



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

September 9, 2025

7:00 PM

Board of Selectmen Meeting Room, Town Hall

Non-Public Session under RSA 91-A:3, (a) & (b) beginning at 6:00 p.m.

(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. Recognitions – None
 - B. Nominations – None
 - C. Appointments – None
6. CONSENT ITEMS
 - A. Assessing Items – None
 - B. Water/Sewer Items – None
 - C. Licenses & Permits & Policies – None
 - D. Donations – None
 - E. Acceptance of Minutes
 - 1) August 26, 2025
 - F. Calendar

9/09	7:00	Board of Selectmen
9/10	7:00	Planning Board

BOS Meeting Room
Buxton Meeting Room

9/16	7:00	MUC Committee	BOS Meeting Room
9/17	6:00	Library Trustees	Hills Memorial Library
9/18	7:00	Benson Park Committee	Hudson Cable access Center
9/22	7:00	Sustainability Committee	Buxton Meeting Room
9/23	7:00	Board of Selectmen	BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on August 26, 2025

- 1) Selectman Guessferd made a motion, seconded by Selectman Morin, to approve the settlement agreement on Consolidated communication's property at Tax Map 100, Lot 10, as recommended by the Chief Assessor and legal counsel. Further, said agreement to be placed on file at the Town Clerk's Office. Motion carried, 5-0.
- 2) Selectman Morin made a motion, seconded by Selectman Guessferd, to accept the resignation of Police probationary dispatcher Lucy Elerath dated August 26, 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 3) Selectman Vurgaropulos made a motion, seconded by Selectman Guessferd, to promote Lieutenant Patrick Broderick to Captain at \$115,123.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 3). This elevation in rank would be effective on Monday, 01 September 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 4) Selectman Jakoby made a motion, seconded by Selectman Guessferd, to promote sergeant Matthew Flynn to Lieutenant at \$112,301.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (step 6). This elevation in rank would be effective on Monday, 01, September 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 5) Selectman Vurgaropulos made a motion, seconded by Selectman Morin, to promote Master Patrol Officer Tyler Merrill to the position of Sergeant at \$48.33 per hour according to the Hudson Police, Fire, Town Supervisors Association Contract (step 6). This elevation in rank would be effective on Monday, 01 September 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 6) Selectman Jakoby made a motion, seconded by Selectman Morin, to hire Bjarna O'Brien for the position of Animal Control Supervisor with a starting salary of \$75,064.00 (step 2), all in accordance with the Hudson Police, Fire, Town Supervisors Association Contract, as presented by Chief Cayot. Motion carried, 5-0.
- 7) Selectman Morin made a motion, seconded by Selectman Guessferd, to hire Victoria Rackliff as a part-time Animal Control Officer with a starting salary of \$20.25 (step 1) per hour, all in accordance with the Hudson Police Employee Association Contract, as presented by Chief Cayot. Motion carried, 5-0.
- 8) Selectman Vurgaropulos made a motion, seconded by Selectman Jakoby, to approve the hiring of Duane Durand for the part-time Maintenance

Technician position with the Hudson Police Department at a starting rate of \$25.00 per hour. Motion carried, 5-0.

- 9) Selectman Morin made a motion, seconded by Selectman Guessferd, to re-hire Alyssa Anderson for the position of Dispatcher in the Fire Department at the contracted salary of \$22.66 per hour step 1 and have her service bridged for purposes of computing Earned Time accrual. This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by Fire Chief Tice. Motion carried, 5-0.
- 10) Selectman Guessferd made a motion, seconded by Selectman Morin, to adjourn at 10:47 p.m. Motion carried, 5-0.

8. **NEW BUSINESS**

- A. **Public Hearing: Haselton Barn Donation** – *Engineering/Decision*
- B. **Public Hearing: Melendy Road Bridge Donation** – *Engineering/Decision*
- C. **Melendy Road Bridge Replacement** – *Engineering/Decision*
- D. **Fire Department Update** – *Fire/Informational (presentation)*
- E. **Route 111 Senator Robert Clegg Dedication** – *Administration/Decision*
- F. **Policy Sub-Committee** – *Administration/Decision*
- G. **2026 BOS Meeting Schedule** – *Administration/Decision*
- H. **2026 Holiday Schedule** – *Administration/Decision*

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

10. **REMARKS BY TOWN ADMINISTRATOR**

11. **REMARKS BY SCHOOL BOARD**

12. **ENTER 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. **ENTER PUBLIC SESSION**

14. **ADJOURNMENT**

Reminder ...

Items for the next agenda, with complete backup, must be in the Selectmen's Office no later than **12:00 noon on Thursday, September 18, 2025.**



HUDSON, NEW HAMPSHIRE BOARD OF SELECTMEN

Minutes of the August 26, 2025 Meeting

7:00 PM

Board of Selectmen Meeting Room, Town Hall

***Non-Public Session pursuant to RSA 91-A:3, (a), (b), (c) beginning at 6:00 p.m.**

Regular meeting will begin immediately after Non-Public Session

1. **CALL TO ORDER** – by Chairman Dumont the meeting of August 26, 2025 at 7:14 p.m. in the Selectmen Meeting Room at Town Hall.
2. **PLEDGE OF ALLEGIANCE** – Selectman Vurgaropulos.
3. **ATTENDANCE**

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

Staff/Others: Town Administrator, Roy Sorenson; Police Chief, David Cayot; Police Captain, Patrick McStravick; Fire Chief, Scott Tice; Town Engineer, Elvis Dhima; Town Clerk, Michelle Brewster; Tax Collector, Christine Strout-Lizotte; Library Director, Linda Pilla; Budget Committee, Donna Boucher; School Board Liaison, Dan Kilgour; Executive Assistant, Lorrie Weissgarber.

Chairman Dumont: We are going to enter back into public session at 7.14 p.m., call the order of the August 26, 2025 Board of Selectmen meeting in the Board of Selectmen meeting room at Town Hall. We did have a non-public session prior to this and any motion made during the initial non-public session held prior to tonight's meeting will be read in public along with any motions made after the non-public session tonight immediately following the regular scheduled meeting. So, with that we will roll right into the Pledge of Allegiance.

4. **PUBLIC INPUT**

Donna Boucher, 8 Wyndham Road, Hudson.

