12/25


To:

Board of Selectmen

12 School Street

Hudson, NH 03051

Subject: Fundraising Collection Request

Dear Members of the Board of Selectmen,

I am writing to request from the Town of Hudson for an upcoming collection of funds. The details of the fundraising activity are as follows:

- **Date:** [8/16/2025]
- **Time:** [9am-3pm]
- **Location:** [Lowell Rd Market Basket]

The purpose of this fundraiser is to collect funds on behalf of K9 Cheer. The collected funds will be used to support our nonprofit cheerleading program through Pop Warner. These funds will be distributed to practice space, competition fees, uniform costs, bow costs, music costs for competition routines and more. We strive to keep our costs as low as possible for the youth of not only Nashua but also Hudson youth as we are the only Pop Warner program, so we do have athletes from both Nashua and Hudson NH.

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

Thank you for your time and attention. I appreciate your support in facilitating this community initiative.

Sincerely,

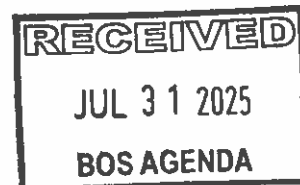
Erica DeJesus

71 Pine St.

Nashua, NH 03060

978-761-0701

K9cheer.fundraisingcoordinator@gmail.com





June 9, 2025

Erica DeJesus
K9 Cheer
Erica3xo@gmail.com

Dear Erica:

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

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

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

DeMoulas Super Markets, Inc.

STORE LOCATION: Hudson #33

DATE(S): August 15-16, September 5-6

New Hampshire Department of Justice

Registered Charities List
 G = Good Standing; X = Not in Good Standing; S = Suspended

Charitable Trusts Unit

Reg. No.	Charity Name	Address	City	State	Zip	Status	Report Due
18764	NH Music Educators Association	100 Academic Way	Stratham	NH	03885	G	11/15/2025
1995	NH Music Festival	4 Post Office Square PO Box 64	Plymouth	NH	03264	G	11/15/2025
32661	NH Mutual Aid Relief Fund	1465 Bodwell Road, #17	Manchester	NH	03109	X	11/15/2021
11065	NH Network Post Polio Support Group	PO Box 725	Somersworth	NH	03878	X	5/15/2020
19764	NH News, Views, and Blues	48 Airport Road Suite 2	Concord	NH	03301	G	5/15/2026
11092	NH Nordic Coaches Association	9 Huckleberry Lane	Hampton	NH	03842	G	11/15/2025
30674	NH Nor'Easter Softball Club	PO Box 1124	Iaconia	NH	03247-1124	X	2/15/2022
31063	NH North Country Veterans, Inc.	PO Box 282	Gorham	NH	03581	X	5/15/2023
1289	NH Odd Fellows Home d/b/a Presidential Oaks	200 Pleasant Street	Concord	NH	03301	G	9/15/2025
34398	NH OES Charitable Foundation	173 Mountain Road	Concord	NH	03301	G	5/15/2026
32118	NH Off Highway Vehicle Association	PO Box 96	Cornish Flat	NH	03746	G	5/15/2026
31712	NH Old Graveyard Association, Inc.	40 Summer Street	Pennacook	NH	03303-1431	S	9/15/2024
30200	NH Operation Game Thief, Inc.	PO Box 9	Pembroke	NH	03275	G	11/15/2025
18993	NH Operation Lifesaver, Inc.	593 Route 129	Loudon	NH	03307	X	5/15/2021
17137	NH Optometric Charities, Inc.	c/o Brian Klingler 466 Washington Road	Rye	NH	03870	G	5/15/2025
15020	NH Orchid Society, Inc.	PO Box 5375	Manchester	NH	03108	X	1/15/2024
2682	NH Outdoor Council	PO Box 157	Kearsarge	NH	03847-0157	G	5/15/2026
6685	NH Parrot Head Club, Inc.	PO Box 6434	Manchester	NH	03108	X	2/15/2023
11392	NH Patriot Guard Riders, Inc.	PO Box 16273	Hooksett	NH	03106	G	5/15/2026
5334	NH Peace Action Education Fund	4 Park Street, Suite 304	Concord	NH	03301	G	5/15/2026
31229	NH Peer Voice	108 Pleasant Street	Claremont	NH	03743	X	11/15/2019
32961	NH Pet Aid	PO Box 34	Dover	NH	03821	G	5/15/2026
10869	NH Pharmacists Association Foundation, Inc.	9 Hunter Drive	Bow	NH	03304	G	5/15/2025
1661	NH Philharmonic Orchestra, Inc.	PO Box 1651	Concord	NH	03302-1651	G	11/15/2025
14874	NH Plant Growers Association	295 Sheep Davis Road	Concord	NH	03301	X	5/15/2020
1662	NH Plumbers and Pipefitters Education Fund	161 Londonderry Turnpike	Hooksett	NH	03106	G	11/15/2025
1370	NH Police Association	814 Elm Street, Unit 512	Manchester	NH	03101	G	11/14/2025
31488	NH Police Association Pipes and Drums	814 Elm Street, Unit 512	Manchester	NH	03101	G	5/15/2026
32134	NH Police Cadet Training Academy Association	247 Pembroke StreetPembroke, NH 03275	Pembroke	NH	03275	G	5/15/2026
32184	NH Police Unity Tour, Inc.	PO Box 3236	East Hampstead	NH	03826	X	5/15/2021
13332	NH Police, Fire & EMS Foundation	PO Box 520	Epping	NH	03042-0520	G	9/14/2026
4651	NH Pop Warner	9 Wagner Way	Hudson	NH	03031	X	5/15/2024
5871	NH Porters Guild	8 Pearson DrByfield, MA 01922	Byfield	MA	01922	G	5/15/2026
12641	NH Power of the Past Collectors	1 Oxford Road	North Billerica	MA	01862	G	5/15/2026



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/11/2025

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

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

PRODUCER K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne, IN 46801-2338	CONTACT NAME: Anita Bliss PHONE 800-441-3994 x5569 or FAX (A/C, No, Ext): x5053 (A/C, No): E-MAIL ADDRESS: anita.bliss@kandkinsurance.com PRODUCER CUSTOMER ID:																					
INSURED Nashua K9 Cheer PO Box 484 Nashua, New Hampshire 03060	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Granite State Insurance Company</td><td>23809</td></tr><tr><td>INSURER B:</td><td>National Union Fire Insurance Company of Pittsburgh, PA</td><td>19445</td></tr><tr><td>INSURER C:</td><td>Zurich American Insurance Company</td><td>16535</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Granite State Insurance Company	23809	INSURER B:	National Union Fire Insurance Company of Pittsburgh, PA	19445	INSURER C:	Zurich American Insurance Company	16535	INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Granite State Insurance Company	23809																				
INSURER B:	National Union Fire Insurance Company of Pittsburgh, PA	19445																				
INSURER C:	Zurich American Insurance Company	16535																				
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** W00008212 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:	Y	Y	9RAIL0003450266602	07/15/2025 12:01 AM	07/15/2026 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea Occurrence) \$1,000,000 MED EXP (Any one person) Excluded PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 PARTICIPANT LEGAL LIABILITY \$1,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
B	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/ EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					☐ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
C	PARTICIPANT ACCIDENT			1XZPX0000485085404	07/15/2025	07/15/2026	i. AD&D \$10,000 ii. EXCESS MEDICAL \$100,000 iii. DEDUCTIBLE \$250

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

THE CERTIFICATE HOLDER IS AN ADDITIONAL INSURED, BUT SOLELY WITH RESPECT TO THE ACTIVITIES OF THE NAMED INSURED
Owner/Lessor/Manager of Premises Utilized for Insured's Activities

SEXUAL ABUSE/MOLESTATION: \$1,000,000 PER OCCURRENCE/\$2,000,000 AGGREGATE

CERTIFICATE HOLDER City of Nashua 229 Main St. Nashua, NH 03060	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	---

Coverage is only extended to U.S. events and activities.

** NOTICE TO TEXAS INSURED: The Insurer for the purchasing group may not be subject to all the insurance laws and regulations of the State of Texas

6C5

BOS AGENDA 8/12/25

[Handwritten signature]



TOWN OF HUDSON

Engineering Department

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

INTEROFFICE MEMORANDUM

DATE: July 24, 2025

TO: Roy Sorenson, Town Administrator
Board of Selectmen

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

RE: Petition and Pole License for one (1) new Pole, 289/86 on **Robinson Road** in the Town of Hudson, as per attached for PSNH, dba Eversource Energy

Attached please find a new Pole License Petition from PSNH, dba Eversource Energy, for a new pole on **Robinson Road** in Hudson.

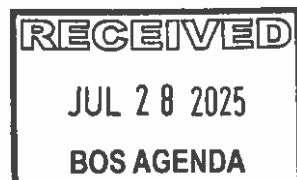
The Public Works and Engineering Departments have both reviewed it and are recommending that this Pole License be approved.

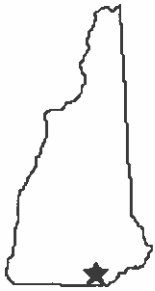
Thank you.

Motion:

To approve the Petition and Pole License from PSNH, dba Eversource Energy, for one new pole, Pole # 289/86, located on Robinson Road.

Enclosures





TOWN OF HUDSON

Engineering Department



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

INTEROFFICE MEMORANDUM

DATE: July 17, 2025

TO: Elvis Dhima, P.E., Town Engineer
Jay Twardosky, DPW Director

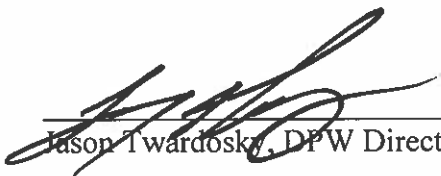
FROM: Doreena Stickney, Administrative Aide

RE: Petition and Pole Licenses for one (1) new Pole, 289/86 on **Robinson Road** in the Town of Hudson, as per attached for PSNH, dba Eversource Energy

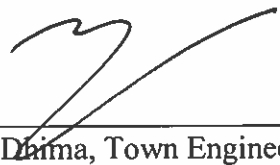
Attached please find a new Pole License Petition from PSNH, dba Eversource Energy, for one new poles on **Robinson Road** in Hudson.

Please sign below to verify that you have reviewed and approve this license.

Thank you.



Jason Twardosky, DPW Director



Elvis Dhima, Town Engineer

Attachments

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

July 16, 2025

To the Town of Hudson, New Hampshire.

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

License one (1) pole(s), 289/86 on Robinson Road in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Elizabeth Jeffrey, Licensing Specialist

LICENSE

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

ORDERED

This 16th day of July, 2025, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

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

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 23-0727, dated 7/16/2025, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

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

Date: _____

ATTEST: _____

Town Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

July 16, 2025

To the Town of Hudson, New Hampshire.

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

License one (1) pole(s), 289/86 on Robinson Road in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY

BY: 
Elizabeth Jeffrey, Licensing Specialist

LICENSE

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

ORDERED

This 16th day of July, 2025, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

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

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 23-0727, dated 7/16/2025, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

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

Date: _____

ATTEST: _____

Town Clerk

[illegible]

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

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

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

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

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

6C6

Bos AGENDA 8/12/25
AA



TOWN OF HUDSON

Engineering Department



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

INTEROFFICE MEMORANDUM

DATE: July 28, 2025

TO: Roy Sorenson, Town Administrator
Board of Selectmen

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

RE: Petition and Pole License for one (1) new Pole, 195/9 on **Ledge Road** in the Town of Hudson, as per attached for PSNH, dba Eversource Energy

Attached please find a new Pole License Petition from PSNH, dba Eversource Energy, for a new pole on **Ledge Road** in Hudson.

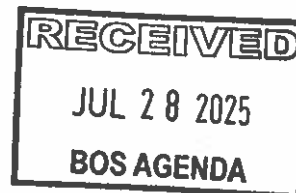
The Public Works and Engineering Departments have both reviewed it and are recommending that this Pole License be approved.

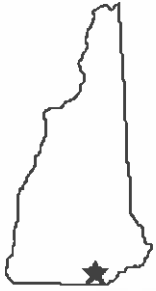
Thank you.

Motion:

To approve the Petition and Pole License from PSNH, dba Eversource Energy, for one new pole, Pole #: 195/9, located on Ledge Road.

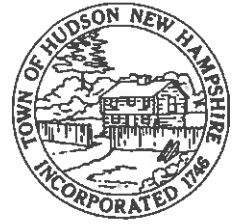
Enclosures





TOWN OF HUDSON

Engineering Department



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

INTEROFFICE MEMORANDUM

DATE: July 23, 2025

TO: Elvis Dhima, P.E., Town Engineer
Jay Twardosky, DPW Director

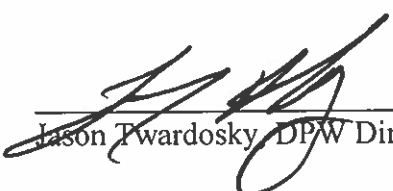
FROM: Doreena Stickney, Administrative Aide

RE: Petition and Pole Licenses for four (1) new Pole, 195/9 on **Ledge Road** in the Town of Hudson, as per attached for PSNH, dba Eversource Energy

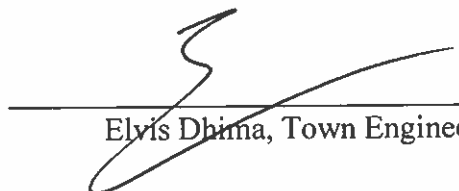
Attached please find a new Pole License Petition from PSNH, dba Eversource Energy, for one new poles on **Ledge Road** in Hudson.

Please sign below to verify that you have reviewed and approve this license.

Thank you.



Jason Twardosky, DPW Director



Elvis Dhima, Town Engineer

Attachments

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

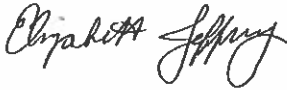
July 23, 2025

To the Town of Hudson, New Hampshire.

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

License one (1) pole(s), 195/9 on LEDGE ROAD in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY



BY:
Elizabeth Jeffrey, Licensing Specialist

LICENSE

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

ORDERED

This 23rd day of July, 2025, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

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

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 23-0728, dated 7/23/2025, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

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

Date: _____

ATTEST: _____

Town Clerk

**PETITION AND POLE LICENSE
PETITION**

Manchester, New Hampshire

July 23, 2025

To the Town of Hudson, New Hampshire.

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

License one (1) pole(s), 195/9 on LEDGE ROAD in the Town of Hudson.

PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY



BY:
Elizabeth Jeffrey, Licensing Specialist

LICENSE

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

ORDERED

This 23rd day of July, 2025, that, PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, dba EVERSOURCE ENERGY be granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Electrical Safety Code in effect at the time of petition and/or license is granted.

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

The approximate location of the poles and structures shall be shown on plan marked EVERSOURCE No. 23-0728, dated 7/23/2025, attached to and made a part hereof.

Town of Hudson, New Hampshire

Town of Hudson, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

BY: _____

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

Date: _____

ATTEST: _____
Town Clerk

EVERSOURCE

07/23/2025

23-0728

Hudson

5

LEDGE ROAD

STATE LICENSE NO.

Derry

Kris Nacos

21848939

WORK FINANCIAL #

80373761

TELCO PROJECT #

ENGINEER:

[illegible]

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

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

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

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

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

6D1
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

David A. Cayot
Interim Chief of Police

Special Investigations Bureau

Captain Patrick M. McStravick
Administrative Bureau

Captain Steven C. McElhinney
Operations Bureau

To: The Board of Selectmen
Roy Sorenson, Town Administrator

From: David Cayot, Interim Chief of Police 

Date: 06 August 2025

Re: Agenda Item – 12 August 2025

Scope:

The police department would like to meet at the next scheduled Board of Selectman meeting on 12 August 2025. A resident who wishes to remain anonymous would like to donate \$5,000 for deposit in our Police Donation Account (4556).

Recommended Motion:

To accept the donation in the amount of \$5,000.00 from the anonymous resident.

HUDSON, NEW HAMPSHIRE BOARD OF SELECTMEN**Minutes of the, July 22, 2025 Meeting**

Board of Selectmen Meeting Room, Town Hall

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

(not open to the public)

6:30 PM

Regular meeting will begin immediately after Attorney-Client Session

1. **CALL TO ORDER** – by Chairman Dumont the meeting of July 22, 2025 at 7:22 p.m. in the Selectmen Meeting Room at Town Hall.
2. **PLEDGE OF ALLEGIANCE:** – Board of Selectman, Bob Guessferd.
3. **ATTENDANCE:**

Board of Selectmen: Dillon Dumont, Bob Guessferd, Dave Morin, Xen Vurgaropoulos and Heidi Jakoby.

Staff/Others: Town Administrator, Roy Sorenson; Police Chief, Tad Dionne; Police Captain, David Cayot; Captain Patrick McStravick; Captain Steven McElhinney; Fire Chief, Scott Tice; Deputy Fire Chief, Jim Paquette; Chief Assessor, Jim Michaud; IT Director, Doug Bosteels; Town Treasurer, Barbara Bouley; Hudson Police Department, Colleen Jefferson; School Board Liaison, Steven Meyer; ZBA applicant, Todd Boyer; Executive Assistant, Lorrie Weissgarber.

Selectman Morin made a motion, seconded by Selectman Vurgaropoulos, to change the order of business and go to Recognitions, Nominations and Appointments. Motion carried, 5-0.

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS:**A. Recognitions**

- 1) Colleen Jefferson – Hudson Police Department
 - o Certificate of Recognition, 20 years of service

Chairman Dumont: We will jump over public input just for a minute to do recognitions. First up, we have Colleen Jefferson, I will acknowledge Police Chief Tad Dionne and Captain Cayot.

Captain Cayot: So, the Town of Hudson and the Hudson Police Department would like to come here and recognize Records Clerk Colleen Jefferson for 20 years of dedicated service to the Hudson Police Department. Colleen started as a part-time dispatcher in 2005 and became a full-time dispatcher in 2010. A year later, she became a certified communications training officer and she's trained numerous dispatchers during her tenure there. In 2020, Colleen took on a new role on top of her dispatch role as a Terminal Agency Coordinator or TAC as we call it. This position made Colleen the liaison between the Hudson Police Department and the New Hampshire NCIC Division. So, after 17 years of being a dispatcher, Colleen then transferred to the Records Division where she currently works to maintain various records from warrants to pistol permits to motor vehicle reports, motor vehicle citations, warnings, and a wealth of other things that you take care of there. Colleen is a wealth of knowledge for us. We go to her with a ton of questions and she's there to support her peers as well as take on new responsibilities and learn new tasks. Colleen is also a member of the Critical Incident Stress Management Team and can often be seen around the station helping care for Haven, the HPD comfort dog. We're actually not sure who the owner of Haven is, whether it's her or Officer Downey, but I think Haven might pick her. In addition to everything she does at HPD, Colleen has spent years volunteering at Blood Drive, Salvation Army, Bell Ringing, National Night Out, Old Home Days, Fright Night, and she was also a member of the Hudson Police Employee Association Executive Board. When Colleen isn't working, she loves spending time with her dog Kiva. She also enjoys shopping, crafting, viewing nature, and she's good at providing

humor to situations that need some levity. Colleen is dedicated to her job and has been an asset to the Hudson Police Department for the past 20 years. Colleen, thank you for your service.

- 2) Kim Brooks – Finance Department
 - Exemplary payroll support for the Police Department

Chairman Dumont: With that, we have one more recognition. Kim Brooks from the Finance Department, I will recognize Mr. Sorensen.

Roy Sorenson: All right, thank you, Mr. Chair. I'd like to ask Kim to come on up here, if she could. So, Kim is one of our senior accountant clerks, and I don't think I need to explain to the board, the transition we've gone through in the finance department, particularly actually before I got here and since I've been here. Kim has been a vital part of keeping that department together and making sure that things are getting done, going outside of her responsibilities and her duties, and I can't say enough about what she's done. On that note, as the Board is well aware as well, we come to July 1, we had two CBA contracts that were approved, which means it's basically a major overhaul of our payroll system because of differentials in the CBAs and things of that nature. So, Kim was integral in working with PD, Sherry over PD, and just getting that together and getting it in the system, breakneck speed. And if you don't know how complex PD's payroll is, the end of a fire or any of them, I can tell you it's very complex. I'm going to turn it over to the Chief because it's actually Chief Dionne who put together a very wonderful letter of recognition and kind of kicked this off and got us to this point.

Chief Dionne: Thank you. I can't, look, we were going into a split week when the fiscal period started and it was a massive change in payroll for us and Sherrie had been very apprehensive and Sherrie's fantastic. She'd been very, very apprehensive and as Kim came over, spent the entire day plus with us to ensure that all of our employees are paid and although I know money is not the ultimate motivator, getting paid properly is a big deal for us, but it was just, it's more about giving our staff a sense of knowing that the job was going to get done and done well and anything I wrote is just the truth about it. It was a big deal, it was a monumental task and I couldn't thank you enough, Kim, for it. Thank you very much.

Chairman Dumont: With that, I will roll back into the normal public.

Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to go back to the normal order of business. Motion carried, 5-0.

4. PUBLIC INPUT

Chairman Dumont: Does anybody in the audience wish to address the Board on any issue which the Board has control about this time and if you do, please come on up to the seat here at the microphone, state your name and address for the record. Anybody in the audience wish to come up and address the Board on anything we have control about this time? Nobody jumping for joy. I will open and close that at 7:30 p.m. and we will move into nominations.

B. Nomination

- 1) Todd Boyer – Zoning Board of Adjustment, *seeking member position*
 - One (1) member vacancy to expire December 2026
 - Two (2) alternate vacancies to expire December 2025
 - One (1) alternate vacancy to expire December 2026

Chairman Dumont: We have one nomination, Todd Boyer, for Zoning Board of Adjustment seeking a member position of a vacancy to expire in December 2026. Mr. Boyer, could you please come up? If you could, just tell us a little bit about yourself. I know you're part of the Planning Board, but just tell us a little bit about yourself and why you'd like to join the Zoning Board.

Todd Boyer: Good evening. As everybody knows, my name is Todd Boyer. I live at 2 Merrill Street. Been a lifelong Hudson resident. Been paying attention to what goes on in town now for the past two years. Saw that the Zoning

Board was going to be having a vacancy and felt as though that my lifelong tenure in the town, I can bring balance and I can bring stability to the Zoning Board in the sense of being able to show up to all the meetings, being able to show up with a level clear mind and not pass judgment on anything until the case is heard. So, plain and simple, I'm here to volunteer. I'd like to help out the town. The town's business never stops. There's vacancies. We need to make sure that those vacancies are filled. So, I volunteer my time.

Selectman Guessferd: Yeah. So, as most of us know, you are currently an alternate on the Planning Board.

Todd Boyer: Correct.

Selectman Guessferd: What I'd just like to understand and know and maybe for the public as well, why the move over? Okay. And how has the Planning Board enabled you to kind of prepare yourself for this?

Todd Boyer: So, I wouldn't necessarily use the word move over. I would still be an alternate on the Planning Board. The House Bill 92 states that you can be a member of both boards but if you were to sit on any particular case in one particular setting, you cannot sit on that same case in the other setting. I can explain further but I'm sure everybody understands that which does not bother me at all. Being on the Planning Board has given me the ability to view things objectively. It's given me the ability to listen and to be able to think strategically on what's best for the town. What is an equal balance between people's rights, land rights, and what's good for the town and I believe that I can achieve that goal. Okay.

Selectman Guessferd: That was good to clarify the fact that you will remain on the Planning Board as an alternate.

Todd Boyer: Yes, I would.

Selectman Guessferd: And thank you for stating the RSA as well.

Todd Boyer: Absolutely.

Selectman Jakoby: So, given that, I was curious why that wasn't listed under community activities on your application, that you're an alternate. Because if you look at the application, you didn't indicate your alternate status on Planning Board.

Todd Boyer: Simple oversight.

Selectman Jakoby: Okay, because that was a concern of mine because I was like, and you didn't address it in your application. So, I appreciate you addressing it at this time.

Todd Boyer: Sure.

Selectman Jakoby: One of the things that you did not mention was also adhering to the strategic plan or the strategic master plan, which is a large part of your duties both on Planning Board, as it would be on, on the Zoning Board.

Todd Boyer: Yes.

Selectman Jakoby: So that's a third.

Todd Boyer: Absolutely. It's a live and breathing document that is ever evolving. And absolutely that being a, a member of the community for 40 plus years. I believe I have that in mind.

Selectman Jakoby: And were you there? So, part of I know we've been working on that. Have you had an opportunity to put input into that master plan as an alternate?

Todd Boyer: Not as much as one would like. But I have been to quite a few ZORC meetings, I have not missed one Planning Board meeting. We have had several discussions in re in regards to updating our codes and stuff. I'll be present for any and all master plan discussions and be willing to participate in them.

Selectman Jakoby: So, you mentioned here on your application that your education is criminal justice degree, can you expand on that a little bit?

Todd Boyer: So, after high school, I did go and get a two-year associate's degree in criminal justice. I actually was the very first Hudson police intern, I was going to pursue a career in criminal justice as a police officer. But family members

came into light and family business opportunity presented itself. And I made a decision to choose my family and run a company.

Selectman Jakoby: Okay, can you tell us a little bit about that company? Because you did say that that was also that you're a business owner, and it wasn't specified what that was. And this is for the public to be aware of.

Todd Boyer: Not a problem at all. Yep. So, if people are unaware, last name is Boyer. So, Boyer's truck equipment on Lowell Road. My father had purchased that property back in '67 owned a collision repair shop in town. I took that over in 2000 and have grown into the truck equipment world. And we've been there ever since. And we continue to be in town and we have no plans on going anywhere.

Selectman Jakoby: Thank you. And just one final thing, can you just articulate what your biggest challenge of being on Zoning and Planning or maybe your biggest challenge on Planning and being in that role that you see? Zoning for this combination?

Todd Boyer: So, I haven't had any challenges in regards to Planning. Land Use Code is something that I like. I like real estate. My father has rental properties in town. I do as well. So, land use code, making sure that people's personal rights to be able to utilize their land to the best that they can. But ensuring that the town's interest is seen and observed. Finding that delicate balance, I believe, is probably the biggest challenge if you wanted to use that that any member would have on the Planning or Zoning Board. But I, I can come in with a clear mind, I can come in and view it. And I believe I can make a good honest judgment on what's best for both parties.

Selectman Jakoby: And just one final thing. And I do know and I appreciate you coming in and the fact that you have the criminal justice degree. This is a semi judiciary committee. So, I mean, I think that's really great background. And for the public to know there is a great deal of training that goes into being a Zoning Board member. And I'm sure that you've looked into the time that you have and that you have that time and ability.

Todd Boyer: Absolutely. I definitely I definitely have the free time to be able to achieve that goal.

Selectman Jakoby: Thank you.

Chairman Dumont: One thing I'll throw out as being the ZBA liaison, as you all are well aware, I've told the Board, I've told the public, we are down on members. We don't have many applicants. So, I appreciate Mr. Boyer stepping up for that role. I would hope that the Board considers it. We have some pretty big agendas coming forward and over the next few weeks, next couple of months, actually, we could really use it. We lost our Chairman and our Vice-Chairman; our secretary is currently serving in that role. We didn't have enough members to hold an election of officers. So, by filling the seat would allow us to move forward and would also allow us to hold a bunch of officers.

Selectman Jakoby: Just to clarify, can you restate your term on Planning Board as an alternate?

Todd Boyer: My term as an alternate with the Planning Board goes until '28, I believe, and this nomination would go until December of '26.

Selectman Jakoby: Thought it was '24 on the website.

Todd Boyer: No.

Selectman Jakoby: For Planning alternate.

Todd Boyer: No, we're already in '25. Yeah, it might have been '27.

Selectman Jakoby: It started in June of '24 to 26?

Todd Boyer: To '27.

Selectman Jakoby: '27?

Chairman Dumont: Three-year seats.

Selectman Jakoby: Okay, just clarifying so that the public knows and then this one would be for December from now until December of 2026.

Todd Boyer: That is correct.

Selectman Jakoby: Okay. Yep. Just clarifying.

Selectman Morin: If nobody else has any more comments. Due to the situation that the Zoning Board is in and we're not making any progress and we need to get that Board back online because it is such an important Board. I'd like to waive that our normal process of waiting another week and appoint Mr. Boyer tonight to that term to 2027, December 2027.

Selectman Morin made a motion, seconded by Selectman Guessferd, to expedite the process and appoint Todd Boyer as a member of the Zoning Board of Adjustment with a term to expire December 2026.

Chairman Dumont: Is there any discussion? I'm selecting you guys as tiebreaker.

Selectman Guessferd: I just want to speak as the liaison from the Select Board, Planning Board. That, you know, since number one, I can I can corroborate that Mr. Boyer even before we had an opening on the board, Mr. Boyer was attending meetings. He was paying attention and providing, you know, public input when he could on certain plans and things like that. He was paying attention. He was doing that kind of homework that members usually do, you know, but not usually before the board. So, I was impressed by that. And when he joined the board, even as an alternate, he's made, he's made contributions. You've settled a few cases as a as a primary for substituting everything I've seen so far, you know, with regard to the Planning Board has been positive. And, you know, I do think that getting him onto the Zoning Board. Now, I would agree with Selectman Morin in that, you know, we haven't there's a meeting Thursday, correct, this Thursday. And I think that's the most compelling part of doing this now and not waiting two weeks, like we would normally do. And I would normally say, let's wait two weeks, like we normally do. But I think I think given his experience, his passion, his knowledge, I think, and the urgency of the need, I think we should we should appoint him tonight.

Selectman Jakoby: I just wanted to let everyone know, I'm going to stand firmly where I stood before and vote against this motion. I do believe we should always wait those two weeks. And I stated it before. So, I just wanted you to know, it's not about you. It's about the procedure that I believe you should wait two weeks.

Todd Boyer: Understood.

Selectman Jakoby: Thank you.

Chairman Dumont: So, I did have one question, obviously, and that was going to be my concern. So, you have the meeting come up on Thursday, we had a chance to review the packet. I know, from being the liaison, I will say Mr. Boyer attended the last two or three meetings in a row, we have one, sometimes two a month, he has been at those. Did you get a chance to take a look at what might be up?

Todd Boyer: I actually did. Yes, there's two ADUs and a split zone case coming before the board.

Chairman Dumont: That is correct. Any other comments or questions?

Selectman Morin made a motion, seconded by Selectman Guessferd, to expedite the process and appoint Todd Boyer as a member of the Zoning Board of Adjustment with a term to expire December 2026. Motion carried, 4-1, Jakoby opposing.

Chairman Dumont: Make sure you swing in tomorrow to try to get sworn in if you have time, and then grab your packet, we can talk to Tracy in the Land Use division, she should be able to get you a packet.

Todd Boyer: All right, thank you.

Chairman Dumont: Thank you very much.

Todd Boyer: I got a couple stitches, so I'm going home. Thank you.

Selectman Guessferd: I hope it wasn't anything too serious.

C. Appointments

- 1) Jan Horvath – Benson Park Committee, *seeking member position*
 - One (1) member vacancy to expire April 2027

- Two (2) member vacancies to expire April 2026
- One (1) alternate vacancy to expire April 2028

Chairman Dumont: All right, next up, we have appointments for Jan Horvath for Benson Park Committee. Is he in the audience? Not required, just wanted to know if he was here. So obviously, we heard from him last time. We had a recommendation as well from the Chair of the Benson Park Committee. So, I'll be looking for any motions or comments from the Board.

Selectman Vurgaropulos made a motion, seconded by Selectman Jakoby, to appoint Jan Horvath as a member to the Benson Park Committee with a term to expire April 2027. Motion carried, 5-0.

Chairman Dumont: Next up, we are on to Consent Items. Would any member of the Board wish to remove any item for separate consideration?

Selectman Jakoby: Item D.

Chairman Dumont: I'm glad, that's the one I was going to look for. So, we will pull out donations. Other than that, I will need a motion for a A, B, C, D, F.

Selectman Vurgaropulos made a motion, seconded by Selectman Guessferd, to approve Consent Items A, B, C, E, and F. Motion carried, 5-0.

Chairman Dumont: Selectman Jacoby, would you like to speak to item D?

Selectman Jakoby: Sure. I just want to, again, just make thanks, Kevin Meeks, for the donation of water jugs in the dispenser. You know, we always appreciate those donations and just want it to be recognized. And I can't find the details. I was missing it. Did someone have any details?

Selectman Vurgaropulos: There was one dispenser and five five-gallon drums that weren't, have not been used yet.

Selectman Guessferd: To the fire department.

Selectman Jakoby: Thank you so much.

Chairman Dumont: All right. With that, do we have a motion to accept the donation?

Selectman Jakoby made a motion, seconded by Selectman Vurgaropulos, to approve Consent Item D. Motion carried, 5-0.

6. **CONSENT ITEMS**

A. Assessing Items – None

B. Water/Sewer Items – None

C. Licenses & Permits & Policies

- 1) Scrap Metal Permit – Recor Trading

D. Donations

- 1) Fire – Kevin Meeks, water jugs and dispenser

E. Acceptance of Minutes

- 1) July 8, 2025

F. Calendar

7/22	7:00	Board of Selectmen	BOS Meeting Room
7/23	7:00	Planning Board	Buxton Meeting Room
7/24	7:00	Zoning Board of Adjustment	Buxton Meeting Room
7/28	7:00	Sustainability Committee	Buxton Meeting Room
8/6	7:00	Budget Committee	Buxton Meeting Room
8/11	7:00	Cable Utility Committee	Hudson Cable Access Center

8/11	7:00	Conservation Commission	Buxton Meeting Room
8/12	7:00	Board of Selectmen	BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on July 8, 2025

- 1) Selectman Jakoby made a motion, seconded by Selectman Vurgaropulos, to appoint Sandra Kirkland to the position of Water Utility Clerk, 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 Selectmen, Dillon Dumont. Motion carried, 5-0.
- 2) Selectman Vurgaropulos made a motion, seconded by Selectman Jakoby, for the Board of Selectmen to hereby authorize Mike Johnson, Director of Community Media, to hire Matthew Guerrero as a Production Coordinator, with a starting salary of \$26.00 per hour (grade 12, step 1), all in accordance with the Hudson Support Staff Teamsters Local #633 contract. Motion carried, 5-0.
- 3) Selectman Vurgaropulos made a motion, seconded by Selectman Guessferd, to adjourn at 9:17 p.m. Motion carried, 5-0.

Selectman Vurgaropulos: I just have one question.

Chairman Dumont: Go ahead, Selectman Vurgaropulos.

Selectman Vurgaropulos: This is silly, it's just a typo, I think. Votes taken after non-public session? No one took the vote during public?

Selectman Guessferd: No, they're after non-public, as we go back to public.

Selectman Vurgaropulos: Oh, because we're coming back up.

Chairman Dumont: Yeah, it could be after entering public or after non-public either way.

Selectman Vurgaropulos: I gotcha.

8. NEW BUSINESS

A. Acting Police Chief – Police/Decision

Chairman Dumont: With that, we'll roll into New Business. Obviously, with the sad departure of our Police Chief, we need to name an interim. So, with that, I will recognize Mr. Sorenson.

Roy Sorenson: Thank you, Mr. Chair. So, the Board is well aware of this. I think the community as well. Our current Chief, Tad Dionne, will be stepping down effective July 31st. I think it's our prerogative, I think at this point myself as well as certainly the Board of Selectmen, to at least name an Acting Chief of Police. We've had extensive conversations. You saw them at the last meeting regarding Captain Cayot. He's here as well. I think the Chief will speak a little bit more to that. My recommendation tonight at a minimum is to make Mr. Cayot the Acting Chief of Police. You have that recommendation in your packet. There's also backup from the Police Chief. I'm going to turn it over to him at this time and let him speak a little bit more on that.

Chief Dionne: Thank you. This is going to be my last presentation to this Board. I appreciate the opportunity to talk to you. So, as we go in, I mean obviously the 31st will be my last day in the building, no matter what. And as we go into that, I think it's imperative that the agency, the people, the men and women working there, know that there is a CEO. There's someone there, even in Acting. I know you have a decision to make at some point. I know you're in the process of your considerations, so I understand that. I've already spoken about my recommendation. You know that. But I do believe it's imperative that even if you need a stopgap, or you need more time, or you continue your considerations, that you have someone in the building who's acting as that CEO. And I recommended Dave Cayot for that as well, for the same reasons that I've already had discussions with this Board. And I'll take any questions you might have for me.

Chairman Dumont: Questions, comments from the Board?

Selectman Jakoby: I just think it's important to state some of the skills and reasons why you believe this is the best appointment to the public. I just think it's important to give some of those strengths.

Chief Dionne: As the Acting Chief, or as the Appointment Chief?

Selectman Jakoby: As the Acting Chief. That's what we're addressing. Why the Acting Chief?

Chief Dionne: Absolutely.

Selectman Jakoby: What are his gifts and skills? And let the public know.

Chief Dionne: Right. So, you've all met Dave. Dave and I have worked together for over 23 years, right? I trust him implicitly. I trust him with the keys to the store when I'm not there. He has excellent communication skills. He has fantastic knowledge navigating around purchases and networking through our budget. As one of our senior officers, I have complete and utter trust in his decision-making at critical incidents. He's worked special investigations for the last, well, probably five years in that capacity, where he's dealing with our most sensitive cases. I trust him to make unilateral decisions at this point, and I've been having him make those unilateral decisions. If he has any questions, I'd certainly answer them, but I don't feel that's necessary without him wanting to ask a question, to be honest. And there's not much more I could teach Dave.

Selectman Jakoby: Just to follow up, I know that he has been in charge several times, and that's happened over the past several years. Could you just say a little bit about the public?

Chief Dionne: Sure.

Selectman Jakoby: Because the public probably didn't even know he was in charge.

Chief Dionne: Yeah. I mean, obviously, I've left. I've had to leave the state. I've had to leave the country on a couple of occasions. And Captain Cayot has been the executive officer I've left in charge. We've had no issues then, and whether or not we've had any critical, we've definitely had some major incidents, both while I was away or while I was present. He's acted in a great capacity. He's been a great ambassador to the police department. You know, sitting right here in front of me, I don't want to pump his tires any more than I have to now, right? But he really, yes, right?

Selectman Jakoby: Well, it's that proven track record.

Chief Dionne: Yeah, a proven track record, and not only that, but the education to back it up. He's a master's in public safety, I believe it is, and he also attended the FBI National Academy, all in preparation for this day, more or less.

Selectman Jakoby: Excellent. I appreciate that. I think it's important for the public to be aware that he has stepped in previously, and everything has worked out very well.

Chief Dionne: I appreciate the opportunity to speak on it, because I had already spoke on it before. I didn't want to, you know, kind of pound that in, but that is exactly how it is.

Selectman Jakoby: But there's new viewers every week.

Selectman Guessferd: I like to think that.

Selectman Morin: Does anybody else have any comments?

Chairman Dumont: I'm just going to say real quick that I think Captain Cayot's work speaks for itself. The Chief has come in numerous times and vouched for that. The entire police union has vouched for that. The numerous officers vouched at our last meeting, and if it's okay Selectman Morin, I'm going to go ahead and make the motion.

Chairman Dumont made a motion, seconded by Selectman Guessferd, to appoint Captain David Cayot as the Acting Chief of Police effective no later than the end of business day, July 31, 2025. Further such action to remain in effect until formal appointment of the next Police Chief at a future meeting.

Selectman Morin: I just have discussion, because I was actually going to go the other route.

Chairman Dumont: Okay.