I have a letter to support for the transfer of stewardship of the Hills Memorial Library, which is on the agenda later on. Dear members of the Hudson Board of Selectmen, I'm writing to express my support for the proposed transfer of stewardship of the historic Hills Memorial Library from the Library Trustees to the Board of Selectmen. This thoughtful change in oversight represents a strategic and responsible approach to preserving and revitalizing one of Hudson's most treasured landmarks. The Hills Memorial Library has long stood as a symbol of Hudson's commitment to education, culture, and community. However, with the evolution of our town's library services and the shift of primary operations to the Rodgers Memorial Library, the role of the Hills building has also changed. As such, it is both timely and appropriate to reassess how best to ensure its long-term care, preservation, and utility for the citizens of Hudson. Transferring stewardship to the Board of Selectmen will enable the town to pursue broader, community-focused uses of the building, explore funding or grant opportunities unavailable under current constraints, and more effectively integrate the property into the town's strategic developmental goals. This move will also relieve the Library Trustees of responsibilities that no longer align with their current scope of work, allowing them to focus their energies and resources on the ongoing success of the Rodgers Memorial Library. I trust that the Board of Selectmen will work with diligence and transparency to honor the historical integrity of the Hills Memorial Library while ensuring it remains a valuable asset to the town. I encourage the town to involve the public in planning the future of the building so that its next chapter reflects the needs and values of our growing community. Thank you for your time, attention, and leadership to this matter.

Chairman Dumont: Thank you very much.

Donna Boucher: I also have a copy.

Chairman Dumont: Yeah, if you could hand that over to Lorrie, please, we'd appreciate it. Anybody else in the public wish to come up and say anything? With that, we will close public input at 7.19 p.m. Next up is recognition of nominations and appointments, which we have none. We do have the consent items. I'll just say that the original calendar that was in our packet had some updates made to it, so if anybody would like to speak to that, that's fine. But I'll be looking for a motion to approve the consent items or to remove any.

Selectman Guessferd made a motion, seconded by Selectman Vurgaropulos, to approve Consent Items 6A-F. Motion carried, 5-0.

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS:

- A. Recognitions** – None
- B. Nominations** – None
- C. Appointments** – None

6. CONSENT ITEMS

- A. Assessing Items**
 - 1) Elderly Exemption
- B. Water/Sewer Items** – None
- C. Licenses & Permits & Policies**
 - 1) Outdoor Gathering Permit – Trunk or Treat
- D. Donations** – None
- E. Acceptance of Minutes**
 - 1) August 12, 2025
- F. Calendar**

8/27	7:00	Planning Board	Buxton Meeting Room
8/28	7:00	Zoning Board	Buxton Meeting Room
9/01		** Town Hall Closed – Labor Day **	
9/02	7:00	Town Hall Advisory Committee	Buxton Meeting Room
9/03	8:30a	Highway Safety Committee	BOS Meeting Room
9/03	7:00	Budget Committee	Buxton Meeting Room
9/08	7:00	Cable Utility Committee	Hudson Cable access Center
9/08	7:00	Conservation Commission	Buxton Meeting Room
9/09	7:00	Board of Selectmen	BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on August 12, 2025

- 1) Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to seal the minutes of a nonpublic session item. Motion carried, 5-0.
- 2) Selectman Morin made a motion, seconded by Selectman Jakoby, to authorize the HCTV Director to hire Jeffery Lloyd as an HCTV Videographer at \$16 per hour and up to 20 hours per week. Motion carried, 5-0.
- 3) Selectman Guessferd made a motion, seconded by Selectman Morin, to authorize the DPW Director to hire Matthew Flynn of Hudson, NH effective August 25, 2025 at \$25.85 per hour (grade 8, step 1) in accordance with the Hudson Public Works Department Teamsters Local 633 agreement. Motion carried, 5-0.
- 4) Selectman Vurgaropulos made a motion, seconded by Selectman Jakoby, to authorize the DPW Director to hire David Rousseau of Hudson, NH effective October 6, 2025 at \$25.85

per hour (grade 8, step 1) in accordance with the Hudson Public Works Department Teamsters Local 633 agreement. Motion carried, 5-0.

- 5) Selectman Morin made a motion, seconded by Selectman Guessferd, to accept Animal Control Supervisor, Jana McMillan's, resignation from the Hudson Police Department, effective October 3, 2025. Motion carried, 5-0.
- 6) Selectman Vurgaropulos made a motion, seconded by Selectman Guessferd, to authorize the Police Chief to post for the position of Animal Control Supervisor with a starting salary range of Step-1 (\$73,131) to Step-4 (\$78,942) based on experience, per the current Hudson Police, Fire, and Town Supervisors Association contract. Motion carried, 5-0.
- 7) Selectman Jakoby made a motion, seconded by Selectman Vurgaropulos, to authorize the Police Chief to hire Kaleb Cloutier as a part-time maintenance assistant at \$15.00 per hour and up to 15 hours per week. Motion carried, 5-0.
- 8) Selectman Morin made a motion, seconded by Selectman Guessferd, to authorize the Fire Chief to sign the attached Memorandum of Understanding in reference to the responsibilities related to the deployment of Firefighter/AEMT Richard Daughen, as part of the Massachusetts Urban and Rescue Task Force 1 (MA-TF1). Motion carried, 5-0.
- 9) Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to accept the resignation of Fire Department Probationary Dispatcher, Marissa McDaniel, effective August 31, 2025. Motion carried, 5-0.
- 10) Selectman Morin made a motion, seconded by Selectman Guessferd, to adjourn at 11:10 p.m. Motion carried, 5-0.

Chairman Dumont: Item 7A.5, which I just read into the record of the resignation of Animal Control Supervisor Jana McMillan. At this time, I would ask Chief Cahill to come up and say a few words and talk about that.

Chief Cayot: Thank you, I appreciate it. So unfortunately, ACO Supervisor Jana McMillan did tender a resignation to us effective October 3rd of this year. She's unavailable right now. She's out of state. But I would like to ask the Board if we could invite her back to a future meeting just to thank her for the service to the Hudson Police Department and the Town of Hudson. She's been a huge asset for 27 years and I think it would be appropriate for her to come here so we could thank her in public.

Chairman Dumont: Thank you. Any questions, comments?

Chief Cayot: Thank you.

8. NEW BUSINESS

A. Public Hearing: 9 Industrial Drive Donation – Engineering/Decision

Chairman Dumont: Chairman Dumont: All right. With that, we will roll into new business. We have a public hearing for a 9 Industrial Drive donation. The Board of Selectmen recently authorized staff to coordinate and solicit donations supporting the recreational project at 9 Industrial Drive. And I will recognize the Town Engineer, Mr. Dhima, to speak to that.

Elvis Dhima: Thank you, Mr. Chairman. Good afternoon, everyone. This is related to the project that this Board of Selectmen started. We have some folks from the Lions Club. I would like to invite here and they can talk to it. But this is a great donation towards basically the pickleball court and other efforts related to our Hudson Recreational Park. I think you recognize this gentleman.

Gary Gasdia: I recognize everybody.

Elvis Dhima: He's been here a couple times.