Selectman Morin: And the reason why was we've already had a lot of discussion.

Chairman Dumont: Real quick. So, is there a second on that motion?

Selectman Guessferd: I'll make a second.

Chairman Dumont: Seconded by Selectman Guessferd. We're open for discussion. Go ahead, Selectman Morin.

Selectman Morin: Okay. We have already, as a Board, had a lot of discussion on the moving it up. As you just said, Mr. Chairman, the police union coming in, everybody signing a letter. Again, that's the second time. I have never heard that before. So that says a lot right up there about the administration just sitting at the table. I've worked with Captain Cayot on the street. I know how he does. I've been in other experiences with Captain Cayot. He's always been professional to the point. I think he's going to do a good job with the department, and my opinion is we just move forward and make him promoted to Chief tonight as of August 1st.

Chief Dionne: July 31st. The end of my last meeting.

Chairman Dumont: Well, I don't disagree with that, and quite frankly, prior to this meeting, that was my goal. There was a short period of time from when the e-mail went out last week to ask members to speak with him. I didn't get a chance to talk with everybody to see if that was a chance. I think we all owe it to him to just have that professional conversation and to follow the process. So, I don't think that this takes anything away from that. But whatever the will of the Board is, I will follow behind.

Selectman Vurgaropulos: I'm fine with that. I would also be okay if we wanted to intern for the two weeks until our next meeting and we can appoint them, too.

Chairman Dumont: Okay. Selectman Jacoby, do you have any input?

Selectman Jacoby: If we're going in that direction, then I have a whole bunch of more questions for the Captain at this point that I would want him to answer publicly. And, yes, I've met with him.

Chairman Dumont: Yeah, I caught Selectman Jacoby meeting, and I didn't get a chance to talk with anybody else. For me, I think it would be appropriate to go this route for tonight. But, again, it's up to the Board. If they want, I will rescind my motion, and we can hear another motion if that's the way the Board would like to go, or we can take a vote and see what happens. Any final comments?

Selectman Guessferd: I guess just my final comment, even though I'm confident myself that either motion would work for me, since there are some remaining questions, I think we probably should just defer the final decision for the next meeting. That's the only reason, really, for me. I'm comfortable with the decision and comfortable with hiring him as our next Police Chief. So that's just my two cents there.

Selectman Vurgaropulos: I think that's fair. That gives everybody a chance to...

Chairman Dumont: Why don't we do this? We don't want to waste anybody's time. If nobody has any further comments, all those in favor, say aye. All those opposed?

Chairman Dumont made a motion, seconded by Selectman Guessferd, to appoint Captain David Cayot as the Acting Chief of Police effective no later than the end of business day, July 31, 2025. Further such action to remain in effect until formal appointment of the next Police Chief at a future meeting. Motion carried, 3-2. Morin and Vurgaropulos opposing.

Chairman Dumont: Three to two. There you are. You're the Acting Chief until...

Selectman Jacoby: Aye for acting chief, yes.

Selectman Guessferd: Yes. Okay, good. All right, I didn't hear you.

Selectman Jacoby: I'm sorry.

Selectman Morin: I didn't hear you either.

Selectman Jacoby: Aye for Acting Chief, yes. And waiting, yes. No, I was with you.

Chairman Dumont: Three to two, you're in for the Acting Chief, sir. You will start effective end of day 31st.

Chief Dionne: Appreciate it.

Captain Cayot: Thank you very much.

Selectman Jakoby: Congratulations.

Selectman Vurgaropulos: Thank you, guys.

Selectman Guessferd: Look forward to working with you.

B. Assessing Department Update – Assessing/Informational (presentation)

Board of Selectman took a five-minute break at 7:56 p.m. and reconvened at 8:00 p.m.

Chairman Dumont: We will roll right into the Assessing Department update, and I will recognize Chief Assessor, Jim Michaud.

Jim Michaud: Thank you very much. Board members, Mr. Sorensen, and the public, tonight we have a department update from the Assessing Department. I think this is the first, we'll say, financial-based SWOT analysis and presentation. Get right into it. So, organization chart. This is myself as Chief Assessor, Deputy Assessor, Mike Rotast. He's also a certified New Hampshire Assessor, CNHA, and our Administrative Aid 2, Amy McMullen. Out of all of us, there's a combined 84 years of assessing and appraisal experience. So, I've been here, come 30 years in September. Mike has been here for five years. He's had prior 20 years or so in Merrimack, and Amy McMullen has been here for 22 years. So, a lot of longevity within the department. Those are the three W-2 employee members of the department. Our mission statement. I looked around at other communities in New Hampshire and also throughout New England, and a lot of similarities. So, the mission statement, mission of the assessing department, perform our duties in a courteous and professional manner while ensuring fairness and equity complying with state of New Hampshire statutes, state law, administrative rules, and Town of Hudson policies regarding tax assessments, abatements, exemptions, and credits. I could go on for a couple more sentences, but everything that is about assessment administration. Our mission to impartially treat every property owner with fairness and equity, and provide the public with the highest level of service and professionalism, and maintaining a staff with the highest level of technical expertise. I did not do a separate vision statement. It just stayed right there with the mission. We're familiar with the acronym SWOT, strength, weakness, opportunities, and threats, and instrument to ensure a well-rounded approach. Staff, we sat together and just talked about, you know, what it is we do, what it is we're strong on, what are our threats, what are our weaknesses, and we noted that we believe that we're in a sound, stable state. We provide compliance with all applicable state of New Hampshire statutes. Department of Revenue goes through an assessment review process once every five years. Our fourth one is coming up. We've successfully – they won't say you passed or failed. We've successfully complied with all the requirements that are required of us in the year of assessment review. So, you know, we can say that that's one of our strengths. We've been reviewed by a state agency, and we've met their requirements. Department staff is a strong work ethic, willing to do what is needed to get an issue resolved efficiently as possible with minimal impact. You know, assessing is not always, you know, everybody's favorite cup of tea, but it's a necessary process, and, you know, we help decide what slice of the pie every property owner is going to get for a tax bill. It's a very important process. We take it very seriously. Continuing with strengths, that we have expert knowledge and certification, right? So, we have two certified New Hampshire assessors on board. Our administrative aide, too, she's been through the state statutes class one, state statutes class two, that are very assessing specific. They're put on by the New Hampshire Association of Assessing Officials in combination with the Department of Revenue. We continuously keep up our continuing education credits. Mike and I make sure that we keep our certifications with the state, with any professional organizations that we're with. Up to date, we stay up to date on assessing laws and rules knowledge. They're always changing, and that can be both statutory law that changes, but also case law that changes, administrative rules that clarify statutes. We have a strong relationship within the town hall, 30-plus years, both internally here, but also our network outside the building. We communicate most involved with the Tax Collectors Department, Finance and Town Administration, as well as the Land Use Division and Inspectional Services. We have pretty consistent alignment with external specialty appraisal firms, primarily George E. Sansouci, P.E., LLC, that is our public utility valuation consultant since 1992, and he also conducts cell tower valuation for us, and he also was hired to conduct appraisals on the target property, starting with this year. Weaknesses. So, we looked at areas where, you know, we might need some improvement, and so as a department, first would be budget constraints, right? This might be something for every department, right? There is an end to the

money, right? You don't have an unlimited budget. So, some funding limitations might hint at the implementation of new initiatives or upgrades, such as a town-wide boots-on-the-ground remeasure and relist of real estate. Since 2002, that reevaluation, we have been through the community boots-on-the-ground at least three times, finishing up in 2017. That's in line with professional recommendations of once every five years or so, going out to each property, measure and list. We've certainly found, and we've certainly found since COVID, there's not a lot of success in getting inside property, right? They do not have to let us into the property. It's a request, Fourth Amendment rights, U.S. Constitution. So, you know, there's quite a bit of money that can be spent, and you're not really getting inside the property that you would if you were buying the property, right? So, you don't really know much about the condition. So, you know, should we, should we not? Later on in the presentation, I talk about some alternative methods to going out to do a full remeasure, relist. Weaknesses. So, legacy system integration, as we know, our tax collection software, just our financial processes software, Munismart, is outdated, right? So, they're keeping the support there, but they're not providing any more upgrades. In terms of how that affects assessing, we are exporting our information in our mass appraisal package out to the tax collection package. And so, when we go to replace Munismart, we hope to be involved at least on that aspect of it. In terms of weaknesses, I would say GIS improvements, that we should hopefully leave behind the ad hoc process that we've had with maintaining our GIS, and either engage staff or a more solid contract with a provider that can provide us the hours on a timely basis. We've been very fortunate to have what we've had, but to bring us to the next level, I think it would be worthwhile for us to be looking at that. Perceived weakness on my point is legislative support. The legislature needs us up there to talk about what it is in planning that does or doesn't make sense. What is it there in zoning that doesn't or doesn't make sense about our proposal? And so, New Hampshire Municipal Association, they are lobbyists. They go up there. They're up there every day. But I hear legislators tell us when we go up, it's nice to talk to someone who's actually doing the work that speaks to what this bill is going to speak to. So, you know, we'll spend most of our time trying to prevent stuff that's not going to work, right? Stuff that we cannot administer. And I just think it would be worthwhile to have the support of those professionals here with the legislature to make sure that we can have laws that continue to help improve the town and help us administer. In terms of opportunities, the Vision and Future, the Assessing Department, at various conferences and educational seminars, folks have already been using aerial imagery combined with change detection software to do a match, right? So, if we do an aerial flyover in 2026, they'd be able to layer that on top of the prior aerial, and then the software would highlight. We don't have this, or this pool isn't there anymore, or this deck is no longer just a deck. And that would allow us to focus our remeasure and relist the properties that we don't have up-to-date data on, and we use the aerial imagery to help get us there. And that might be more effective than just sending people out there house to house. Also, AI, machine learning tools. This is not something I'm looking at for 2027, but this is actively being looked at by counties around the United States. How are we going to use AI in our processes? Every industry is looking at it. Industries are already using it. Government, we're probably not at the head of the pack, right? But I know that NHMA has been looking at it. There's a New Hampshire Tech Alliance with BIA has also appointed a task force on it. So, it's coming, and it's not just for assessing, right? AI is going to affect a lot of different areas. I think I talked about an opportunity before, GIS staff position, that I would echo the call of the town engineer on the need for a GIS professional on staff. I've seen how that staff position has been used, say, in the town of Salem. It's been used in the town of Bedford, a variety of communities around the state that are larger size, right? 20,000 population and above, like Hudson. So, I would support an analysis of that come this fall to see if that's going to be worthwhile. I know it would help assessing.

Selectman Guessferd: I just have a question on that. So, we're talking about somebody that would essentially be a general resource for the town. I mean, in other words, you would benefit, engineering would benefit. So, yeah, it wouldn't be a – it would just be one position.

Jim Michaud: It's hard to see who wouldn't benefit as far as the department. I think there would be ones, you know, infrastructure-wise, engineering and land use, there would be heavy users of it, water and sewer, but also certainly assessing. And it's really setting up the layers of the onion that makes up GIS that would be really helpful to us. Another opportunity, further improving public awareness of the property assessment process and how it works. Registry of Deeds has a great program, Property Fraud Alert, and I'm going to have something up on cable, community media, with Mike Johnson. And you can register your name at the registry online. And any time there's a document recorded in your name, you get alerted. So, somebody's going to try to take the title to your property. This is most prevalent on vacant land, more prevalent north and west of, say, Hudson, more prevalent with out-of-state property owners. But the FBI has found it, and there's fraud here in New Hampshire. It's happened. And I know the realtors

are on top of it. I'm always getting information from the realtors about property fraud. So that's just one aspect of public education about assessing. Is that about assessing? No, but it's as close to assessing as you can get, right? Let's see. Threats. Oh, that's different. Changes in tax laws, right? So new regulations, and I'm talking about state law. New regulations, legislative changes, new case law, right? A judge comes out. The Supreme Court upholds it. We have a new interpretation of how to apply assessment law. They can disrupt existing assessment practices, require significant dollar adjustments at the local level. External pressure, right? So negative public scrutiny or negative media coverage can impact the reputation of the agency. That can also influence assessment practices. Cybersecurity threats. You can put this on everybody's slide deck. Potential for cyber-attacks that could compromise data integrity and disrupt the assessment process. Economic downturns. It'll happen, right? It hasn't happened for a little bit, but economic downturns can reduce property values and lead to disputes over assessments. We see increased abatements. We see increased abatement overlay. That's a threat. Succession planning. There's a lack of assessing personnel throughout the state, whether they would work for the DRA, whether they'd work for re-evaluation companies, whether they would work for municipalities. There's just a dearth of folks that are getting into the business. So there was seven communities up in the North Country, starting with Colebrook, that teamed together, this is just in the last year, and tried to get a contractor to do all seven towns, and they'd be paying them every year. They needed to do a re-val each community when they're due. You do all the necessary pickup work. They sent it out to 20 vendors. Zero. Now part of that's geographic, right? But think about that. That's just money sitting on the table for some company to come in. The people aren't there. The companies can't bid on it. They don't have the people. So that's not unique to assessing in terms of lack of personnel, but it's also not a natural industry for a lot of folks. You know, when you're growing up, you want to be an astronaut. Nobody ever said they wanted to be an assessor. So, I'm going to stop there. That's the end of my SWOT part. The rest is really about statistics involving the assessing department, real estate here in town. So, the assessing budget is 1.07 percent of the overall town budget, and consistent with many departments, almost all of the budget is labor. Seventy-six percent is the three positions that we prior discussed. Twenty percent or so is primarily George-Sansoucy, and 3.3 percent is all other. So, it's very much labor intensive. Much of this information on this slide and the remaining slides is up on the website. What's here truncates at 2012, but on the website it goes to 1993. So, this just tells us, you know, what property tax year, what the rate is, what the breakdown in the rate is, right? So, for 2024, tax rate of \$16.45, town tax rate of \$4.97, that's 30 percent. So, 30 percent of my bill in town is going towards municipal services. And about 6 percent is county, and the remaining amount, 64 percent, is for education, school system. Our assessment ratio in the next to last column, 81.1 percent. So, if you come down just three more rows, you see 2022, we're at 94.2. That was our reevaluation year. So we weren't at 100 percent that year. Market values continue to rise. And as we can see from our declining ratio, our assessments are like this. They're static. The markets continue to go up. Now that going up has lessened, but it has not stopped. Also, statistic here, our net assessed value, so this is after you subtract personal exemptions, after you subtract government property that we don't tax, churches and the like, we're at a little over \$5 billion. If you go all the way down to that last cell, 12 years ago, we were at 2.5. So, we've doubled. Our tax base has doubled in 12 years. So, southern New Hampshire, we're part of the economic engine, the golden triangle, and it's a lot of value. Very similar to the prior slide, this one will tell us what the reevaluation years are, and you'll see pretty dramatic increases in net assessed value when there's a reevaluation year, when the values are going up, obviously. This also continues on to earlier years than 2012 on the website. There's a column here, increase in assessed value, that wasn't in the prior slide. So, it gives you an idea of how much value we're picking up. In 2023, you know, the year after the re-val, say, wow, it went up a lot, 160 million. Target, right? Somebody paid \$122 million for a property that we had \$8 or \$9 million on. And they said, yeah, that's market value. So, I believe them. Next slide. This really goes to standards that Department of Revenue and the New Hampshire Assessing Standards Board impose on communities in their reevaluation year. And so, we need to be between 90% and 110% of value, right? So, 10% on either side of full and true market value. Obviously, we weren't there for 24 or 23, but we did meet it in every year, every reevaluation year. So that's what we're graded on, is how did you do in your reevaluation year? We passed. Next column, assessment equity standard, coefficient dispersion, nice big word. And you see polls, right? So, the poll, everybody that likes vanilla ice cream, and they say on the bottom right-hand side, they say MOE, right, margin of error, plus or minus 5%. That's what a coefficient dispersion is. The lower your dispersion, the better equity you have, that you're treating people equitably. The standard is 20% in the year of reevaluation. For a community like Hudson, that's very homogenous. You know, if we don't get below 10, then we're not doing it right, right? So, but you go out to the rural communities, you go out to communities up like the Lakes region, where you have the haves and the have-nots and the have-nevers, it's hard to get a COD to really meet those standards, because it's such a disparate property types. Here, there's a lot of, you know, it's very homogenous.

So, it's actually easier to appraise in a community with a lot of sales, it's very homogenous, than it is in a rural area without a lot of sales, and the Lakes people, and there's the rest of the folks. That's difficult reevaluation. Tax base shifts. So, in 2022, the tax base shifted to more residential than commercial industrial. In 2017, it was similar, lesser percentage. In 2012, the shift was to commercial industrial. In 2007, statistically flat, but still a small shift to commercial industrial. 2004, residential. And 2002 had the largest percentage shift. 2002 was our first reevaluation since 1991. So, that was an awfully long time. Around that time, the Claremont decisions and the Sorrell decisions, the state of New Hampshire finally started enforcing constitutional law, and they established statutory law that every five years really means every five years. You've got to reassess every five years. And it costs money, and there's lots of reasons why communities didn't do it. Money's probably the biggest one. But when you're ordered to do it, you've got to do it. If you don't do it, the state will hire somebody, and they'll load all that money into your tax rate that year. And they've done it in Sandown way back in the early 2000s. So, this shifting that we're talking about, there was a lot of discussion about it in 2022 reevaluation. Every community that went through a reassessment since the year 2000 that had any kind of discernible commercial industrial base saw a similar shift. So, Hudson was not unique. The only Hudson in New Hampshire, but still under the same economic conditions as all the other communities, at least in southern New Hampshire. What does our base look like? About 86% of our \$5 billion tax base is residential. 11% is commercial industrial. Public utility is 3%. If we went back in time a little bit, the commercial industrial would have been a higher percentage. The residential would have been less. What do you know? The money's in residential. And the steeper increase is in residential. And our volume is in residential. One would imagine this will change a little bit as a very large building starts to get more complete. But it takes a lot of money to really move that percentage. When you're talking about a tax base of \$5 billion, it takes a lot to move it, even by 1%.

Chairman Dumont: Real quick question on the tax base. So, we've seen that percentage there. In your eyes, looking at the town, is there an ideal percentage, residential, commercial, public utility? Is there one better than the other?

Jim Michaud: So, that's hard to answer. Because it's more than just numbers. It's what people's vision of their community is. And that might be a little bit beyond the assessing purview. Manchester has the lowest median tax bill on a single-family home on its own lot. I almost have the survey done. I did all the 20,000 population and above for 2024. I'm still missing Londonderry's. So, Manchester, I think, is around 30% commercial industrial. So, they've got the mall, they've got the South Willow, they've got all the mills. Just looking at the numbers, would you say Manchester is better off than Hudson? Well, the numbers are different. But it's a different value. We'll say commercial industrial doesn't cost a lot of expense. There's no kids going to the school system out of Sagamore Industrial Park. And so, you say, well, that's not a lost leader. We're making money. We don't make money. But, I mean, in terms of cost of services versus valuation, we're winning on that. You can also say that they're subsidizing. It's an offset. I don't have a good answer. All I can give you is I could generate statistics for you. Here's the top 20 communities, 20,000 and above. And here's what the measurements are, the statistics. But is it better? I mean, it's the same tax rate. It's not like Mass., would be a classification. We have different tax rates for commercial, industrial, and residential. Then we'd have a different discussion, right? That's a long non-answer.

Chairman Dumont: And I appreciate it. Full disclosure, I didn't think you'd be able to give me an answer because a lot of it is opinion-based. I was just curious from a numbers standpoint of where that balance might be or what you thought it might be. So, yeah, no offense to it whatsoever. I kind of figured it would be a difficult one to answer. That's why I threw it at you.

Jim Michaud: Sounds good.

Chairman Dumont: Thank you.

Jim Michaud: Anybody else? Just ask away. I cannot answer a question like nobody's business. Veterans tax credit statistics. This is all public information, obviously. This is off our MS-1, right? It's a gross valuation document that every year, Municipal Services form number one that goes to Department of Revenue to help set our tax rate. And this is one of those million little things that goes into our tax rate. And so, I have in the second column number of optional slash all vet credits, right? So, our vet credit, because it's more than \$50, the standard is \$50. And we're at \$600. And our all-vet credit, we'll say non-war era time span, has to be at the same credit level. So, we say how much per bill, and we say number of dollars of taxes shifted to our tax payers. That's a fact. When you go in to set the tax rate, that \$607,800 is loaded as an expense. It's almost like a budget item. That's just the way the math has to work to get to your rate so you can collect the right amount of money to match the budget if you need to raise some

property taxes. So, we could be up at \$750. That's the max. We've been at \$600 probably for three years now. Might be off by a year. There's communities that are higher. There's communities that are lower. New Hampshire actually has the highest per capita number of veterans, per capita, in the whole country. And yet we don't have a general service VA hospital. Almost a general service VA hospital. I'm not sure. It has to do with Pease a little bit. It has to do with it's a great place to live a little bit. And our tax structure. Property tax exemption statistics. So, this is value, assessed value versus tax credit. Just like in your federal tax return, they're treated differently. So, property tax exemptions that we offer, elderly, blind, disabled, and solar. And what's the total value that we exempt from property tax? It's right there. And we interpolate. If we didn't have that much value in exemptions, we wouldn't have that \$704,000 being shifted to other taxpayers. It's lost in your bill. There's no breakout of, well, 50 cents of this is paid for an exemption. We could break it down. But it's not a significant impact on our taxes. You say \$704,000 is not significant. Not when you look at the total budget. So, I don't know. We're certainly not at the top in terms of how many exemptions, the amount of the exemption value that we have. But I'd say we're above the middle for our area. And we can always look at that in terms of adjusting it. But this gives some broad history on that. I'm going to go back for a minute. So, when we adopted solar, there was a pretty significant increase. I don't know when it was. Maybe in 2019, 2020. And we've done mailings to solar properties, right? Because that's – I don't know who's elderly. I don't know who's a veteran. I don't know who's blind. But I do know solar because they got a building permit. And so, we'll mail out the solar exemption form. We'll mail out a letter saying, you know, do you want to save money? They don't all apply. You know, sometimes each year we send out to the same people. Like, I guess they don't all apply. Okay. You know, we think we're doing a good thing by doing that. That's the will of the public that adopted it. So, I think anybody with solar should be applying for it, along with the others. Building permits. So we took this out of Munismart, and we said how many permits in a given calendar year? And then we said what's the median per year? 2,300. And this is the primary reason that we go out to property, right? The person building a deck, we're going out there. Similar to inspectional services, we go out to the same property multiple times, but over the course of multiple tax years. We go out once for this tax year, then we've got to wait for the next April 1st. You know, maybe they didn't finish it. It's 50 percent done. So just saying the number of permits, we don't go out to every single permit. You know, electrical upgrade, that's a fact. We see the inspection from inspectional services, but obviously hard data items, physical items, additions, houses, large items, we're going out to a large number of those, all of those physical items. Last slide. Upcoming projects and programs. First, we have the Eversource Public Utility Valuation Tax Case. So that was a two-and-a-half-week trial. It was just from this past spring. We're with about 50 other communities, and we hope to get a decision by the end of the year. We've allocated money for that in terms of our risk exposure. We feel good. Our attorneys feel good about that case and about our odds, right? But it's a judge that's never heard a public utility valuation case of any significance, but I have great faith in the judicial system and what we put up in terms of a quality case legally and appraisal-wise. Anticipate end-of-the-year RFP for general 2027 tax year re-evaluation contract. We want to get somebody locked in because there's not a lot of re-evaluation people, and we want to get a company locked in so we make sure we have somebody for 2027. We don't want to be stuck like some other communities going, we can't get a contract done, we can't get a re-evaluation done. So definitely planning for that. We also anticipate a possible warrant article subject to the Board's discussion to limit the dollar value of the exemption in regards to solar exemptions. So, Joe homeowner, has got a \$30,000 solar system. That's great. Another property owner is building a really large building, and they could put up, I don't know, \$10 million worth of solar. Do we want to have all that exempt? It's a good discussion. There are communities that limit the amount of their solar exemption. A purist would say anything that replaces fossil fuels is great. I don't care who puts it on their BEA, you could do it, it's great. Others are like, no, maybe we should limit the amount of solar exemption we offer. So doing nothing is easy, right? But I put this on here to kind of generate some thoughts on the board, and I can generate what other communities are doing. You could look it up tonight on the DRA website. Next one, anticipate a warrant article to increase the totally and permanently disabled veteran's tax credit from the current \$3,000 in light of the passes into the law of House Bill 99. So, this year, currently, I'm a veteran, and I'm totally and permanently disabled. I get both. They stack. So, in Hudson, that's a \$600 optional vet credit, \$3,000 totally and permanently disabled. I have a \$3,600 tax credit. HB 99 did two things. It disallowed the stacking starting with next year. You can't do it anymore. But they also increased the max of the totally and permanently disabled tax credit that you could adopt locally. It's enabling legislation. Currently, the limit's \$4,000. The legislature moved it to \$5,000 max. So, you don't have to be at the max, but we shouldn't be a dollar less than \$3,600. Because the current folks that are getting \$3,600, if we do nothing, they're going to go down to \$3,000. I don't want to be at the counter when that happens. And that's just, you know, that's selfish reasons, right? But I think, you know, look at other reasons. Somebody's been getting this

benefit. It was what the state intended. Right now, the state unintended it. So, we're going to respond. And this is out there, Tax Collector's Association. They've thrown this out on their listserv. Assessors have put it out there. NHMA is going to have something on it. So, think of it. It's no net increase in credit, right? It's just keeping people whole. So that's a discussion the board can have. In terms of Warren ARCO, additional Warren ARCO, Capital Reserve for Future Property Revaluation Fund, currently there's about \$200,000 in there. I believe that's going to be enough for the 2027 rebate. I think we'll have a general contractor in for about \$1.40. We'll have George E. Sansoucy in for public utility valuation. He's currently \$28,000 a year. You know, plug in a number somewhere near that. It's not going to be below that. So, I think \$200,000 will work for 2027. But, you know, if you're only putting away \$25,000 a year, last year we weren't, this past voting session, we weren't successful at getting that \$25,000. But at five years, that's only \$125,000.

Roy Sorenson: So, can you remind us of the law again, if you don't mind?

Jim Michaud: Which one? Oh, re-val? Once every five years. That's required. Right, so you get five years to raise it. So, the legislature disallowed this, but in the past, we were able to take lapsed funds, end-of-fiscal-year funds, and we were able to put that money into voter-approved, Capital Reserve articles. So, assessing, we were able to keep that fund up, but the legislature said, no, that's not transparent. I mean, it happens at a board meeting. It's publicized. Anyways, so maybe we can change that next year and make that a local option. Say, what if a community wants to do it? You don't want to have it like you can just do it. Just do it as a local option, and the voters could approve it.

Roy Sorenson: Do we know any state reps?

Jim Michaud: We know local state reps. So, it's one of those developing thoughts, right? I don't have it flushed down on paper.

Chairman Dumont: You're going to have it figured out by September.

Jim Michaud: I have the LSR starting dates. And then lastly, review and see if an assessing vehicle replacement is warranted. We're not having issues with our car. It's just it's getting older, and we don't place a lot of mileage on our cars in assessing. So that's just a heads-up, and that's all I have on projects and programs.

Roy Sorenson: Excellent. Great job.

Selectman Vurgaropulos: Awesome. Thank you.

Jim Michaud: Thank you very much.

Chairman Dumont: I appreciate all the details. I like the statistics of all that stuff. I find it very interesting. I know some people find it boring, but I always find it amazing what I'm able to learn when I talk with Jim for a little bit. Does anybody have any?

Selectman Jakoby: Yeah, I just want to comment. I think it's really nice to hear your presentation and really look at both the town side and the individual residence sides and the owners of property. And I really appreciate the upcoming projects and programs and how thoughtful that is. So, thank you very much. Thank you.

Jimi Michaud: Thank you, board members.

Chairman Dumont: Any other board members? All right. Excellent job.

Roy Sorenson: Thanks, Jim. Great job.

C. Town Treasurer Report – Finance/Informational (presentation)

Chairman Dumont: Give our Administrator a couple of minutes here. Thank you. Next up we have the Town Treasurer report. Mr. Sorensen is all set.

Roy Sorenson: Thank you, Mr. Chair. Members of the Board, I ask Barbara Bouley, who is our town treasurer, treasurer, excuse me, to come in tonight and give us a quick report. She's here tonight. I think she's done a fantastic job. And I would say I talked with the finance department a little bit earlier. Barbara's also helped out with a lot of stuff in the interim as far as finance-related stuff. I would call her, and she'd answer. She'd get back to me right away. So, with that, I'm going to turn it over to Barbara.

Barbara Bouley: Thanks so much for having me here tonight. I've been the town treasurer since April of 2023. And my main responsibility is the financial well-being of nine of the town's funds. And those responsibilities include balancing those funds at the end of the month and creating reports for these funds for the town accountant and the financial director. And I'm also responsible for investing any excess funds that aren't needed right away for expenditures. So, what I put together is just this slide to introduce those funds that I'm responsible for and the finances around them for the fiscal year 2025. So, the first column is the name of the fund. So, I'm responsible for the general fund, the general fund investment account that we have with citizens, the general fund investment account that I created in last July with Fidelity, the water fund, the water fund investment account, which is also new and I created last year, the sewer fund, the police forfeiture, the conservation commission, other permits and fees, Agency Fund 9 and Agency Fund 16. The next column is just the abbreviation for the next slide, which I'll go through after I explain everything on here. So, the ending balance column is the ending balance of these accounts as of June 30th of this year. The interest column is the interest that we have gained in those accounts for the last year. And then the last column is the fees that we've paid to Citizens for those specific accounts. The two, the general fund investment account with Fidelity and the water fund investment account with Fidelity I created last year after shopping around different banks to see what the interest rates were. And Fidelity far exceeded the regular bank interest rates. And these are in funds, these are in Fidelity government money market funds, so there's no risk to the town at all. When I first opened them, the interest rate was at like 4.9. Obviously, it's dropped with the market. And that money is totally insured by Fidelity. And the investment accounts and the other accounts that we have with Citizens is \$250,000 is insured by the FDIC and the rest is insured by a third party. So, I thought it was safer to put, you know, any excess money into an account that was insured by one party. So, the total fees that we paid this year is \$21,358. The total interest we've received from Fidelity is \$585. \$500,085. And the total interest from citizens is just over \$314,000. So, this slide just shows the interest that we earned on the accounts and then the accounts where we are charged fees, how much fees we've paid. So, the accounts that we don't have, we don't get interest on, because they're transactional accounts, so it's kind of like a checking account type of thing, we've paid the highest fees on. And then it just shows some of them we don't pay any fees because they're not transactional, it's just the money stays there until we need it for whatever reason, but it's not transactional every day or every month or every week. So, what I would like to do is, once we have completed all of the reports and everything for the end of the fiscal year, I'd like to look and see how much excess money there is that I could invest for the next six months, a year, depending on when we need the money. So, I'm going to work with the finance director and the town accountant to see where we're at in all the accounts and then consider moving more money over to where it's going to gain more interest and be safe. Next slide. And then my next steps that I'd like to do is, I've created a RFI, a request for information, to look at other banks to put this money in for three really important reasons. One is to get interest on all of the accounts, two, to eliminate the service fees that we pay, and three, to look at streamlining processes that we use for the work that's done in these accounts for all departments. So, looking at new providers that may offer better tools and reporting and customer service. And then, of course, any potential cost savings or revenue gains for the town. I'm about three-quarters of the way done with this process, and it's looking really good. And I'm only looking at banks within Hudson because there's daily deposits that need to be done. So, we want to make it easy for the departments to go and make their deposits. Once I'm completed, I've gotten the RFI responses and I've consolidated it all, I'm going to work with the financial director and the town accountant and the town administrator to see what the possible next steps would be. Any questions?

Chairman Dumont: Questions? Comments from the Board?

Selectman Jakoby: I'll go. I think this is really great. You know, we met last year, and so I had a good sense of what your role was, but I really like seeing what your next steps are. And from speaking with you, I knew you were always trying to maximize not only the interest that we got but to minimize the fees. So, I thank you for that, and I think this is a really clear presentation, and I think it'll help the public to better understand where we are. So, thank you.

Barbara Bouley: You're welcome.

Chairman Dumont: I appreciate that, and I'll echo the same thing. I'm happy to see it. I was curious about those fees myself, so I know Citizens can be one of the more expensive ones, so hopefully we'll be able to find one that works a little bit better. All right, thank you very much.

Selectman Vurgaropulos: Thank you.

Roy Sorenson: Thank you, Barbara.

Barbara Bouley: Thank you.

D. Phone System Upgrade – IT/Decision

Chairman Dumont: All right, next up, we have the phone system upgrade, and I will recognize the IT Director, Mr. Bosteels.

Doug Bosteels: Thank you, Mr. Chair, members of the Board, Mr. Sorensen. I appreciate your time tonight. If you recall, during my presentation for the department update back a few weeks ago now, I discussed some of the objectives and projects that we were working on in the IT department, several of which are in process. We're currently working on our backbone, enhancing switches, upgrading switches, and then just recently started talking with Civic Plus, our web hosting company. So, we're going to be redesigning our website real soon because the website back end right now is not supported, so we don't have a choice. We really have to do that. So those are a couple things I'm working on behind the scenes. The real reason I'm here tonight is to talk about the phone system. As I alluded to in that presentation, our phone system here at Town Hall is a little outdated. It's no longer upgradable, and it's a very hard system to support. So, I've been doing some research and wanted to bring forth a recommendation to upgrade our phone system to a voice-over IP system hosted by our current ISP provider, FirstLight. We can no longer get hardware for this phone system we have now, which is an on-premise phone system. The phone system I'm proposing that we bring in is a voice-over IP hosted system in the cloud. I've gotten several quotes from several different companies, and in my packet, I included all the options from FirstLight. There's two options. The option from our current provider statewide and then another third-party, Manko. They're out of the Chicago area, I believe. All very good systems. The difference between most of these quotes was the fact that the FirstLight quote includes phones. The other quotes do not. The other quotes came in more expensive, and FirstLight is in several other municipalities, which I did talk to, and they all recommended them. Got really raving reviews from them, so I'm very comfortable with asking to move forward with this. I can take any questions.

Chairman Dumont: My first question was just about the FirstLight option 1 to option 2. Can you just explain that, I guess, a little bit about the difference between the two of them and what the benefit might be with option 2 over option 1?

Doug Bosteels: Yes. I was asked to look into getting fiber run up to the landfill for the town. I contacted the people that ran the fiber around town for us, Phoenix Technologies, which they could tap into the fiber that we have, but the price was outrageous. I asked FirstLight to give me a price because they're the ones that came in and connected us to the court over in Nashua. So, they came in at a price that was going to cost about \$500 a month to do it, and they said that they could reduce that rate if we just included it in the phone plan. So that's option 2.

Chairman Dumont: What's the benefit to having that fiber run to DPW?

Doug Bosteels: So, they would like to put cameras up there, so it would host cameras. We could throw phones up there because it would be sitting on our land.

Chairman Dumont: The biggest benefit would be the security of the landfill.

Roy Sorenson: If I may, Mr. Chair, the potential of doing a recycling facility up there at some point, I think Mr. Dhima has come forward with that. You certainly would need some cameras at that point up in that area.

Chairman Dumont: I agree.

Selectman Morin: So, are you telling us they're not going to tap into the line that we ran all the way around the town that goes down Derry Road? So, what they would have to do is splice into that line, and then they would have to run fiber up from the poles into the landfill. That price came in at \$45,000.

Selectman Morin: Just to do that.

Doug Bosteels: Just to do that.

Chairman Dumont: And that price was from Phoenix, \$45,000.

Doug Bosteels: I might even have the quote here with me.

Chairman Dumont: No, that's okay. I just want to make sure I understood it correctly.

Doug Bosteels: Yeah, so I really didn't even consider that. That's a lot of money.

Chairman Dumont: Any other questions or comments?

Selectman Jakoby: Yeah, just, so really the option that you're recommending is option two.

Doug Bosteels: If you want to move forward with fiber at the landfill.

Selectman Jakoby: And laying fiber now is going to be less expensive than laying fiber later, possibly. I mean, isn't it something better to do sooner rather than later?

Doug Bosteels: Absolutely.

Selectman Jakoby: Okay, I just want to clarify that. It's always good to do it now. And I think it's really a significant difference between just doing it separately or doing it within this contract.

Doug Bosteels: It is.

Selectman Jakoby: That's a lot of money saved in doing it with this quote. I do also want to just thank you for doing the request for proposal checklist, which is included in the packet, for the public to know that there are four different requests and that that was done. So, thank you for that.

Doug Bosteels: Yes, I tried to do my due diligence and get all the numbers for you.

Selectman Jakoby: I appreciate that.

Doug Bosteels: You're welcome.

Chairman Dumont: And I would agree with Selectman and Jakoby. Labor is definitely, at the very least, is not going to go down. One follow-up to that, though, I know as we spoke about the recycling plant, maybe you can answer it, Mr. Sorensen, or not. The idea to bring somebody in to run that plant later on, a third party, do you believe that some of this cost could be absorbed by that third party at a later date?

Roy Sorenson: Potentially, yeah.

Chairman Dumont: You could take advantage of it that way as well?

Roy Sorenson: Yeah, because you could offset any type of services that you might have in there, right? Utility services type.

Chairman Dumont: There's going to be another benefit to that. Okay. Any other comments, questions, motions?

Selectman Vurgaropulos: Yeah. Me personally, I like option two for the foresight and being ahead of the curve, really staying ahead of it. So, I like the idea of having the security up there for the potential of if we do decide to do the building up there and stuff.

Doug Bosteels: Right. And the gun range is up there, so we could possibly tap into that.

Selectman Jakoby: That's what I was thinking.

Doug Bosteels: Yeah, we could. Exactly, right?

Selectman Guessferd: We could get them to add that in for, like,

Selectman Vurgaropulos: Yeah. That would be sweet practice.

Chairman Dumont: Mr. Sorensen, go ahead.

Roy Sorenson: Yeah, the other thing, too, thinking of the facility in the future, if we have a scale there and you want real-time reporting, scale slips, all that stuff, with the fiber, it's coming in automatically, right? So, it's coming right into the system. Yeah.

Chairman Dumont: For me, I see the bigger benefit from the business perspective later on with what could go on up there. I mean, the security is obviously a need, but I think there's some other opportunities there as well.

Doug Bosteels: And also, the other thing that has come up in the past were the dump passes, where they'd want to be able to check people in and out and mark the dump passes used and whatnot real-time, so that would take care of that as well.

Selectman Vurgaropulos: So, would you go to, like, a pendant like we do for the highway? I can't remember what it's called. You know what I'm talking about.

Doug Bosteels: Yeah, yeah.

Selectman Vurgaropulos: Like an RFI device? They would automatically tally when you're going and send you a bill?

Doug Bosteels: Right. That's a possibility, sure. Yeah.

Selectman Jakoby: Yeah, I just wanted to put into the record, could you just review the funding?

Doug Bosteels: Sure.

Selectman Jakoby: Thank you.

Doug Bosteels: So, I went through some of my line items in my budget. Currently, we have funding for the current phone system, which incorporates the police department. There's \$10,000-plus in their budget that they put into the phone system. The DPW puts some money away for that, and then I have two line items in my budget. So, I have the telecommunications budget line item of \$11,200, and then I have a, other professional services, fund that I will pull from. We keep that aside in case we have to have professional services come in. We haven't had to have that in a couple years.

Selectman Jakoby: Oh, okay.