Gary Gasdia: It's great to be here. It's been a dream of mine to sit next to Elvis. So, I got to do that.

Chairman Dumont: So that's great. He's got a different seat now. A little different. Hopefully it's a better feeling.

Selectman Guessferd: You must say your name.

Gary Gasdia: Yes. Gary Gasdia, four McCann Road. You know, moved on to be president of the Lions Club. And behind me is some of our members. A few months ago, you know, Administrator Sorensen came to one of our meetings and spoke about the pickleball courts that are being put in. And we definitely want to help out with that. And so, you know, I know we have to go through the process, but I have with me the initial \$10,000 that we want to contribute to the phase. But when I was sitting in that other seat and this first came up, one of the things that, you know, was rightly asked by the Board of Selectmen is, well, whenever you do some of these things, there's maintenance. And so, one of the things the Lions Club also wants to do is make sure that for the foreseeable future, that doesn't fall on the taxpayers. So, in addition to this, we have authorized to work with the town for up to \$5,000 for each of the next three years for any maintenance that may need to be done to this piece. And I know that there's a big plan for what else can be there, and so I know the pickleball courts are just the beginning. And we would love to be part of any discussion, whether those are public info sessions or more visits, and how we can help. We think this is – it's a great way for us to give back to the town, but I think it's really something the town needs. And it's been great watching Selectman Morin's updates on Facebook, so thank you for that. But I really thank the Administrator for coming to our meeting and, of course, all the folks behind me in the Lions Club, because we have many folks approach us, but it's up to them to vote on where we give the money. So, like I said, what's voting on tonight, I believe, is the initial \$10,000, but we will also do the maintenance if that's approved.

Chairman Dumont: I just want to say for myself, just as a resident, what the Lions Club does is truly amazing. You guys put forward a lot of community support and volunteerism that you don't really see everywhere. Nobody's looking for recognition, but you guys are always there to help. So, I just want to say thank you very much and really appreciate it. This donation is absolutely fantastic. Selectman Morin.

Selectman Morin: Mr. Chair, they need a picture. Could I get a picture with the group behind you and Gary?

Gary Gasdia: We don't require recognition, but we would like a picture. Do you want to go in there?

Elvis Dhima: Dave, I'll take the picture. You can stay. You guys want to get in there? You have to raise your hand, Bob. Come on, Bob. I got you. One, two, three. Excellent.

Photos of Lions Club and Board of Selectmen members was taken by Elvis Dhima.

Chairman Dumont: We'll do the public hearing first. A little bit out of order here, but not a problem. Nothing we can't handle. We're going to roll into the public hearing at this point, so I will open up at 7:25 p.m. to see if there's anybody out there that would like to come and speak on this donation. Nobody jumping for joy. We'll close at 7:25 p.m. All right. Mr. Sorensen, would you like to read the motion and have a quick change?

Roy Sorenson: Yep. Motion to accept the donation from the Hudson Lions Club in the amount of \$10,000, including \$5,000 for each of the next three years in accordance with RSA 31:95-b for the 9 Industrial Drive Recreational Project and authorized staff to collect the contributions.

Roy Sorenson: Motion to accept the donation from the Hudson Lions Club in the amount of \$10,000, including \$5,000 for each of the next 3 years, in accordance with RSA 31:95-b, for the 9 Industrial Drive Recreational Project and authorize staff to collect the contributions.

Selectman Jakoby: I just want to again reiterate our thanks and appreciation to the Lions Club for this and I especially appreciate the foresight into the future planning and the maintenance of this. So, I'm very touched by that forethought and I just wanted to share that. So, thank you.

Chairman Dumont: To echo that point also, Mr. Dhima, we fully expect you'll send an invitation to them along the way for any of our public comment sessions as the project proceeds.

Elvis Dhima: Absolutely, and I'm pleased to announce that we've actually, knowing that this is coming, we have added them to the sign we already produced for the donation. So, it's going to be a sign out there and they're going to be part of this, even though it was at the last minute. So, the sign is already done and it was close to 50

bucks, which is great because it's what we want to spend for that. But no, they're going to be part of that and looking forward to hopefully having a grand opening in September. I'm going to have the rec director coordinate that, but that's coming along very well.

Chairman Dumont: Selectman Vurgaropulos, to the motion?

Selectman Vurgaropulos: Not to the donation, though I do appreciate the donation. Thank you very much. This is just to the pickleball court.

Chairman Dumont: Yeah, so let's finish up with the motion on the floor and then I'll give you a second to have your comment. So, is there any other discussion on the motion on the floor?

Selectman Morin made a motion, seconded by Selectman Guessferd to accept the donation from the Hudson Lions Club in the amount of \$10,000, including \$5,000 for each of the next three years in accordance with RSA 31:95-b for the 9 Industrial Drive Recreational Project and authorized staff to collect the contributions. Motion carried, 5-0.

Selectman Vurgaropulos: Mr. Elvis, I came across an interesting article yesterday, actually, and since we're talking about the pickleball court, I wanted to bring it up. I guess pickleballs have a habit of splitting and becoming trash on the court. I was reading an article about how some of town's Institute and Recycling Program put bins on them. Are we looking at anything like that?

Elvis Dhima: We could, if the Board wishes to do so. Engineering's task right now is just to make sure this is up and running so folks can enjoy it for the season, but I think we can talk to the Public Works to see what they would like to put out there. Obviously, having the \$5,000 available for maintenance is going to help us doing that, but I think that's something the Board can decide later on if you wish to do so. Absolutely.

Selectman Vurgaropulos: I just figured I'd bring it up for a general conversation.

Elvis Dhima: I think another thing to think about is we made it big enough to accommodate some benches out there, so if someone wants to do dedicated benches, you know, to the side or other programs you can do, there's a bit of wiggle room there. We made it a bit bigger than the standards are, so I think it's gonna be a nice area and you can add additional features if you wish to do so as a board. Absolutely.

Chairman Dumont: Fantastic. If there's no other discussion on that, we'll go into item number B, public hearing on the Haselton Barn donation.

B. Public Hearing: Haselton Barn Donation – Engineering/Decision

Chairman Dumont: The Haselton Barn is a historic structure in Benson Park. It's facing structural concerns and significant deterioration requiring substantial restoration. A Hudson resident has generously offered to repair and restore the cupola at no cost to the town, and I will also recognize again Mr. Dhima to speak on that.