Doug Bosteels: So, I feel pretty confident that we can take from that fund.

Selectman Jakoby: Okay.

Doug Bosteels: And then, again, the police and DPW, those two line items from their budgets that they currently contribute.

Selectman Vurgaropulos: They've already committed to that?

Doug Bosteels: Yes. They're already in my budget for that.

Selectman Vurgaropulos: Awesome. Okay. Thank you.

Doug Bosteels: So, I'm pretty sure we can handle it just with these four line items in my budget.

Selectman Vurgaropulos: Yeah. I see that.

Selectman Guessferd: All right. The Board of Selectmen authorized the IT director to contract with FirstLight for replacement of municipal phones, including maintenance thereof, and applicable fiber required to secure connectivity at an amount of, what is it, \$40,188 per year? Do we want to put that in there? Option two. Option two, and then put option two in parentheses?

Chairman Dumont: Yeah. If I may offer a friendly amendment to that after FirstLight, but for option two included in tonight's packet.

Selectman Guessferd: Yeah. I want to make sure we get that in there. Option two. Okay. Yeah. I'm good with that.

Chairman Dumont: Seconded by Selectman Guessferd, seconded by Selectman Morin. Any other discussion? Thank you very much, sir.

Selectman Guessferd made a motion, seconded by Selectman Morin, for the Board of Selectman to authorize the IT Director to contract with FirstLight, Option #2, \$3349.00/month, \$40,188/year, an increase of \$13,620/year including all new IP phones and a fiber run/connection to the landfill at a discounted rate per month of \$390 from \$500, a savings of \$1,320.00/year. Motion carried 5-0.

Doug Bosteels: Thank you so much.

Chairman Dumont: Thank you, sir.

Doug Bosteels: I appreciate your time. Thank you.

Selectman Jakoby: Nice presentation. I'm so excited. You'll get my messages now.

Selectman Vurgaropulos: Thanks for staying ahead of the curve. Thank you.

E. Employee Resignation – DPW/Decision

Chairman Dumont recognizes Town Administrator, Roy Sorenson.

Roy Sorenson: Yeah. Thank you, Mr. Chair. Just Jay, Director of Public Works Jay Twardoski could not make it tonight. He had something that came up, and he's not here. So, I'll speak to the next two items. The first one is employee resignation. This employee has been here before, came back, and is leaving again. So that will certainly increase their needs for a truck driver laborer here, along with the other position they have open as well.

Chairman Dumont: Questions or comments? My only question would be do you think it would be appropriate to include in this motion to authorize him to post right away?

Roy Sorenson: Exactly, yes. Thank you for bringing that up. Yeah, I would recommend that.

Selectman Morin: I'll make that motion.

Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to accept the resignation of Truck Driver/Laborer, Nick Fazio, effective immediately. Further, to authorize the Public Works Director to advertise for the Truck Driver/Laborer position. Motion carried, 5-0.

F. Plow Trucks Replacement Project Grant – DPW/Decision

Chairman Dumont recognizes Town Administrator, Roy Sorenson.

Roy Sorenson: This next item, you may recall Mr. Twardoski was in here talking to the Board about putting in for a DERA grant, which is with the State of New Hampshire Environmental Services, basically clean air. It deals with the diesel trucks and things of that nature. He actually was able to secure a pretty hefty grant, and we have received notice that GNC has approved the application, and they are prepared to award the Town of Hudson \$225,126.75. As part of this, so if you remember, DPW will be purchasing three trucks this year, so that's the case, I think. And I can also have the DPW director come back, but given this amount of money that we're going to receive in is what I would call unanticipated revenue, that money exists in the budget. Is there a purpose to use that money maybe for a fourth truck? Again, that decision is not made here tonight. I'm just putting it out there, and I think he can come back and get into that. Either way, it's significant money coming in, unanticipated, and this is just a motion to accept that grant.

Chairman Dumont: I think it would be a wise idea to have the director at the very least send out a memo what he plans to do with the funds and how to move forward. I think it would be nice to try to utilize that almost to offset the cost of one full truck, and then, yeah, depending on what's left over, it's either a tax break or we move forward with another one. I think this is absolutely amazing. I learned about this at the Regional Planning Commission a while back. It was a long shot speaking to the director, and we were awarded the full amount, so that's absolutely fantastic. And it just goes to show our staff at the town does amazing things and is able to pull in a lot of free money for us, so hats off. Motions?

Selectman Jakoby made a motion, seconded by Selectman Vurgaropulos, to approve and accept funding in the amount of up to \$225,126.75 from the New Hampshire Department of Environmental Services as part of the Clean Diesel Grant Program, further to authorize the Town Administrator and or Public Works Director to sign all documents necessary to effectuate this agreement. Motion carried, 5-0.

G. Central Station Apparatus Floor Renovation – Fire/Decision

Chairman Dumont recognizes Fire Chief, Scott Tice.

Roy Sorenson: If I may, Mr. Chair, before the Chief speaks, I got a call today from Selectman Guessferd. He did point out that the request for proposal bid checklist were incorrect in the packet. You did have two handouts tonight that were provided, so please make note of that. This is going to be for the next two items, 8G and 8H.

Chairman Dumont: Thank you very much for the clarification. Fire Chief, Deputy Chief.

Chief Tice: Thank you, Mr. Chairman. Good evening, everyone. These projects are all going to be managed by Deputy Paquette, so I've asked him to speak to them tonight.

Deputy Paquette: Good evening. Good evening. So, the first one up tonight is the renovation of the Central Fire Station floors. We got it into the budget for this year to remove the damaged floor grates, repair them, and then epoxy coat the floor. We went out to bid in accordance with the policies and procedures. We broke it into two different sections because there are two different specialties. The first was the repair of the actual floor itself and then the epoxy coating. When we got the bids back, we only received one bid, and that was just for the epoxy coating. So, we went through after that fact and we started talking to more local contractors, and we have some recommendations in for expending those funds to get the project done. That initial bid came in from one vendor out of Wyndham in the amount of, I think it was \$24,000 or \$38,000 for the epoxy coating floors. We had originally projected about a \$24,000 cost for the epoxy, \$20,000 cost for the floors, and none of the bids came back, and the costs came back even remotely close. So, we have one local company out of New Ipswich, New Hampshire that's done work in the area. They're a vetted contractor. They've worked with several big contractors in the area. We've seen their work. We've actually checked out some of their local projects. Their game plan is to come in, remove the floor drains in the next probably two months, repair them, let the concrete set, and then over the fall we'll have them come back. The same contractor who's made all the repairs will come in and epoxy coat the floors hopefully before winter.

Chairman Dumont: Questions or comments? I have a general question. So, they're removing the floor drains. Are they just replacing the drain itself? Are they tying the drain in? What exactly is the extent of the work? Because I'll be right up front with you, \$23,000 for 68 feet. I don't get it.

Deputy Paquette: So, the station was built in 1952. The floor drains that are existing are since day one, and we've gone through probably 20 years ago. We had a company come in and attempt to repair them. They used some concrete products to re-level the grates. All of that's failed. There's some that are up two, three inches in places, so it creates a tripping hazard. Those floor drains are all tied into an oil-water separator that's in the front of the station. There's actually a mantel cover that sits there. So, anything that we put into the drain system gets separated out, oil, water, and the water goes into the sewer system. Backing fire trucks over floor grates creates a unique issue. So, the floor drains themselves have to be engineered to carry the weight of a fire truck. We're fortunate. Twenty years ago, we had two layers of fire trucks in there, and since the renovation, we can't do that anymore. So, we're limited as to the weight of the vehicles that are going to go over these. But it ends up being, I think, 68 feet is the first section, and then the additional with the ladder bay. But they will be replaced. They'll be cut back about two feet on both sides. Reinforced drains, commercial drains that are designed to carry the load, and then they'll come back and finish all the concrete afterwards.

Chairman Dumont: Did they give you, I know I've seen the proposal. I don't know if they did or not, but did they give you a breakdown? Because the drains, and I know which ones they're using. They're rated for, I think, a Class E. They're a subfloor drainage system, so they're concrete-reinforced with steel drain on top. I just don't, I still don't get to the \$23,000. I don't know where, I mean, I know what's unfortunate is you didn't have anybody else.

Deputy Pauquette: So, we did have one other company come in.

Chairman Dumont: For that price?

Deputy Pauquette: For right around that price. We had one other quote come in from Northeast Concrete, I think out of Methuen.

Chairman Dumont: Okay.

Deputy Pauquette: And I think they came in at \$26,000.

Selectman Guessferd: \$3,000 higher, yeah.

Deputy Pauquette: So, Jet Concrete does a lot of work in the local environment. They do a lot of work for NorthPoint Construction. We've vetted some of their projects. I'm very confident in his ability to fix them.

Chairman Dumont: Oh, sure, yeah.

Deputy Pauquette: So, this going out to bid, right, we sent this to, I think, six different companies, cold calls, emails, friend of a friend of a friend, nobody bid on it.

Chairman Dumont: No, and I appreciate that. I think you guys did what we've asked of you hands down. I just was struggling with the number, and I didn't know, was there a reason why they didn't put the proposal in the first time around? Because they were one of the ones that you reached out to in the first round.

Deputy Pauquette: He forgot.

Selectman Jakoby: Oh.

Deputy Pauquette: He was very, very busy. So, in talking with him after his bid didn't come in, I did the old, hey, why didn't we see your bid, and he's like, oh, that was yesterday. And he's not the only one. Of the four bids you see we're going to talk about tonight, there's at least three other people that we talked to before him that didn't put in for the project.

Chairman Dumont: Just didn't make the deadline. Right. And just for background, the reason why I bring it up is because typically, and I know, do you know how thick the concrete is over in that floor? Is it six or eight inches?

Deputy Pauquette: So, there's some spots there that have a foot of concrete.

Chairman Dumont: Yeah. I figured with that kind of weight, it's at least six inches, normally a little bit more. But a four-inch floor normally costs me around five to six bucks a square foot. So, when I was looking at this, I was, even if I tripled it, I couldn't even come close to it. So, I was just trying to figure out how that all happened.

Deputy Pauquette: And I think the big thing with this contractor is they go dustless. So, all of their machines are vacuum. Everything, we don't have to worry about cleaning the environment afterwards or getting the trucks. We can, Dave will remember almost 25 years ago we had them come in. We had a company come in and grind the floors down, put a ceiling on it, and we sat outside for eight weeks watching fire trucks in the middle of the night because this one contractor that they hired that ended up being low bid took eight weeks to resurface the floor at Central Fire Station.

Chairman Dumont: Oh, yeah. I know that is a pain, and I know we'll talk about it with the next part of it. But, yeah, you've got to use a diamond grinder. It's not fun.

Deputy Pauquette: No, it's not.

Chairman Dumont: No, I get that. All right. Now, those are my only questions. Like I said, it just seemed, excessive. Yeah. For floor drains. Yeah. I get it. Anybody else?

Selectman Jakoby: Oh, so what's ...

Chairman Dumont: Hold on a second. Sorry. I saw selectman Guessferd first.

Selectman Jakoby: Okay.

Selectman Guessferd: So, a lot of numbers here. Yep. I just want to make sure that, you know, I'm adding up and doing things here. So, we have \$44,000 in the budget.

Deputy Pauquette: Correct.

Selectman Guessferd: And the total of the two bids for the coating and the drains is \$60,000.

Deputy Pauquette: Correct.

Selectman Guessferd: Right. So, I see here you're going to take \$16,000 out of the fire extinguisher maintenance and diesel exhaust removal, let's see, what is it? From the service contracts.

Deputy Pauquette: Correct.

Selectman Guessferd: To make up that difference. I just want to make sure everybody's aware how we're doing it.

Deputy Pauquette: So, what we did is, what we've been trying to do is we have a lot of service agreements that have just been redone over the years. And this year we started digging into a couple of significant ones. The fire

extinguisher inspection program encompassed every fire extinguisher you have in the inventory, which includes the ones that we hang on the walls in the stations and all the ones in the fire trucks. Every time you buy a fire truck, you get three free fire extinguishers. They're all sitting in the basement. They were all being inspected. So our contract this year for fire extinguisher service, and the numbers aren't absolute, but we identified about \$5,000 in that contract alone. What was the other contract? There was one other one.

Chief Tice: The Plymovent.

Deputy Pauquette: Oh, the Plymovent. We pushed back with taxpayer dollars. We had a Plymovent contract that was covering the diesel exhaust system for all the stations. We pushed back and we started talking about what they were actually doing when they came in to inspect. We identified a bunch of areas that they actually weren't doing, and in lieu of that they're giving us our service contract for free this year, and next year is about a \$4,000 savings. So, we got a couple of contracts back on track, a couple of PMs that are important to us that we're streamlining to use those funds elsewhere.

Selectman Guessferd: Okay. All right, so there won't be any impact on the overall budget for 2016?

Deputy Pauquette: Nope.

Selectman Guessferd: Okay. Just want to make sure I understood the numbers, the overall numbers.

Deputy Pauquette: There's a lot of them.

Selectman Guessferd: Yeah, a lot of numbers here.

Deputy Pauquette: Yeah, there's a lot of numbers tonight. Selectman Jacoby: Just a quick question. So, what's the longevity of this once it's done? What do they hope?

Deputy Pauquette: The concrete repair is a lifetime repair. The existing concrete has been there for 70 or 73 years. This one is the same product. It's high-strength concrete. Everything is done professionally. I believe there's a lifetime warranty on the drains themselves when they're installed properly, so we'll make sure that gets done. The next discussion on the epoxy coating is probably a 20-year lifespan.

Selectman Jacoby: Excellent. Thank you.

Selectman Vurgaropulos: Yeah, I just got a question. Under the exclusions, it says engineering and underpinning. I don't know what underpinning is, but we were talking about how engineering is going to be needed to ensure the strength of it.

Deputy Pauquette: So, the drains themselves are already pre-engineered inside the packet. I think you guys were included with the spec sheet on the drains themselves. The underpinning is the physical connection between the old concrete and the new concrete, and it's excluded because it may not be needed. So, when they cut the old drains out, there's a very good possibility that they're going to have to drill sideways, put rebar in so that now the floor becomes one again. So that's on the radar, and it's dependent on what's in there. Most likely, we haven't cut the floor open in years, but most likely it already has steel in there, and there will be physical connections to ensure that there's continuity in the steel in the slab.

Selectman Vurgaropulos: Okay. That's what I thought I was preparing to do, the tie-in. So that's a pending discovery.

Deputy Pauquette: Until they open the concrete. It'll be done right.

Selectman Vurgaropulos: I believe it will be. I was just curious. Thank you.

Chairman Dumont: Did he give you an idea if that's needed? Because quite frankly, most likely they're going to cut through some of that.

Deputy Pauquette: There's no additional costs.

Chairman Dumont: Didn't he say it was an excluded cost?

Deputy Pauquette: He's excluding it because he doesn't know what's in there, but it's going to be included. The contract is not going to go above that.

Chairman Dumont: So, for that cost, if he needs to drill a few holes and put in some pins, he will take care of it.

Selectman Vurgaropulos: Thank you for that, because that's what I was getting towards.

Chairman Dumont: I was going to say, more often than not, you end up cutting through some of that, and you have to.

Selectman Vurgaropulos: I was looking for a little sneak attack.

Deputy Pauquette: There's no sneak attacks coming on these.

Chairman Dumont: No, I just wanted to make sure I understood. Perfect. All righty. So, I guess with that, if you want to, do you want to talk? I know you spoke a little bit about the epoxy flooring. Did you have anything else?

Deputy Pauquette: So, one of the advantages, any company that comes in to do the epoxy flooring is going to have to grind the existing surface and repair any of the concrete that's damaged. So, any of the cracks or anything that's existing, those will all be gone. It will be repaired. It's advantageous to us to use the same contractor to do both, because he can do the concrete repairs while he's in doing the concrete work on the drains, which means we'll have a significant cure time before we epoxy coat the floors, which means a better product in the end. If not, we have to rely on one guy coming in to do the floor drains and then another guy coming in in two or three months and redoing some of the work that he does. So, there's a vested interest when he does the floor drains to make sure his seams are good, make sure everything's seamless, make sure all the cracks are all filled while he's there. And while we have the trucks outside and the crews are inconvenienced with the work, everything can be done in one shot.

Roy Sorenson: Eliminate the blame game.

Deputy Pauquette: Absolutely. He owns everything for one price.

Selectman Vurgaropulos: I like it. All right.

Chairman Dumont: Questions, comments, motions?

Selectman Jakoby: So, do we need all three motions as written?

Chairman Dumont: Yeah, you do.

Selectman Guessferd: Do we have to actually formally reject the bid?

Chairman Dumont: I would think it would be cleaner. I would reject it, yes.

Selectman Jakoby: All right. I'm going.

Roy Sorenson: Before you do that, Selectman Jakoby?

Selectman Jakoby: Okay.

Roy Sorenson: Chief or Deputy Chief. So, you have Jet Concrete in Motion 2, you have Jet Epoxy in Motion 3. Is there a difference?

Deputy Pauquette: So, it's two different divisions of the same company.

Chairman Dumont: Okay. I looked them up. Yeah, he does have two separate LLCs for each one of them, so, yeah. All right. Selectman Jakoby, go ahead.

Selectman Jakoby made a motion, seconded by Selectman Guessferd, to reject the bid received at the bid opening on May 30, 2025 from Elite Garage/Superior Surfaces, as recommended by the Fire Chief. Motion carried, 5-0.

Selectman Jakoby made a motion, seconded by Selectman Guessferd, to award the contract to repair the floor drains at the Leonard A. Smith Central Fire Station to Jet Concrete, LLC, not to exceed \$23,565.00, as recommended by the Fire Chief. Motion carried, 5-0.

Selectman Jakoby made a motion, seconded by Selectman Guessferd, to award the contract to repair the apparatus bay floor surface and install an epoxy coating at the Leonard A. Smith Central Fire Station to Jet Epoxy, LLC, not to exceed \$36,443.00, as recommended by the Fire Chief. Motion carried, 5-0.

Chairman Dumont: Got your new floors. Next. Next up. Roll right into it.

H. Central Station HVAC System Replacement Award – Fire/Decision

Chairman Dumont recognizes Deputy Fire Chief, Jim Paquette.

Deputy Paquette: It's going to be a busy fall at Hudson Fire.

Selectman Jakoby: Yes, it is.

Chairman Dumont: Nice. That's good.

Deputy Paquette: So, we approached last year to get some money to replace the HVAC system at Central Station. To give you a little bit of background, the HVAC system that's in place there was minimally modified back when we did the renovation. None of the major systems were repaired or replaced. I believe previous to that it was 2008 when that system was installed, and it was installed almost to a residential grade. The building being 70 years old, made of stone with a large surface area, and the roof holds its heat. We've seen 130, 140 degrees in the attic. Most of the HVAC equipment is located in the attic. Conventional systems don't work. I think last year was close to \$19,000 we spent in repairs. And even so far this year, I think we've had the service company help four or five times to try and keep the temperatures down. The station does house a critical infrastructure for communications, so the hub of the town is in our facilities. So, we need to maintain good temperatures. It's not just a comfort issue with the station. So back in the early part of the year and into last year, we had several companies come out to really get a scope of the project and use some budgetary ideas to see what it was going to cost, which is what we based our budget request on. With the approval of the \$200,000, we went out to bid. We solicited, I think, six different vendors. We did walkthroughs. We did discussions. We did question and answer sessions. And when it came down, we got three bids. Of those three bids, one was low. One was, sorry, we got two bids by close of the bid. One bid came in at \$164,000, and the other one came in at almost \$300,000. One of the companies that we had worked with prior to the process didn't submit a bid. So, the phone call after leaving the bid opening was, hey, where's your bid? He goes, oh, is that due today? So, he said his bid was ready. He just didn't get it here, so he ended up dropping it off. We took in the bid for reference just to see where his numbers came in at, and he came in at almost \$270,000. So, the company that had quoted us under \$200,000 came in at \$270,000, and the difference between the two was that he forgot to quote out the electrical costs. Their belief is that the electrical system will not handle the new system, so we went through and looked at the low-bid vendor. I had several discussions with them, reviewed their process, saw the engineering. One of the components of this project that we, from day one, was engineered plans and somebody signing off with a stamp that says this is going to work. We didn't do that the last time, and that's why we're sitting here doing it again. So, the vendor from, I think it's Northeast Energy, is the same vendor, I believe, that they used for Town Hall to do the renovations here for the HVAC. They came back with a proposal to go to mini splits for the entire organization with the condenser units located on the roof of the addition. So, we take all of our HVAC stuff out of the attic, out of that unconditioned space. We put it on the roof where we actually have shade and different seasons that we can accommodate. One of the concerns that we had with their bid was a single condenser on that roof. They were looking to put a 12-ton single condenser to run the entire station. I'm not a huge fan of not having redundant systems. We went back. We had a discussion. They came back, and I think it was a \$7,000 charge to bring us to \$171,200 to have twin condensers on the roof that would allow for redundancy if there was a failure. The other piece that we harped on with this was a service contract for a significant period of time after the fact. Most of the other vendors, we wanted a five-year deal. Most of the other vendors came in. One was as much as \$7,500 a year for the next five years. I think these guys are at like \$1,700. So, for well under the \$200,000, we're getting a completely new HVAC system. Everything that is existing is going to be removed, all new stuff, all new warranty, all new hardware, engineered stamp plans for \$171,000 and change.

Chairman Dumont: Thank you very much. I'd just like to point out, because obviously the dollar amount is extremely large, but for anybody who is paying attention, basically what you're getting is obviously dual condenser units with seven different units functioning all together as one to maintain that and hopefully a significant cost savings on the energy because of the way that those units operate. By utilizing the same air that's in that room, it should move down how difficult they're working.

Deputy Paquette: The fresh air comes in through heat recovery ventilators. Everything is all set up. The other piece that this doesn't account for is any rebates. The rebates come back to us. So, once we have the system designed, New

Hampshire saves through Eversource. Eversource is going to like us. Liberty Utilities is not because we're no longer going to be running on gas for our HVAC stuff.

Chairman Dumont: Selectman Morin, do you have a question?

Selectman Morin: I just want to say last year they had to have a fan outside blowing on the air conditioning system.

Deputy Paquette: We still do. That was our \$89 fix.

Selectman Morin: This year, I believe during the hot weather, the station was what, like 90, 92 degrees?

Deputy Paquette: We've had some issues. One of the big issues when they designed the system was they put three-ton, four-ton units controlling separate sections of the building. So, dispatch and the Captain's office in that main foyer has got enough HVAC in the basement to heat half the building. So, you have this giant space that's cooled, but the return air ducts aren't producing enough warm air, so the system continually freezes. Same thing upstairs. So, the little addition that's not apparatus bay has two full-size HVAC systems handling two floors, and then there's two for the other 7,000 square feet.

Selectman Guessferd: Yeah, so I didn't see anything in the packet. I'm sure that you fully vetted these. The concern you initially have is the disparity between the low bid, and you wonder if you're getting the quality product that you would be getting with the others, or if it is, and, you know, if there's anything missing. So, you've gone through that process, and you've also, you know, have we ever used these guys?

Deputy Paquette: Yeah, I think Town Hall used them to do their stuff. Yeah, it's nice and cool in here.

Selectman Guessferd: It is, it is. So, all right, that's fine. I just wanted to make sure that we had done that whole kind of vetting process for the lower cost.

Deputy Paquette: There's one other piece that we need to worry about down the road, is the hood system that we have for the kitchen upstairs does not exchange fresh air, and it does not actively vent the heat produced by the stove. But I'm fairly confident that with the leftover money from this budget, I think I can address that as well down the road. But I have a little bit on my plate there.

Selectman Guessferd: Yeah, you do have a little bit.

Deputy Paquette: But we'll get there.

Chairman Guessferd: And just so obviously, as Mr. Sorensen did point out, but everybody had a chance to review the request for bid proposal that was given to us earlier tonight that goes along with this. Any other questions or comments? Motions?

Selectman Vurgaropoulos made a motion to award a bid for replacement of the HVAC system at the Leonard A. Smith Central Fire Station to Northshore Home Energy, not to exceed \$171,200, as recommended by the Fire Chief. Motion carried, 5-0.

Chairman Dumont: Hopefully you guys cooled down a little bit.

Deputy Paquette: The best part of this is his name's on all of it. It's just the Fire Chief recommended it.

Selectman Guessferd: He did all the work. He gets all the credit.

Chief Tice: Yeah, he did all the work. I either take the blame or the credit.

Chairman Dumont: Correct. There you go.

Selectman Guessferd: We'll assume it's going to be credit.

I. Computer Aided Dispatch System Award – Fire/Decision

Chairman Dumont recognizes Deputy Fire Chief, Jim Paquette.

Deputy Paquette: So, computer-aided dispatch is our dispatching software that we use in the fire department. 911 sends down the information, the CAD information. We enter it into the computer system and dispatch the trucks.

We've been using IMC, our current vendor, for a significant period of time. There is no back-end support on it. They will allow us to live, but they won't allow us to grow at all. It severely limits our ability to collect data and to be able to produce good information. So back about a year and a half ago, we started looking at all the different people that were in the business. We had our site set on, I think, five different vendors that we were looking at. We built a request for proposal. We sent it out, and we really started with a wish list. We started with everything and anything that we could think of we put in our bid. I think it's a pretty robust bid package. We ended up having four vendors come back. Alpine Technologies, which is their product, is called Red M&X. It's a lot of the local municipalities are running them, Londonderry, Pelham. Most of them are not happy with how robust the system is. We want to be able to put good information in, quality information in, and get quality information out. A lot of what drives our response is the information that we receive. ProPhoenix Group is a company out of New Jersey. They're relatively new to the market. There isn't anybody that we could identify in the northeast that's running their software in the FHIR application up here, which gave us a little bit of concern. The two real frontrunners for us were Central Square and CSI. Central Square is IMC. IMC is Central Square, so it's the new company that bought up IMC, the one that we're currently trying to get away from. So, the review process on this, aside from before we got into the numbers, was everybody that was involved with drafting the RFP went through and actually studied the bids that were proposed. They looked at what we were getting and what we weren't getting, and their recommendation, our recommendation, is to go with CSI. The pricing, when you actually look at it, it's an upfront cost. They were all within a few thousand dollars of each other, but it's a five-year contract, and the maintenance fees or the annual fees thereafter become a significant portion of this program. So, we went through and we costed it all out. The CSI ends up not being the most expensive product. It's actually second from the top. But what it does have is a full, complete package of everything that we're looking for, and anything that they had exceptions on in the bids are because it's stuff that they need more information on. And it's how it relates to a ton of Hudson IT stuff, how we integrate with our Telestaff software that we use for scheduling or any down-the-road payroll stuff, stuff like that that we don't really have the answers to. We feel fairly comfortable with this program. It's a local company. Several large departments in New Hampshire are running them. State Police is running this company. Grafton County Dispatch up in Hanover. He's got a bunch of municipalities that are running the software, and these guys just inked a contract for the Keene area, and it's 75 departments covering three states and about 15,000 calls a year. So, they're in the game. They're invested in the state of New Hampshire. It's a good company to work with. They're very responsive to any questions that we ask. We feel comfortable with them. We think it's going to be a good relationship moving forward. This is going to give us the ability to fully integrate with all the trucks, fully integrate with GPS and the systems, iPad use that we're using now and all of the current systems that we're touching, fire programs, the state EMS reports, all of that stuff will be integrated into this.

Selectman Guessferd: So, everybody will be able to talk to each other?

Deputy Paquette: It's going to be epic. We are coming out of the 90s and getting into the 2000s with a vengeance. It's a very intuitive product. All of our trucks, and we've been building up this for years, all of our trucks have iPads that we use for our truck checks, we use for putting in slips for work orders, stuff like that. We have the new software that we came in with last year for some of our reports. This integrates seamlessly with Vector. Our iPads are going to turn into a computer to do check checks on. It's actually going to become an MDT or mobile data terminal where all of the response information is going to populate. Our screens that you see in our stations are going to become pre-alerts. So now the CAD is going to feed in from 911. The system is automatically going to populate the screens. It gets to the point where the technology is great that if you want to sign up on your cell phone and you're working that day, the CAD will populate, your cell phone will go off, and it will show you the call right on your screen. So now you don't have to worry about where you're going, what you're doing. Everything is going to be at your fingertips. It's pretty robust. It's impressive.

Chairman Dumont: One thing I just want to point out that I noticed I was speaking with Mr. Sorenson about is obviously the request for a proposal and bid checklist is incorrect on this one. He does have the correct one, and we'll make the corrections online. And if anybody would like a copy of it, just ask him, and he will get that to you. But essentially the information is the same as what's provided in the memo, but obviously on the formal form.

Selectman Jakoby: Thank you.

Selectman Guessferd: The FirstLight's doing a lot of work.

Deputy Paquette: They're all over the place. We actually have them if you want it.

Chairman Dumont: Does anybody have copies?

Selectman Guessferd: Okay, great. Thank you.

Selectman Vurgaropulos: I have one question.

Chairman Dumont: Go ahead.

Selectman Vurgaropulos: So, I'm looking at going through the checklist, what they offer. Obviously, a lot of the TBD stuff is you've got to work through the different departments, including your own, to determine integration. Downtime usability, can you talk to me why that's a no and what it is? I think I know what it is.

Deputy Paquette: Because this system is hosted in the cloud, if we have any changes, like if we want to change run cards or if we want to change responses, it's going to be done remotely and it's not going to be done live. It's going to be done, it's going to be updated, and then the new system will populate. So, it's almost creating an update for your computer, uploading them, hitting start, and the new system.

Selectman Vurgaropulos: Okay, so when they're speaking about downtime, they mean like currently not at a call?

Deputy Paquette: Correct.

Selectman Vurgaropulos: Okay, thank you.

Deputy Paquette: So, we don't want to make changes to this type of system live because there's so much potential for, yeah. We want to vet some of that stuff before it comes down.

Selectman Vurgaropulos: No, that makes sense. Thank you.

Selectman Morin: This isn't the computer dispatch, is it?

Deputy Paquette: It's an option, but I don't think we're going to go down that road.

Selectman Morin: Okay. I just figured to save you dispatch is some work.

Deputy Paquette: So, one of the pieces that ties this in, this is always big, it's part of a bigger process, the station notification stuff where the pre-alerts and the bells and the lights and notifying the station of calls is something that we've got to deal with down the road. But this allows you to do that stuff. It allows you to fully computer dispatch where you could use the iPads to respond, sign on scene, all that stuff, but we're going to do baby steps. We're going to get this thing locked down solid before we start to change the world.

Selectman Jakoby: So just to clarify, so this would be kind of the base system and then some of the changes that Selectman Morin is saying might need to happen in the future, this system would be able to support that?

Deputy Paquette: Correct.

Selectman Jakoby: So that the public knows.

Deputy Paquette: Yeah.

Selectman Jakoby: So, this is a good base step, and this is going to lead to so many more progressive changes that will help in the fire department. Okay. Thank you.

Selectman Vurgaropulos: Correct me if I'm wrong, but all of our fire and police, we all have geotracking on them, right?

Deputy Paquette: No. So, none of the vehicles, most of the modern day vehicles do have geotracking on them. We don't have a platform to use that.

Selectman Vurgaropulos: That's what I was wondering. I was wondering if this would incorporate to when you make a call, if it would find the closest available.

Deputy Paquette: Correct. So, one of the things that this does is this is going to take those iPads that we already have for hardware and use those as the GPS, so to speak. One of the options that we do have is changing from how we normally run right now with our run cards are built on geographic areas, circles on a map for coverage, right, or landmarks in town where we can split it up by street. This will have the capacity to send the closest unit to that incident based on traffic, GIS, road conditions, any of that stuff.

Selectman Vurgaropulos: Wow. That's great. I was hoping you were going to say that.

Deputy Paquette: Yeah. It's a conversation that we have on a weekly basis. How do we get more efficient? You know, we talk about the call information being populated. We struggle to get to reduce our out-the-door time, right? We can't control 911 as to how long it takes for information to push down. We can control how long it takes for our dispatcher to push it out, but if the crews have the information in their hands, you know, they could be out doing an inspection down on Executive Drive and the CAD pops up with something going on Hampshire Drive. They can already be there before the dispatcher is getting notified by the state and on scene. So we're reducing that out-the-door time. We're reducing response times to get to the scene, and we're using the best available resource where it's located to get there the fastest.

Selectman Vurgaropulos: Excellent. That's what I was hoping you were going to say about that whole thing. Thank you.

Chairman Dumont: Any other questions, comments, motions?

Selectman Jakoby made a motion, seconded by Selectman Morin, to award a five-year contract to CSI Technology Group for the purchase and maintenance of a Computer Aided Dispatch System (CAD), with a maximum value of \$74,871.68 for FY26, followed by an annual fee of \$39,871.68 for each of the subsequent four years covering FY27 through FY30, as recommended by the Fire Chief. Second. Motion carried, 5-0.

J. Rope Rescue Technician Level Training Award – Fire/Decision

Chairman Dumont recognizes Fire Chief, Scott Tice.

Chief Tice: All right. So, this training will be the first step in developing our rescue program that's funded through the Target Project. This will be a long-term project. This is an opportunity that we have to develop a program that we're hoping to build a sustainable program that's going to last long into the future. We're working with some mutual aid towns. We're starting that conversation so it will be very easy for us to do a lot of training and buy a lot of equipment. I know we've gone through. I believe we talked through the budget process last year. I know the Budget Committee raised some concerns of down the road, what's the expense going to be. We're hoping to work with some mutual aid towns to spread out the benefit and the burden and create a sustainable model. These are very difficult programs for departments to get up and running, even more difficult to maintain. These are high-risk, low-frequency events that require specialized training and specialized equipment. We're working on this slowly, but rope rescue is a skill that is used in a lot of other areas and is a good first step for us to start moving forward with this.

Chairman Dumont: Questions, comments?

Selectman Morin: This course and reviewing it and looking at the state website is very intense, a lot of work. And knowing ropes, and you guys know ropes, you have to constantly be on this. This has to be a monthly thing to stay up on this for what you're going to be doing. With all the new people you've got and all the issues you're having right now, trying to get them into the basics and proficient, how are you going to do both?

Chief Tice: We're looking by the end of the year to run one of the classes with our more experienced people. And holding off until a later time to be able to run the second class. We have roughly half the department still either on probation or just off probation going through those basic skills. So, we're looking to divide that in half and we'll separate them a little bit. And then the recurring training will work into our regular training program for skill maintenance because that is one of the things that when you take on these projects you can't just go out and train and everyone's trained and everyone's good. There is constant training and retraining and maintaining skills that has to go along with it.

Selectman Morin: And related to the constant training, you're not going to be able to do this on shift. So, you're going to have to set up a monthly, quarterly, whatever you're going to do, training thing. How are you going to fund that?

Chief Tice: We're looking to fund that through this as well.

Selectman Morin: Yeah, but that money is not going to last forever.

Chief Tice: And that's why down the road we're looking to work with mutual aid to kind of spread this out. I don't think that's where a lot of departments would start something like this. You can train everybody initially, but trying to keep everybody trained as people retire and new people come in to keep that level of training up is very difficult. We've just started getting the conversations going with some of the mutual aid departments. I can't give you a good concrete answer how that's going to go, but I know that there's a lot of support out there to get working on this and to work together on this. I'm kind of looking at it, kind of like we do at Hazmat now with a regional approach. That is, we could buy all the equipment, do all the training, and say we're good, but down the road it would not be sustainable unless we looked at it from that approach.

Selectman Morin: So, is this going to be a mandatory thing for every member of the department? Because if you're making a team, you've got to have people that are ready to go, like the dive team. We always had on-duty divers, and we could go. So, you're going to always have to have a certain amount of people on duty at all times, and then you're going to have to bring other people back in because there's a second team.

Chief Tice: Which is why we're also looking at trying to spread this out regionally to share that workload so we have not just trying to maintain our own people, but we have a wider range of departments of personnel to draw from.

Selectman Morin: And what is your goal where this is such a specialty team, just Hudson, just southern New Hampshire, New Hampshire? Because there is nobody else. There's one in Essex County, I believe, but there's nobody else.

Chief Tice: Right. Looking at our region and developing something for our region, I know our hope would be that we could reach out to Essex County and also work with them. But as you said, yeah, there's nothing in this area. So, us being able to do this is going to be a huge step in providing a better service to the community.

Selectman Morin: When you talk community, you're talking?

Chief Tice: I'm talking a larger community, regional.

Selectman Guessferd: Within New Hampshire or?

Chief Tice: I would say within New Hampshire, Massachusetts has some teams like the Essex County team. We would certainly work where we're right on the border work, just like we do now, mutual aid, back and forth.

Selectman Morin: So, again, are you going to make this mandatory for everybody in the department and continually have to do this? Because, again, I mean, just setting up a lay system, how many people we need. So, you're going to have?

Chief Tice: I think at the technician level it will not be mandatory for everybody. Some of this training is some people that probably shouldn't be doing all of this. This is not just fire EMS. There's some people that are climbing a ladder is one thing, doing some of these things is much different. So, some people are not going to be comfortable, not going to be the right choice to do this type of stuff, just like there's certain people that aren't going to do confined space. It's a much different working structure firing, structure gear, and being able to handle the tight space versus sending somebody down in a manhole and through a pipe. So, there's going to have to be some selection of who's operating at the technician level and who's operating at the operations level.

Selectman Morin: What different types of rope rescues are you training in? I mean, we've got the TB50 tower, which is a lot different than somebody below grades.

Deputy Paquette: So, this initial program that we're talking about tonight is just the rope rescue technician. So, this is the ropes, the knots, the belay systems, lowering, low slope to the river. Height stuff is going to be limited. You're not going to go to the top of the WND tower with this type of training. This is the basis for everything else. So, where this came about and where this discussion started from was we teach our current recruits and our firefighters now in

rope rescue, but the level of knowledge can be expanded on greatly with a program like this. These programs and all of the people that responded to the request for proposal are industry experts that are going to come in and teach a pro board-certified rope rescue technician level training. So, it's a 48-hour program over the course of six days, ropes, knots, belay systems, beaners, the whole nine yards in regards to rope rescue. We're not getting into trench. We're not getting into below grade or collapse or any of that stuff until we can figure out what the long-range plan is. And what the chief is talking about with that long range plan is a regional asset that everybody can use. So, we may not have the equipment for a trench, but Derry does. We may not have below grade, but Salem does. Using those resources to activate the mutual aid partners regionally to bring those specialties into town if we need to and allow us to assist. But this rope rescue is really just scratching the surface to get everybody to a competent level.

Selectman Morin: Okay, so I don't want to sound negative when I say what I'm going to say. Basically, we're going to just do a little above what the fire academy trains, and three, five years down the road we may have a team.

Deputy Paquette: So, the fire academy has not put on a rope rescue class.

Selectman Morin: I understand that, but what you're telling me is you're going to only teach them the basics with a little more knowledge than that.

Deputy Paquette: So, the three different levels, right? Rope rescue awareness, rope rescue operations, and rope rescue technician. Everybody that we have, I would say, is a rope rescue awareness level. We do have some operations level, and I think we have two techs already in-house. Everybody has that basis of knowledge. This is going to get everybody that participates in the program and the organization, the majority of the organization, on a level playing field with those skill levels. As you know, our rope rescue program that we have now is substandard, right? The equipment that we have hasn't been touched in years. In order for us to fix that problem, we have to get enough people in-house that have the basic ability to decide what type of beaners we're going to use or what type of ascenders we're going to use or what type of rope we should use. So, by doing this program and getting that base of knowledge, we believe that we're going to see a certain level of people rise to the occasion. We're going to see those shining stars come out and people that are truly going to embrace that, and those are the people that are going to drive the future of this program in town. Can we say that five years from now we're going to have a regional team? Nope. Can we say that five years from now we're going to be competent in rope rescue? Yeah, because we're going to drive this program internally that says this is the program, this is the training, this is the equipment we're going to use, and these are the guys that are going to bring this for the next 10 years.

Selectman Morin: Okay. It's got a hefty price tag, and I understand that. It says 48 students.

Deputy Paquette: Correct.

Selectman Morin: You just said we weren't teaching, that's why I'm asking.

Deputy Paquette: Yeah, so that's why. So, the bid spec was written out to cover the entire organization because we didn't want to have to come back and say, hey, we've got six more guys. If the bids that you see in front of you are for two programs, 24 students each in each of the programs, the game plan as of now is to run one now into the fall, allow these guys that are doing their basic training to continue doing their basic training, get their feet wet so that maybe this time next year we're coming back saying, hey, we're ready for that second class. These guys are comfortable enough. This is a total package for one company to do 48 students in two classes, whether we do that first class now or two classes now or one class now, one class in six months. This is still locking in the contract with that company.

Selectman Morin: Okay, and here's another one, I don't want to sound negative.

Deputy Paquette: Go for it.

Selectman Morin: I went through my history. I could find two rope rescues to this level in this area. You guys got any different information?

Deputy Paquette: So, every time we deploy to the riverbank, we should be using this technique.

Selectman Morin: I understand, but that's way different from what you're talking about.

Deputy Paquette: But we're not talking about doing high-angle heights rescues. We're not talking about putting a belay system to go across a river with this type of technician-level training. This is the low level. This is setting up the Z systems. It's lifting and hauling anchor points. A perfect example for this is Brock's. Any time that we've had an incident on one of the walls at Brock's, this type of system would have been used for lowering and raising. Any time any one of the you get into the well rescues that we've had in town, below grade, right, not something that we're talking about here, but the anchor systems to put somebody in that environment safely is all right here.

Selectman Morin: I understand that. We heard the term team. There's a lot to a team, and this is not even close to a team. That's why I'm asking.

Chief Tice: This is just the first step in developing that team.

Selectman Morin: All right, so that clarifies that because that's not how this has been projected.

Chief Tice: This is the first step. This is a big project.

Selectman Morin: One last question. You've asked for a boat, and we would probably use a boat a heck of a lot more than we would use this rope. So why aren't we buying a boat and training everybody with a license and getting a decent boat?

Chief Tice: We are looking at that as well. We just haven't gotten to the water rescue. We're starting with the rope rescue.

Selectman Morin: We need a boat now. The water rescue we can do later because there's a water rescue team in Manchester that responds nationwide, so I don't think we really have an issue. If we need a team, we can get a team until we can get a team. My question is you've come to us that you need a boat for numerous things. Why didn't we approach that versus the rope rescue? I understand the rope rescue. It's a little more than basic. I get it, and it's going to improve the systems. I get it. I get all that. You've been telling us we need a boat, and I agree with you. Just why haven't we approached that with this money that we could save the taxpayers and get a boat that we actually could use?

Chief Tice: That is our intent with part of this money as well.

Selectman Morin: So, you're going to have money enough to do both of those?

Chief Tice: Yes.

Chairman Dumont: Selectman Guessferd you had your hand up at one point.

Selectman Guessferd: I think I got most of it answered. One of the questions I heard that I just want to make sure I understand the answer to is in terms of having coverage, so every shift will have people that are on this. If there's 24 people, just so you have one class, every shift is going to have some of those people that were trained through that course. In other words, you won't have to go calling out for people. They'll be there on shift. That way you can draw upon their skills on shift, with each shift.

Chief Tice: Yes, initially. But again, long term, as people turn over, trying to keep up with that level of training within one department is...

Selectman Guessferd: Sure. I get it. To me, that's the goal, is you always want to be able to have people.

Deputy Paquette: We wouldn't be training two shifts and not training the other two shifts. We're going to try and get a cross-section of the entire organization.

Selectman Guessferd: I know it sounds like a basic question.

Selectman Morin: What I think he's asking is what I asked. Say somebody calls out sick, are you going to replace them with a rope technician? That's my point. You need a certain amount of people, that's why I'm asking.

Chief Tice: Which is why we're trying to get a regional approach to this. Down the road is where we're looking to build to.

Chairman Dumont: So, the hope would be, then, to follow up on that, if somebody does call out sick you don't have, but there's somebody hopefully in the area that you're able to rely on.

Deputy Paquette: The realization is that they could go out for that call right now and there's nobody.

Selectman Morin: They can handle what they're talking about now?

Deputy Paquette: Correct. With this rope rescue, with the 12 guys that we're going to have on shift, the statistics show that you're going to have at least two or three good rope technicians that are competent and able to do this. So if we can get, like the Chief was talking about, getting everybody to the operations level, getting everybody to that par group, you may only have two or three technicians that can hop on the rope and go do the rescue, but you have eight or nine other guys that are fully competent in the systems behind the scenes, setting up those safe lowering systems and the safety mechanisms that are in place. It would be foolish to try and certify everybody in the organization to the technician level, because what happens when you have that one guy that's not comfortable with heights or that's not comfortable with going down to do all that? So, it's a balance of we're trying to get the best opportunity we can, get the most people we can, train to a higher level of rope rescue that we don't have now.

Chairman Dumont: So, a couple of questions and they were touched on. Why doesn't anybody else in the region have this? I'll point to Nashua right next door who has ten times the amount of money that we have. Why haven't they tried to do this?

Deputy Paquette: Selectman Morin already touched it. There's no, the statistics don't show this is a common incident to respond to.

Chairman Dumont: But if you're saying that it would improve on basic safety that you guys run into frequently, why hasn't anybody else done this?

Chief Tice: Because it costs money.

Chairman Dumont: Nashua has no problem throwing money around.

Chief Tice: Straight up, it costs a lot of money, so nobody wants to do it.

Deputy Paquette: One of the things that we're looking at, we're actually working on it through the process right now, but we're going to ask our partners as to what their capabilities are for this type of rescue and every other technical rescue out there, water rescue, swift water, below-grade trench, to really get an idea as to what resources we have. If you look at our run cards and if you go for a water rescue call, our resources are limited to what we have in the town of Hudson. Good boat, bad boat, any of that, we're handling that stuff on our own. The perfect example is the drowning we had behind the Great Eagle Motel. We had an environment where there was a small stream that's normally walkable because of the rains, was 20 feet wide, 6 feet deep, and fast moving. We didn't have, we had a few swift water technicians in town that were working that day, but we don't have the equipment to do any type of swift water rescue in the town of Hudson. There's only a handful of streams in town that could even reach capacity that would get you to that point, and we're smart enough to know that we're not going to put people in the river when it's flowing how it's been flowing in the springs. So, this is an opportunity to try and grow a little bit at a time with the funds that Target is providing.

Chairman Dumont: And for clarification, how much of those funds are we receiving that can go towards items like this?

Chief Tice: We received \$1,050,000, of which the police have used roughly \$150,000.

Chairman Dumont: And by putting the funds into this, I mean, is that the best use of these funds? Is that the most important thing? Because I have to agree with Selectman Morin about the boat issue. Since I've been here you've been asking for a boat. I would have figured that that was the first thing. Honestly, I thought that was going to be the first thing utilized out of those funds. It just seemed more necessary than this. I understand that there's a safety aspect, but let's be honest, everything you come to us for has a safety aspect of it. And it just seemed like the boat raised more of a concern prior. I'm just wondering why this over that first. I know you're saying it's down the road, but I guess what made you think that this was more important to bring forward?

Chief Tice: Just because this is one of the things that was designated that was the intent of that money was this type of a program. So, we just hadn't put that together yet.

Chairman Dumont: And the idea is to create a regional program. Obviously, this doesn't sound like it's sustainable just on your own, like you said. How have the conversations been going with the neighbors?

Chief Tice: Positive, positive, and they're interested in working together.

Chairman Dumont: Are they showing an actual or telling you that they'll buy into this program? Because the last thing that I want to see is us to spend this money and then it just dies because we don't have anybody else willing to spend it either. You said it's expensive and they haven't done it yet. I'm just a little cautious on throwing the money out there in the hopes that they'll buy in.

Chief Tice: They have shown interest in buying into this, yes.

Chairman Dumont: Selectman Jakoby, go ahead.

Selectman Jakoby: No go ahead.

Deputy Paquette: So, this piece of it doesn't take us to that team level, right? And it doesn't get us into the real money. So, when we started looking at this back when we knew the money was coming available, it was a full technical rescue team covering four different specialties, below grade trench, heights, and collapse. And the premise was is that if there was an emergency at the Target building, the funds that they were giving us were going to give us the ability to train, to take care of, to mitigate that situation. In order to do that, it would cost us all of the \$800,000. I think the initial projections that we looked at, the equipment alone to set up that team was \$400,000. No questions asked, we could spend \$400,000 overnight in the technical rescue end of things. But again, to have that equipment sitting there with nobody to use it is foolish. This creates that base. And let's say that the regional team never happens. The trench team doesn't happen. There isn't the data to show that we need those resources in this town. This skill set that we're teaching these guys is going to carry on beyond that. This skill set is outside of, although it is the basis for trench rescue and technical rescue and below grade and heights, this skill set can be used every day. This skill set can be used down an embankment to secure a vehicle that's rolled over. It can be used to lower a patient up and down a flight of stairs. These basic skills are going to be fruitful for the town, regardless of whether we go with any of the other specialty teams. The next time we come in and have a conversation with you guys about spending those funds, that's the time to debate when we're jumping into the team approach. In order for us to get into that environment, we have to come back and see you anyway.

Chairman Dumont: Is the training officer, obviously with that new position, are they able to, once these basics are learned, are they able to continue that in-house?

Correct.

Chairman Dumont: So, if this money is spent, the idea is, and I know you said that it can be split up into different courses, but it's to further the education later on will be the additional cost. It won't be to come back to say, okay, we need to do that again. Because the training officer will be able to handle it from that point on.

Deputy Paquette: You should be able to do the certification end of things is what's difficult. Because the state doesn't provide the classes, this certification is unique. And part of the review process, one of the reasons why we came in front of you with the particular vendor, was the end certification that allowed this to be a nationally recognized program with a certification attached to it. I don't think there's anybody in the state, aside from maybe CMC Rescue, which is a closed corporate funded program that teaches this type of thing, but nobody has a certification. With this program that we're bringing forward is a ProBoard certification, nationally recognized, but also certification to the state of New Hampshire. So, we're going to pull a CREF number through the state. These guys are going to get certificates from the New Hampshire Fire Academy for the program that we're putting on. So, the ability for our internal training and safety guys to participate in this and make sure that the continuing education continues, I don't think we can guarantee that the training officer is going to become an instructor, a state instructor for this particular program. So, we can't tell you that he'll be able to run future tech rescue technician classes because the people that are teaching this are way beyond that level. These are industry experts that are teaching technical rescue teams around the country. They're teaching facility teams that are doing confined space entry, trench rescue, silo rescue, heavy equipment rescue. So, it's almost beyond our capacity to have an internal trainer that can certify to this level yet.

Selectman Jakoby: So, I have a couple of questions just having listened to the whole conversation. My question comes down to timing and planning. So, is it critical that this happen today? Let me continue my thought. Is it critical that we make this decision today? Secondly, if this is part of all of those funds, I'm hearing that there are some selectmen here who were like, well, why didn't this come first? Or what else are you doing with the other money? Should this be looked at in a larger context as to what are those pieces that we're doing? So, especially since you don't have really the answers on the regional approach. Because if you came here and said, we have five towns who are committed to this regional approach and they're all backing us enthusiastically for us spending this money to begin the process, I would be in a much different position than we are right now. So, are those conversations, is that an answer you could get me in a month, in three months? What are we looking at? And then finally, just on this point, so what I gather from this training is it's going to give everyone who takes it a core understanding of how to use ropes and create that safe environment for securing things, going down embankments or any place that we're going, which we know, and this is where I go and maybe some of the public go here, years ago when you got a roof on your house, nobody had ropes. Today they're required. It's the safety of both the person doing the work and the safety of the equipment and the people and the things that you're moving. So, that's what I'm understanding from you, that it gives you a whole other level of understanding of how to use ropes for our people as well as for those we're rescuing and maybe other, like cars and things. So that's my overall, what I'm hearing and my concern is timing, the whole package, and without clear commitments, I hear the concerns of the other Board members.

Chairman Dumont: Do you want to speak to any of that?

Selectman Jakoby: I know there's multiple things there. I just had to get it out of my head.

Chief Tice: Yeah, it will probably take a couple months of working with the community.

Selectman Jakoby: So, you feel you've gotten that far?

Chief Tice: Yes.

Selectman Jakoby: Okay.

Selectman Morin: Where are the other towns that want to be part of this, where are they at this technician level? So, are they going to be up to the standard even to get started? Because if we're spending this much money, they're all going to have to get to that basic technician level. That's a lot of money for all these towns, especially if you're not a regional team yet and pooling it together.

Chief Tice: And we're looking at a regional team to expand their capabilities.

Selectman Morin: I understand that, but right now they're not there. So, money's going to have to come somewhere, and if you look at the cost for just this technician. Let me make this clear. I understand what they're doing to get proficient at ropes, but this is basic rope rescue is what they're talking about. They're talking about the kid we had in the tree. They're not going to be able to make that rescue. Somebody on the 15th Tower, they're not going to be able to make that. It's basic. Somebody fell down the river bank, something to that effect.

Selectman Jakoby: I think that's important for the public to know.

Selectman Morin: Right, just so we're clear. And you could correct me if I'm wrong, but that's what we're talking about.

Deputy Paquette: There are proficiencies, and inside your packet I believe that you guys have the full contract with everything. The JPRs or the core job responsibilities that are going to be covered are in there. One of the things that we'll note, yes, we are talking about a large amount of money, \$76,000, but we're talking about \$1,500 per student.

Selectman Morin: No, I understand that, but we've got to understand that this isn't much more than what you can do now. With the people that have had some of the training, you get a little more technical stuff, but you're still going to just rappel down a river bank, you're going to set up a Z system. You may just do it a little different with better equipment.

Deputy Paquette: But you're also talking about putting those people. So right now, if we were to respond and do that, you're putting people in a position, asking them to do their job with those basic skills that either they've acquired somewhere else or we've done in a half-day recruit school.

Selectman Morin: I agree with that, and that's what I just said. They're just going to be more proficient with better equipment, better trained, but they're still just doing the basic rescue.

Deputy Paquette: But there's another piece to that, the safety end of things. We are taking people that we recognize have substandard equipment, putting them in an environment to affect a rescue or to make a difference, and we're asking them to do that with the basic skills that very few people have. This program is going to take all the attendance. Our intention was to get the entire organization. Realistically, with the makeup of the organization we have, it's not a smart move. So, we're going to take the top half of the organization, we hope, put them through a program that's going to put them in a much safer environment to affect any of the varied rescues that we can do with the equipment and the training that we have here.

Selectman Morin: I don't disagree with that. I'm not arguing that point, but I'm just saying we're spending that much money for what you can do now, which is going to have better training, better equipment, and more safety equipment. That's all.

Deputy Paquette: But I think that we also have to remember that the \$800,000 that we're talking about or the \$900,000 that we're talking about was specifically for technical rescue training and equipment. I think that was driven from the Planning Board, not necessarily from. . . So, when we come and say to you, hey, we need to do technical rescue training to use these funds appropriately, on the Chief's behalf, it's kind of a stretch to say, hey, we're going to need a boat. I don't disagree that we need a boat. That's why we've been here four years to get the budget.

Chairman Dumont: Wouldn't that be considered the equipment? I mean, the boat's part of technical. . . is a technical rescue equipment.

Deputy Paquette: Technically. Like we could probably make that argument, and we could probably come back to you guys with the argument to say, hey, that is an appropriate use of those funds. When the discussions were had for the target property and the risk that was associated with it, we had a marine unit that was in service. Today we have a small inflatable. The marine unit that we got rid of last year is no longer in service. That's not an option for us. So, technically to put into the river, right, we're using the small inflatable that's questionable. We don't have a 16-foot rigid hull boat to put in the river to effect that rescue. Could we probably justify it?

Selectman Morin: I'm going to say yes because they're going to give us money to build the boat ramp.

Deputy Paquette: Thank you.

Selectman Morin: So that's pretty simple. You know what I'm saying?

Deputy Paquette: So next week, two weeks from now, we'll be in front of you with three quotes.

Selectman Morin: I would hope so.

Deputy Paquette: Again, this program, this stuff has been in the works. This particular program has been in the works for almost three years. It is now we're finally getting to the point where all of the RFPs are coming out. The funds were finally released. This program is this big, this wide, stacked in a box, just waiting for the word go. We got the word go back in the spring, and these projects are starting to come out.

Selectman Morin: To Selectman Jakoby's question in reference to the training officer being an instructor, I understand he can't, that's the thing, but you already have two technicians, because I'd rather see one of our people trained as an instructor versus bringing these people in for \$76,000 every time or whatever the contract is.

Deputy Paquette: So, the intent would be, and this is a discussion that we had this week, was to take those people that are already certified to the technician level. We know of at least two. There may be a couple more. Working with this vendor to have them come on and assist with the class.

Selectman Morin: But they should be instructors.

Deputy Paquette: Correct.

Selectman Morin: You should have just told us a few minutes ago. That's why I'm asking.

Deputy Paquette: You can't take somebody that doesn't have 20 years' experience doing this and make them a trainer and have them be competent. So, we could take our training officer that's been on the department 10, 12 years, whatever it is, and is really good in certain aspects, put him through a technician-level training of 48 hours, and then expect him to have the expertise and the knowledge to turn around and train the rest of the department in a low-frequency, high-risk operation. I would rather embed that instructor with these trainers while he's teaching through these programs and give them the knowledge. He doesn't know how to teach any of that stuff. You're asking to put a guy into a technician-level class and then have him teach it without having the experience teaching a technician-level program.

Chairman Dumont: I'm going to jump in real quick, Selectman Morin, and I'm going to go with everybody. I think that we need to get to final comments. I think I kind of see the flavor of the Board, so if you could make final comments, Selectman Guessferd, I see in your hand up.

Selectman Guessferd: I don't know if you guys have anything. Okay, so there's been a lot of comments here. I think there's a need. I mean, I see the merits of it, okay? But I kept hearing boat, right? And we can justify it. I certainly can justify the boat within this \$800,000. I think if we come back here in two weeks, again, I don't want to tell you that this isn't necessary, but you come back here with a boat RFP or with a boat selection and this program, if you want to bring them both forth in two weeks at the next meeting, I think that would suffice for me to just say the boat's important because, like you said, we've been talking about it for a long time. We want to get that back up and running. We're on the river. Our town has got a lot of river miles. Let's see them both. And to Selectman Jakoby's point, I don't know if there's a way, and, again, I don't want to delay it that long. I really want to get things moving here. But what is the strategic plan for that \$800,000, okay? We're going to do this, we're going to do this, we're going to do this, we're going to do this. We've got the first two things right here. And the only other thing about this that I'll say is, you know, up until this point, we were asking the question about the boat and the priorities. I'm picturing you guys in your staff room going through and saying, okay, we've got \$800,000, what's our first priority? I think what we're saying is that it should be boat. Second, maybe the rope training. So, let's make that happen.

Jacoby If we knew we could spend the money on a boat, we would have brought a boat forth. I think I'm on board with that. So, in 100%, on our list of things for next fiscal year, on the top of that list is a boat. Like we're coming back asking for a boat next year. Not anymore.

Chairman Dumont: And so, you just segue into it, and that's exactly where I was going, and I wanted everybody to speak, but we're at budget season. It's coming right up. I know you guys are going to have out-of-budget requests. I know it's going to happen. For me, I can't move forward with this without seeing where all those expenses and what they're going to be. If they can be utilized with this money, I think they should be, and I think that we should look at it in totality and have a firm plan. We've been asked by the public. We've been asked by the Budget Committee. I just think it would be smart planning. And I'm only saying this because it was touched on a few times by you. When I was on the Planning Board and the ask was made of the Fire Department, the Police Department, and the DPW, of how much of an impact that building would have on the south end, the response that we got was unanimous from all three parties, none. So, to hear now that this building is going to cost all of this funding, that's fine. They allocated certain funding on their own accord, and that's great. We should utilize it. It helps the taxpayer. It's being a good neighbor. But I don't think it has to be associated with the impact of that building because the Fire Chief, the Police Chief, and the DPW at that time all said flat out that the impact was minimal to none of that building.

Jacoby Yes, sir.

Chairman Dumont: Correct me if I'm wrong.

Selectman Jakoby: That's what was stated by those current people.

Deputy Paquette: Selectman Jacoby, in all reality, the understanding that we were under was that that money was specifically allocated. And, again, we're working under a previous administration, but we were, for the last three years, this focus has solely been on technical rescue for issues related or types of rescues that we could use for that build-out. So, it was heights.

Selectman Morin: I don't remember any wording like that at all.

Selectman Jakoby: I don't either.

Deputy Paquette: Thank you.

Selectman Vurgaropulos: I kind of remember because when we were talking about the...

Selectman Guessferd: In that list of impact fees, if there's fees, I don't think it was that specific.

Chief Tice: It's specific to technical rescue. Yes.

Selectman Guessferd: Even with that...

Chairman Dumont: Mr. Sorensen, go ahead.

Selectman Jakoby: Yeah, the original writing.

Roy Sorenson: It needs a couple things. So, it's not typical of an impact fee. The development agreement, does it speak to it specifically?

Chief Tice: The development agreement, yes.

Chairman Dumont: Well, two things. That's not an impact fee.

Chief Tice: Correct.

Chairman Dumont: This was a separate allocation of money that was donated to the town.

Selectman Guessferd: You're right.

Roy Sorenson: If we're looking for a definition or some type of definition, I don't know what's in that development agreement. I'd have to read it. But to your point earlier, I mean, I think just in general, if you – there's a lot of money there, right? Put together a plan. What's your approach? Typical of out-of-budget requests, how they're laid out?

Chairman Dumont: Selectman Jakoby, then Selectman Vurgaropulos.

Selectman Jakoby: A couple of things. However it's written, we need that before us so that we're clear on it. We need a plan for the full amount or at least some strategic thinking around what that looks like. And the main concern that I always heard regarding the building was, we have this new vehicle coming in, and to make sure people are trained to use the new vehicle. Those were the things I heard at all those meetings continuously. I did not hear a lot about specific types of rescue in regards to the building. I heard the vehicle and making sure we had the appropriate training to man the vehicle.

Selectman Morin: Correct, and the vehicle was purchased because of that building.

Selectman Jakoby: Correct.

Selectman Guessferd: That was.

Selectman Jakoby: Yeah, so those were my remembrances.

Chairman Dumont: Is that it? Selectman Vurgaropulos?

Selectman Vurgaropulos: Thank you. Real quick, I would like to see when you come back to have – could you get us a list of the surrounding towns that actually have interest?

Deputy Paquette: We're working on that right now.

Selectman Vurgaropulos: With a commitment, like saying, hey, we're going to throw up this big chunk of money, but it's really not going to work unless we have everybody on board. So, I'd like to see that.

Chairman Dumont: In closing for the whole Board, I don't think anybody here wants to sacrifice safety whatsoever. In my mind, it's just numbers. I just want to see how exactly can we best utilize that money for your guys' department to get you what you need. You guys know better than anybody how difficult it is to get things to pass the voters. So, let's get you the stuff that you need and put it all together.

Selectman Guessferd: Is this money for – yeah.

Chairman Dumont: All right, so I think for now we'll continue this one. You don't need a motion for table. We'll leave it on there. I'll have you guys confer with Mr. Sorenson for a future date, and we'll add it to an agenda item later on.

Deputy Paquette: Three out of four is not bad.

Chairman Dumont: No, no. I think you guys did fantastic. It would be a hell of a lot more comfortable.

Selectman Guessferd: You did really great, yeah.

Chairman Dumont: And I really do appreciate you bringing forward the idea. It's not a knock on the idea whatsoever.

Selectman Guessferd: Not at all. Not at all.

Chief Tice: I understand you've got some questions, so we'll put that information together for you.

Selectman Guessferd: I hate to ask this, but I need a five-minute break. After that discussion, I need a break. I know we don't have too much more, but we do have a couple of presentations.

Chairman Dumont: With no objection, we'll enter into a quick five-minute recess.

The Board went into recess at 10:12 p.m. and reconvened at 10:17

K. June FY25 Revenue & Expenditures – Administration/Informational (presentation)

Chairman Dumont recognizes Town Administrator, Roy Sorenson.

Roy Sorenson: All right. Thank you, Mr. Chair. So, this is the end of the year. Obviously, June is the last month. We'll kind of get into the details a little bit on the June report. So general fund, 100%. Obviously, it's where we should be. Where are we based off of the data and the information we have, 102%, and we'll work our way back into that. The soil fund, finishing out, I don't think there's any issues there. It's at 70%. And then the water fund, 98%. I think that's where it's going to stay. This includes encumbrances. Typically, we would pull those encumbrances out and kind of show you where you might be at that point. Even with the encumbrances and everything that we secured at the previous meeting, everything's in there. So those are your percentages based off of our final end-of-the-year report. All right, expenditure snapshot real quick. I pull out the Melinda Road Bridge, as we've talked about previously. It's kind of caused some anomalies within the budget, and that will be a bookkeeping measure. I'll get into that at the end. So, if we pull that out, which I just did, 92%, you can kind of see where we were floating a little bit above where we should have been. That was the last report at 92%. So obviously, we're at 100% now. So where are we currently and where do we finish? I'll go through them one at a time. Town offices, 94%. Administration, 80%. Legal, in the last month, went over by about 10,000, so finished at 105%. Okay, the month of May, it was not there, so that's how we finished there. Finance, 95%. IT, 97%. Assessing, 89%. DPW, 95%. They came in under, even though they were kind of high throughout the year. Land uses, I mentioned. That's the engineering. You take the bridge out there at 96%. PD, 97%. Fire, 105%. Recreation, 103%. Non-departmental, 96%. That's where your solid waste fund lies. We'll get into that in a little bit. And then just finishing out the soil fund at 70% and water fund at 98%. So, if you look at the ones that finished high, legal, fire, and recreation. So, as I mentioned, the legal bills came in late, closed out the year a little bit higher than it should have been. Fire and Recreation, those overages are basically coming out of salary. We've talked about that. So that's why they finished higher. Snapshot, so the budget overall, you take 50% of it, actually a little bit more than 50% salaries, staff, personnel. You take that 50% and say, how do we break that out? There's your pie chart right there. So, you have your big three, and then you have the general fund. Here's kind of where Fire was, and that's always something that we watched. We talked about that in a sequence of events since I've been reporting on this. I'll do the salary benefit analysis. I've done this different ways, I've just looked at straight time. I've looked at overtime. This is all inclusive at this point. So, this is everything, the whole kit and caboodle. Let's kind of see where we finished up. All right, so we're 100% we should be at. Fire came in at 106. PD at 98. DPW at 105. And general fund, which is everybody else, 91%. All right, so how do we break that out, positive, negative? How do we balance it? Let's just get right into the deficit. Fire, you can see the deficit they had. PD finished over well, 176 over. DPW finished a tough winter. They were over budget, exclusively overtime. General fund, vacancies. In the end, you see the little red dot. We talked about this for three or four months. That was our deficit for salaries overall, even with exclusive overtime to some departments. All right, it's not typical budgeting by any means. It's municipal budgeting because you have vacancies, you have retirements, you're filling overtime shifts and things of that nature. That's something I watched. I think in the end it's going to balance close, plus or minus \$10,000. We're at \$6,258 right now. All right, let's

talk about vacancies. Fire, you saw the chief come in. He's had numerous hires. He's at one right now, and he's going to talk some more about that later on. PD, now that's their number, but they also have folks they hired. So that number is going to come down. DPW, it's two at this point, given the one that just resigned. And then the general fund, the two positions you currently still have vacant. You're Assistant Town Administrator and your Planner. Those are the two big ones. All right, solid waste, we talked about this. We got our last report in. Our tonnage was close to what we thought. That was the projected we gave you last month. Here's where we finished, 101%, minimal impact. Again, we came in over, but it didn't affect the budget, I think, like it did the last couple of years. That was a line item that can kind of throw things the wrong way. Revenues, we did very well. Motor vehicle permits, 114%. All right, so we beat our mark by \$841,000, not bad. Building permits, same thing, 218% based off of the number we set out for revenue. General property taxes, 104%, and that's partial, obviously, because the taxes are still coming in, but that's where we sit right now. Revenues tracked, trended similar to the last two years, as we show down here. So, there's no real concerns there other than I think we beat our numbers overall on revenue, which is great, and that's something we can talk about as we move into the next budget cycle. Warren articles, everything balanced out here. Don't get caught up in this. This was the \$100,000 Warren article from Melendy Bridge, okay? That's not the project. That money's been spent. The project itself was entered into the budget after the fact, because if the Board recalls, we didn't know we were going to get that grant. So, the Warren article was written for \$100,000. The project in general is probably going to come in a little bit under \$1 million, and I did talk to the town engineer, Elvis Dhima, and we should be getting a check from the state for our 80% north of \$780,000. He's going to come in, do a full update on the Melendy Road bridge, and kind of walk through that and how that finished out. All right, so here's the summary. My report to you tonight is completely unaudited. That's my disclaimer. All right, so I'll say it again. That's my disclaimer. It's unaudited. We're still closing out some expenditures. As I mentioned, the salaries appear to balance out. We came here asking, I think it was up to \$744,000 for a crude time CRF. I don't think we're going to have to dip into that at all. I think we're going to be okay. I think the encumbrances are fine. We accounted for those. I talked about Melendy Road bridge. That's really a bookkeeping item. Finance Director Laurie May is working on that. She'll make that adjustment once that check comes in from the state. In the end, I think we're going to be on – well, we don't have a choice. We have to come in on the positive side. Or I'm probably going to be out of a job. But anyways, somewhere around \$500,000, maybe a little bit less. What does that balance out? I'm going to say 1% to 1.6% under budget. Still not a lot of money. Still hovering around that magic line, right? I think that's kind of been the conservative approach that this town has taken. I think that's where we finish this year as well. As I mentioned, now the auditors will come in, and they'll comb into the details even more. We'll have them reporting on that once they're done. Any questions?

Selectman Guessferd: Looks good.

Chairman Dumont: Very nice. Thank you very much for the information. Any other questions or comments for the Board? No. Then we'll roll right into CPCNH rate changes with Mr. Sorensen again.

L. CPCNH Rate Change – Administration/Informational (presentation)

Chairman Dumont recognizes Town Administrator, Roy Sorenson.

Roy Sorenson: All right, let me just pull this up real quick.

Selectman Jakoby: I just want to make one comment. That's really good news.

Roy Sorenson: Thank you.

Selectman Jakoby: I just wanted to celebrate the good news of the report. I always forget. Nobody likes to do that. That's good news. I'll be honest with you.

Roy Sorenson: I'll be honest with you. So, when I came in and I looked at it from the \$30,000 looking down, and I realized how tight this budget was, and I talked to Steve, and Steve's like, oh, this happens every year. I'm like, well, this is like my first one right now. Because I'm used to probably a little bit more of that coming out of where I worked previously. It's probably a little bit more. But I think, in the end, it all balanced out, which is great, and that's obviously the most important thing.

Selectman Guessferd: Yeah, we had some pluses and minuses. We had some people that left, some department heads that left, and that gave us a little room and things like that. And then we had other expenses higher, like Fire.

Roy Sorenson: Exactly.

Selectman Jakoby: Good news.

Roy Sorenson: All right, CPCNH rate changes. The Board's well aware their rate is going to move from 9.7 cents per kilowatt hour to 13.419. All right, that's what the Board of Directors decided to do. What does that exactly mean? It's roughly an increase of 38%. All right, so from 9.7 to 13.419. The chart on the right, those are the other plans. If you look at overall, and they're the more expensive plans, most of the folks in town are on the granted basic rate. The ones on the right, I put them up there just so you could get an idea of what they would be. I don't think there's a lot of people in those plans, but the information is there.

Selectman Vurgaropulos: I think I saw only like 5% in each of those.

Roy Sorenson: Yeah. By the way, this rate will be in effect from August 1st to January 31st, 2026. All right, so what do they try to accomplish when they develop this rate? There's their breakdown. Within that rate or that increase, 86.4% of that is buying the electricity. That's what they're doing. They're supplying electricity. 8.6% of that is to kind of bring their reserves back up. Henry Herndon was in here previously and spoke about that. They're hoping to recover in this rate period roughly \$8 million, a little over north of \$8 million. Then 5% of that is their operating expenses, administrative costs, and things of that nature. That's the breakdown on how they develop the rate and where the expenses might be going. All right, so what does this all mean in the end? Here's a rate comparison. Previously at 9.7 cents, the average customer on Granite Basic, you were paying roughly \$63 a month. With the increase, you're paying \$87 a month now. All right, so that's, what's that, a difference of \$24 per month? That's the impact. The Eversource default rate in this same period will be 11.196. That, on average, would be \$73. Don't have it on here, but if you had Eversource last time, theirs obviously went up too. They were at 8.9, and their offset would have been around, I think their average bill was around \$53 a month. So, there's an increase there as well.

Selectman Guessferd: He's talking about the supply here. We're not talking about the distribution.

Roy Sorenson: Nope, so this is supply. So, when you look at your bill, it says it right on there, supply. It tells you who your supplier is. Everything else will be through Eversource. They cover the rest of it. This is strictly supply. All right, so if you want to opt out, change your plan, whatever you need to do, this is the process by which you would do it. So, if the folks who are watching here tonight, there's different ways to do it. You can go online and do it, which is pretty user-friendly. If you choose to do it, you can call and do it. And then also you can see the email, info at communitypowernh.gov, and they will help walk you through it. And it may take a period of a month to switch over, but you can opt out at any time. You can opt in at any time. It's up to the consumer to make that choice. That's kind of where we're at. I can answer any questions on this. I did actually get Kate Messner did send an email out too as well. Let me see if I have that. And she's been great with this. Basically, she just got some numbers here, and I think this will be updated in the next report for CPCNH. But the number of accounts for the town is 8,773. Community participation rate 69%, which is the same as of May. Opt-ins for June were 4.4%. Opt-outs 5%. And then she just goes on to say the largest opt-outs since launch in March of 24 are 3.6%. It doesn't include this period, obviously. And 99.6% are on Granite Basic for those that are in the program.

Selectman Guessferd: I'd be interested to find out, to be tracking this over the next six months and to see how many people are doing what, you know, based on the new rate.

Chairman Dumont: I was going to ask, I know it's available on our tab on the town website, but is there any way to put this on, like, the news, just the slide itself, the news section, the Facebook page, and as well as to ask HCTV if they'd be so inclined to put it on their Facebook page because they get quite an amount of traction over there.

Roy Sorenson: Yeah, I'll work with Mike Johnson, that's fine, as well as staff, Lorrie, and Eve in my office to get the postings up. We'll put them on the boards, we'll put them online, just to get the information out there. I've had people come in that have been in town hall, and they've asked me questions, and I've kind of walked them through it as well.

Chairman Dumont: Awesome. Any other questions or comments? Thank you very much for that update. And you have the next one as well, 9 Industrial Park.

M. 9 Industrial Park – Administration/Discussion

Chairman Dumont recognizes Town Administrator, Roy Sorenson.

Roy Sorenson: Yeah, so let me just get to that. Actually, I'm going to defer some of this to Selectman Morin, who I've spoken with on this a little bit, as well as Elvis Dhima. But this is basically predominantly for the sign, correct? All right, so you have, do you want to speak to this? Do you want me to, or do you want to speak to it?

Selectman Morin: I can speak to it real quick. All right, go ahead. Just for an update, Public Works has been there for about a week getting it level. Continental Paving, who has donated the pavement, was supposed to be there today. They're going to do the final evening in and out for the pavement, and the pavement hopefully by the end of the week or beginning of next week. So, this is moving right along. That's why we're here tonight to talk about the sign. Basically, the sign is the same type of signs that we use all around town, where you come into town, same design. It just gives a name and tells people it's a recreational area. And once this is open with the pickleball courts, they want to have the sign there so people know that that's what it is. That's why we're coming to you ahead of time. It just needs approval to water it and get it moving.

Selectman Guessferd: I've got a question. That would be basically off of Route 111. In other words, you wouldn't see that sign until you get close to it?

Selectman Morin: It will be at the entrance to the area.

Selectman Guessferd: Would it be possible to also have some sort of, or at least think about this, maybe not for right now, something on Route 111 that says (this way)?

Selectman Morin: Yeah, I think so. They did that for the 9-11 memorial right on Kimball Hill Road, so they could do a small (sign).

Roy Sorenson: Yeah, I think DPW could handle that pretty readily.

Selectman Guessferd: Yeah, I think that would be important because that's where all the traffic is coming from.

Selectman Morin: So, he's just looking for approval from the Board to move forward.

Selectman Jakoby: So, what does the sign say? Because my printout is really hard to read.

Selectman Guessferd: It says, Welcome to Derry.

Selectman Jakoby: Is there a name? Is it pickleball? It just says recreation park?

Selectman Morin: No, it just says recreational park, Town of Hudson's Recreational Park.

Selectman Jakoby: Okay, because mine says recreation park.

Chairman Dumont: Yes, recreation park, you're correct.

Selectman Morin: Oh, yeah.

Selectman Jakoby: I'm like, what does it say? What is it supposed to say? What is it supposed to say?

Selectman Morin: But it's to match the rest of our signs.

Selectman Guessferd: I think recreation makes more sense.

Selectman Jakoby: Well, I'm just asking, do all of our other signs say recreation park?

Selectman Morin: No, they say, Welcome to Hudson.

Selectman Jakoby: This is the first new one.

Selectman Morin: Yeah, this is the first one.

Selectman Jakoby: That's what I'm asking.

Selectman Morin: Okay, yes, correct.

Selectman Jakoby: So let me just back up one minute. We have other recreational parks.

Selectman Morin: But they don't have signs.

Selectman Jakoby: They don't have signs. Okay, so the plan is, right, but shouldn't this be, I'm just saying, if we're going to hopefully put other places, Welcome to the Town of Hudson Industrial Avenue Recreational Park.

Selectman Morin: I think they were just trying to keep it basic. It's a Hudson Recreational Park. That's all.

Selectman Jakoby: Number one, A, B, and C?

Chairman Dumont: My share on that is, if there's going to be a name, I would suggest wait. If everybody is intended for this just to be called a recreational park, then you go ahead and order it. I do have to say, for me, it sounds a little silly to not have a name.

Selectman Jakoby: Thank you. That's kind of my point.

Selectman Vurgaropulos: I was thinking we should have it, like, dedicated to somebody or something like that.

Chairman Dumont: Yeah, you could do that. I mean, for me, I don't think this is something that's rushed, but maybe something that the Board would think about. I can't imagine if this is going to make or break anything right now.

Selectman Morin: We had looked at that. The family that was originally going to have that park there, they've moved out of state to Florida. There was no contact back or anything, so that's why they're just going to name it a recreational park.

Selectman Vurgaropulos: Okay.

Selectman Jakoby: I think we should discuss a possible name for it. I mean, it really was a genesis from the community. There's a lot of things that it could be, you know, north. It could be north.