Elvis Dhima: Thank you, Mr. Chairman. As you might be aware, Town of Hudson a while back, successfully, I'll recognize Mr. Lee Lavoie with everyone that's going to be doing the donation tonight, but before we get into it, basically the Town of Hudson purchased the Benson Park. With that came some obligations related to what's within the Benson Park. Haselton Barn is one of them. Haselton Barn has been going through some renovations, as you remember, the roof, but a while back the cupola was removed to fix the roof and other issues that was having, which has been addressed. That particular structure is adjacent to the main structure and Mr. Lavoie was kind enough to reach out to Selectman Morin, who put him in touch with staff, and it seems that he's going to be taking this on to restore it to where it needs to be. He's very familiar with historical requirements related to this repair, and I'm pleased to bring this in front of you tonight, and I'll take any questions you might have. We both will. I don't know if you want to talk a little bit about it, too, as well, if you wish to do so.

Lee Lavoie: Thank you, Mr. Chairman and Board members. First off, I want to thank you for your service to the town. I think it's a former school board member here, but this is a donation. Here's the story behind it. When they took that thing down 28 years ago, I actually went over to measure it because the building inspector in Litchfield wanted that same cupola style built on his barn. He passed away before we ever had a chance to build

it, so I always said someday I'm going to restore that cupola if given the chance, and now that I'm semi-retired, please don't tell my wife that, I decided that this would be a perfect time in my life to tackle it.

Selectman Guessferd: First, I just want to say it's a very generous donation on your part. Is \$10,000 going to cover it?

Lee Lavoie: I have some suppliers in town that are willing to help us, and I can name two of them so far. One's Hudson-Lumber, and the other one would be Hudson True Value. The thing with this, if you look at it, it looks worse than what it is. It's like shingles that are bad. The whole shingle roof would have to go away. We'll put copper down the sides on the roof, but the wood shingles, there's a few that are broken that'll have to be replicated and painted, and I have several people who offered to help do the painting.

Selectman Guessferd: So obviously you're going to use the standards that they set for these types of buildings.

Lee Lavoie: Oh yes, and there is a little bit of structural work on the cupola because we have to obviously train it up 60 feet up into the air. Actually, it's more like 70 feet because you got to be taller than the building itself.

Selectman Guessferd: I'll be personally watching that. I live right there.

Lee Lavoie: It might be up on the roof. We'll alter it.

Elvis Dhima: We'll restore it first, and then we'll figure out if it goes up at a later time because I don't want to make sure. If this one thing, if we want to take that barn down once and for all, I think this could be one way of doing it. No, I'm just kidding. I want to have the town have a look at it before we go there because obviously there's been a lot of changes out there. The barn has some issues, and this is about 2,000 pounds. I don't want to add additional stress that it's not necessary, but we're going to talk about that later. I think the idea is let's get this thing where it needs to be, and then we'll figure out where it needs to be stored, or if we can figure out if the building can handle it or not, maybe we can put it back out there. I don't want to put it out there just yet because I want to make sure. Let's do the first step, and then figure out the rest later.

Chairman Dumont: I had the same concerns about whether or not it would be able to hold it up there. I know the barn's in disrepair, but either way, the donation is very much appreciated. Hopefully, we can see some more work, and maybe this will get some other people jumping to help out over there.

Selectman Jakoby: I know that it's been a passion of yours to restore this, and knowing that it may not end up back on the barn, is that still something that's... I want to be honest with you. I'm sure the ultimate goal is to get it back up on the barn, but I'm hearing that might not be possible.

Lee Lavoie: That's a great question. I'm in the construction field. I have resources that if, per se, it wasn't considered structurally safe... I'm sure I can get...

Selectman Jakoby: You might make that happen.

Lee Lavoie: I'm sure I can find structural engineers to tell us what we need to do.

Selectman Jakoby: I just wanted to make sure

Elvis Dhima: We might have to come in for another donation from you, but that's okay. Which we're okay with.

Lee Lavoie: That'll probably be over the \$10,000. I appreciate that. The only thing I will need from the town, obviously, is when we talked, Selectman Morin and Elvis just transported over to my barn just because I like to work inside

Selectman Jakoby: Yeah.

Lee Lavoie: And this is like a cash crop of poison ivy.

Selectman Guessferd: Oh, yeah.

Lee Lavoie: Every time I go over there, I'm like, no wonder no one goes over to that barn.

Roy Sorenson: You should take Elvis over there. And leave him there, too, while you're there.

Chairman Dumont: Elvis, did you have conversations with DPW or transferring?

Elvis Dhima: Yep. We have had conversation. I think we're going to reach out to SL Chassis as well to see if we're going to borrow a crane for putting this on a flatbed and then bringing it to where we need to. So, there's going to be a little bit of coordination there, but I figure we get this going, and then we can coordinate the rest. I do want to talk a little bit about how long this will take once we get it to your place, about timeline and all, or rough idea, just so everyone understands. It's not going to be like a one-year project.

Chairman Dumont: Right, right.

Lee Lavoie: Yeah. I mean, if given just go and do it, it would probably take me two weeks, but my guess would be like three months.

Elvis Dhima: Right.

Lee Lavoie: Because I own apartment buildings, and as soon as I think I have a day off, I don't.

Chairman Dumont: I think we can all appreciate. We know that you're volunteering, you're donating, and as your schedule allows it, the work will be done.

Lee Lavoie: mean, if time was an essence and we needed it done right away, but, I mean, we can do this this winter.

Chairman Dumont: It would be fine with me. I would say do it the way that works best for you and just coordinate with Mr. Dhima and Mr. Sorenson along the way.

Elvis Dhima: Worst comes to worst.

Chairman Dumont: It's a great winter park.

Selectman Morin: Exactly.

Chairman Dumont: It's going to be great.

Selectman Morin: Just wondering, once you're done with the cupola, can you make the barn look like that first picture?

Lee Lavoie: That is a beautiful. That's the only photo I know of it.

Selectman Morin: That's an awesome picture.

Lee Lavoie: So, if anyone, and I'm going to reach out to Ruth Parker and David Alconis and Laurie and Shawn Jasper and Dave and see if somebody must have more photos of this.

Elvis Dhima: We have some. Yeah, we have some on the record.

Lee Lavoie: Do you have photos of them taking it off?

Elvis Dhima: No. That I do not have.

Chairman Dumont: I would also say Selectman Jakoby is the liaison for the Benson Park Committee. They might have something in the archives.

Selectman Jakoby: Yes, the Friends of Benson has been gathering much more photos and information because they're working on the museum. So, I'm sure that they probably have some information as well. All right.

Chairman Dumont: So, Mr. Dhima, you can forward off Selectman Jakoby's contact information, and hopefully we can dig some stuff up for him as well.

Elvis Dhima: Absolutely.

Selectman Jakoby: I haven't seen people who would know yet. Okay.