Chairman Dumont: Even to your point, even if it just said Industrial Drive Recreation Park.

Selectman Jakoby: Yeah, something.

Chairman Dumont: I would imagine.

Selectman Jakoby: Because we put other signs up.

Selectman Morin: I would like something sort of industrial.

Selectman Jakoby: Yeah, yeah.

Selectman Morin: You know what I mean? That's all.

Selectman Guessferd: Yeah, me too. You know?

Selectman Morin: How about just the Hudson Community Park? Hudson Community Recreational Park. You said the community was involved. That covers the community.

Selectman Vurgaropulos: That makes more sense.

Selectman Jakoby: Because it took a lot of pieces of the community to bring it together.

Selectman Morin: That covers the community. That covers everybody.

Selectman Jakoby: And then if there are other parks that come in, they would be called something else.

Selectman Morin: They all have names. They just don't have signs. Like this.

Selectman Jakoby: They do all have names.

Selectman Morin: Like Jetty Park or Jetty Field.

Selectman Jakoby: You're right, they do all have names.

Selectman Guessferd: Those people know where they are.

Selectman Jakoby: Then this could be the one community park.

Chairman Dumont: Yeah, Jetty has its own sign, but essentially, we're buying a sign for the only place it doesn't have a name.

Selectman Jakoby: I like community because it was both the employees, community ideas that came years ago, and the donations. So, it really, I think community might be the best word.

Selectman Guessferd: I think that's what it is.

Selectman Morin: So just add the word community to basically Hudson Community.

Roy Sorenson: So, Hudson Community Recreational Park. Recreational Park. AL on the end of recreation, correct?

Selectman Vurgaropulos: Yes. When you add the community in the front of it, you have to put recreational, otherwise it doesn't sound right.

Selectman Morin: And that's an easy enough fix. That's not a ...

Selectman Jakoby: Thank you.

Chairman Dumont: So, the only other thing that I was curious ...

Selectman Jakoby: Oh, in the established?

Chairman Dumont: So, I would imagine DPW is going to install this. We'll buy the sign. We'll purchase the post. They'll put the post up. They'll attach the sign to the post. Is that the.

Roy Sorenson: Yeah.

Selectman Guessferd: Yeah, DPW will do that.

Roy Sorenson: Again, I think this could be a wood composite. Yeah. This picture here. I don't think it's going to match that identically. I think it's going to be more along the lines of aluminum.

Chairman Dumont: Yeah. The shape will be the same.

Roy Sorenson: Shape, logo, and font, right?

Selectman Guessferd: Yeah. Same sort of font that's in the other sign.

Selectman Morin: Right.

Chairman Dumont: So, would you like a motion for that or a consensus fine? What do you think?

Roy Sorenson: I'll say it out loud just so when the sign's made we don't get ...

Selectman Jakoby: Be clear.

Roy Sorenson: Hudson Community Recreational Park.

Selectman Guessferd: Yep.

Selectman Vurgaropulos: Sold.

Selectman Jakoby: So welcome to or not?

Selectman Guessferd: No.

Selectman Morin: No. Just the name.

Selectman Jakoby: Perfect. Just wanted to be.

Selectman Vurgaropulos: Not everybody's welcome.

Chairman Dumont: Yeah, that's a no welcome to. Just the name.

Roy Sorenson: It's up to ...

Chairman Dumont: No, no. That was just discussed. So that's just the name. I think we're good.

Selectman Morin: Just the name.

Chairman Dumont: Perfect.

Roy Sorenson: Hudson Community Recreational Park.

Chairman Dumont: You got it. All right.

Roy Sorenson: Yep. All right.

Chairman Dumont: All right. So, one of the last things that I have on, it's not on your agenda ...

Roy Sorenson: I'll pull the video up. You might need it.

Chairman Dumont: Yeah, you might need that. Did you have anything else on that? Sorry.

Roy Sorenson: No, I didn't. Thank you.

Chairman Dumont: It's just a housekeeping issue as far as the Town Hall Advisory Committee. Oh, yeah. We created the charter. Now that we have, it appears to be, the members selected for the Board. The only missing person is a citizen representative that I don't believe. Do we have any?

Roy Sorenson: I do, actually. We do. I'm going to mess up his name, but he's on the Cemetery Trustees now. Daniel Barthelemy?

Selectman Vurgaropulos: Yeah, Barthelemy. Yeah, I know him.

Roy Sorenson: Which I think he's fantastic.

Selectman Vurgaropulos: Yeah. He's a good guy.

Chairman Dumont: Well, is he the only applicant that you have?

Roy Sorenson: That's all we've received. Yeah.

Chairman Dumont: OK. All right.

So, we'll need to make, we'll need to do that. I guess we can add that as a future agenda item unless you think it's something probably to put a memo together with at least an email from him showing his.

Selectman Jakoby: It would be an appointment application.

Roy Sorenson: I don't know.

Selectman Jakoby: Because we would be appointing him to the board.

Roy Sorenson: I think the authority is the board doing.

Chairman Dumont: You could do the appointment application if you'd like.

Selectman Jakoby: He's volunteering.

Roy Sorenson: I mean, we can.

If you want to do a process for us.

Selectman Jakoby: I just want to know who he is. I mean, I don't know.

Chairman Dumont: Daniel Barthelemy from the Cemetery Trustees?

Roy Sorenson: He was here for the ...

Selectman Jakoby: I know of him. Yeah.

Selectman Guessferd: I've met him.

Roy Sorenson: All right. Well, we'll go through the process. We'll put it together.

Selectman Guessferd: A solid guy. That's just like his first little foray.

Selectman Vurgaropulos: He's a solid guy. I've hung out with him a couple times.

Selectman Jakoby: I'm not saying he isn't.

Chairman Dumont: Yeah. He gave us the update on them. All right. So that was part of it. The other part of it is that we have the authority as the charter to designate a chair to that committee. Right now, we have no meeting dates. We have no future schedule. We have nothing for the first agenda. Typically, a chair creates that with, at this point, I'm going to say it's going to be Mr. Sorensen. Again, he's going to have to fill the other role of that because he'll be in town administrator. So, I think it would be appropriate for this Board to designate a chair for that committee to get the ball rolling, to get the first meeting scheduled, and to get an agenda out to people of what they can expect. Because Mr. Sorensen has been asked numerous questions. I've been asked some questions. That's where we're at.

Selectman Guessferd: I make a motion to make Dylan Dumont chairman of that committee.

Selectman Morin: I'll second it.

Chairman Dumont: Thank you very much for that motion. OK. Motion by a Selectman, Guessferd, and seconded by Selectman, Morin. Is there any discussion?

Selectman Jakoby: I will not be in support of that because he is the Chair of the Board of Selectmen and he has many responsibilities with that. So, I will just be voting opposite. Which is fine.

Chairman Dumont: For clarification, I don't have a problem with being the chair of that committee. But I think it will go hand in hand with what we're doing here.

Selectman Morin: Reference to that, this committee is only going to last to maybe January. So, it's not that long. It shouldn't interfere. And nothing against you, Selectman Jakoby. But due to the fact that what this committee is about, and it's basically putting a building together, somebody with more building experience to lead the group, I believe would be better.

Chairman Dumont: All right.

Selectman Guessferd made a motion, seconded by Selectman Morin, to appoint Dylan Dumont Chairman of Town Hall Advisory Committee. Motion carried, 4-1. Selectman Jakoby opposed.

We have the Chair of the committee. Mr. Sorensen, we'll be talking tomorrow about the first meeting.

Roy Sorenson: Yeah, if I may, though, on this. So originally, I'll just put this out there. The meetings were proposed to be at 5:30 p.m. Because of that, Mr. Dhima, the Town Engineer, could not make those meetings. I think he should be part of the process. He'd be an integral part of the process. Do we want to shift the meetings to 7:00 p.m.?

Chairman Dumont: I'm fine with the time change. I would say that I think the staff is going to be very important, especially since he's led pretty much the charge on that. I don't see a problem with that. Do the board members have any...

Selectman Vurgaropulos: What was the suggested time?

Chairman Dumont: Selectman Jakoby or the other...

Selectman Jakoby: I think it's just a matter of making sure it's coordinated, not during other town meetings. I mean, the reason I like the 5:30 p.m. was because it was totally separate from all the other meetings. And I just think scheduling will be a little more difficult at 7 o'clock.

Chairman Dumont: No, that's fair. I would say, quite frankly, I don't think we need to make an exact decision on the time. It could even be...

Selectman Jakoby: Or the day.

Chairman Dumont: It could be different, depending on everybody's schedule. But I'm more than happy for a 5:30 p.m. or a 7:00 p.m. I think, for me, I would like to see the staff, as the charter was initially designed, operate.

Roy Sorenson: Yeah, so that would give us the two staff members.

Selectman Jakoby: I also believe that, it being a subcommittee and small committee, that having it even over at the HCTV room, that's usually more available, would be an easy adjustment so that we have more flexibility if there is another meeting going on. It's just a matter of not having another meeting that one of us is involved in.

Chairman Dumont: Yeah, I think planning, obviously, is... I think it'll be really juggling our meetings. Obviously, we have more than the other members. Budget has their once a month, and planning has their every other Wednesday. So those are kind of known. It'll be mine and your schedule, I think, and staff.

Selectman Jakoby: And I do agree that I think it's important for Mr. Dhima to be a part of it. And I have gotten that feedback.

Selectman Vurgaropulos: I think it's important that we get, with the time shift, that they can afford more opportunity for everybody to participate.

Selectman Guessferd: For their citizens to work, yeah.

Selectman Vurgaropulos: Yeah, because everybody... We want the people here to participate, but they're going to be working.

Chairman Dumont: I'll tell you what I'm thinking. We pay for an engineer. We should use him.

Selectman Vurgaropulos: That's right. Exactly. All right.

Chairman Dumont: So, with that, we will roll into selecting liaison reports. If you don't have anything else, Mr. Sorensen, on that.

Roy Sorenson: I'm good on that.

9. SELECTMEN LIAISON REPORTS/OTHER REMARKS

Selectman Vurgaropulos:

Nothing major here. I just want to remind everybody, it is summertime. It is hot. Please be safe and drink lots of water. Yeah. You know, other than that, I haven't had any liaison meetings. They've all been summer scheduled. So, when I have something more solid, I'll bring it. But I just want everybody out in the community to be safe.

Selectman Morin:

Both of my meetings were scheduled on Monday night. That would be ConCom and the School Board. I did go attend the School Board meeting. I'll let the school board rep have that. But what took place at ConCom is they discussed some items that they were going to bring forward to ZORC, and they're working on that to finalize which ones. They have quite a list. They're going to finalize which ones they're going to do. They're working on a Hudson Trail Challenge, which is if you walk all the trails, there will be some type of patch or something they'll give to you once you've completed all that. They're looking to build a bridge and Musquash Conservation Area that connects into Pelham. But the thing is probably about 100 feet long, so it's more going to have to be an engineered type of thing instead of them just building it. So, they're discussing right now materials, costs, things of that nature. They talked about guest speakers that they've got coming, future. Update on the Kimball Hill Forest sign. That should be coming pretty quick. They're looking at building another bridge at Robinson Pond. And they did a, for the Pelham Road Conservation Area, one of the members, Ms. Griswold, did a debut, went through Pelham Conservation Area with HCTV, and they did a program on all the benefits of it and what all the sites are, and it actually came out pretty good. So, they'll be, that's, I think that's out already. So, it's about 20 minutes long. They did a real great job with that. Selectman Jakoby, I have some really good news for you. There's going to be a dunk tank at Old Homestead.

Selectman Jakoby: Nice!

Selectman Morin: So, you volunteered, so it was put forward, so just so you know.

Selectman Jakoby: Okay, I'm looking forward to it. I hope they contact me. Did you contact me last year? I told you that last time. I say yes to things.

Chairman Dumont: I did the same thing last year, the previous year, but I lucked out. FFA took my spot, so I didn't have to worry about it.

Selectman Guessferd:

Okay, so first I just wanted to reiterate our congratulations to our two recognition awardees tonight, Colleen Jefferson and Kim Brooks. This is just another example of the great, great people we have working in this town. And what really impressed me more than anything else was the showing by the police department. Not just the police officers, but family members, but people here who support and have been affected by them. So, that really impressed me a lot. All those people that showed up to recognize them, one for a 20-year award and one for the work that she did to help with payroll. So, it encourages me and makes me happy to see these additional examples of the people in our town and what quality employees that we have, and just individuals. So, I just wanted to make that comment because that really struck me tonight. Library, no meeting this month. Big thing coming up is National Night Out. You mentioned that, like when Jakoby, and it's a big one. It's a big event. Police actually are the impetus for this thing, and they have it on the library grounds, and it's come out. It's August 5th. I think it starts at, what, 6:00 p.m. or 5:00 p.m. or something like that. All kinds of things. There'll be vehicles out there. There'll be games. There'll be booths by different committees and Sustainability being one of them. It gets bigger and bigger every year. So please come out, people, for that. You'll be guaranteed to have a great time. They also have food trucks so you can have dinner. You can take dinner out there. They usually have some live music of some sort. Along with that, for the library, don't forget to get your summer events calendar of all the events that are happening at the library this summer. I have to be a cheerleader a little bit for the library. All right, so Planning Board. We actually are in the throes of finishing up the master plan with the last chapter, population and housing. There were some final edits I think we needed to make, and that's going to be in place soon. So, I'm really looking forward to getting that finalized, and then we can start all over again after a lot of years of hard work. We had a conceptual site plan at the last Planning meeting, and the big news I guess right now is there's no meeting this week. There's no meeting tomorrow night, so you won't have to turn on your televisions to watch the riveting Planning Board meetings this week. So, we'll stay tuned for the ones in August. And for Rec, there were two things. There were two updates that I have. The summer Rec program is halfway through. There's a couple trips tomorrow to Water Country and the Fisher Cats game. By the way, I went to a Fisher Cats game this last Saturday. I forgot how much fun it was. So, the kids are going to have a great time. Adult softball is underway. They have a few weeks left until the playoffs begin, and it's a big deal with the adults. They have men's and women's leagues. So, it's come on out. Usually, the games are 7:00 to 10 p.m. at Jetty Field. You want to come out and see some good softball, we have some real good players out there. And, again, it's a lot of fun. The only thing that tops softball is basketball, so you'll be hearing about that later on, the adult basketball league, which is extremely competitive. And then the only other thing I want to say is Old Home Days. Since our next meeting is not going to be until after Old Home Days, I guess we're going to have to figure out who's going to go into the dunk tank and who's going to man the booth that we're going to have. But bottom line, there's also rumors that there's going to be a showing by the American Legion Band on Sunday afternoon at 1 o'clock, so come by to see that on Sunday. But it's a really great event, fireworks Saturday night. Look forward to seeing everybody coming out for that. It's always a very well-attended and fun event, and hopefully the weather will cooperate. And that's all I got, Mr. Chairman.

Selectman Jakoby:

I want to just reiterate the power of grants. And, you know, I think Chairman Dumont often says it's free money. It's money that's worked really hard for, and it's sometimes hard to find. So, I just want to congratulate the staff and all those who help us find the grants and work hard to get that money, because it's important money, and the money is given somewhere, so why not have it be given here? So, I just want to continue to thank everyone who works on grants. Going forward, I did contact both of my advisory committees about Old Home Days, knowing that we're going to have a booth, and they're very excited about being a part of our booth and having information there, and hopefully we'll work on details of that going forward. But both the Benson Park Advisory Committee and the Advisory Sustainability Committee will participate. I know the Sustainability Advisory Committee is also going to be at the National Night Out and have some similar questions and conversations there as they want to bring to Old Home Days. So, lots of events coming up for August, and keep your eyes out

for that. And as far as Benson Park, they're continuing to have their work days, so please come out and do that. You'll see some new tables coming around. And just so you know, if you wanted to do a memorial, there are lots of different memorial opportunities, from trees to benches to tables. They're all outlined, and they are continuously looking at that. If you are interested in a memorial tree, I think the deadline is going to be late August to make that request because they are done in a September-October time period. But just to think ahead. And they're looking forward to the charters, so we're moving forward on charters for both committees in the near future. So that's what I have, and I look forward to seeing people around town.

Chairman Dumont:

For myself, not a whole heck of a lot. As we talked about earlier, the Zoning is coming up on Thursday, so if anybody does want to watch and didn't get a chance to watch planning this week, zoning will be there for a little while with multiple cases on the agenda. So, feel free to tune in. And I'll make my plea that I make always. We need volunteers just about everywhere. The town really runs on those. If it wasn't for them and staff, we wouldn't get anything done. So, I'd ask everybody to come on down and to fill out an application if you have a chance. Thank you very much.

10. REMARKS BY TOWN ADMINISTRATOR – (presentation)

All right, thank you, Mr. Chair. I'll just do my typical update. Great slide here. So, Fire Department, recreation, having a little fun together, keeping the kids cool at summer camp. So, some great pictures there and there. I guess they do this quite a bit during the year, which is fantastic. Trolley stop. If you haven't seen it, take a close look at it. It looks fantastic. There will be some fine-tuning of it after concrete cures and things of that nature. But it looks great. Here's my little history snippet. Back in the day, you can take the trolley to Canobie Lake Park, Salem, New Hampshire. I could hitch a ride on the trolley to get home tonight. Yeah, you could. But if you haven't seen it, get a good close-up look of it. I think they did a fantastic job over there putting that back together. Local projects, Melendy Road Bridge, come out fantastic. They did a great job on that. As I mentioned, Elvis will be in here to do a full complement on that project report and everything in regards to the funding on that as well. Public Works doing some drainage work up on Hickory Street along with the paving program. So, they've been busy as well. And as we mentioned, they're even at 9 Industrial. So, they're kind of all over the place. On my end, so exploratory items. So, this is kind of some things I've been working on. I've assembled what I'm calling a blue-ribbon committee. And this is staff. You can see the staff folks up there. It's to take a look at our annual report. Can we make our annual report better? What needs to be in the annual report? Can we make it more efficient? It's a long document. What has to be in there? Things of that nature. The format of the departments in there, how they set it up. So, this is kind of just looking at it, right? And so, I'm going to work with that committee in the next couple weeks. I think as we get closer, we'll come back to the board and say, what do you think? All right. Financial software. Jim alluded to this in his presentation tonight. Our financial software is extremely old, MuniSmart. And it might have been the Cadillac in its day. It's far from that right now. And I think we need to move in a different direction. You also heard from Barbara Bouley tonight. If I'm looking at how do you fund this, right? Because this is not going to be a cheap venture. We do pay 55 grand a year right now from MuniSmart. Okay, that's in the budget. I know the schools have just gone out for an RFP. They're updating their financial software. I don't know if they've awarded that yet. Could we piggyback on that? And the reason I say that is because the company that I think they're going to award it to is the same company that handled MuniSmart back in the day, they've since changed their name, and they're willing to give discounts as well. All right, so just putting that out there to the board, you're definitely going to see something coming forward regarding our financial software. I think it's extremely important that we address that. Doug spoke about the website. We are in the process of reformatting that. It's a new platform. We'll rebuild that. That'll take some time. Tasked Doug with quite a bit here in his early time as the director, and he's doing a great job with the website, the phones, and all that. So, he's hit the ground running. These next two, I don't want to send up any red flags, but as you know, when SB 297 came out, we were worried about would HealthTrust fold. HealthTrust provides our health insurance. We started talking to various private providers, and we're going to continue to do that. And the reason I say that is because that could be an avenue to perhaps save some money. Now, again, I don't want to put up red flags because the unions are going to hear this and everything else. We're not going to do anything without talking to anyone first. And part of this is, is it going to match what we have? Obviously, we're under agreement. Deferred compensation, same thing. Not necessarily a blue-ribbon committee, but a

smaller group. Our current provider for deferred compensation, they charge excessive fees. Can we move away from them? We actually talked to the state. The state has a really good program. They have a massive portfolio, so their fees are way down. So that's just some other things. So that's just to bring the Board up to speed on some items that will be coming back at some point, and you'll see how those take shape. You folks already talked about it, Old Home Days. So busy week coming up, first week of August. There's National Night Out, so it's 4:30 p.m. to 8:00 p.m., August 5th, and then Old Home Days thereafter. I'll be there as well, picking my spots to be there. I've actually talked to the committee. They've been great, and they've asked me to come out and do some things, so it's great to be welcomed in that manner. I don't have it in my presentation, but August 9th, Household Hazardous Waste Collection in Pelham. It's up on our website. It is Saturday, August 9th, 8:00 a.m. to noon. Hudson residents can go there for Household Hazardous Waste Day, all right? So that's not up there, but it is up online. Selectman Guessferd you talked about our employees, how great they are, the longevity of them. Here's Colleen right here, 20. You go to the top, Dan Clark, Sr. from the PD, over PD, 30 years. Imagine that, 30 years. So, here's all our folks. You can see the range from one year to 30 years. These are our July folks that started at one point in July, whatever year it was, and that are here currently. So, kudos to them. I think they all deserve recognition for their hard work. All right, so I'll finish with Police Chief Tad Dionne. I'm just going to read this. This is kind of, I asked him to give me this, and it's up there, but I just want to read this because this is interesting. I did ask him to kind of put a bio together. Everybody has a story, right? So, this is just mind-boggling. In 1994, Tad moved to New Hampshire. He came from Rhode Island while working in the restaurant hospitality industry. While living in Hudson, New Hampshire with his wife, Jennifer, and daughter, Shanna, they learned that the twins were on the way. He looked for another job to provide more money for his family. He saw an ad in the paper for part-time dispatcher for the Hudson Police Department. And the rest, as they say, is history. It's a pretty amazing story.

Selectman Guessferd: Just about every position over there.

Roy Sorenson: Yeah, kudos to him. He's been great in the short time I've known him, and he's been here, and I'm sure I will continue my friendship with him even after he leaves. So, congratulations to the Police Chief, and that's all I have.

11. REMARKS BY SCHOOL LIAISON

Mr. Meyer: Yeah, just a couple items. I believe since the last time a School Board member was in attendance, our new business administrator, Jenny Graves, has started. She started 7-1. I'm really pleased to have her on board, especially as we're always either coming out of or coming into budget season. So that will be a huge help. Mr. Sorenson, I did want to note in our meeting we did approve the financial software, and it's with Tyler Technologies.

Roy Sorenson: It's Tyler?

Mr. Meyer: Yeah.

Roy Sorenson: What I might do is I'll probably reach out. Is it Jenny you said?

Mr. Meyer: Yes.

Roy Sorenson: And chat with her a little bit on that.

Mr. Meyer: Yeah, she brought that forward to the Board, so I believe she'd be the best person. And then the superintendent gave an update. I imagine it has changed in the time since, but overall hiring has been going well. There's a few open positions. As of the last meeting, there's five open teaching, four open food service positions, two open administrative positions. But overall, we're pleased with how hiring is looking. And then the last, Kevin Peterson, who is the technology director, he is moving on to a different role. And so we just made note, thankful for the work he's done within the school district. We did have notice that he was moving to a different position, so we are pretty progressed in filling that role. Yeah, I think that covers it.

12. NONPUBLIC SESSION

Selectman Guessferd made a motion, seconded by Selectman Jakoby to enter into nonpublic session under:

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

Nonpublic Session was entered at 11:03 p.m. thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public was asked to leave the room.

The Board entered into public session at 11:22 p.m.

Motions made after nonpublic session:

- 1) Selectman Morin made a motion, seconded by Selectman Guessferd, to change the order of the nonpublic agenda. Motion carried, 5-0.
- 2) Selectman Jakoby made a motion, seconded by Selectman Morin, to hire Kory Partridge for the position of Firefighter/EMT in the Fire Department at the contracted salary of \$23.80 per hour (step 1). The assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by the Fire Chief. Motion carried, 5-0.
- 3) Selectman Morin made a motion, seconded by Selectman Guessferd, to authorize the fire Chief to hire Izabella Galipeau as part-time Provisional Call Firefighter, an unpaid position with no benefits, as recommended by the Fire Chief. Motion carried, 5-0.
- 4) Selectman Jakoby made a motion, seconded by Selectman Morin, to retain the services of former Town Accountant, Beth McKee, for up to six (6) months beginning July 9, 2025 at the rate of \$65 per hour without benefits. Further, the decision to extend beyond January 9, 2026, to be made by the Town Administrator, as budget allows, only through an as needed basis. Motion carried, 5-0.
- 5) Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to adjourn at 11:24 p.m. Motion carried, 5-0.

13. ADJOURNMENT

Motion to adjourn at 11:24 p.m. by Selectman Morin, seconded by Selectman Vurgaropulos. Carried, 5-0.

Recorded by HCTV and transcribed by Lorrie Weissgarber, Executive Assistant.

Dillon Dumont, Chairman

Bob Guessferd, Vice-Chairman

Xen Vurgaropulos, Selectman

Heidi Jakoby, Selectman

Dave Morin, Selectman

7B



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: August 4, 2025
Cc: Laurie May, Finance Director
Dan Thibeault, Town Accountant



Re: Policy Sub-Committee

This follows ITEM 8E – Policy Sub-Committee of the May 13, 2025, Board of Selectmen meeting. This will be the second read and adoption of the policy below as prepared after review by the Policy Sub-Committee:

- FIN-006 Federal Grants Policy

Referencing Page 63 (in-kind) of the Town Audit by Plodzick and Sanderson:

“Significant Deficiency. The Town has not formalized written policies and procedures related to Federal Awards as required under Uniform Guidance.”

The policy as prepared should meet the initial requirements identified in the audit with any further comments considered as part of the next audit this September.

I look forward to the discussion and please feel free to contact me if you have any questions or need additional information.

RECEIVED AUG 07, 2025 BOS AGENDA
--

Town of Hudson, NH

Policies and Procedures

Section: Finance

Subject: Federal Grants Policy

Policy Number: FIN-006	Revision Number:
Approved By: Board of Selectmen	Last Review Date: 8/12/2025
Origination Date: 01/14/2025	Review Frequency: Every 3 years

PURPOSE AND SCOPE

The Town of Hudson's Financial Policies require the Town to recognize that grant funding provides significant resources to enhance the Town's ability to provide services and activities not otherwise available. The Town will seek grant funding for activities that are determined to be in the best interests of our community. It shall be the purview of the Board of Selectmen (BOS) to effectuate grants as prescribed within this document

The purpose of this policy is to provide procedures relating to the requirements for application and contracts for grants, and to ensure that Town departments are accountable for proper grant documentation, administration, and activities. The Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance") apply to all federal grants as well.

APPLICABILITY

This policy applies to all Town of Hudson NH Departments.

DEFINITIONS

Certain terms generally defined here with complete deference to 2 CFR §200.

Accrual: An accounting adjustment used to record revenues that have been earned but not received or an adjustment to record expenses that have been incurred but not paid.

Indirect Costs: Costs associated with the administrative and general functions of Town government that support direct services of a grant or fund. Indirect costs include such things as the cost of facilities, utilities, insurance, accounting and payroll, information technology, infrastructure, etc.

Contract: A legal instrument by which a recipient or subrecipient conducts procurement transactions under a federal award. May be referred to as an "Agreement".

State and Federal Grants: Revenues received from the state or federal government (directly or indirectly).

Town Official: As used in this policy means Elected Official and/or appointed Department Head.

Unanticipated Grant Revenue: Revenue that was not anticipated during the budget process for the grant period of performance.

ADMINISTRATIVE PROCEDURES

AUTHORITIES

All grant contracts will be approved in accordance with the Town's policies and procedures. Departments shall designate an individual for effectuating grants with the Department Head as the default. Departments must present their grant application to the BOS during one of their scheduled meetings as no funds, matching or otherwise, associated with the grant, can be expended without the explicit approval of the BOS or designee. This step is crucial to maintain financial integrity and accountability. This ensures that the BOS is fully informed and can deliberate on the merits of the application. Grant applications may be completed, signed, and submitted by Town officials after direction from the BOS or their designee.

GRANT APPLICATION

Completion of grant applications is the responsibility of the Town official designated by the BOS. Applications shall include indirect costs when allowed. Applications requiring signature of the Town's executive authority may be signed by the BOS or their designee.

BUDGETED GRANT CONTRACT/REQUIREMENTS FOR APPROVAL

Prior to acceptance of any funding or expenditure of funds on any grant activity, a written contract is required. The BOS can approve/accept grant contracts and subsequent funds for budgeted grant programs.

EMERGENCY GRANT CONTRACT/REQUIREMENTS FOR APPROVAL

A written contract is required prior to acceptance of emergency grant funding. However, emergency orders allow for acceptance outside of RSA 31:95-b and the BOS has the authority to approve/accept emergency grant contracts and subsequent funds.

UNANTICIPATED GRANT CONTRACT/REQUIREMENTS FOR APPROVAL

A written contract is required prior to the acceptance of unanticipated grants. The BOS accepted the provisions of RSA 31:95-b in 1994 and this allows the BOS to apply for, accept and expend unanticipated funds that become available throughout the year. In accordance with RSA 31:95-b, for unanticipated grant funds that are under \$10,000, the Board may place the item on the agenda of a regular BOS meeting for a decision on acceptance of the funds. If the funds are \$10,000 or over, the BOS shall schedule a public hearing for consideration of the acceptance. Further, if the grant requires matching funds, then the BOS should be sure there are proper appropriations available to satisfy the matching requirement without overspending the bottom-line budget.

Furthermore, the BOS has authorized the Town Administrator or other designee to apply for unanticipated grants.

COMPLIANCE WITH GRANT REQUIREMENTS

Town officials are responsible for compliance with all aspects of grant requirements including tracking and ensuring that requests for reimbursement are accurate and submitted on schedule or as soon as possible after completion of grant activities. Grant managers will track all aspects of the grant from beginning to end through means associated with physical binders or software specific applications. Either will be readily available for audit purposes.

COMPLIANCE WITH FEDERAL GRANT REQUIREMENTS

Town officials shall follow the OMB Uniform Guidance for all federally funded programs as cited under the Code of Federal Regulations, Title 2, Grants and Agreements section. The full OMB text is lengthy at over 750 pages so a summary of key areas pertaining to federal awards responsibility is listed below:

Allowable Costs: It is up to the Department administering the grant project to determine costs based on written requirements of the federal awarding agency. All costs must be fully documented, reasonable in nature and amount, and necessary for the covered program. Costs shall not be used to meet cost sharing or matching requirements of any other federally financed program in the current or prior period. In other words, no "double-dipping."

Cash Management: Reimbursement requests for costs previously awarded shall follow the requirements within the federal award agreement. The Department administering the grant project shall monitor the contract costs against the award amount in order to avoid spending over the award amount. Departments should identify federal grant expenditures by noting the project name on invoices submitted to accounts payable or by identifying hours worked with applicable payroll codes when processing payroll requests.

Eligibility: Cost eligibility is specific to each federal program and the Department administering the program shall review grant agreements carefully prior to purchases to avoid improper purchases and to avoid incurring costs not expected to be reimbursed.

Equipment and Real Property Management: The Finance Department shall maintain all records for acquisitions and disposition of property acquired with federal awards. In accordance with the Town's current capital asset policy, assets will be tagged, tracked in financial software, must have a useful life greater than one year and meet minimum cost requirements in order to be capitalized and

depreciated. Disposal of federally funded equipment and real property will be in accordance with Chapter 200, section 313 of the Code of Federal Regulations.

Matching and Earmarking: If matching is required for the grant project, then the Department administering the project shall earmark in-kind contributions of property and services to meet the match amount identified in the award. The Finance Department will also be available to assist with these calculations where applicable.

Period of Performance: Costs must be incurred or obligated according to the period of performance identified for the federal program.

Procurement and Debarment: Federal grant purchases will be made in accordance with the Town's purchasing policy. A contract will not be carried out with parties listed on the government wide exclusions in the System for Award Management (SAM.gov). Each department must ensure that their federal entity registration in SAM.gov is up-to-date and accurately reflects their status and capabilities. Department Heads should be the main point of contact for their entity and assign the secondary contact to the employee maintaining the grant as their designee.

Further, 2 CFR § 180.300:

At a minimum, entering into a covered transaction with another person at the next lower tier, you must verify that the person with whom you intend to do business is not excluded or disqualified. You do this by:

- (a) Checking SAM.gov Exclusions; or
- (b) Collecting a certification from that person; or
- (c) Adding a clause or condition to the covered transaction with that person.

Program Income: Grant revenue will be recognized when there is reasonable assurance that the grant conditions have been met and that the monies will be received. It is also worth noting that any reductions to expenditure type transactions for grant activities such as a purchase discount, rebate or insurance refund must be recorded as a cost reduction or as a cash refund to the grant program.

Reporting: The Department administering the grant program is responsible for any grant reporting and grant closeout documents as required by the federal awarding agency.

Sub-recipient Monitoring: Should the Town ever pass through federal award monies to a sub recipient, then any applicable OMB Uniform Guidance for sub- recipient monitoring will be followed.

Single Audit: The Town will be subject to single audit whenever \$1,000,000 in federal funds are expended in a fiscal year. A single audit provides the federal government with assurance that recipients are following OMB Uniform Guidance and the deadline for a single audit is March 31st in the year following a June fiscal year-end. The data collection form and reporting package are required to be submitted within the earlier of 30 days after receipt of the auditor's report(s) or 9 months after the end of the audit period.

OBLIGATION OF GRANT FUNDS

All grant funds must be obligated by the termination date of the project. Project funds legally obligated by the termination date must be expended within the period specified within the grant contract or agreement.

RESPONSIBILITY FOR MAINTENANCE OF FILE FOR PUBLIC DISCLOSURE

The initiating Department will maintain the official grant file, including but not limited to: the contract and amendments, applications, activity reports, requests for reimbursement, fiscal reports, and other correspondence. Copies of grant records will be forwarded to the Finance Department for accrual and audit purposes. In turn, the Finance Department will notify the Department when the cash is received and provide proof of receipt upon recording. The majority of grant processing has been centralized at the Finance Department for the purpose of streamlining this function. Public disclosure requests regarding grants will be referred to the initiating Department for coordination of public records gathering and release.

ACCOUNTING PROCEDURES

GRANT REVENUES

All grant revenues will be deposited to revenue accounts specific to the grant and grant year. In addition, accruals will be deposited to separate revenue accounts. The Finance Department will create and maintain revenue numbers that ensure identification of grants by year and provide for tracking of accruals.

DEPOSIT AND BUDGETING OF REVENUE FOR MULTI-YEAR GRANTS

Town officials must ensure that for reimbursement-based, multi-year grants, both revenues and expenditures are budgeted in the year during which the grant activity will be performed. Reimbursements for grant activities performed in one calendar year and not actually received until the next calendar year are considered accruals and deposited as such.

Revenues for grants where funds are received by the Town prior to the grant activity (typically as a lump sum) are required to be deposited into a special revenue account set up specifically for the grant purpose.

PURCHASING PROCEDURES

Any purchases for goods or services to be made with grant funds shall follow the Town's established Purchasing Policy. For equipment purchased with grant funds, the Town official shall ensure that the equipment is inventoried in accordance with the Town's Capital Asset Policy.

In the event that grant funds are to be used for payroll, the Finance Department will ensure that the employee being paid with grant funds are coded properly to the proper accounts in the payroll system. The Finance Department employee processing payroll will key personnel hours according to timesheets submitted. The timesheet records submitted for processing payroll is approved by the Department Head prior to release to the Finance Department.

IMPORTANT TIMELINES AT A GLANCE

September: A single audit is required whenever \$1,000,000 (as of 2025) or more in federal funds are expended in a fiscal year and the single audit deadline for calendar-year entities is September 30th.

The audit collection form must be submitted to the Federal Audit Clearinghouse (FAC) website. The FAC serves as the repository of record for single audit reporting packages and must make these records available to the public.

September/October: Departments should include known grant opportunities in budget requests for the upcoming fiscal year whenever possible. This includes the submission of a brief description of the program along with estimated appropriations and revenue to the BOS or their designee and Finance Director.

October: Finance should secure the services of an audit firm to take on the annual financial audit in conjunction with a single audit - if required. Chapter 200, section 501 of the Code of Federal Regulations (CFR) indicates that the scope of a single audit must cover the entire operations of the auditee.

November/December: Departments have the opportunity to present potential new grant opportunities to the BOS for consideration before they move the budget to public hearing in January.

December/January: Finance shall do a comprehensive review of grant records and files and ensure that accruals for grant expenditures and any related revenue are matched to the appropriate fiscal year.

January/February: Finance shall prepare the Schedule of Expenditures for Federal Awards (SEFA) for the prior fiscal year. This shall be completed prior to any scheduled grant audit work to ensure efficiency for both the auditee and auditor. Even if there are not enough federal grant expenditures to trigger a single audit, federal recipients must make grant records available for review upon requests by officials of the Federal agency, pass-through entity or Government Accountability Office (GAO).

Three Years Following a Single Audit Submission to the FAC: The Finance Department will maintain the federal grant audit package submitted to the Federal Audit Clearinghouse (FAC) for three years following the submission date as required by the Office of Management and Budget's (OMB) Uniform Guidance. Three Years Retention the Initiating Department with responsibility of administering the grant will retain the grant master file for three years from the date of submission for the final expenditure report.

POLICY REVIEW AND AMENDMENTS

This policy shall be reviewed and re-affirmed on a regular basis, no less often than every three (3) years, to ensure the accuracy and applicability of State and Federal statutory requirements, as well changes in departmental responsibilities.

APPENDIX : REVIEW DATES

[illegible]

8A



TOWN OF HUDSON

Department of Public Works

2 Constitution Drive
Hudson, New Hampshire 03051

Jason Twardosky, Director of Public Works
jtwardosky@hudsonnh.gov · Tel: 603-886-6018 · Fax: 603-594-1143

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

From: Jay Twardosky, Director of Public Works

Date: August 7, 2025

Re: Public Works Department Update

I would like to respectfully request the opportunity to provide an update on the Public Works Department at the upcoming Board of Selectmen meeting on August 12, 2025. The presentation will offer an overview of the department, highlight our strategic goals, and outline a vision for the future. I also plan to share an updated organizational chart and discuss some of the key challenges we are currently facing.

In addition, I will present our SWOT analysis, highlighting the department's strengths, weaknesses, opportunities, and threats. I will also discuss the critical role of our Geographic Information System (GIS), including how we utilize it day to day to modernize our operations.

I hope this presentation will offer a comprehensive look at the many facets of the Public Works Department and underscore its vital importance to the town.

Thank you for considering this request. I look forward to the opportunity to share this information with the Board.

RECEIVED
AUG 07, 2025
BOS AGENDA

TOWN OF HUDSON, NH PUBLIC WORKS UPDATE



August 12, 2025

PUBLIC WORKS

The Department of Public Works consists of 28 full-time and 1 part-time staff members across 4 divisions (streets, sewer/drain, parks, vehicle maintenance), along with Administration. Together they are responsible for providing essential services necessary to manage, maintain, and improve our public infrastructure ensuring safety and well-being of the residents, businesses, and visitors of our great town. We maintain a minimum of 2 staff members on call at all times, ready to respond to emergencies 24/7.



MISSION STATEMENT

Our mission is to not only maintain, but improve the quality of the infrastructure of our great town in a safe, effective, and efficient manner. We work to ensure the safety and future of Hudson's residents, businesses, and visitors, through routine maintenance, upgrades, and strategic planning.