Chairman Dumont: All right. So, with that, if there's no other comments or questions, we are going to hold the public hearing at 7:40 p.m. We will open up the public hearing. If there's anybody here that would like to come up and speak on the matter? I'm not seeing anybody. Last chance. We will close the public hearing at 7:40 p.m. I'll be looking for a motion to accept the donation of \$10,000 in accordance with RSA 31:95-b for labor material

transportation from Lee, Lavoie, with Home Improvements for the repair of the Haselton barn cupola project and authorize staff to coordinate and assist with this project. Selectman Jakoby, would you like to make the motion because you're the liaison?

Selectman Jakoby made a motion, seconded by Selectman Guessferd, to accept the donation of \$10,000 in accordance with RSA 31:95-b for labor material transportation from Lee, Lavoie, with Home Improvements for the repair of the Haselton barn cupola project and authorize staff to coordinate and assist with this project. Motion carries, 5-0.

Elvis Dhima: Thank you.

Chairman Dumont: Have a great night

Elvis Dhima: Thank you, Lee.

Lee Lavoie: Thank you.

C. Department Update – Town Clerk & Tax Collector/Informational (presentation)

Chairman Dumont: Thank you very much. All right. We have another department update for the Town Clerk and Tax Collector. I will recognize Mr. Sorenson.

Roy Sorenson: All right. Thank you, Mr. Chair. I'm happy to have the Tax Collector and the Town Clerk here tonight to do their presentation. I'm going to turn it over to them. I'm just going to get set up here. And let's see. Michelle, give me one second.

Michelle Brewster: Yep.

Roy Sorenson: All right. With that, we have Michelle Brewster, our Town Clerk, our Tax Collector, Chris Strout-Lizotte as well. And I'm going to turn it over to them and it's all yours.

Michelle Brewster: Thank you for having us this evening. We're excited to talk a little bit about the department and how it looks since the separation of the Town Clerk and Tax Collector position. So just to give an idea of how the department currently looks, I'm Michelle Brewster. I'm the Town Clerk. I was appointed in July of 2024 and then elected the following March. I am up for reelection this coming March. And I'm looking forward to hopefully serving the town another three years. Following myself, we'll have the Tax Collector. And I'll let her speak a little bit about how the staff flows underneath her.

Chris Strout-Lizotte: All right. So, my name is Christine Strout-Lizotte, and I am the Tax Collector and the Municipal Agent for the town of Hudson. I was hired in January of 2019 as an assistant Town Clerk Tax Collector. I became the Town Clerk Tax Collector in March of 2023. And then in July of last year, the positions were split, and I retained the title of Tax Collector and Municipal Agent. So, Donna Melanson, who is the deputy, she's the deputy for both positions, she's been with us for the town of Hudson for 24 years. And we share her as a deputy. And then working under myself are the four -- I'm sorry, the three other assistant Town Clerk Tax Collectors. So, we have Pam Bisbing. She's been with the town for over 26 years. She started with the DPW and then transferred over to Town Clerk Tax Collector's office. And then we have Cindy Roberts, who's been with us just over two years. And then Heather will have her one-year anniversary in October. Also under me is the Sewer Department collections. So not only am I the Tax Collector, the Municipal Agent, but I'm also the manager of the Sewer Utility Clerk. So that's Barbara. And she became Sewer Utility Clerk this past January, and she's been with the town for 14 years.

Michelle Brewster: So, we did complete two separate mission statements for the town today. We thought it was important to kind of show what our individual missions are. And the presentation will show you how we work together to meet the goal of our mission statement. So, for the Town Clerk, the Town Clerk's office is committed to preserving vital historic and permanent records while providing prompt, courteous, and cost-effective support to both town staff and the public. We are also dedicated to upholding a transparent and fair democratic process through the effective administration of elections.

Chris Strout-Lizotte: And the mission statement for the Tax Collector's part of the office is that the Tax Collector's office serves as the cornerstone for our community's local government. With dedication to accuracy, professionalism, and impartiality, we deliver a wide array of essential services, including motor vehicle registration and tax collection. We are often the first contact residents have with local officials, and we take that responsibility seriously. Our team is committed to continually refining our practices, ensuring every interaction reflects our commitment to excellence.

Michelle Brewster: So, we did separate the presentation for the board this evening. We will start off by reviewing the tasks that fall underneath myself, the Town Clerk. Biggest one, of course, is going to be the town election. The Town Clerk does oversee preparation for all elections. I handle the statewide voter registration system and also confirming voter eligibility, which recently, with new law changes, has become something big. So, it's my responsibility to ensure myself and the staff are up to date with those laws. If you take a look here, what I did was, thanks to previous town moderator, Paul Inderbitzen, I pulled some of the numbers from previous elections. If you take a look, you'll see the primary and generals tend to have the higher turnouts. Looking at the last two town elections, my dream as the Town Clerk and as the person that puts the work into these elections, I'd love to see those voter turnouts at the town election be similar to a primary, whether that be the presidential primary. Our staff puts a lot of work into these elections. You'll see in the corner there we have approximately 18,000 registered voters as of July 30th. I believe when I started back in July of 24, we were only at about 16,000 voters. So, it really goes to show the population in Hudson is growing. The town elections are so crucial. They are so important. The whole town puts work into them. I'd really like to see the opportunity for the town to turn out more for those. I'd also like to thank the election workers that volunteer their time to support us because there is a lot that goes into it. Another crucial part of the Town Clerk position is going to be the vital records. Vital records do include birth certificates, death, marriage certificates, license, and divorce. I'd like to remind the public that we do not only serve the town of Hudson. We are bordering Massachusetts. If you are somebody who was born in the state of New Hampshire, married in the state of New Hampshire, you can come to us to obtain your certificates. So that's very high volume for us. Just some additional information, the fee cost for it. It is \$15 for a copy, \$10 for each additional, \$50 for a marriage license. Another crucial part of it is who can request a marriage license. This is a big one. You do have to be a direct family member, parent, spouse, or child. If anyone is ever questioning whether they meet that relationship guidelines, the clerk's office is available. You can give us a call at any time. My personal favorite, dog licenses. So, Hudson has approximately 5,000 licensed dogs. Over the last three months, we have been averaging 20 new dogs a month. That is not single-dog homes. These are people that already have dogs that are just adding and adding. We put a lot of work into dog licenses. This basic information here, who needs a license, a dog four months or older. Hudson's fee structure is very low in comparison to our sister towns. We do make it very cost-effective to license your dog here in town. We offer payments of online, over the phone, in person. There are fees that come along with not licensing your dog. This year, I had the pleasure of working with Jana. I am very sad to see her go, but with her help, I'm very happy to say we are down to probably just under 200 dogs that are remaining unlicensed out of that 5,000. That's just from the start of January. I'm very much going to miss Jana. Just a bit of acknowledgement, Milo and Cooper that you see here, those belong to our assistant Town Clerk, Cindy, in the little prison cell. That's what happens when dogs aren't licensed. Just throwing that out there.

Selectman Guessferd: To their owners.

Michelle Brewster: Just a little bit of the Town Clerk revenue. This isn't going to reflect what we pay back. Marriage licenses, vital records, we pay the state of fee. That's not reflected here. But just to give an idea of the type of volume that we can do in a fiscal year, you'll see dog licenses brings in quite a bit, but there's a lot of cost that goes into the dog licenses. We do certified meal. We have to pay the Department of Agriculture. So, there's a little bit more that goes into that. But just to give an idea of what it looks like from the clerk's perspective for revenue.

Chris Strout-Lizotte: All right. So now for my part of the presentation, Tax Collector and municipal agent. So, we're going to talk first about motor vehicles and boat registration, which is part of the Municipal Agent part of my job responsibility. We mail approximately 1,500 renewal notices every month for people to renew and register their vehicles, whether that's a car, a motorcycle, trailers, off-road vehicles. Those are the most common ones. We do offer many types of plates, but the most common are the vanity plates and the state park plate,

and then the moose plate, which is the conservation plates. We do a lot of lease-to-own and plate transfers. People buy a new car. They go to the dealership, they buy a car, and they want to transfer their plate. So that's a totally different process than getting a new plate. We now do veteran plates and antique plates here in the office. Up until a couple months ago, you had to go to the DMV to get those plates, but we do them now in our office. Miscellaneous fees, most popular, duplicate registrations. People buy a new car, the dealership takes their current registration, but in order to transfer your plate, you need the original registration, so they have to pay \$17.50 to get a duplicate registration. And then new plates, people lose a plate, they get into a car accident, they don't like their number anymore, they get new plates, that's \$10.50. And then the vanity plates, they're \$40 additional. The moose plates, conservation plates, are \$30 additional per year. And the state park plate, those are pretty popular. They're \$85 additional every year, but they get you into free, like 95% of the parks in the state. For new registration requirements, very important, can't do anything without a valid ID. You need proof of residency in Hudson if your current address is not on your ID. We see a lot of that. We get a lot of people moving into town, and they need documentation to prove that they live in Hudson. So that's a lot of reason that we do have to turn people away initially is because they don't have the right documentation. Next slide. So, for motor vehicle and boat revenue for Fiscal Year 25, for motor vehicles, we took in \$6,879,860 in motor vehicle registration fees and title fees. And for boats, it was just over \$11,000. So, in total, \$6,891,000 we took in just in motor vehicle and boat revenue. So it's pretty busy up there.

Chairman Dumont: Is that just the town fees? Or is that the town and state together?

Chris Strout-Lizotte: Those are the town fees.

Chairman Dumont: Just the town. All right.

Chris Strout-Lizotte: Next one is tax collection. So, the Tax Collector oversees collection of all property taxes. That also includes current use tax, excavation tax, yield tax, and supplemental taxes. Those four taxes can happen any time during the year depending on what's going on in town, mostly with construction. They generally start with the assessing department, and then once they get approved here by the Board of Selectmen, I get the paperwork, and then a whole new process starts where I have to bill and send out those invoices. We calculate and mail approximately 10,000 property tax bills twice a year. So, it's busy those years. It takes about three and a half to four hours to print the bills. And on those days, doing a little prayer that the copier doesn't break. And also, primary responsibility is to balance cash and all accounts collected on a daily basis to turn over to the Town Treasurer. So that's a daily function that I do every morning. It can take anywhere from 45 minutes to a couple hours depending on if we balance or not, which today we didn't balance for two reasons, so it took a little while to figure that out. As far as the tax rates are concerned, we do not set them. They are set by the Department of Revenue. It's an RSA. It's the law, but we get the phone calls every fall about the tax rate. But just putting it out there that it is set by the state. Our tax year runs April 1st through March 31st. This is also something that we get a lot of questions on. Why isn't it calendar year, fiscal year? Again, it's an RSA. That's how the state of New Hampshire does their taxes. And then taxes are due every year, July 1st, and then on or about December 1st. It all depends on when we get the tax rate in the fall. So, there have been some years recently where the due date was not until January because we got the rate so late. So that's why we say on or about December 1st. But all that information is on our website. As far as tax payments go, we take them multiple different ways. Not most popular, but we do take them in person. The month leading up to the due date is very busy in the Town Clerk Tax Collector's office. I mean, there's always a line because people like to come in and pay in person because the people that work in our office, they are the face of the town. People have developed relationships with our Town Clerks. As I mentioned earlier, we have two clerks that have been here over 20 years. They're friends with everybody. And if they're on vacation and someone comes in, they're not happy because, you know, God forbid somebody takes a vacation. But other ways that people can pay their bill is by mailing to our office here at 12 School Street or there is a P.O. box that goes directly to Citizens Bank, and then we get an electronic transfer every day of what the bank took in, and then I have to post that separately. Or you can pay online, which we love. We have two drop boxes, one outside on the sidewalk, and then another one is right outside our office is a metal box that's locked that people drop payments in.

Chairman Dumont: If I may real quick, just because you touched on it about people coming in, and really for both of you, do you see a preferred method when you're talking to people? Is it online? Is it in person? What do you see just kind of across the board?

Michelle Brewster: I feel like Hudson has a very either old school or new school. There's really nothing in the middle. You're either going to get the group of people that are like, let me pay it online, I don't care about fees, or you're going to get, like Chris had mentioned, the people that have been coming into this building for the last 25 years and they want the interaction with Pam. They want to catch up on family. They want that. So, I really can't say there's a preferred method because I think we have two very different demographics in town that it's their preference. But having the luxury of being able to choose I definitely think is huge. Absolutely.

Chris Strout-Lizotte: And a lot of people still want a receipt. Yeah. You know, their canceled check is not a receipt.

Selectman Guessferd: I have a question related to that. So, a lot of people, and I'm one of them, you know, escrow their taxes. And so, I'm assuming those all come in electronically from those various mortgage companies.

Chris Strout-Lizotte: Yeah.

Selectman Guessferd: What percentage do you think? Do you have any ideas on how many properties are actually just escrowed, you know, they just come to you that way?

Chris Strout-Lizotte: So, the biggest, we get payments from two companies. One is called CoreLogic. They were just bought out by somebody and I don't know the name of the new company. And then Loretta. But CoreLogic is the biggest one. And this past year they always pay two days before the due date because they're holding on to the money. But the payment that came through was for over 4,200 property tax owners, so 4,200 mortgages. And the Loretta payment was just under \$1,000. So about half are paid by a mortgage company.

Selectman Guessferd: Okay.