CORE VALUES

The Public Works Department strives to keep the Town of Hudson a safe and beautiful place to live, work, and visit through:

- Maintaining and improving infrastructure utilizing the latest technologies
- Public and Employee safety
- Teamwork and dedication
- Continuing education and training
- Efficient use of public funds and resources
- Integrity
- Professionalism
- Dedication



CORE VALUES

On a daily basis, the work performed by Public Works staff has a direct impact on the quality of life for the residents, visitors, and businesses of Hudson. Their professionalism and dedication are key factors in all aspects of Public Works operations.

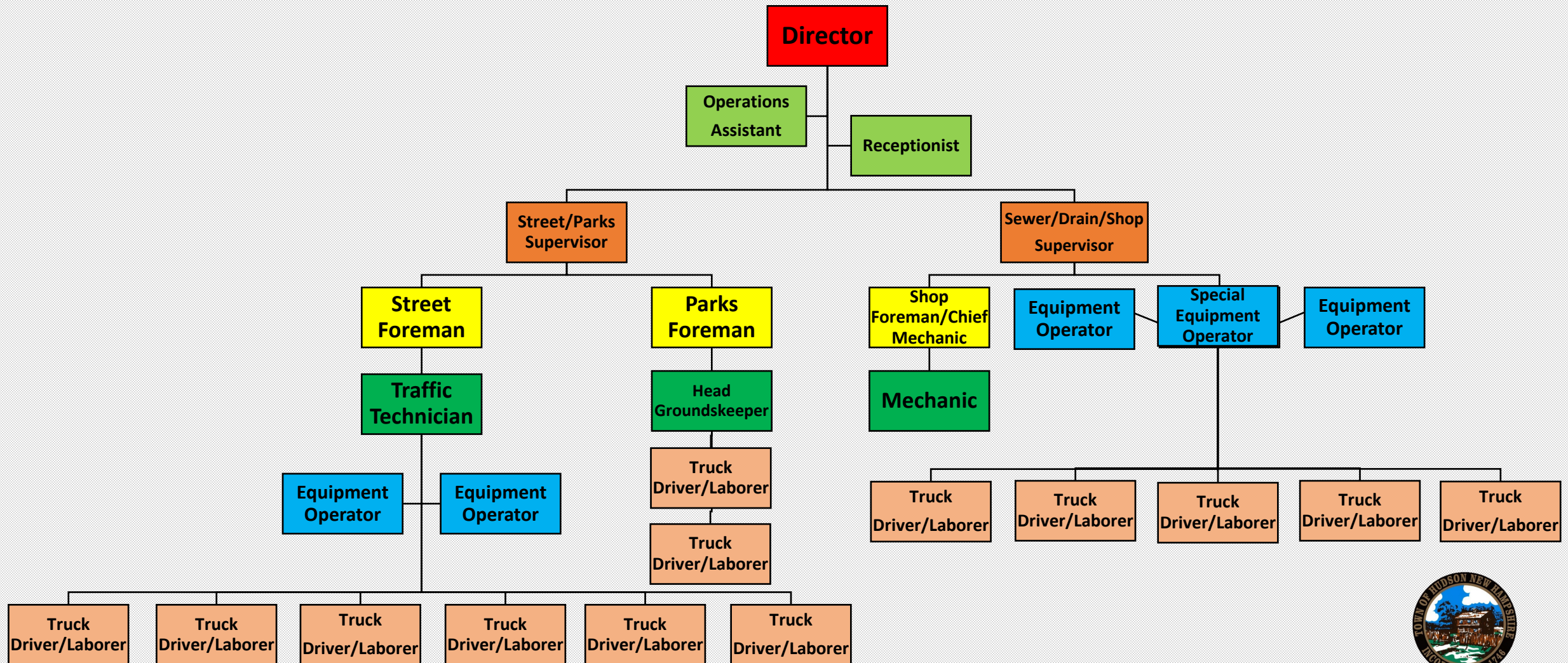


STRATEGIC GOALS

- Developing and implementing department policies
- Developing a uniform vehicle and equipment replacement program
- Develop a more robust road sign replacement plan
- Implement a more proactive, rather than reactive, road preservation and maintenance program
- Implement a traffic signal equipment maintenance and replacement program to help keep traffic flow optimized
- Hire additional personnel
- Seek out and utilize more grant money for equipment and infrastructure replacement



ORGANIZATION CHART



ADMINISTRATION

Our administration oversees all of our operations including:

- Scheduling work
- Ordering and procurement
- Budgeting
- Payroll
- Dispatching calls
- Training
- Permitting
- Federal and state compliance
- Fielding and resolving complaints
- Reviewing construction plans
- Strategic planning



STREET DIVISION

The Street Division maintains approximately 345 of the 375 lane miles of roads in Hudson. The other 30 lane miles are either state maintained or privately maintained by HOA's and private homeowners. We also maintain 13 miles of sidewalks in the center of town.



STREET DIVISION

Maintenance includes:

- Our annual paving program
- Winter road maintenance
- Road and pothole patching
- Gravel shoulder maintenance
- Roadside drainage swales
- Tree and brush trimming
- Roadside mowing
- Approx. 850,000 ft. of road striping
- Painting 300+ Stop bars
- Painting Arrows and crosswalks
- Striping town parking lots
- 22 signalized intersections
 - 14 town owned
 - 8 state owned
- Street signs



SEWER AND DRAIN DIVISION

We maintain all of the public sewer and drain infrastructure which includes:

- 75 miles of sewer lines
- 100 miles of drain lines
- Over 3000 catch basins
- 6 sewer pumping stations
- The flume where all sewer flows under the river to Nashua
- Brush trimming of sewer and drainage easements
- Brush trimming and maintenance of storm water retention ponds
- Sewer service inspections
- Video inspections of sewer and drain lines
- Flushing and cleaning sewer and drain lines



PARKS

We maintain the public parks, ballfields, cemeteries, building grounds, sewer pumping stations, and water booster stations which includes:

- Town Hall
- Police station
- Animal control
- 4 Fire stations
- Public Works
- Senior center
- Old Rec center
- Community center
- 3 water towers
- 3 booster stations
- Litchfield wells
- 6 sewer pumping stations
- Flume (where sewer goes to Nashua)
- 6 cemeteries
- 4 ballfields
- Town Common
- Lowell @ Central
- Town Pound
- Melendy Pickleball courts
- Twin bridges
- Benson park
- Greeley park
- Merrifield park
- Merrill park
- Robinson pond
- Welcome to Hudson sign (by Goodwill)
- 3 playgrounds
- Industrial Dr. Pickleball courts

PARKS



- 57 acres of lawn each week
- Over 4 miles of walking trails maintained
- Over 100 cubic yards of playground chips spread per year
- Over 60 cubic yards of bark mulch spread per year
- Spring and Fall flowers
- Holiday decorations
- Weed control on over 13 miles of sidewalk and traffic islands
- Infield grading and field lining
- Tree and bush trimming
- Park structure maintenance
- Benson bathroom maintenance



MAINTENANCE DIVISION

Our 2 mechanics maintain all Public Works vehicles and equipment which includes:

- 11 ten-wheel dump trucks
- 2 six-wheel dump trucks
- Vactor truck
- Bucket truck
- Sweeper
- 2 brush tractors
- Road grader
- Excavator
- 2 loaders
- 2 skid steer loaders
- 14 pickup and one ton dump trucks
- Numerous support equipment (chain saws, lawnmowers, weed whackers, blowers etc.)



SOLID WASTE

Public works also oversees solid waste.

- Curbside trash and recycling
- Dumpsters at town buildings and parks
- Transfer station operations
- West Road landfill cap maintenance and mowing
- Burnshill Road landfill maintenance
- Benson Park landfill cap
- Solid waste contract (existing contract is in effect until 2027)



TRANSFER STATION THEN

1998



2005

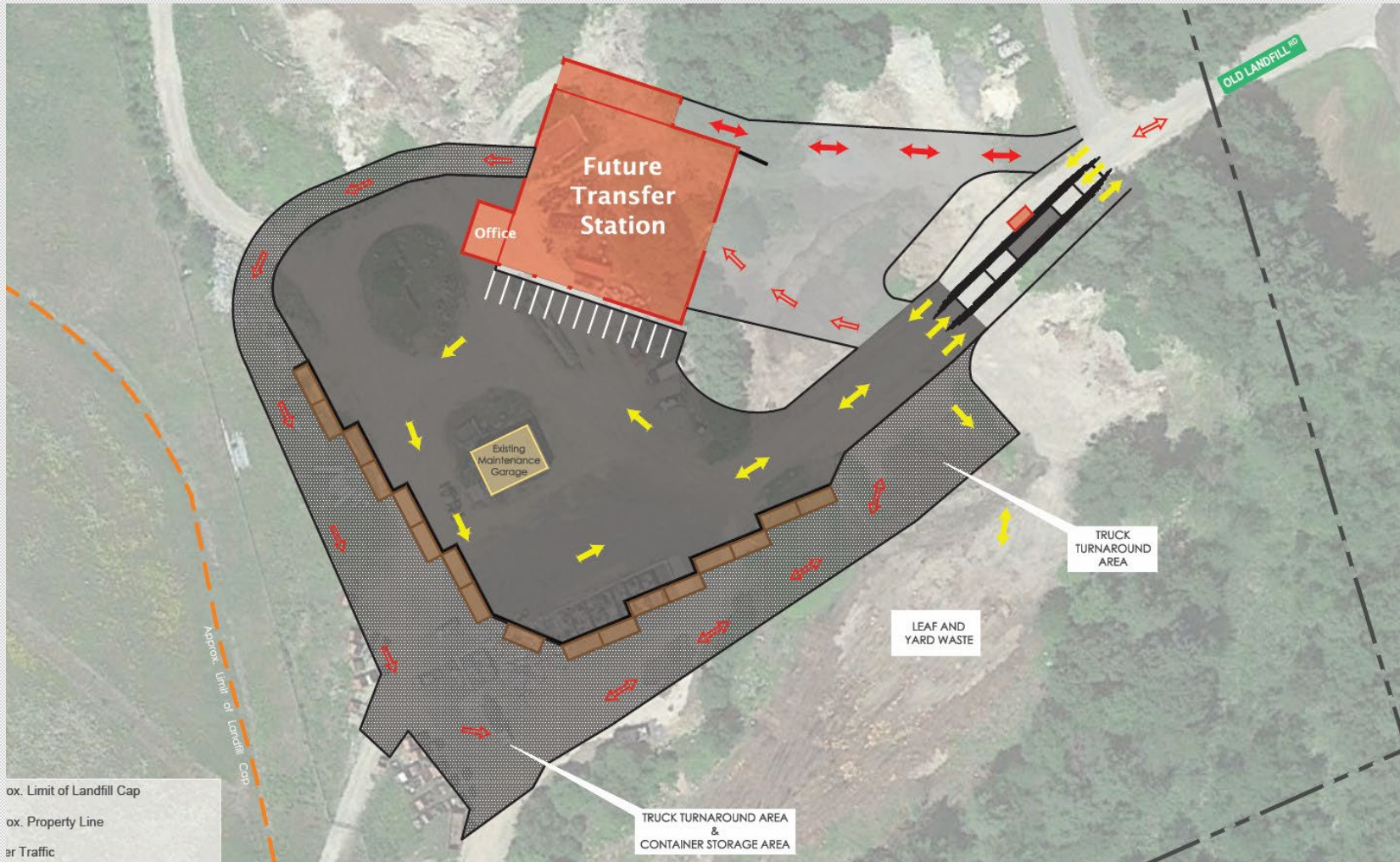


TRANSFER STATION NOW

2024



TRANSFER STATION MASTER PLAN



- Hudson Solid Waste Infrastructure for Recycling (SWIFR)
- Grant application was deemed eligible
- EPA-I-OLEM-ORCR-24-05
- Amount 4.8 Million
- No match required
- Partnership with Casella to reduce our cost for trash removal for using our facilities
- Potential savings 1-2 million / year

S.W.O.T

STRENGTHS:

Knowledgeable, reliable staff

Efficiency

Employee longevity

Organizational depth

Equipment

Infrastructure



S.W.O.T

WEAKNESSES:

Understaffed
Difficulty hiring staff
Aging equipment
Aging infrastructure
Budgeting



S.W.O.T

OPPORTUNITIES:

Grant funding
Continuing education and training
Community outreach
Aging infrastructure
Budgeting



S.W.O.T

THREATS:

Increasing prices

Mother Nature

Aging infrastructure

Budgeting



NEW FUELING FACILITY

- New tank 14,000 gallons
- Accessible to all Town staff
- Approximately 800K
- Mostly ARPA Funds
- Two super-fast fuel pumps
- Two diesel bays
- Two gas bays
- 4 vehicle capacity



UPCOMING PROJECTS 2026

- Removing the old DPW Fuel Station
- Currently under temporary closure, set to expire in 2026 and in need of permanent closure and removal. Project cost, \$50,000



BUDGETING

Department needs moving forward:

- DPW Traffic budget increase by \$50,000/ year starting July 1, 2026
 - Budget modifications will provide funds to replace 3 cameras and their processors/year and one controller per year
 - Most cameras and processor were installed 10 years ago using corridor funds collected by Planning Board
- \$50,000 for permanent removal of old fueling station
- Ongoing vehicle and equipment replacements
- \$100,000 Overtime
- \$100,000 Town wide paving
- Hire an additional mechanic
- Hire an additional truck driver/laborer
- Full time office assistant
 - Position is currently part-time which results in staffing/scheduling issues

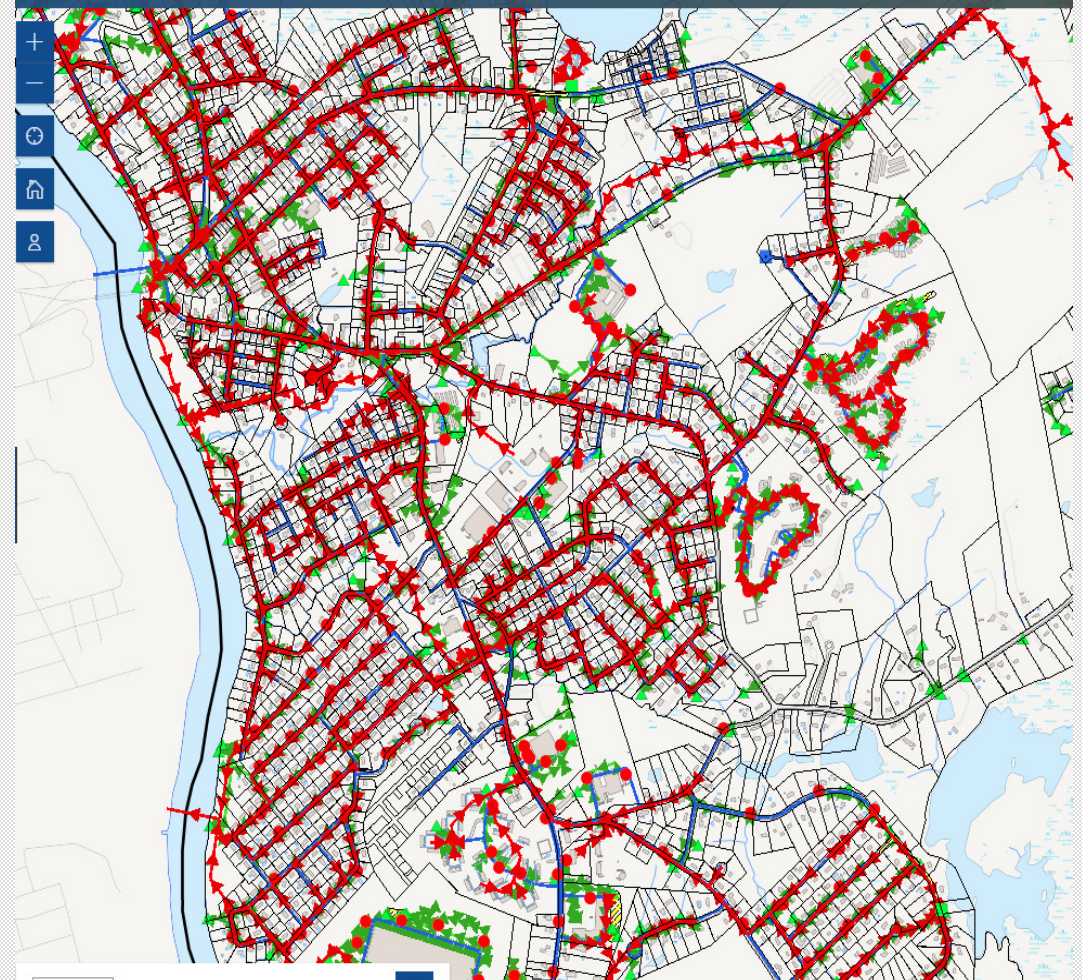


GEOGRAPHIC INFORMATION SYSTEM (GIS)

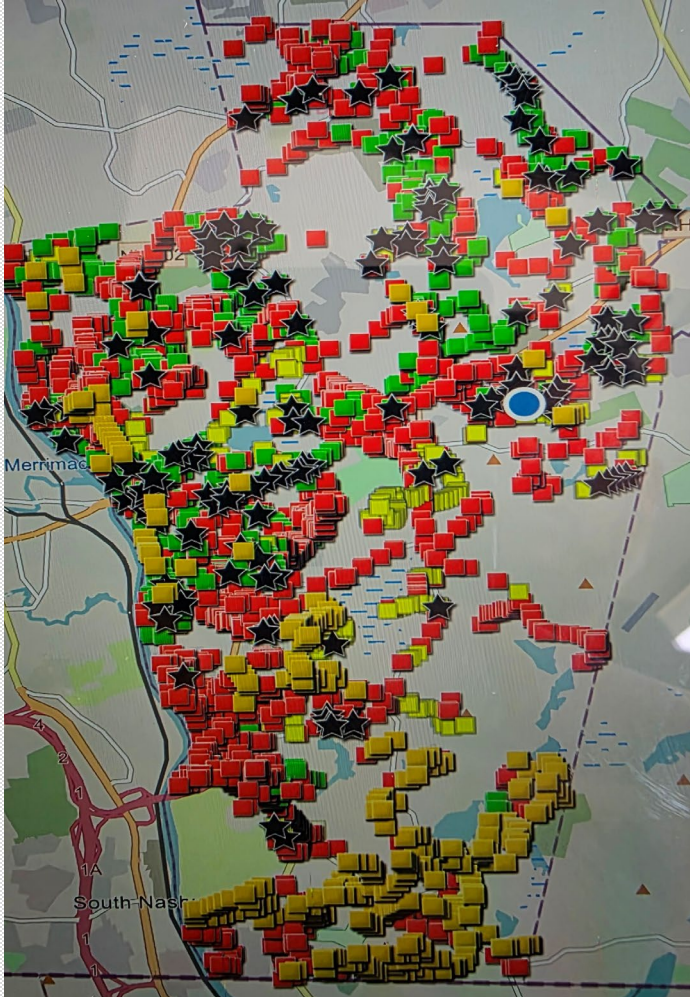
- Currently in need of a full-time GIS specialist to be placed within Engineering Department
- This position will be utilized by all departments and expand and modernize the following tasks:
 - Improving Preventative Maintenance and Asset Management
 - Emergency Management and Planning
 - Economic Development and Planning
 - Efficiency and Cost Savings on Data Collection and Reporting
 - Regulatory Compliance and Grant Support
 - Setting Hudson for the future
- How do we pay for this position
 - 30 % Water Utility / 30 % Sewer Utility
 - 6.7 % Engineering / Assessing / DPW / Police / Fire /Planning Department
- Expected Salary Range - 87K -100K , including benefits (30K), 117K-130K
- Projected cost for 117K/Year- Water 35.1K / Sewer 35.1K / \$7,839 for each Department/Year

G.I.S.

- Water mains / services / gate valves / curb stops
- Hydrants and Fire Flows
- Sewer
- Drainage
- Gas
- Fiber Optic
- Contours (2' and 10')
- Conservation Land and walking trails
- Zoning Map
- Voting Map
- Parcel Map
- Flood Map
- Aerial Maps (2024, 2022, 2020, 2017, 2015, 2011, 2005 & 1998)
- Traffic Counts (NRPC)
- Fire alarm system
- Wetlands Aerials
- Dams
- Street Lights



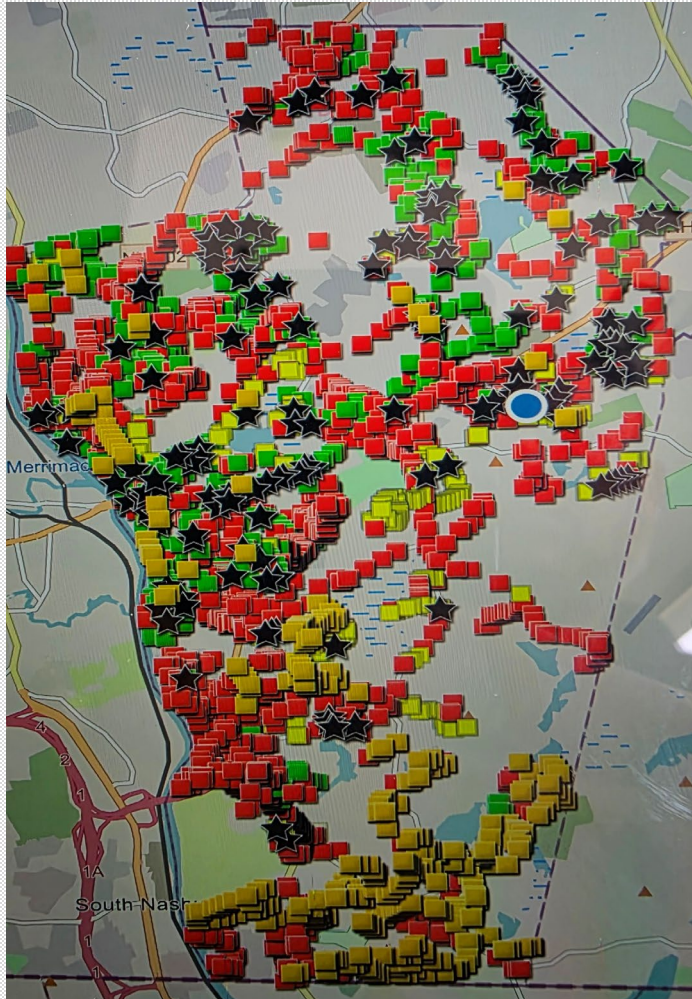
G.I.S.



DPW utilizes GIS for everyday and emergency operations

- Catch basin cleaning and repair layer
 - Inventory
 - Cleaning
 - Repairs
 - Volume of debris removed
 - Helps comply with MS4 stormwater permit requirements
- Currently developing a street sweeper layer
 - Inventory of roads swept and date
 - Volume of debris removed
 - Helps comply MS4 storm water permit requirements

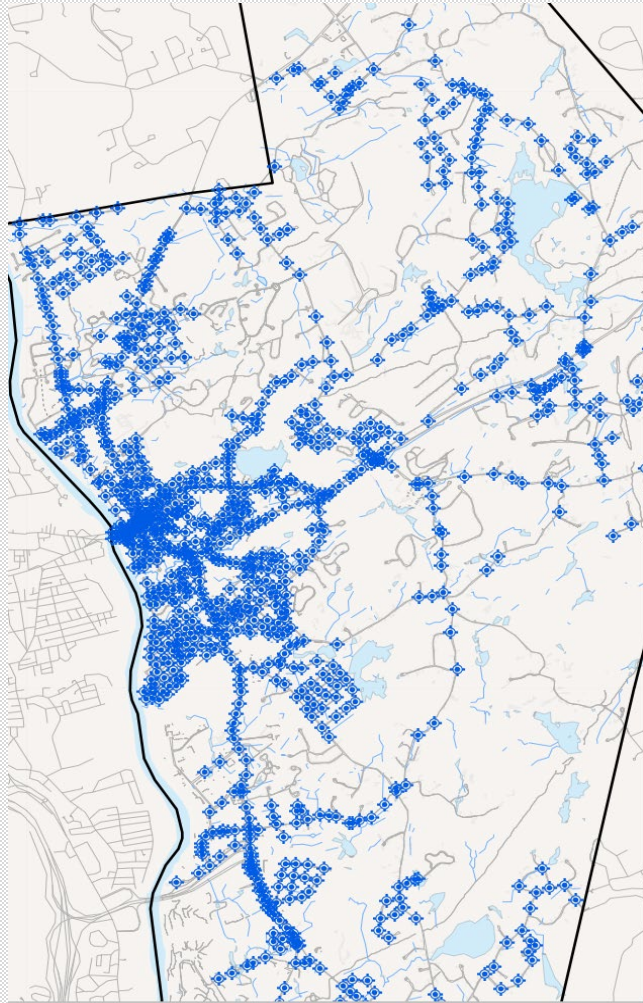
G.I.S.



DPW utilizes GIS for everyday and emergency operations

- Utilized during storms to help locate clogged catch basins, manholes, culverts and cross overs
- Utilized during road construction to help locate buried structures
- Utilized to locate edge of ROW
- Past imagery is used to if issues are new or ongoing

G.I.S.

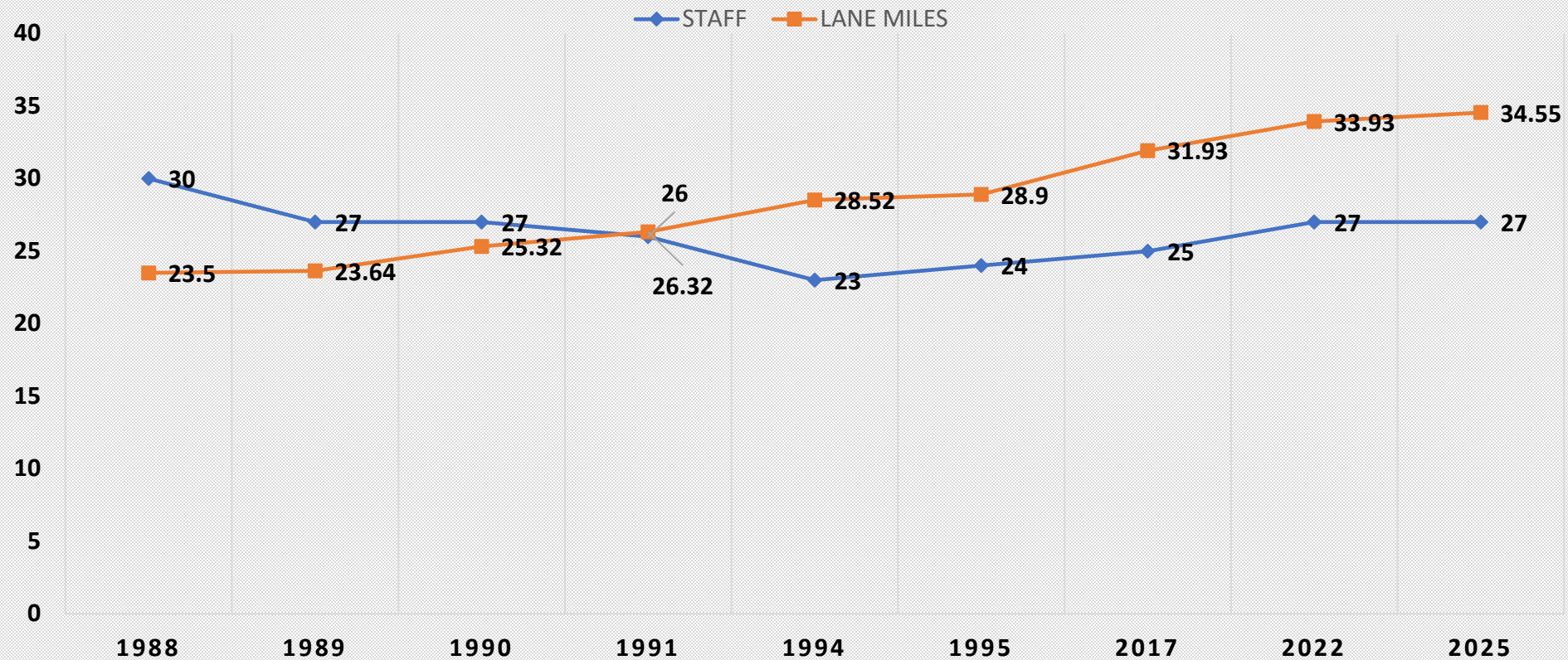


DPW utilizes GIS for everyday and emergency operations

- Street light layer
 - Inventory
 - Locations
 - Precise location and pole number when calling in repairs
 - Ability to decipher between public and private lights

STAFFING NEEDS

STAFF VS. LANE MILES



STAFFING NEEDS

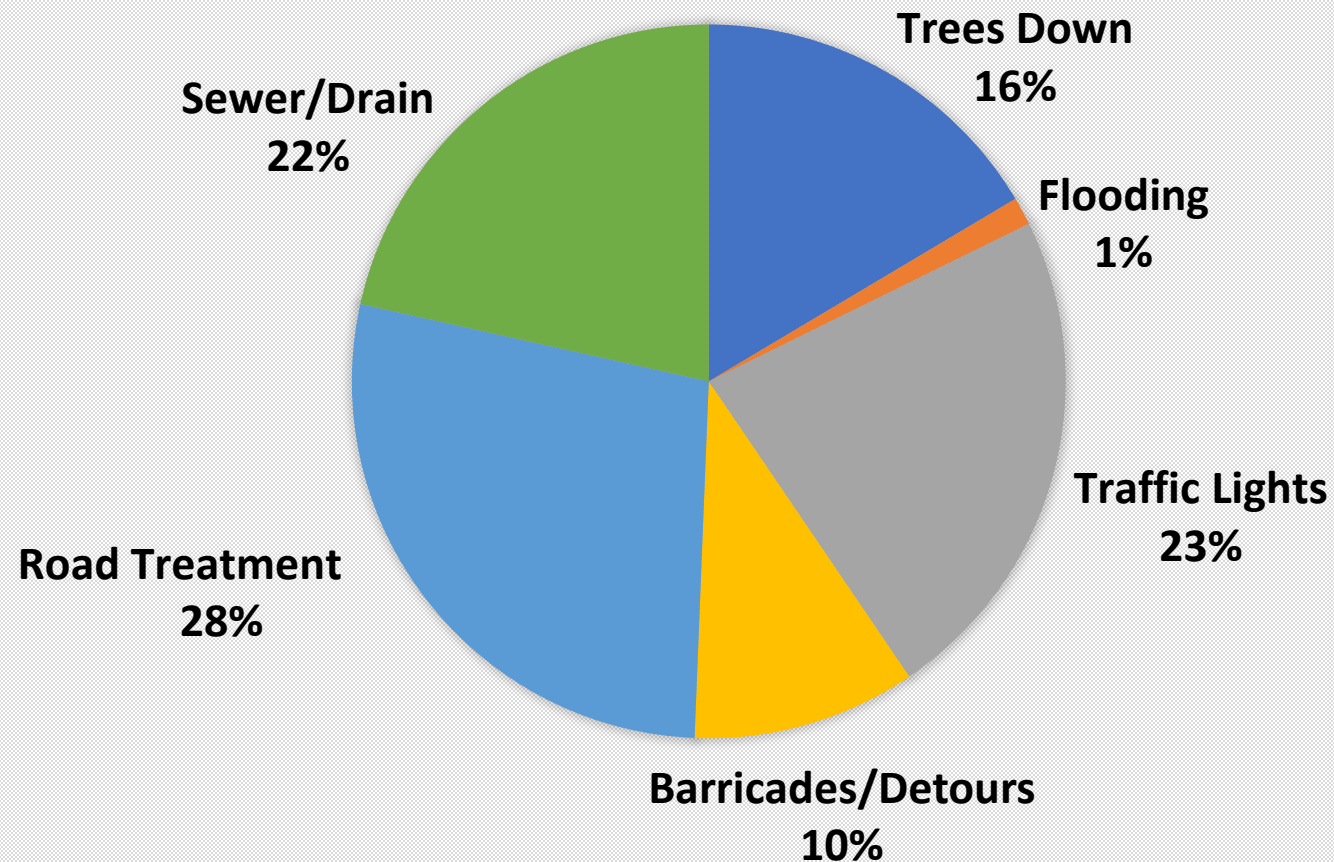
Public parks and land we maintain that has been added since 1987:

- Police station
- Animal control
- 1 Fire station
- Public Works
- Senior center
- 2 water towers
- 2 booster stations
- Litchfield wells
- 3 sewer pumping stations
- 2 cemeteries
- 2 ballfields
- Melendy Pickleball courts
- Industrial Dr. Pickleball Courts (fall 2025)
- Benson park
- Merrifield park
- Welcome to Hudson sign (by Goodwill)
- 3 playgrounds

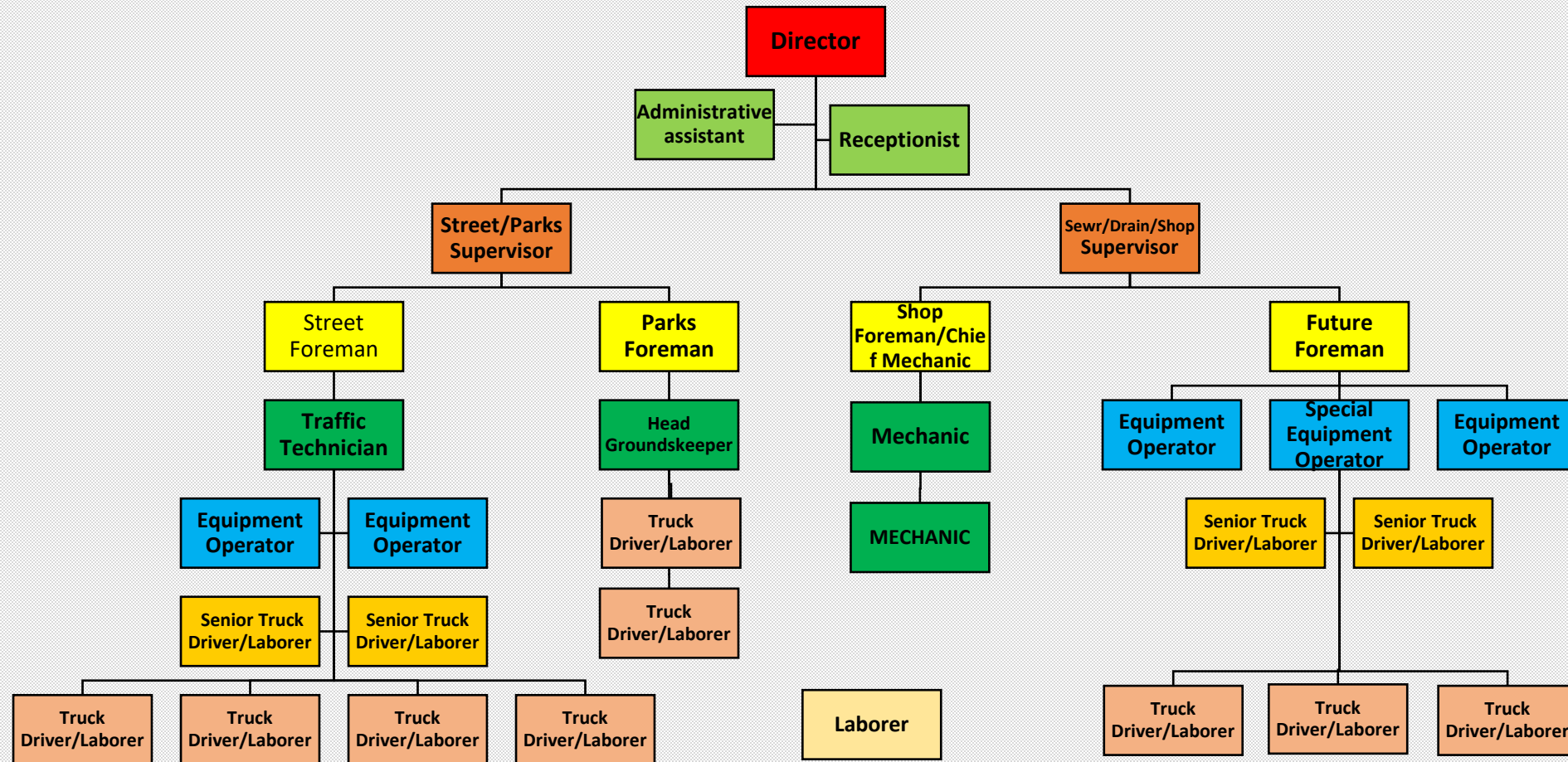


PUBLIC WORKS

AFTER HOURS CALL-INS



FUTURE ORGANIZATION CHART



8B



TOWN OF HUDSON

Public Works Department

2 Constitution Drive
Hudson, New Hampshire 03051

Jay Twardosky, Public Works Director
jtwardosky@hudsonnh.gov · Tel: 603-886-6018 · Fax: 603-594-114

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

From: Jason Twardosky, Public Works Director

Date: July 31, 2025

Re: Compost Management Services Contract Award

Recommended Motion: To award the Compost Management Services Contract to Mayer Tree Service, Inc., at no cost to the Town, as recommended by the Public Works Director and Town Engineer.

Background:

The Public Works Department has accumulated approximately 6,000 cubic yards of matured compost over the years, which is now ready for processing. In accordance with past practices, the Town issued a Request for Proposal (RFP) for compost processing services. Compensation to the selected contractor is structured as a percentage-based share of the finished compost product, with **no cost to the Town**. The remaining portion of the processed compost will be retained by the Town for municipal use and made available to residents.

The RFP was advertised on the Town website, in the *Union Leader*, and was directly sent to four vendors. A mandatory pre-bid meeting was held on July 10, 2025, and was attended by representatives from two contractors.

On July 31, 2025, the Town received bids from S.K. Construction and Mayer Tree Service, Inc. The bid packages were reviewed and evaluated by both the Department of Public Works and the Engineering Department.

S.K. Construction's submission was deemed incomplete, as it did not include the following required documents:

1. Bid Proposal Form
2. Special Exemption Form
3. Indemnification Agreement
4. W-9 Form

Mayer Tree Service, Inc. submitted all required documentation and has proposed to provide 10% of the final compost product to the Town of Hudson - again, at no cost to the Town.

RECEIVED AUG 07, 2025 BOS AGENDA
--

Office of Town Clerk

Bid- Compost Management Services

Thursday, July 31st

[illegible]



TOWN OF HUDSON

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



Request for Proposal/Bid Checklist

Department: _____

Project Name: _____

Date: _____

Budget: _____

Was This Project Advertised? Yes No

Where? _____

Was it delivered to four vendors/contractors? Yes No

If No, reason why: _____

If Yes, list of vendors/contractors delivered to:

1.) _____

2.) _____

3.) _____

4.) _____

Selected Contractor/Vendor: _____

Award Amount: _____



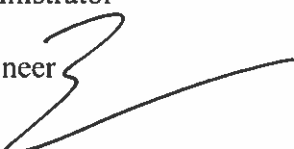
TOWN OF HUDSON

Engineering Department



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

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

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

DATE: August 1, 2025

RE: NH State Parks Land & Water Conservation Fund Request Grant Application

I'm excited to announce an opportunity for the Town of Hudson to enhance public recreation while fulfilling our municipal obligation. The New Hampshire Department of State Parks is offering funding through the Land and Water Conservation Fund State and Local Assistance Program, and we are ready to apply for a \$500,000 grant to construct a new recreational boat launch at Robinson Pond.

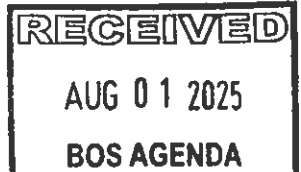
This project not only improves access to one of our most valued natural resources, but it also earns the Town credit toward our MS4 stormwater permit compliance, due in 2026. It's a win-win for recreation and environmental stewardship.

The Conservation Commission is taking the lead on design and permitting, and this grant would help bring the project into the construction phase. The grant requires a 50% match, meaning the Town's share would be \$250,000, which will be proposed through a warrant article for voter consideration in March 2026.

This is a great opportunity to invest in our community's quality of life while fulfilling important regulatory requirements.

Motion:

To authorize the Town Engineer to apply for the New Hampshire State Parks Land and Water Conservation Fund State and Local Assistance Grant for the Robinson Pond Boat Launch Project for up to the amount of 500,000.00 and to appoint him as the Town's authorized representative and principal contact for this grant.





STATE OF NEW HAMPSHIRE
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES
DIVISION OF PARKS AND RECREATION
LAND and WATER CONSERVATION FUND
STATE and LOCAL ASSISTANCE PROGRAM
GRANT ROUND 36 – INTENT TO APPLY



Project sponsors that intend to apply for Land and Water Conversation Fund (LWCF) assistance under **Grant Round 36** must complete and return this form and attachments (see below for instructions). Program participation is limited to sub-units of government within the State of New Hampshire including, but not limited to, municipalities, counties, and school districts. ***Please be aware that this is NOT a formal application for financial assistance.*** The information provided via this form will be evaluated for initial project eligibility, followed by a coordinated pre-application site inspection for further/final determination. The full sub-grant application and awarding process is anticipated to conclude late 2026 or early 2027. Failure to complete all sections and provide the required attachment(s) may result in the rejection of the intent. **Click on form fields to enter information.**

Deadline to submit: 4:00 pm, Friday, June 27, 2025

Send to: LWCF@dncr.nh.gov

Subject line format: LWCF_GR-36_INTENT_SponsorName (municipality, county, school-district, etc.)

SPONSOR INFORMATION:

Sponsor/Gov-Unit Name:	Town of Hudson		
Project Manager Name:	Elvis Dhima, P.E.		
Project Manager Title:	Town Engineer		
Main Address:	12 School Street	City/Town: Hudson	Zip: 03051
Daytime Phone:	603-318-8286	Email:	edhima@hudsonnh.gov

PROJECT INFORMATION:

Project Name:	Robinson Park Improvements		
Park/Property Name:	Robinson Pond		
Park/Property Address:	62 Robinson		
Project Type (check one):	☒ Development	☐ Acquisition	☐ Combination
Target Start Date:	7/1/2026	Target Completion Date:	12/1/2026

ESTIMATED FINANCIAL INFORMATION:

➤ Grant request limits: \$50,000.00 minimum; \$500,000.00 maximum. ➤ Total project cost/value share requirements: 50% minimum sponsor share; 50% maximum grant share. ➤ 3-years of retroactive planning costs may be included within the grant and/or match portions, dated from the final application submission to the NPS. For GR-36 projects, the retroactive begin date is approximately July 1, 2023.				
Match Source*	Source Type**	Procured	Exp. Date	Amount
Dedicated Funds	Municipal	No	3/15/2026	\$ 250,000.00
Select Source	Select Type	Yes/No	date	\$ 0.00
Select Source	Select Type	Yes/No	date	\$ 0.00
Select Source	Select Type	Yes/No	date	\$ 0.00
ANTICIPATED MATCH (total above):				\$ 250,000.00
ANTICIPATED GRANT REQUEST:				\$ 250,000.00
ANTICIPATED TOTAL PROJECT COST/VALUE (total match + grant):				\$ 500,000.00

* Identify if match will be from appropriation, dedicated fund, donation, or another grant program (specify program name).

** Identify if source is Federal, State, County, Municipal, School District, Private, or other.

PROJECT FACILITIES LIST:

- List each facility within your project intent scope (pg.3), using the "Facility Type" drop-down.
- Mark (X) if existing, to be demolished/removed, replaced/reconstructed, or renovated; or as planned new construction.
- Use the identification number to clearly mark the location on the required property/boundary map.
- For acquisition projects, use this list to identify any pre-existing facilities.

Facility Type	Map ID#	Existing	Demolish-Remove	Replace-Reconstruct	Renovate	Construct New	DNCR USE ONLY
Boating Access	01	☒	☐	☒	☐	☐	
Parking Area	02	☒	☐	☒	☐	☐	
Facility Type	03	☐	☐	☐	☐	☐	
Facility Type	04	☐	☐	☐	☐	☐	
Facility Type	05	☐	☐	☐	☐	☐	
Facility Type	06	☐	☐	☐	☐	☐	
Facility Type	07	☐	☐	☐	☐	☐	
Facility Type	08	☐	☐	☐	☐	☐	
Facility Type	09	☐	☐	☐	☐	☐	
Facility Type	10	☐	☐	☐	☐	☐	
Facility Type	11	☐	☐	☐	☐	☐	
Facility Type	12	☐	☐	☐	☐	☐	
Facility Type	13	☐	☐	☐	☐	☐	
Facility Type	14	☐	☐	☐	☐	☐	
Facility Type	15	☐	☐	☐	☐	☐	
Facility Type	16	☐	☐	☐	☐	☐	
Facility Type	17	☐	☐	☐	☐	☐	
Facility Type	18	☐	☐	☐	☐	☐	
Facility Type	19	☐	☐	☐	☐	☐	
Facility Type	20	☐	☐	☐	☐	☐	
Facility Type	21	☐	☐	☐	☐	☐	
Facility Type	22	☐	☐	☐	☐	☐	
Facility Type	23	☐	☐	☐	☐	☐	
Facility Type	24	☐	☐	☐	☐	☐	
Facility Type	25	☐	☐	☐	☐	☐	
Facility Type	26	☐	☐	☐	☐	☐	
Facility Type	27	☐	☐	☐	☐	☐	
Facility Type	28	☐	☐	☐	☐	☐	
Facility Type	29	☐	☐	☐	☐	☐	
Facility Type	30	☐	☐	☐	☐	☐	
Facility Type	31	☐	☐	☐	☐	☐	
Facility Type	32	☐	☐	☐	☐	☐	
Facility Type	33	☐	☐	☐	☐	☐	
Facility Type	34	☐	☐	☐	☐	☐	
Facility Type	35	☐	☐	☐	☐	☐	
Facility Type	36	☐	☐	☐	☐	☐	
Facility Type	37	☐	☐	☐	☐	☐	
Facility Type	38	☐	☐	☐	☐	☐	
Facility Type	39	☐	☐	☐	☐	☐	
Facility Type	40	☐	☐	☐	☐	☐	

See LWCF-FA Manual Vol. 72 (10/1/2023), CHAPTER 3 for further project eligibility guidance.

INTENT SCOPE:

- **Acquisition, and Combination Projects**
 - Describe the status of the acquisition process, the conditions of the property, its suitability for public outdoor recreation purposes, and intended plans for use.
- **Development, and Combination Projects**
 - Describe your project development plans related to **PROJECT FACILITIES LIST** on the previous page.

Robinson Pond is a great asset to our community, not only for conservation and wildlife, but for various recreational purposes for our residents. As part of this project, the Town of Hudson intends to construct outdoor recreation and stormwater treatment improvements to the Robinson Pond boat launch. With funding from the Town's Conservation Commission, our engineering consultant VHB is currently in the final stages of engineered design and permitting for this project. The Town expects to have engineered design plans and permit approvals in hand prior to the award of LWCF funds, and the Town intends to use LWCF funds for construction renovation of an existing outdoor recreational facility. The proposed project will include public access and stormwater treatment improvements to the existing gravel boat ramp. This will include raising the elevation of the parking area, supported by a new modular retaining wall to be located within the footprint of the existing gravel parking area. The elevated parking area will be paved and marked to allow for optimal parking and backing of single vehicles and vehicles towing trailers. In addition, the parking area is expected to be bordered by two modular stormwater treatment systems with sufficient capacity to treat overland runoff from the parking area and adjacent road, providing stormwater treatment of phosphorus to help the Town meet US EPA Municipal Separate Storm Sewer (MS4) General Permit requirements for Robinson Pond. The elevated parking lot will allow for the installation of a standard precast concrete boat ramp, which is expected to require dredging excavation of the substrate of Robinson Pond in the immediate vicinity of the existing boat launch. Much of the existing substrate in this area is actually eroded gravel from the existing parking area, and this excavation will allow for a minimized boat ramp length while maintaining proper ramp slopes and water depths. The project is also expected to include the addition of several paved parallel parking spots along Robinson Road within the Town right-of-way to expand parking capacity for single vehicles.

REQUIRED ATTACHMENT(S):☒ **PROPERTY BOUNDARY MAP**

- Required for ALL projects.
- Clearly and accurately represents the subject property boundaries and total acres.
- Clearly indicates facility locations using identification numbers from **PROJECT FACILITY LIST** (pg. 2).
- Indicates primary and secondary public access points.

☒ **MASTER DEVELOPMENT PLAN**

- Attach only if drafted and available.

☒ **ARCHITECTURAL and/or ENGINEERING PLANS**

- Attach only if drafted and available.

AUTHORIZATION TO SUBMIT INTENT:

The governing board/council of the sponsor has resolved to authorize the undersigned official to submit on behalf of the sponsor this completed Intent-to-Apply form and required attachment therein, to meet DNCR program staff on-site for any required pre-application inspections thereafter, and to further discuss project details and adjustments that maybe necessary to obtain a formal invitation to apply for financial assistance. This resolution occurred at a regularly scheduled board/council meeting on 8/12/2025(date). A copy of the approved meeting minutes may be required upon availability.

It is acknowledged that this IS NOT an application for financial assistance, rather an informational screening tool to determine project eligibility relative to Grant Round #36 of the Land and Water Conservation Fund State and Local Assistance Program as managed by the State of New Hampshire.

DULY AUTHORIZED:

Print Name and Title

Signature

Date



XY -71.380102, 42.800294



8D

BOS AGENDA 8/12/25
[Signature]



TOWN OF HUDSON

Engineering Department



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

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

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

DATE: August 1, 2025

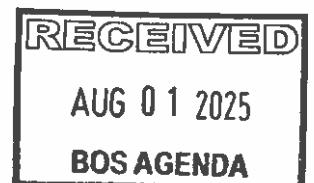
RE: Clean Water State Revolving Fund (CWSRF) Grant Application

The Clean Water State Revolving Fund (CWSRF) is a federal-state partnership that offers low-cost financing to communities for a variety of water quality infrastructure projects. Eligible uses include municipal wastewater facilities, nonpoint source pollution control, decentralized wastewater treatment, stormwater runoff mitigation, green infrastructure, estuary protection, and water reuse.

The Town has the opportunity to apply for a CWSRF planning grant of up to \$100,000, which is 100% principal forgiveness. These funds could be utilized to support drainage infrastructure planning and stormwater runoff mitigation efforts within the community

Motion:

To authorize the Town Engineer to apply for the New Hampshire Department of Environmental Services Clean Water State Revolving Fund Grant for the amount of up to 100,000.00 and to appoint him as the Town's authorized representative and principal contact for this grant.





Clean Water State Revolving Fund (CWSRF) Factsheets

The Clean Water State Revolving Fund (CWSRF) program can fund a wide variety of water quality protection efforts. The program's flexibility and broad range of project eligibilities enable states to target CWSRF funds to their specific water quality priorities. To be eligible for CWSRF assistance, a project must meet the criteria of one of the eleven CWSRF eligibilities <<https://epa.gov/cwsrf/about-clean-water-state-revolving-fund-cwsrf#eligibilities>> found in Section 603(c) of the Clean Water Act (CWA).

CWSRF Program Overview Factsheet (pdf) <<https://www.epa.gov/system/files/documents/2024-08/cwsrf-101-fact-sheet.pdf>> (412.08 KB)

Overview of CWSRF Eligibilities (pdf) <https://www.epa.gov/sites/default/files/2016-07/documents/overview_of_cwsrf_eligibilities_may_2016.pdf> (1.35 MB)

This is a technical support reference, which looks at the many projects eligible to receive assistance from the CWSRF program.

Protecting Public Health and Water Quality with the Clean Water State Revolving Fund (pdf) <https://www.epa.gov/sites/default/files/2016-11/documents/protecting_public_health_and_water_quality_with_the_clean_water_state_revolving_fund.pdf> (1.54 MB)

This fact sheet demonstrates how the CWSRF provides assistance to eligible recipients while protecting public health and water quality. It highlights successful projects in Indiana and Delaware.

Supporting Cybersecurity Measures with the Clean Water State Revolving Fund (pdf) <https://www.epa.gov/sites/default/files/2021-05/documents/cwsrf_cybersecurity_fs_final_0.pdf> (298.66 KB)

This factsheet demonstrates how CWSRF funds can be used to fund cybersecurity

practices and measures at publicly owned treatment works. It also outlines resources for free vulnerability assessments and cybersecurity trainings, as well as how to report a cybersecurity incident.

 **Funding Reliable Infrastructure and Strong Communities with the Clean Water State Revolving Fund (pdf)** <[https://www.epa.gov/sites/default/files/2021-](https://www.epa.gov/sites/default/files/2021-01/documents/funding_resilient_infrastructure_and_communities_with_the_cwsrf.pdf)

[01/documents/funding_resilient_infrastructure_and_communities_with_the_cwsrf.pdf](https://www.epa.gov/sites/default/files/2021-01/documents/funding_resilient_infrastructure_and_communities_with_the_cwsrf.pdf)> (1.61 MB)

This activity update describes the wide range of eligible activities that strengthen communities, as well as how states are implementing and encouraging more projects that promote system reliability. Successful projects are included from New York, New Jersey, Rhode Island, and Oklahoma. The paper discusses the EPA and Federal Emergency Management Agency (FEMA) Memorandum of Understanding of June 2019 that establishes a framework for EPA funded SRF programs to assist and collaborate with FEMA disaster assistance grant programs.

 **Funding Drought-Resistant Projects with the CWSRF (pdf)**

<[https://www.epa.gov/system/files/documents/2022-](https://www.epa.gov/system/files/documents/2022-08/funding%20drought%20resiliency%20projects%20with%20the%20cwsrf.pdf)

[08/funding%20drought%20resiliency%20projects%20with%20the%20cwsrf.pdf](https://www.epa.gov/system/files/documents/2022-08/funding%20drought%20resiliency%20projects%20with%20the%20cwsrf.pdf)> (442.45 KB)

This factsheet describes the wide range of eligible activities that help communities become resistant to drought, as well as how states are implementing and encouraging more projects that promote drought resistance through water reuse projects. Successful projects are included from Arizona, California, Florida, Oklahoma, and Texas.

 **Funding Wildfire Resistance, Mitigation, and Recovery Projects with the Clean Water and Drinking Water State Revolving Fund Programs (pdf)**

<[https://www.epa.gov/system/files/documents/2022-](https://www.epa.gov/system/files/documents/2022-10/funding%20wildfire%20resiliency%20mitigation%20and%20recovery%20projects%20with%20the%20srf.pdf)

[10/funding%20wildfire%20resiliency%20mitigation%20and%20recovery%20projects%20with%20the%20srf.pdf](https://www.epa.gov/system/files/documents/2022-10/funding%20wildfire%20resiliency%20mitigation%20and%20recovery%20projects%20with%20the%20srf.pdf)> (475.85 KB)

This factsheet describes the wide range of eligible activities from the Clean Water and Drinking Water State Revolving Fund programs that help communities become resistant to and recover from wildfires. Successful projects are included from Arizona and Oregon.

 **Watershed Financing Partnerships (pdf)** <[https://www.epa.gov/system/files/documents/2024-](https://www.epa.gov/system/files/documents/2024-05/watershed-financing-partnerships.pdf)

[05/watershed-financing-partnerships.pdf](https://www.epa.gov/system/files/documents/2024-05/watershed-financing-partnerships.pdf)> (7.61 MB, December 2024, 832F24021)

This factsheet describes how CWSRF funds can be used to help support watershed-

scale investments in water quality through the formation of watershed financing partnerships. It outlines how to develop a CWSRF-supported watershed financing partnership and highlights successful examples in South Dakota and Pennsylvania.

 Using WIFIA and SRF Programs to Finance Water Infrastructure Projects (pdf)

<https://www.epa.gov/system/files/documents/2024-09/wifia-and-srf-programs-finance-water-infrastructure.pdf> (257.5 KB)

This factsheet describes how co-funding drinking water, wastewater, and stormwater infrastructure projects with the WIFIA and SRF programs offers funding recipients efficiencies, cost savings, and other advantages.

Clean Water & Drinking Water State Revolving Funds: Resource Guide for Wetland Applications (pdf) <https://epa.gov/system/files/documents/2025-01/srf-wetlands-resource-guide.pdf> (767.17 KB)

This resource guide is intended to increase awareness about the availability of the State Revolving Fund programs to fund wetlands restoration and protection projects. It highlights case studies and best practices to use the CWSRF and Drinking Water State Revolving Fund (DWSRF) to finance wetland projects.

Eligible Projects

The eleven eligibilities allow CWSRFs to fund a variety of project types. Eligible projects exist under all of the following categories:

- **Centralized Wastewater Treatment** <https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-centralized-wastewater-treatment>
- **Energy Conservation** <https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-energy-conservation>
- **Water Conservation** <https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-water-reuse-and-conservation>
- **Stormwater** <https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-stormwater>
- **Agricultural Best Management Practices** <https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-agricultural-best-management-practices>

- Decentralized Wastewater Treatment <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-decentralized-wastewater-treatment>>
- Resource Extraction
- Contaminated Sites <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-contaminated-sites>>
- Landfills
- Habitat Protection and Restoration <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-habitat-protection-and-restoration-and-silviculture>>
- Estuary Protection and Restoration <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-estuary-protection-and-restoration>>
- Silviculture <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-habitat-protection-and-restoration-and-silviculture>>
- Desalination
- Groundwater Protection and Restoration
- Surface Water Protection and Restoration
- Planning / Assessment <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-planning-assessment>>
- Source Water Protection <<https://epa.gov/cwsrf/clean-water-state-revolving-fund-cwsrf-source-water-protection>>

Last updated on March 26, 2025

8E



TOWN OF HUDSON Engineering Department

12 School Street
Hudson, New Hampshire 03051

Elvis Dhima, P.E., Town Engineer
edhima@hudsonnh.gov · Tel: 603-886-6008 · Fax: 603-598-6481

To: Board of Selectmen
Roy E. Sorenson, Town Administrator
From: Elvis Dhima, P.E., Town Engineer
Date: August 6, 2025
Re: New NHDOT Requirement – Title VI Coordinator



Recommended Motion:

To appoint the Town Engineer as the Title VI coordinator for federally funded projects as required by the New Hampshire Department of Transportation.

Background

The New Hampshire Department of Transportation (NHDOT) is in the process of implementing a new requirement that will apply to all agencies utilizing federal funding. This requirement, which falls under civil rights compliance, mandates that each agency designate a dedicated Civil Rights Coordinator / Title VI coordinator.

The purpose of this new mandate is to ensure that municipalities and agencies receiving federal funds maintain active oversight and compliance with all civil rights-related obligations. This requirement is similar to compliance with Davis-Bacon wage requirements, and labor-related reporting under Local Public Agency (LPA) guidelines.

This requirement was prompted by the Town's recent and ongoing federally funded infrastructure projects, such as the Lowell Road widening and the Melendy Road bridge replacement. Once the position is formally established, it may be reassigned or delegated to other staff members already working on federally funded projects and familiar with associated compliance requirements.

Further guidance from NHDOT is expected, and we will work collaboratively to ensure the Town continue to remain in full compliance.

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

Title VI Coordinator, New Hampshire Department of Transportation, 7 Hazen Drive, Concord NH 03301

Telephone Number: 603.271.2467 – Email: titlevi@dot.nh.gov

I. Agency Contact Information

Name of Administrative Head

Job Title

Agency Name

Agency Address

City/State

Zip Code/County

Agency Phone Number

Email

Name of Title VI Coordinator

Job Title

Title VI Coordinator's Address (If different from above.)

City/State

Zip Code/County

Title VI Coordinator's Phone Number

Email

Website Address/URL

***Please notify the NHDOT Title VI Coordinator if your Title VI Coordinator changes.**

II. Title VI Training Information

- a. Has the Title VI Coordinator participated in NHDOT's Title VI Subrecipient Training within the past three years? Yes ☐ No ☐

Date of last NHDOT Title VI Training _____

- b. What method is used to train staff on Title VI of the 1964 Civil Rights Act and other related nondiscrimination mandates?

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

c. How frequently is staff provided Title VI training?

III. General Project Information

Please provide a brief project description and project identification number for all current and planned projects.

Please provide amount of state/federal funding: _____

Low Income Population (if affected by the planned project)		Minority Population (if affected by the planned project)	
% of Low Income Population	Total Population		% of Minority Population

<https://data.census.gov/>

City/County Population:

Ethnicity	Total # Population by Ethnicity		% Population by Ethnicity
White			
American Indian/ Alaska Native			
Asian			
Hispanic			
African American			
Native Hawaiian/ Pacific Islander			
Other			

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

IV. Funding Information

- a. List any current applications pending for federal funding and the amount of the grant.

If none, please check ☐

V. Public Involvement Plan (PIP)

- a. Does the agency have a PIP?

Yes ☐ No ☐

If yes, provide a copy of agency's PIP.

If no, please address why.

- b. Provide documentation describing efforts to identify, inform, and involve minority and/or low income communities in the decision-making throughout the length of the project.

- c. List minority and community media sources utilized to ensure notification of public meetings or public document reviews in minority and/or low income communities.

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

- d. List any adverse social, environmental, economic or demographic impacts identified on any planned or programmed transportation-related projects during the last two years.

VI. Title VI Requirements

- a. Does the agency have a Title VI (Nondiscrimination) poster visible, posted on your website, and accessible to staff and service beneficiaries?

Yes ☐ No ☐

Please provide a copy of the agency's Title VI poster.

- b. Does the agency Title VI poster identify the Title VI Coordinator by name and instruct that Title VI complaints be referred to the coordinator or federal, state, and local funding agencies?

Yes ☐ No ☐

Please provide a copy of the agency's Title VI poster.

- c. Is Title VI information disseminated to staff and beneficiaries?

Yes ☐ No ☐

If yes, briefly describe how.

If no, please address why.

VII. Limited English Proficiency (LEP)

- a. Does the agency have a LEP plan?

Yes ☐ No ☐

If yes, please provide a copy the agency's LEP plan.

If no, please address why.

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

2. How does the agency ensure LEP persons have access to services and that there are no barriers to participation?

3. Has the agency conducted a Four Factor Analysis to determine the number and proportion of LEP persons served or encountered in the agency's service area?

Yes ☐ No ☐

If yes, provide a copy of the Four Factor Analysis.
If no, please address why.

VIII. Transportation – Related Boards and Commissions

- a. List Transportation – related board(s), commission(s), and/ or advisory bodies that have appointed members:

- b. Provide a demographic breakdown of transportation related board(s), commission(s), and/or advisory bodies. Use addendum sheet(s), if needed.

Categories	Total Female Numbers	Total Female Percent	Categories	Total Male Number	Total Male Percent	Overall Totals
Female			Male			
White			White			
American Indian/ Alaska Native			American Indian/ Alaska Native			
Asian			Asian			
Hispanic			Hispanic			

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

Categories	Total Female Numbers	Total Female Percent	Categories	Total Male Number	Total Male Percent	Overall Totals
African American			African American			
Native Hawaiian/ Pacific Islander			Native Hawaiian/ Pacific Islander			
Other			Other			

c. How are members of the board(s), commission(s), and/ or advisory bodies selected? Please attach a copy of by-laws, if any.

d. How often do members of the board(s), commission(s), and/ or advisory bodies meet? Are there regularly scheduled meetings?

IX. Procurement of Contracts

a. Does the agency's contracts contain nondiscrimination assurance language?

Yes ☐ No ☐

Please provide a sample copy.

b. What methods are used to ensure consultants/contractors are aware of their Title VI responsibilities?

c. How are consultants/contractors monitored for compliance with Title VI of the 1964 Civil Rights Act and other nondiscrimination mandates?

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

X. Title VI Complaint Information

- a. Provide a copy of agency's Title VI complaint procedures with with State, Federal and local agencies listed as and option to file a file with and a complaint log. Ensure that complaint procedures are posted on agency's website.
- b. List any Title VI complaints filed (on the basis of **race, color, and/or national origin**) against your agency in the past three years?
- c. List any lawsuits filed against your agency (on the basis of **race, color, and/or national origin**) against your agency in the past three years?
- d. If agency received Title VI complaints, were they investigated?
Yes ☐ No ☐
If yes, which agency conducted the investigation?
If no investigation was conducted, please provide a reason.
- e. Provide a summary of findings of the investigation; include a copy of complaint and resolution(s)/corrective action taken.

XI. Outreach

What outreach activities has the agency completed to notify the public about public transportation services and how to access those public transportation services?

- a. Include the date, location/address, what type of outreach activity, and number of contacts with people.
- b. How does the agency identify transportation needs for the public? For minority and low-income populations?

c. How does the agency work with the regional public planning commissions or metropolitan planning organizations in planning for and addressing transportation needs to the public, minorities or low-income populations?

d. Do the fixed routes include stops in minority and low-income communities? Please identify.

**New Hampshire Department of Transportation
Civil Rights Division
2025 External Title VI Annual Assessment**

XII. Title VI Assurance

As required by the contractual agreement, _____ will comply with the applicable laws and regulations relative to nondiscrimination in federally or state assisted programs of the New Hampshire Department of Transportation.

Agency Name

_____ assures that no person shall on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the New Hampshire Department of Transportation (NHDOT).

Agency Name

_____ further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs or activities are federally funded or not.

Agency Name

In the event _____ distributes federal financial assistance to a consultant, contractor or subcontractor and other participants, _____ will include Title VI nondiscrimination language in all written agreements and will monitor the consultant, contractor or subcontractor and other participants for compliance. The Title VI Coordinator is responsible for initiating and monitoring Title VI activities, preparing required reports and other responsibilities as required by 23 CFR 200 and 49 CFR 21. As required by the contractual agreement, _____ will comply the applicable laws and regulations relative to nondiscrimination in federally or state assisted programs of the New Hampshire Department of Transportation (NHDOT).

Agency Name

Agency Name

Agency Name

XIII. Declaration of Respondent

I declare that I have completed this Title VI Compliance Assessment to the best of my knowledge and believe it to be true and correct.

Title VI Coordinator

Date

XIV. Declaration of Administrative Head

I declare that I have reviewed and approved the information provided in this assessment and to the best of my knowledge and believe it is true, correct and complete.

Administrative Head

Date

BOS AGENDA 8/12/25


TOWN OF HUDSON

Engineering Department



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

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

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

DATE: June 30, 2025

RE: T-Bones Restaurant - Request for After Hours Utility Work

T-BONES Restaurant is currently constructing a new facility at 256 Lowell Road, located adjacent to the Walmart store. The water and sewer utilities for the site are located along the main entrance of Walmart, and significant roadway excavation will be required to extend these services to the T-BONES property.

Better Built Homes LLC, a subcontractor for the project, is requesting permission to perform this work outside of the standard construction hours due to the potential impact on Walmart's daily operations. Per the Town's noise ordinance, excavation-related activities are limited to 7:00 AM to 7:00 PM. The contractor is requesting to work from 10:00 PM to 6:00 AM, from August 25 through August 28.

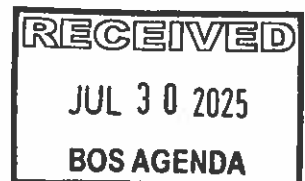
This request is based on two primary concerns:

1. Safety – Conducting the work at night will significantly reduce the risk to motorists and pedestrians during Walmart's peak hours.
2. Operational Impact – Night work will help minimize disruptions to Walmart's customers and deliveries.

Both the Engineering and Public Works Departments have reviewed the request and have no objections to this request.

Motion:

To grant permission to Better Built Homes LLC to perform utility work at 256 Lowell Road during the hours of 10:00 PM to 6:00 AM, from August 25 through August 28, as recommended by the Town Engineer and Public Works Director.



Town of Hudson, NH - Internal GIS Viewer

Geographic Information System



Dhima, Elvis

From: Matthew Arel <Matt@bbhnh.com>
Sent: Tuesday, July 29, 2025 3:27 PM
To: Dhima, Elvis; Marcus Swedberg; Kirk Oby
Cc: Rick; Ryan Arel; Kevin Arel
Subject: T-Bones night work

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

Elvis,

Better Built Homes is requesting from the Town of Hudson permission to conduct night work on August 25th through August 28th. This work will take place within the Walmart entrance.

We will be installing a new water main and sewer main to the T-Bones sight.

I would like to start the work at 8 pm and work until 6am.

Thank you,

Matthew Arel

BETTER BUILT HOMES, LLC

Matt@BBHnh.com

o 603-673-0167 x 100



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: August 5, 2025
Re: 2025 9/11 Observance



Recommended Motion: To hold the annual Town of Hudson 9/11 Observance on Thursday, September 11, 2025 at 6:30 p.m. at Benson Park with a rain date of Friday, September 12, 2025.

Background:

Attached is a draft program for the Town of Hudson's annual 9/11 Observance. This year, September 11th falls on a Thursday. I recommend that the Board also consider setting a rain date in the event of inclement weather, with Friday, September 12th as the proposed alternative. Should the Board of Selectmen vote to hold the 9/11 Observance on Thursday, September 11, 2025, at Benson Park beginning at 6:30 p.m., the aforementioned motion would be appropriate.

If you have any questions or need further information, please don't hesitate to contact me.

RECEIVED AUG 07, 2025 BOS AGENDA
--

Town of Hudson
BOARD OF SELECTMEN

NINE ELEVEN OBSERVANCE



Invocation
National Anthem
Pledge of Allegiance
Presentation of Colors by Fire and Police Officers
Wreath Laying by Chief of Police and Fire Chief
Presentation of Arms by American Legion Post #48
Patriotic Songs - Alvirne B-Naturals
Closing Remarks - Board of Selectmen

September 11, 2025 • 6:30 p.m. • Benson Park
Rain date, September 12, 2025



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: August 7, 2025
Re: LMRLAC Request for Nominations



Recommended Motion: To authorize the Board of Selectmen to nominate up to four resident representatives to serve three-year terms on the Lower Merrimack River Local Advisory Committee.

Background:

In recognition of the Town of Hudson's shared responsibility in the protection and management of the Lower Merrimack River, and in support of the New Hampshire Rivers Management and Protection Program (RMPP), I move that the Board of Selectmen take steps to identify and nominate up to four (4) individuals to serve as representatives on the Lower Merrimack River Local Advisory Committee (LAC).

These representatives shall be residents of New Hampshire and reflect a broad range of interests, including but not limited to, local government, business, conservation, recreation, agriculture, and riparian landownership. Their participation will ensure that Hudson has an active and engaged voice in the stewardship of the river corridor, as outlined in the LAC's 2023 updated management plan. As of now, Hudson is currently unrepresented on the committee.

Once identified, the names of the nominated individuals shall be submitted to the New Hampshire Rivers Management Advisory Committee for formal appointment to three-year terms.

RECEIVED AUG 07, 2025 BOS AGENDA
--

From: [Gendreau, Sydney](#)
To: [~BoS](#)
Cc: [Sales, Tracie](#); pete_stone@hotmail.com
Subject: Lower Merrimack River Local Advisory Committee - Request for Nominations
Date: Wednesday, July 23, 2025 11:58:43 AM

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

Dear Chair Dumont and Town of Hudson Board of Selectmen,

In June of 1990, the State Legislature designated the Lower Merrimack River as a protected river under the New Hampshire Rivers Management and Protection Program (RMPP). Designation calls for protection and management of New Hampshire's outstanding rivers through a two-tiered approach: *state* protection of instream values combined with *local* management of riparian lands. Shortly after the river's designation, the Lower Merrimack River Local Advisory Committee (LAC) was formed to give the local communities a voice in the management of the river that flows through their cities and towns. The Lower Merrimack River LAC updated its river corridor management plan in 2023 to guide concerted actions along the river. As the LAC uses the plan to create action, we want to ensure that the Town of Hudson is fully represented on the committee. One of the strengths of the RMPP is its reliance on the active involvement of local citizens and the participation of each of the riverfront communities.

NHDES is now seeking your help to identify up to four individuals interested in serving on the Lower Merrimack River LAC to represent the Town of Hudson, as it is currently unrepresented on the committee. LAC members must be New Hampshire residents and are nominated to the committee by the municipality they represent. These nominations are then confirmed by the statewide Rivers Management Advisory Committee. Members represent a broad range of interests including, but not limited to, local government, business, conservation, recreation, agriculture, and riparian landowners (those who own property adjacent to the river). Each member serves a term of three years. The [nomination form](#) can be found on the NHDES website.

Please contact Acting Chair Peter Stone at pete_stone@hotmail.com if you have any questions about the LAC, or Tracie Sales, NHDES Rivers and Lakes Programs Administrator, at Tracie.Sales@des.nh.gov or at (603) 271-2959 if you have any questions about the nominating process. We look forward to receiving your nomination soon.

Sincerely,
Sydney

Sydney Gendreau
Watershed Planning Assistant
Rivers and Lakes Management and Protection Programs
Watershed Management Bureau, Water Division
NH Department of Environmental Services
29 Hazen Drive, P.O. Box 95
Concord, NH 03302-0095
(603) 271-1522
Sydney.E.Gendreau@des.nh.gov
Pronouns: she, her, hers

NHDES would greatly appreciate your feedback and wants to hear from you. Please take a moment to fill out our short (5-question) [NHDES Customer Service Satisfaction Survey](#).



LOCAL RIVER MANAGEMENT ADVISORY COMMITTEE NOMINEE FORM



New Hampshire Rivers Management and Protection Program

RSA 483:8-a

Please complete both sides of this form and email to riversprogram@des.nh.gov. Please type "NOMINEE FORM" and nominee's name in the subject line. Forms can also be sent by mail to: Rivers Coordinator, NHDES, 29 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095. For questions, please contact the Rivers Coordinator at 271-2959.

Nominee Information

Nominee Name:		Date:
Street Address:		
Town:		Zip Code:
Phone (home):	Phone (cell):	Phone (work):
Email:		

Nomination Information

Type of Appointment -	☐ New Appointment	☐ Reappointment
River Name:		
Type of Representation -	Municipality:	Other:
Please state your interest(s) in serving on the Local River Management Advisory Committee:		
☐ Local Government	☐ Conservation	☐ Agriculture
☐ Business	☐ Recreation	☐ Riparian Landowners
☐ Other, please specify: _____		

Board of Selectmen or Authorized Signature(s) – REQUIRED (e-signature acceptable)

Name:	Title:
Name:	Title:
Name:	Title:
<i>Note: By statute, the New Hampshire Rivers Management Advisory Committee appoints the Local River Management Advisory Committee (LAC) members for each Designated River from nominees submitted by the local governing bodies through which the Designated River flows (RSA 483:8-a).</i>	

(603) 271-2959 riversprogram@des.nh.gov

PO Box 95, Concord, NH 03302-0095

www.des.nh.gov

Additional Information

Please include a short description of your relevant background knowledge of local river-related issues or general river management and protection:

Most Local Advisory Committees engage in a variety of activities. Reviewing those activities listed below, please check those that are of most interest to you:

- | | | |
|---|---|---|
| ☐ Grant Writing | ☐ Public Education | ☐ Committee Administration |
| ☐ Event Organization | ☐ Public Relations | ☐ Management Plan Preparation/Implementation |
| ☐ Other, please specify: _____ | | |

Most Local Advisory Committees meet monthly. In some cases they may meet more frequently to complete specific tasks, while in other cases your attendance may not be required at all meetings. Please check one of the boxes below to indicate your availability to attend regularly scheduled meetings:

- ☐ I can attend monthly meetings on most weeknights
- ☐ I can attend monthly meetings only if scheduled on a specific weeknight
- ☐ I can only attend a limited number of monthly meetings
- ☐ I cannot attend monthly meetings, but am willing to complete tasks on behalf of the Committee

For NHDES Office Use Only

LAC Member List and Contacts Database updated (date):

LAC Chair and Nominee have been contacted regarding nomination on (date):

RMPP Staff recommends appointment to the Rivers Management Advisory Committee -

☐ Approve

RMPP staff:

Date:

Appointment confirmation sent to municipality and LAC Chair on (date):

Appointment letter and information packet sent on (date):

(603) 271-2959 riversprogram@des.nh.gov

PO Box 95, Concord, NH 03302-0095

www.des.nh.gov



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 Sorenson, Town Administrator
Date: August 5, 2025
Re: Fiscal Year 2027 Budget Schedule



Motion: To approve the Fiscal Year 2027 Board of Selectmen Budget Schedule as presented.

Attached is a draft budget schedule for the Board of Selectmen's review of the Fiscal Year 2027 budget. The proposed schedule closely follows the format used in prior years. Please note that the Budget Committee is scheduled to begin its review of the FY2027 budget on November 5, 2025. Should the Board choose to proceed in this direction, the motion outlined above is recommended.

If you have any questions or need further information, please don't hesitate to contact me.

RECEIVED
AUG 07, 2025
BOS AGENDA

Fiscal Year 2027 Board of Selectmen Budget Schedule
AUGUST 2025 – MARCH 2026

Day of Week	Date	Time	Location	Subject	Dept. #'s	Speaker
Tuesday	08/12			Budget Parameters set by Selectmen		
Tuesday	08/19			Budget Screens Available		
Tuesday	9/30			Budget Packages Due to Finance		
Friday	10/10			Budget Books to Selectmen		
Thursday	10/16	7:00PM	BOS	Selectmen's Budget Review		
				Department of Public Works	5515, 5551 - 5556	Jay Twardosky
				Solid Waste	5970	Jay Twardosky
				Fire	5710 - 5770	Chief Scott Tice
				Moderator	5041	TBD
				Planning & Planning Board	5571, 5572	TBD
				Zoning & ZBA	5581, 5583	Chris Sullivan
Tuesday	10/21	7:00PM	BOS	Selectmen's Budget Review		
				Trustees of Trust Fund	5020	Town Administrator
				Cemetery Trustees	5025	Town Administrator
				Tax Collector	5030	Christine Strout-Lizotte
				Town Clerk	5031	Michelle Brewster
				Supervisors of the Checklist	5042	Town Administrator
				Treasurer	5050	Town Administrator
				Sustainability Committee	5055	Town Administrator
				Benson Park Committee	5063	Town Administrator
				Budget Committee	5070	Town Administrator
				Ethics Committee	5080	Town Administrator
				Engineering	5585	Elvis Dhima
				Sewer Fund	5561, 5562, 5564	Elvis Dhima
				Water Fund	5591 - 5594	Elvis Dhima
				Conservation Commission	5586	Carl Murphy
				IT	5330s	Doug Bosteels
				Library	5060	Linda Pilla
				BOS/Town Buildings	5510 - 5120	Town Administrator
				Town Poor	5151	Town Administrator
				Legal	5200	Town Administrator
				Finance	5310 & 5320	Laurie May
				Insurance	5910	Town Administrator
				Community Grants	5920	Town Administrator
				Patriotic Purposes	5930	Town Administrator
				Other Expenses	5940	Town Administrator
				Hydrant Rental	5960	Town Administrator
Thursday	10/23	7:00PM	BOS	Selectmen's Budget Review		
				Assessing	5410	Jim Michaud
				Police	5610 - 5673	Chief Cayot
				Recreation	5810 - 5839	Chrissy Peterson
Tuesday	10/28	7:00PM	BOS	Selectmen's Budget Review (if necessary)		
Friday	10/31			Budget Books Prepared		
Wednesday	11/05			Books to Budget Committee		
Saturday	01/31/26	9:00am	HCC	Town Deliberative Session		
Saturday	02/07/26	9:00am	HCC	School Deliberative Session		



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 Sorenson, Town Administrator
Date: August 5, 2025
Re: Fiscal Year 2027 Budget Parameters

Recommended Motion: To direct Department Heads to submit budgets with no more than a _____ increase, exclusive of labor and benefits, and as presented here, for their proposed Fiscal Year 2027 budgets. Any other major items or new initiatives or warrant articles shall be submitted separately for the Board's consideration.