Chris Strout-Lizotte: And then, you know, we also get checks that come in from smaller banks or lending institutions. They'll send the check in to us and we have to enter that manually. But I'd say half come in electronically.

Selectman Guessferd: Yeah. I was wondering about that.

Chris Strout-Lizotte: Yeah. Yeah.

Roy Sorenson: Thank you. Did you have your THAC? Your THAC hat on with your questions?

Chairman Dumont: We had a lot of questions.

Michelle Brewster: I felt like there was a little something going on.

Chairman Dumont: I was trying to get the information I could bring back to my fund sucker.

Chris Strout-Lizotte: All in all, in fiscal year 25, we took in \$84,643,000 in change in property taxes. So that went through our office.

Michelle Brewster: And I do want to say, we did try to put this on, like, this beautiful graph, but the property tax ate the graph. There was no way for us to do it.

Roy Sorenson: So, I think you need to raise your fees then, Michelle.

Michelle Brewster: Yeah. The dog fees.

Chris Strout-Lizotte: That could be it. And just one last slide. So, in total between the Town Clerk's fees and the Tax Collector fees, this is what we took in as an office that came through our space, four clerks on the window, and the two of us was over \$91 million with all the fees between the motor vehicle registration, property taxes, and the vital statistics and marriage licenses and so on.

Michelle Brewster: And that's what we want to remind people. I mean, when you take a look at that number, whether it's coming in cash, whether it's coming in electronically, there is still a person that is processing that. So, when it's mid-July and the line is out the door, that's your property taxes. Or in the previous year when there's an election and property taxes, now we are trying to juggle serving those individuals from a solid line. So, we would both like to take the opportunity to really thank our assistant clerks, because not only did they have to go through the transition of the splitting of the Town Clerk and the Tax Collector, it was a full department, and we really couldn't do it without them pulling in that kind of money effectively, efficiently wouldn't be possible without all of them. And speaking of teamwork, this is Chris and I out on a little ride together. Now, I just wanted to take a moment, and I'll just read this for you. By working together, the Town Clerk and the Tax Collector in hand both serviced in efficiency for the community. When I came into the split of the positions, I had no municipality experience. I was brand new. I had human services, but not the municipality. And if it wasn't for the guidance that came from Chris previously doing the position, my deputy Donna Melanson and the assistant clerks, we really wouldn't be as efficient as we are today. I mean, I started one month before an election season completely green to elections, and Chris and I just, we made it work. Paul Inderbitzen, previous town moderator, was also crucial to that. So, I just wanted to stress how important it is that these positions have been split, but we are very much indeed a team that worked together to make that office run as efficiently and smoothly as possible.

Selectman Guessferd: And I'll just say, having witnessed that first election when you were in there, and all of this was seamless. I mean, you did a great job, and we're happy to have you, glad to have you.

Michelle Brewster: I appreciate that.

Selectman Guessferd: I appreciate the both of you. I mean, because you're both there when we see the elections.

Michelle Brewster: It takes two.

Selectman Guessferd: It does.

Chris Strout-Lizotte: It might take three or four, but we do it with two.

Selectman Guessferd: It takes two.

Chris Strout-Lizotte: I can't believe I'm going to say this, but they're kind of fun. In hindsight, one a year is good.

Selectman Guessferd: Yeah, not three.

Michelle Brewster: So just looking into the future, originally, we had sat separately to come up with the goal, but when you share an office space and you share staff, it was very easy to come up with a common goal, and you may see this with other department heads, the town webpage. Ideally, we would like to see a place where it's just a little bit more efficient. We get a lot of common questions. One thing is, how much is my motor vehicle registration going to be? Certain towns that use certain softwares have the ability to have a webpage that you click on it, you put the VIN number in, you get an estimate. Same thing with Town Clerk functions, vital records. Towns, again, I'm not an IT person. This may be due to the software they use. You can request the vital records through online services. But even things as simple as, like, the frequently asked questions, a way to separate us, where if you're looking for that one specific thing, you know where to get it. And that's definitely a shared goal that we have in looking forward to working with Roy, Town Administrator and Doug and IT on hopefully getting us to that point.

Chris Strout-Lizotte: We have a lot of great information on our pages. It's just getting people to look at the website. And maybe I know we're looking at changing it and updating it, and hopefully it's more user-friendly and appealing so that we can get more and more people to look. Because a lot of the answers that we get phone calls for, and we get a lot of phone calls, are on the website. So, if we can get people geared towards that somehow, marketing campaign, you know, something.

Chairman Dumont: Big flashing sign.

Chris Strout-Lizotte: Big flashing sign, yeah. And click here.

Selectman Jakoby: You know, to the point, to your point, people are now used to typing in their question in the search. If you type in, you know, dog licenses, our website doesn't go there. So, I think, you know, when it is upgraded and it's that search with a false sentence that everyone's used to now, I think you'll find that most helpful. But until that happens, you know, it's not.

Chris Strout-Lizotte: Or the chat bot.

Selectman Jakoby: Yeah.

Chris Strout-Lizotte: You know, Manchester, I think it's Manchester, just rolled that out. I mean, that's definitely something in the future that we may be able to utilize.

Selectman Jakoby: Exactly. And I think the other thing, too, the good thing about the fact that we're behind on our website is that everybody's, like, tested everything now. So, we can benefit from all the research and stuff that's been done. So, I'm trying to look optimistically, but I think that's a really good point. So, thank you for that.

Michelle Brewster: Thank you. So same thing with the strengths and weaknesses. We sat and we did it separate. We pulled them together and we said, you know what? She had space. We have a lot of commons here. The strengths that we've previously pointed out is, you know, the town now has a dedicated clerk. If something comes up during election season, I am able to focus 100 percent on that issue, whereas the previous Town Clerk Tax Collector is in half tax season, half election season, and has to split their time. Same thing with the Tax Collector. If there is a motor vehicle issue, a tax question, we have the time now that we can dedicate to the resident that's asking the questions. Our response time is much easier now because you have two people specializing. So that works. Both of us are now able to focus on the regulations that come along with each role. Being someone that was green, I could not believe what went into elections, the RSAs, the laws. So, it was really nice to be able to sit and have the time to dedicate to learning those RSAs. Weaknesses that we have, again, the town webpage. You know, I know it's something that the town's working on. This might be a tough one, but the office layout during peak hours. When it's election season and I am the Town Clerk and I don't have the ability to get that one-on-one in a private area, it can be difficult. You'll see we'll have a line going out the front door. We'll have a line going into the parking lot. And I know it's understandable. It's just the setup. We're working through it. We have some ideas for the future. Hopefully that can come into place. But it is a weakness for us. A resident comes in, has maybe something discreet or sensitive to talk about. If they're wanting to speak to the Town Clerk, Chris is generous. I'll ask if I can use her office. But it would be nice to ideally have a place.