Alternate Motion: To direct Department Heads to submit budgets with no more than a _____ increase, exclusive of labor and benefits, for their proposed Fiscal Year 2027 budgets. Any other major items or new initiatives or warrant articles shall be submitted separately for the Board's consideration.

Background:

As we enter the budget season, it is appropriate for the Board of Selectmen to provide guidance to Department Heads regarding their Fiscal Year (FY) 2027 budget submissions (covering July 1, 2026 – June 30, 2027). For FY 2026, the Board instructed Department Heads to submit budgets with no more than a 1.5% increase, exclusive of labor and benefits, with any major items or new initiatives presented separately—either outside of the department budget or as warrant articles. Looking ahead to FY 2027, it may be reasonable to consider allowing an increase in the range of 2% to 3% in departmental operating budgets, still excluding labor and benefits, moreover removing other ancillary items such as utilities, fuel, and insurance. As in past years, any major items or initiatives exceeding the directive should be submitted separately for the Board's consideration, either as individual requests or warrant articles. Should the Board choose to proceed in this direction, the motion outlined above would be appropriate. An alternate motion has been provided should the Board choose to vote customarily.

I look forward to the presentation and if you have any questions or need further information, please don't hesitate to contact me.

RECEIVED
AUG 07, 2025
BOS AGENDA



TOWN OF HUDSON NH

FY27 BUDGET PARAMETERS

Board of Selectmen: August 12, 2025

FY27 PROPOSED BUDGET SCHEDULE

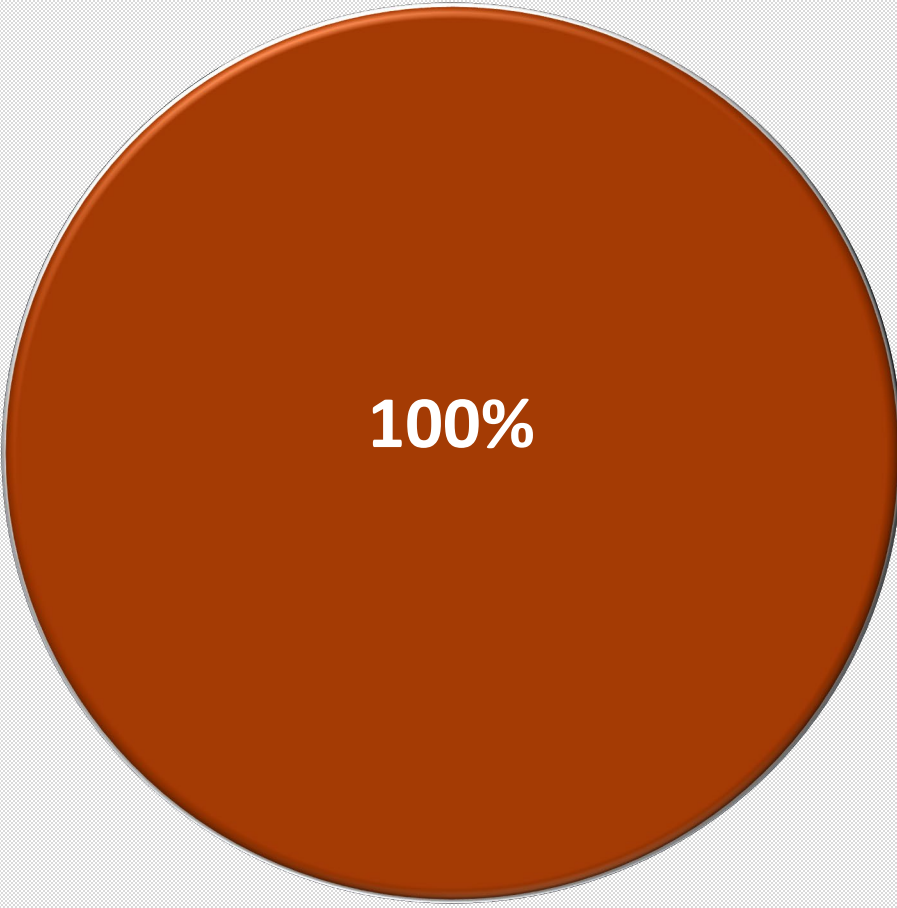
OCTOBER 2025

Trustees of Trust Fund	5020
Cemetery Trustees	5025
Tax Collector	5030
Town Clerk	5031
Supervisors of the Checklist	5042
Treasurer	5050
Sustainability Committee	5055
Benson Park Committee	5063
Budget Committee	5070
Ethics Committee	5080
Department of Public Works	5515 - 5551 - 5556
Engineering	5555
Solid Waste	5570
Assessing	5570 - 5562 - 5564
Fire	5570 - 5770
Water and	5510 - 5593 - 5594
Moderator	5044
Recreation Commission	5510 - 5586
Planning & Planning Board	5510 - 5599
T	5330s
Zoning & ZBA	5504, 5508
Library	5060
BOS/Town Buildings	5510 - 5120
Town Poor	5151
Legal	5200
Finance	5310 & 5320
Insurance	5910
Community Grants	5920
Patriotic Purposes	5930
Other Expenses	5940
Hydrant Rental	5960

**DELIBERATIVE
SESSION
JANUARY 8, 2026**

SUN	MON	TUES	WED	THUR	FRI	SAT
28	29	30 BUDGETS TO FINANCE	01	02	03	04
05	06	07	08	09	10 BUDGET BOOKS TO SELECTMEN	11
12	13	14 BOS REGULAR MEETING	15	16 BOS BUDGET REVIEW	17	18
19	20	21 BOS BUDGET REVIEW	22	23 BOS BUDGET REVIEW	24	25
26	27	28 BOS REGULAR MEETING BUDGET (IF NECESSARY)	29	30	31 BUDGET BOOKS PREPARED	01
02	03	04	05 BOOKS TO BUDGET COMMITTEE	06	07	08

BUDGET PLANNING



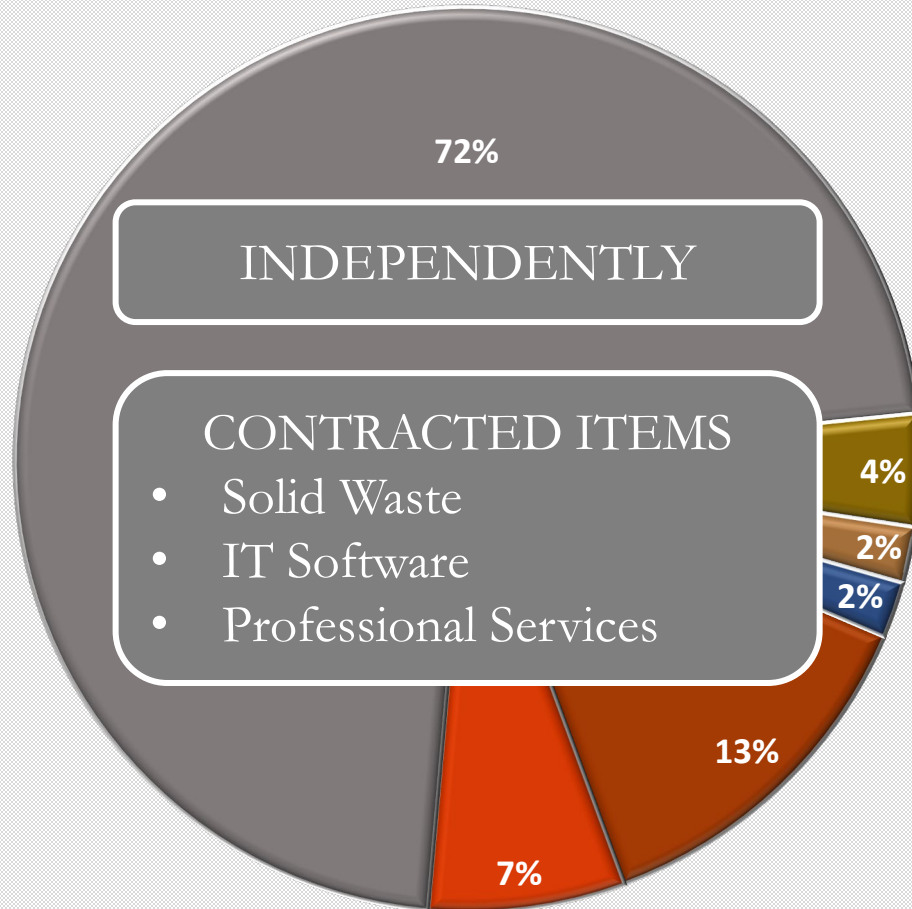
100%

General approach, referencing previous years, parameters are typically set by a given percentage exclusive of labor and benefits, large projects, major items, or new initiatives; out of budget requests. Warrant Articles remain exclusive.

FY26 BUDGET

- Salaries/Benefits 60%
- Operations 40%

BUDGET CONSIDERATIONS

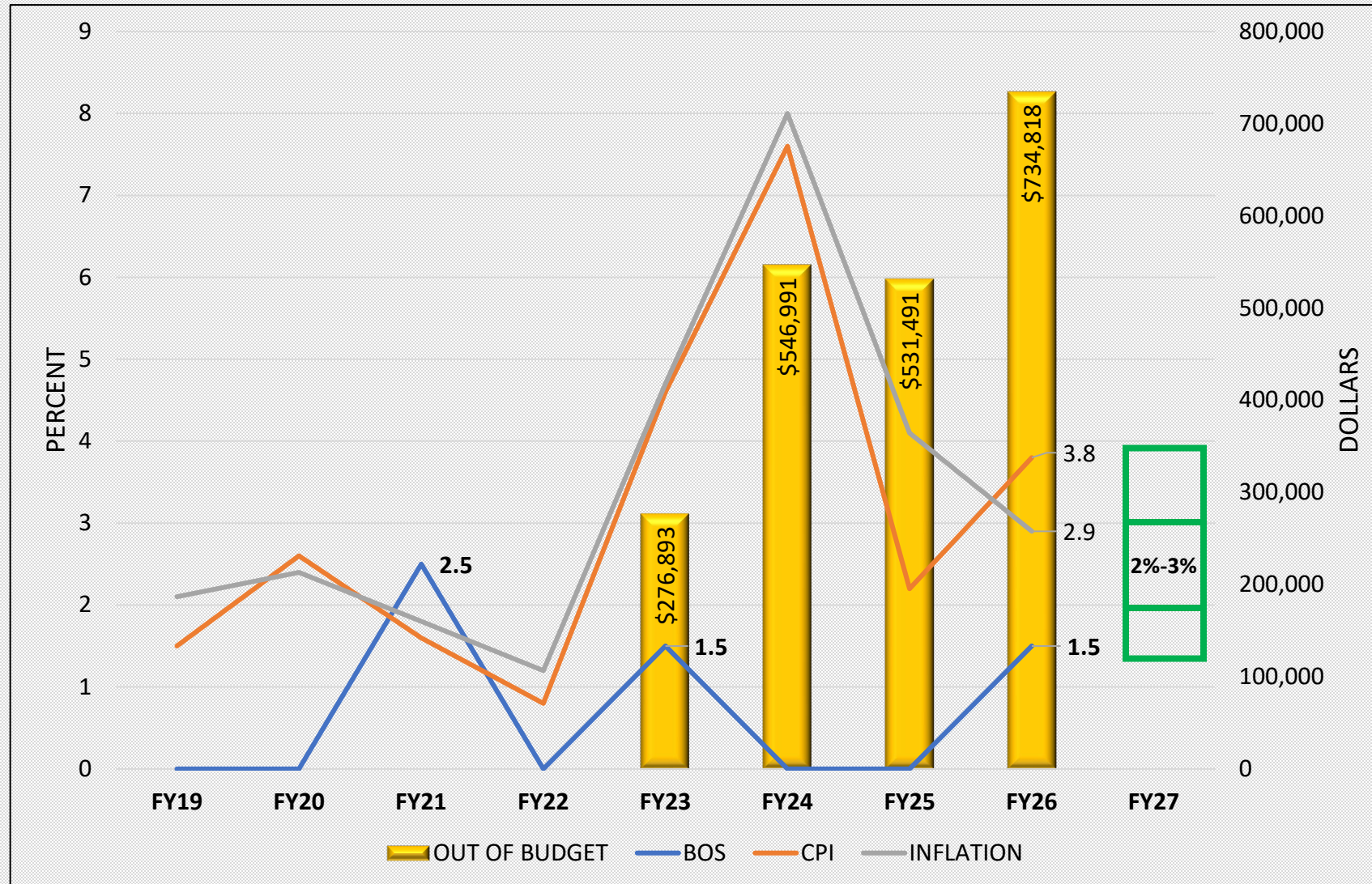


FY26 BUDGET

- Utilities 4%
- Fuel 2%
- Property Insurance 2%
- Warrant Articles 13%
- Library 7%

UTILITIES		\$702,107
WATER/SEWER		\$35,805
ELECTRICITY		\$565,472
NATURAL GAS		\$79,830
HEATING OIL		\$21,000
FUEL		\$342,458
DIESEL		\$164,734
GASOLINE		\$177,724

BUDGET CONSIDERATIONS



The CPI is an index that measures the change over time in the prices paid by typical consumers for goods and services. It tracks the average prices of a basket of products meant to represent overall consumer spending.

The inflation rate is the percentage change in the CPI from one period to the next, most commonly from one year to the next. It represents the rate prices are rising over time.

*-Bureau of Labor Statistics
United States Department of Labor*

CPI Northeast-MidAtlantic

BUDGET CONSIDERATIONS

DPW – CR

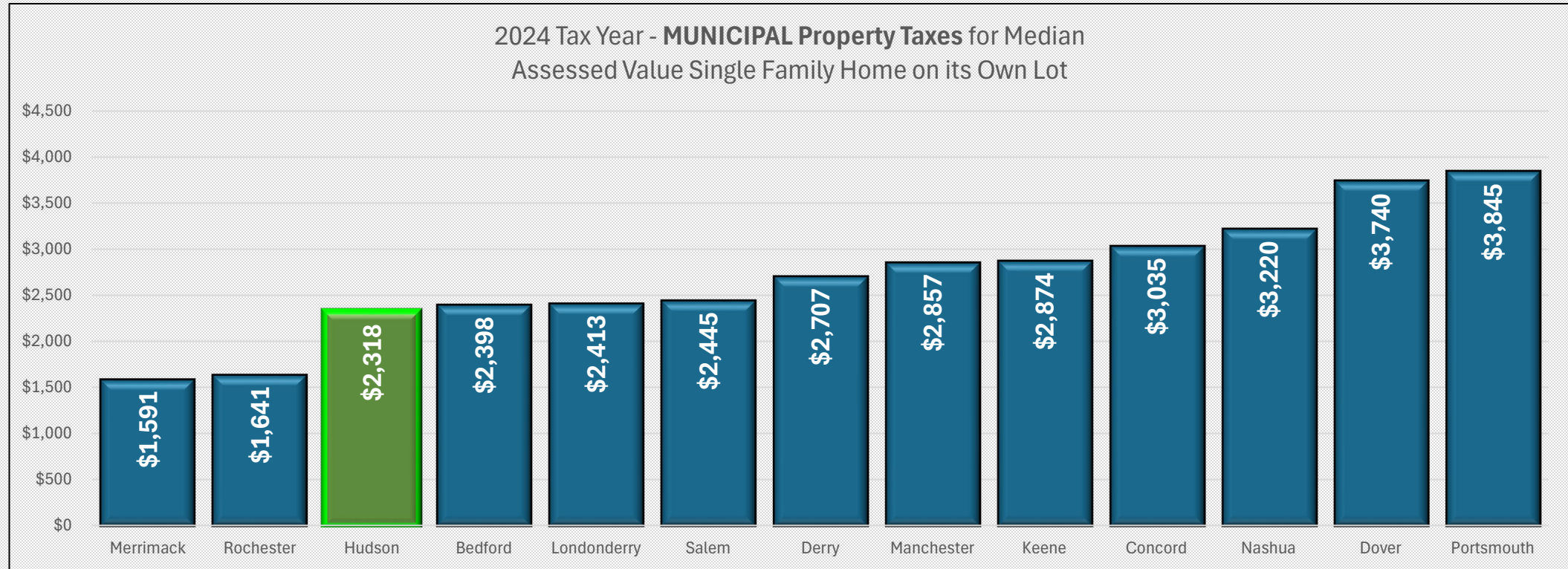
BUDGET

TOWN P

BALANCING

					Comdty	5558 Public Works - Winter Weather		# of Units	Price p/Unit	Sub TTL	FY25	FY26	% Change					
					105		Overtime			165,000	165,000	165,000	0.0%					
					205		Large Equipment Maint. & Repairs			200,000	190,000	200,000	5.3%					
Commodity	5620 POLICE - COMMUNICATIONS					Unit	Price p/Unit	Sub TTL	FY25 EXPENDED PRE-AUDIT	FY26	FY27	% Change						
1XX	C	Salary and Benefits			Unit	Unit Price			901,985	901,985	0.0%		450	450	450	0.0%		
		102 - Salaries, full time 9 @ 40 hours											2,500	2500	2500	0.0%		
		105 - Salaries, overtime (approximately 1100 hours)											1,100	1,100	1,100	0.0%		
202		Small Equipment Maintenance							0	0			73,250	73,250	73,250	0.0%		
													142,100	142,100	142,100	0.0%		
221	C	Equipment Rental			12	118	1,416		5,436	5,436	0.0%		318,800	318,800	318,800	0.0%		
	T	Dispatch Copier lease																
		NH State Police On-line Telecommunication System (SPOTS) terminal fee (Sonicwall - State Router Connection \$774.57)			1	4,500	4,500											
319		Uniform Purchases							2,000	2,000	0.0%							
		costs associated with the purchase of uniforms for dispatchers (full time & part time)												0	0			
325		Equipment Repair Parts							1,500	1,500	0.0%		12	118	1,416	5,436	5,436	0.0%
		for costs associated with unexpected repairs not covered by contract											1	4,500	4,500			
		Repairs on Chairs													2,000	2,000	0.0%	
403		Small Equipment							810	810	0.0%							
		to replace UPS battery backups holding emergency equipment (large)			2	300	600								1,500	1,500	0.0%	
		to replace oldest 3 UPS battery backups holding emergency equipment (small)			3	100	300											
													2	300	600	810	810	0.0%
													3	100	300			
		Summary																
		Salary and Benefits							901,985	901,985	0.0%				901,985	901,985	0.0%	
		Operating Budget							9,746	9,746	0.0%				9,746	9,746	0.0%	
															911,731	911,731	0.0%	
									911,731	911,731	0.0%							

MUNICIPAL PROPERTY TAXES



HUDSON has the 3rd lowest property tax bill, municipal tax rate only, for municipalities 20,000 population and more, on a single-family home on its own lot, for the 2024 property tax year. Since 2007, not including all years but the majority of them, Hudson has been the 3rd/4th lowest property tax bill for, municipal tax rate, municipal tax bills.

Source NHDRA, NH municipalities
Author: Jim Michaud, Chief Assessor, Hudson NH



DISCUSSION

8K



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: August 4, 2025
Cc: Laurie May, Finance Director
Dan Thibeault, Town Accountant
Re: Policy Sub-Committee



As you may recall from the April 22, 2025, Board of Selectmen Meeting, Item 8F - Policy Sub-Committee, was reconvened to include Selectmen Jakoby, Selectman Vurgaropulos, myself, and the department head (s) for any specific/related policy that is being addressed.

At this time, the Policy Sub-Committee would like to bring the following policies forward for a first read and review:

- FIN-027: Donations (New)
- FIN-018: Petty Cash (New)
- FIN-017: Purchasing Policy
- VII L: Earned Time

Each of these respectively are attached for discussion except the Purchasing Policy which will require extended.

I look forward to the discussion and please feel free to contact me if you have any questions or need additional information.

RECEIVED
AUG 07, 2025
BOS AGENDA

Town of Hudson, NH

Donation Procedure

Purpose:

The purpose of this document is to outline the procedures followed for accepting donations and accounting for donations.

Procedure:

- Any single donation with a value less than \$100 can be accepted by Town departments without any concurrence from the Board of Selectmen and subsequently forwarded to Finance for receipting and accounting (per BOS motion on 5/11/1993).
- Any single donation with a value of \$100 up to \$5,000 will be put on the BOS agenda for a motion to accept.
 - The BOS will make a motion to accept the donation by stating the monetary value, if it is cash or other personal property and the purpose of the donation.
- Any donations over \$5,000 will require a Public Hearing (as stated in RSA 31:95-e below).
- The Finance department will receipt any donations into the following accounts:
 - Police account #4556
 - Fire account #4557
 - Recreation account #4558
 - Other account #4559
- A Donation Reconciliation ledger is maintained by Finance which further identifies the purpose of the donation (example: Fire Safety Vests or Bensons).
- This reconciliation is distributed quarterly to the BOS, the Department Heads and Committee Chairs.
- All donations are encumbered at the end of the year and placed into an account titled Restricted Fund Balance – Donations (account # 3405).
- The funds received as donations will be used for the purpose that they were received for unless the need for the donation no longer exists (as stated in Town Code 44-1 B below).

References:

1. TOWN CODE Chapter 44 Donations, Disposition of

HISTORY: Adopted by the Town Council of the Town of Hudson 4-24-1990 as Res. No. R90-47. Amendments noted where applicable.]

§ 44-1. Retaining of donations.

All donations, grants, gifts, forfeitures and fees from any source whatsoever received by any town body shall be retained and accounted for the purpose so designated until:

A. Such funds have been expended; or

B. A majority vote of the Board of Selectmen determines that the need for which such donations were made no longer exists or that the need itself is contradictory to established town policy, in which case the funds shall be returned to the donor. This chapter shall not pertain to normal, user, permitting and/or statutory fees. *Editor's Note: Pursuant to Res. No. R92-71, adopted 6-8-1992, effective 7-1-1992, this subsection has been revised to replace "Town Council" with "Board of Selectmen."*

§ 44-2. Finance Director to report to Board of Selectmen.

Editor's Note: Pursuant to Res. No. R92-71, adopted 6-8-1992, effective 7-1-1992, this section has been revised to replace "Town Council" with "Board of Selectmen." The Finance Director shall report to the Board of Selectmen, on a quarterly basis, the status of all donations received by the town, designated by a specific account number, together with any expenditure against those donations and any funds remaining for the purposes intended

2. RSA/State Statue 31:95-e Acceptance of Personal Property Donated to Towns and Village Districts.

I. Any town or village district at an annual meeting may adopt an article authorizing the board of selectmen or board of commissioners to accept gifts of personal property, other than money, which may be offered to the town or village district for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town or village district meeting.

II. Prior to the acceptance of any such gift with a value of \$5,000 or more, the selectmen or board of commissioners shall hold a public hearing on the proposed acceptance. For gifts with a value of less than \$5,000, a public hearing on the proposed acceptance shall be at the discretion of the selectmen or board of commissioners. If no public hearing is held, the board of selectmen or board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of selectmen or board of commissioners meeting at which such gift is discussed. The acceptance of gifts under this paragraph shall be made in public session of any regular board of selectmen or board of commissioners meeting.

III. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property.

Source. 1991, 25:2, eff. June 18, 1991. 1997, 105:2, eff. Aug. 8, 1997. 1998, 196:1, eff. Aug. 17, 1998. 2008, 24:1, eff. July 11, 2008.

Town of Hudson, NH

Policies and Procedures

Petty Cash Policy

Policy Number: FIN-018	Revision Number:
Approved By:	Last Review Date:
Origination Date:	Review Frequency: 3 Years

Purpose and scope:

Petty Cash is an amount of money assigned to a department to be used for small purchases and/or as a cash drawer for collection of moneys and making change for customers. The use of petty cash has proven to be a cost-effective method of obtaining small supplies and minor expenditures periodically.

Petty cash funds shall be established in certain departments, when necessary and as determined by the Town Administrator and Finance Director, to purchase minor items and/or provide immediate payment. No department is to establish a petty cash system without the consent of the Town Administrator and Finance Director. The administrator of the petty cash accounts at the departments will be the Department Directors and the Finance Director for the Town Office. A base petty cash amount will be determined by the Department Director and the Finance Director.

Petty cash funds at each location should be overseen by one person named as “custodian”. This person will be responsible for making sure that petty cash funds are held in a secure locked location, preferably in a locked drawer, closet or safe. Avoid keeping in portable “containers” that can be easily carried away. Designate one other person to have access to these funds. The account custodians will be responsible for ensuring that petty cash is not used as an alternative to the customary purchasing procedure, especially where consolidated procurement allows more economical purchasing.

Petty cash can be used for authorized Town business purchases only, up to \$50. Any amounts over \$50 should be processed through accounts payable. For all petty cash transactions, an invoice or receipt showing date, vendor’s name, description of item(s) purchased and purpose, budget account number, amount of purchase and authorizing signature is required for reimbursement. If a purchase is to be made from petty cash and the amount has not yet been determined, fill out a petty cash slip noting “Advance” on the slip, with the amount, date, person money was given to, item to be purchased and person authorizing purchase. Make sure that any remaining money is returned to you with the coded, approved invoice or receipt and attached to the original “Advance” slip.

Petty cash cannot be used to cash checks or used as a change drawer. Upon deletion of a budgetary item, no expenditures against the item may be made from petty cash.

A reconciliation of the petty cash box will be done quarterly. The Petty Cash amount remains constant and is represented by cash, checks, coin or receipts for purchases. At all times, the total of receipts added to the cash remaining in the petty cash drawer must equal the predetermined petty cash amount.

A Petty Cash Reimbursement Request should be filled out to replenish funds when needed, at least twice a year, more if necessary. If funds do not need to be replenished at least twice per year the amount of petty cash in your custody may need to be decreased or the petty cash fund eliminated, depending on the circumstances. Original receipts supporting the charges must accompany the Petty Cash Reimbursement Request form.

Petty cash funds will be subject to unannounced periodic audits as well as a final year end audit. Any discrepancies found must be explained in writing and in detail to the Finance Director and Town Administrator.

The use of petty cash to acquire unauthorized purchases may generally receive a written warning on first offense and will be liable for the total dollar amount of such unauthorized purchases. A notation of misuse will be made in the employee's personnel file. Failure to comply with the above could result in loss of a petty cash fund. The Town, through the Board of Selectmen reserves the right to define the severity of the misuse and shall move forward accordingly with disciplinary action up to and including termination as applicable to the Town's Personnel Policy, relative Collective Bargaining Agreement, moreover as determined through a criminal investigation.

Town of Hudson, NH

Policies and Procedures



Section: Leave
Subject: Earned Time

Policy Number: VII L	Revision Number:
Approved By: Board of Selectmen	Revision Dates:
Origination Date: 07/01/23	Review Frequency: As Needed

VII. Leave

1. Earned Time

Purpose: to establish a policy and guidelines for the use of earned time for non-represented Town of Hudson employees; to ensure that earned time leave is scheduled with consideration to the operational needs of the Town, and to establish a procedure for communication and approval.

Statement of Policy: Represented employees receive earned time in accordance with the provisions of their applicable collective bargaining agreement.

Earned Time is an alternative approach to the traditional manner of covering absence for vacation, personal leave days, and sick leave. Instead of dividing benefits into a specific number of days for each benefit, Earned Time puts these days together into a single benefit. Earned Time days can be used for a variety of purposes, including a payment in cash as the time of termination (except as noted further in this policy). Earned Time is available as soon as it is "earned". The exact number of Earned Time day available each year will depend on the years of service to the Town.

Note: Bereavement Leave is provided by a separate benefit. (See Policy VII D)

Coverage: Members who are employed in a permanent position of at least 75 percent time are covered by Earned Time. The accrual rates are as follows:

0 thru 5 years	25 days per year
6 thru 11 years	29 days per year
More than 11 years	35 days per year

For purposes of this policy, years of service will be calculated in a manner identical to that used for purposes of seniority (i.e. years of continuous service to the Town). Employees accumulate Earned Time based on regularly scheduled hours worked or in pay status up to those hours budgeted for the position (other non-status hours worked and supplemental

compensation such as overtime are excluded) and on years of service to the Town. Note: For purposes of this article, one day shall be defined as 8 hours for all employees.

Termination and Restoration of Service Credit: A member whose break in service from the Town is less than one year will have their service bridged for purposes of computing Earned Time accrual. For breaks of more than one year an individual will earn one year credit for each year after return, until the total past credit is accrued. After five years of employment following return to work, credit for all previous service will be given.

Usage: Earned Days may be used after being earned including during a member's probationary period. Absences will be mutually agreed upon by the employee and the Department Head or their designee prior to the date of absence, unless the employee was unable to anticipate and plan for the absence. Requests for earned time usage shall not be unreasonably denied. Denial of earned time shall be based on needs of the Department and reason(s) shall be provided to the employee in writing. Earned Days may be used in units of one or more hours. Earned Time benefits accrue only during the initial 3 weeks (15 working days) of sick leave pool usage. Each separate use of the sick leave pool, however provides for the continuing earning ability.

Sick Pool Leave: The Sick Leave Pool is intended to provide security by allowing employees to "buy" insurance for extended illness, or other disability. When "buying" Pool days, employees convert Earned Days on a 1 to 3 basis. Similar to purchasing insurance, the member may pick a given number of hours to exchange for coverage in case of extended disability.

Pool days are available for use only under the conditions listed below, and are not eligible for payout at retirement or termination.

- a) Use of Pool days may begin on the sixth consecutive work day absence due to illness, injury, or other disability. Earned Time must be used during this Sick Pool waiting period.
- b) A physician's report must accompany the request to use Pool days.
- c) It is not necessary to use up all Earned Day before using Pool days.
- d) The employee may continue using Pool days until their Pool is exhausted, or until no longer disabled.
- e) Periodic doctor's reports may be required.
- f) The maximum Pool day accrual is 150 days (i.e. the maximum conversion of Earned Days is 50, which would convert to 150 Pool days). If Pool days are used, or if a member wishes to add to their Pool days, more Earned days may be added each July (to a total of 150). Earned Time day may not be converted to Pool days at any other time.

Sick Leave Pool is not available to employees on a permanent percent time appointment of 50%-74% by virtue of the fact that they are not eligible for Town provided disability benefits.

Maximum Carryover: Employees on roll effective July 1, 2005, shall be permitted to carry over to future years accrued earned time up to a maximum of ninety (90) days.

Employees hired after July 1, 2005 shall be permitted to carry over to future years accrued earned time up to a maximum of sixty (60) days.

Any accruals which cannot be carried over will be paid out to the employee within two periods, not to exceed fourteen (14) days.

All accruals will be paid to the employee at the time of termination, retirement or layoff, unless such termination was for cause. However, since a two (2) week notice is considered to be appropriate, in cases where such notice is not given, a pro-rata payment for Earned Time Accrual, based on the notice given will be made. In the instance of death of an employee, any such payment will be made to designated beneficiaries or to the employee's estate.

All accrual payments shall be at the base rate in effect at the time of the payout.

Annual Buyout: Employees may request, during the first week of June or the first week of December, payment for accumulated Earned Time in excess of eighty (80) hours. Requests will be granted only in units of ten (1) hours, i.e. ten (10) hours, twenty (20) hours, thirty (30) hours, etc.

Earned Time, when paid in this manner, will be at one hundred percent (100%) of its value based upon the employee's current rate of pay on June 1st or December 1st. Payment will be made in the last paycheck of the fiscal or calendar year, respectively.

Employees on a permanent percent time appointment of 50%-74% are eligible for the Earned Time benefit outlined in this policy. Employees in permanent percent time positions of fifty percent (50%) to seventy four (74%) shall receive Earned Time on a pro-rata basis. Any permanent employee on the roster at the time of this policy adoption receiving a vacation and sick time accrual shall be grandfathered on a pro-rata basis of their regularly scheduled hours.

On written application, and with the approval of the Town Administrator, an employee may transfer not more than 25% of their accumulated earned time to another employee in order to assist such other employee in a bona fide emergency, where such assisted employee has exhausted their accumulated leave.

First Year Employees

On written application, and with the approval of the Town Administrator, a newly hired salaried employees who communicates a planned vacation upon hiring shall be allowed to use up to 40 hours in advance provided they have already earned on a minimum one month's accrual or 16.67 hours. Accruals thereafter will be withheld until the time in arrears is made whole. If the employee resigns or is terminated while in arrears, said time shall be withheld from their final paycheck.

Longevity Incentive: All employees will receive a one-time award of five (5) non-lapsing personal days upon completion of twenty (20) years of service to the Town of Hudson. These days may not be sold back to the Town and will not be paid out when leaving employment.



TOWN OF HUDSON NH

TOWN ADMINISTRATOR REPORT

Board of Selectmen: August 12, 2025

HUDSON COMMUNITY RECREATIONAL PARK



PHASE I

- Gravel parking complete
- Sleeves for the pickleball court net posts, installed
- Final pavement installed 8/7/2025
- Perimeter fence post installation 8/20 & 8/21
- Additional pavement around the fence perimeter last week of August
- Perimeter fence installation first week of September
- Court paint and net installation second week of September (28 days minimum curing time)
- Wind breaker fence installation last week of September
- Shed installation last week of September
- Additional pavement at the site, including the entrance to be determined



TOWNWIDE PAVING



COMPLETED:

Musquash and Musquash Ext. (shim)
Chalifoux @ River intersection (reclaim/binder)
Eayers Pond Rd. (reclaim/binder)
Ash St. (binder)
Jaqueline Dr. (top)
Leonard Ave. (top)
Sand hill Rd. (top)
Sullivan Rd. (shim)
Paget Dr. (mill/overlay)
Lund Rd. (mill/overlay)
Hedgerow Dr. (mill/overlay)
Cheney Dr. (reclaim/binder)
York Dr. (reclaim/binder)
McCrady Dr. (reclaim/binder)
Pinewood Rd. (top)

REMAINING:

Cherry St. (overlay)
Ash St. (top)
Brightside Dr. (top)
Hazelwood Rd. (top)
Woodcrest Dr. (top)
West Rd. (shim)
Hickory St. (reclaim/binder)
Spruce St. from Birch to house #9 (reclaim/binder)
Birch St. intersection @ Spruce St. (reclaim/binder)



NATIONAL NIGHT OUT



ROGERS MEMORIAL LIBRARY



Drop In Stitches In-Person

If you love to craft, whether it be quilting, knitting, crocheting, rug making or plastic canvas, you will LOVE this group! Welcome to old friends and new. If you're starting a new skill or brushing... [More](#)

Date: Friday, August 8, 2025 [Show more dates](#)

Time: 9:15am - 11:15am

Location: Community Room, Main Room

Categories: ■ All Ages Library Program



Story Safari @ Benson Park In-Person

Come to Benson Park for songs, stories, and bubbles! All ages welcome. Meet us near the playground. Bring blankets and chairs. If you register, you will receive an email if we cancel due to... [More](#)

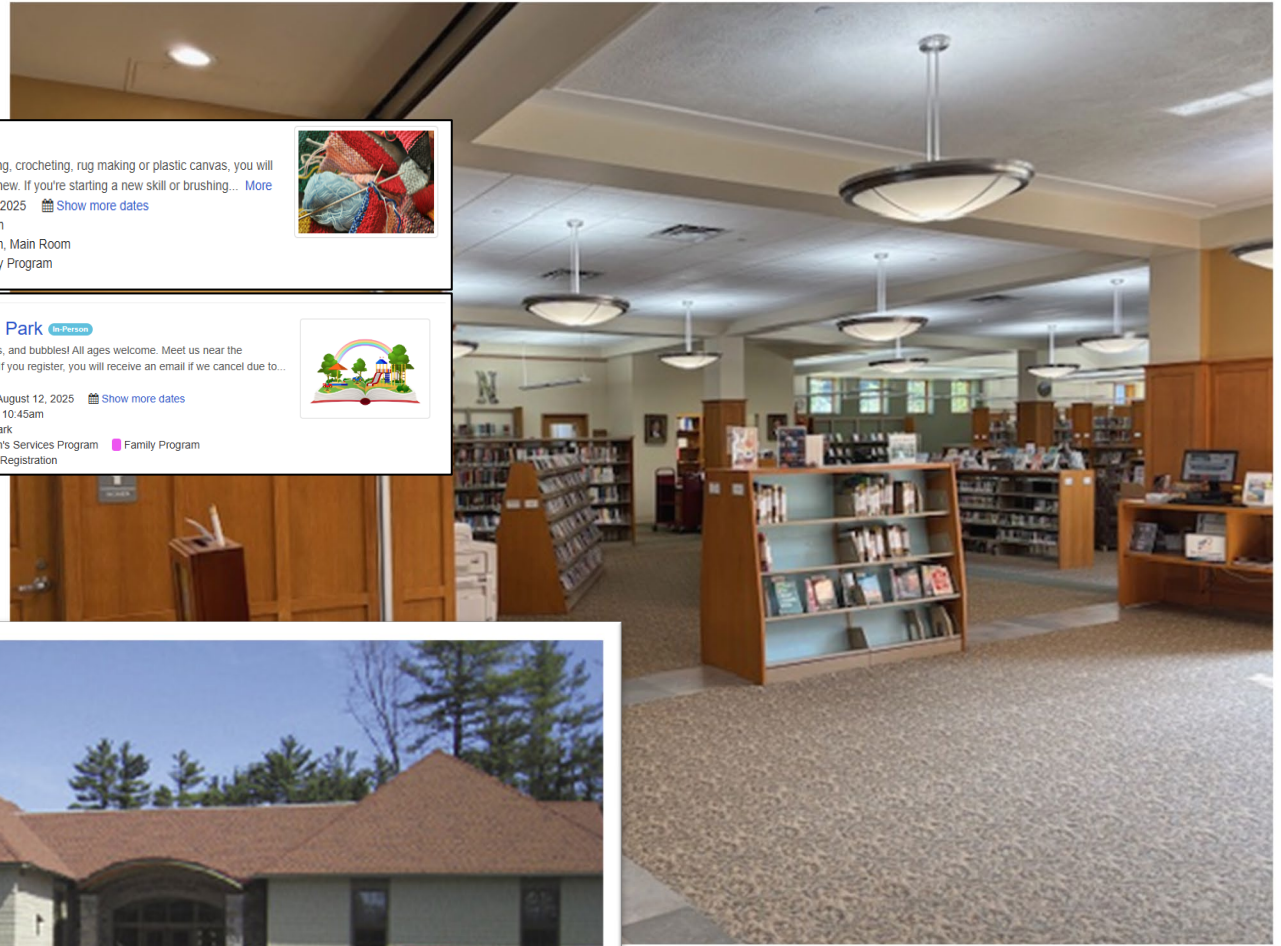
Date: Tuesday, August 12, 2025 [Show more dates](#)

Time: 10:00am - 10:45am

Location: Benson Park

Categories: ■ Children's Services Program ■ Family Program

Registration Type: In-Person Registration





OLD HOME DAYS