Chris Strout-Lizotte: Yeah, I mean, right now, I mean, the way the setup is, is Michelle's desk area is not at a window. And that will be a problem with next year's election cycle, with the primary and the November election. With the number of absentee ballots that we anticipate, it's going to be a problem. So, we're definitely going to need to figure something out as far as Michelle being able to interact face-to-face with customers. Because right now, that's not, without her hanging over someone's shoulder.

Chairman Dumont: I was going to say, to put back on that other hat, so you see that a lot with elections, that you need that face-to-face more, more so than being able to handle it over the phone or even online, obviously.

Michelle Brewster: Election is very much face-to-face. And I think in an ideal world, the clerk would be able to be face-to-face for all those interactions. Right now, it's really if somebody comes in, and elections are funny, right? Some people are willing to come up to the window and scream out loud, whatever it is that they believe. Other people don't want to do that. They want to talk to the Town Clerk about an absentee ballot, and they want to do it discreetly. And I kind of find ways to make that work. But in an ideal town hall, I would be able to speak with them one-on-one in a private area, as well as serve them. I mean, we do have the four clerks, but there's no distinction in the lines. So, we have a line out the door, and it's election, election, property tax, motor vehicle, election. And some people understand when I run out and I scream, if you're here for an election, come to that area. But it doesn't always work as smoothly as we'd like it to, but we did make it work. Which kind of goes into opportunities that we see already within town hall, not drastic change. Something that exists within town hall, the user-friendly web page. Marriage licenses is another one. When a couple comes in for a marriage license currently, I will ask one of the assistant clerks to step away from their window so I can step in, kind of give them the information that they need. I have to photocopy the documents. But the downside is that personal

interaction. Because what happens is I say, okay, here's the form. There's a table and chair out in the hallway. And if I need to speak with them discreetly, that is my area to speak with them discreetly. So potentially something I could speak internally, maybe with Roy, about a couple of spaces within town hall, that on those one-offs where we have the marriage license, I could sit with them one-on-one, make it more of a personal interaction for them. Threats that we have. My favorite. Misinformation shared on social media. I strongly encourage the residents of this town, if you are on social media during election season, during tax season, motor vehicle registration, please do not go by what another resident has told you. Please call us. We are in the office Monday through Friday, 8:00 a.m. to 4:30 p.m. Leave me a message. Be as detailed as you need to be. I would much rather you have the information from myself, from Chris, from one of the assistant clerks, than something on social media. And I'll let Chris talk a little bit more about the DMV interface.

Chris Strout-Lizotte: Yep. So, one of the other threats we have is the software interface with the DMV and the wait time. So, they kind of go hand-in-hand, but at least once to twice a month, the software goes down with our interface with DMV. We're also a third-party software, and I know we will be looking in the future to switching software potentially, but because we're a third-party software, there are a lot of instances where something occurs in our system that the DMV cannot help us with. They can't fix it because our software does not interface. So, we have a customer standing in front of us. There's an issue. The DMV will tell us, you have to call your software company. So, we can't call the software company. We have to go through an IT ticket, which I get. That's the procedure. But while that person is standing in front of us, we may not get a response for a long period of time. And the software company that we use is very small. They've got one expert that handles pretty much all of the issues that go in. So, you know, depending on where we are in the line of problems that day, it could be a situation where we ask the customer to come back or we get their phone number. Sometimes they won't leave. It could be a situation where the assistant Town Clerk is locked into that account, so we can't even get out of whatever she's in until we get resolution from the software company. So that is something that we deal with a couple times a month. But, also the wait time with the DMV, they are so short-staffed out there that if we have two places to call, one is the title department and one is just – it's called MAP. It's everything else that's not a title issue. MAP generally we can get through in a relatively short period of time, anywhere from two minutes to five or six minutes. If it's a title question, we literally can be on the phone for 45 minutes.

Michelle Brewster: And that's when you're one in queue. Like you call and it tells you you're caller one and a resident hears that and they think, great, but caller one could essentially be a 45-minute wait.

Chris Strout-Lizotte: So that is a threat to our business in the sense that if we are short-staffed, if it's lunchtime, you're taking that person, our assistant Town Clerk, away from being able to help other customers because we are waiting for 45 minutes on hold. Now, sometimes we are in a situation where we can put that call on hold and wait for someone to pick up and help another person. But if we're in the computer system already, then we're locked. So that is one of the threats for us.

Michelle Brewster: On a positive note, I want to take the opportunity to thank our clerk, Cindy. She had an idea one day to start Town Hall's Furry Friends. And when I tell you, this has become a hit in Town Hall. The children come in. It occupies them while their parents are doing their transaction. We have residents come in repeatedly just to look, make sure their dog is still on the wall. It's kind of taken on a thing of its own, and it's taking up the whole wall. I want to thank the administration office because they print these pictures for us so we can create the wall. But it's just something positive. A lot of people are coming into Town Hall to maybe do transactions they're not so thrilled about. They turn around, and there are puppies on the wall because they don't know that their wife brought the dog in. So, if you are a resident and you have a dog that is friendly, please feel free to come into Town Hall. We'd love to take a picture and get them on the Furry Friends wall of fame.

Roy Sorenson: Just so we're clear, this is not a most wanted for delinquent dog.

Michelle Brewster: We talked about that today, and I said, well, maybe what I'll do is next year when I'm making my phone calls, I'll say, oh, Zeus, that's my dog. Zeus is on the wall, but he's going to come off the wall if you don't pay. So, you know, it could be an incentive. It could be.

Selectman Vurgaropoulos: That was the first thing Michelle said to me when I was there the other day. She was like, where are your dogs? What do I do with my new puppy's license? And I was like, I'll get them in, I'll get them in.

Michelle Brewster: Thank you all for taking the time to really sit and listen to what goes on here in our office. And any questions or concerns?

Chairman Dumont: My question was about the space. You answered that as we were going through. Any other questions from the members? No. Great job.

Selectman Jakoby: I had the opportunity to do the tour after, and we had some conversations, and I think there's several things, and I'll send an e-mail about it. But I do would love for you to just talk about wet signatures and paper for a moment. I think this was an interesting concept, and I want the public to know this, that there are RSAs, and if you would just speak to that.

Michelle Brewster: So, when we had spoken, there are things with vital records where digital is not necessarily going to be an option. In the presentation, I had touched base on relationship. You have to be a direct relative. We get a wet ink signature form that the person signs off on stating. Regarding motor vehicles, we would have to look into that a little bit further. Not essentially or potentially an RSA, but registrations do get a wet ink signature. So, it would be more than just saying, oh, can we do it digital? It would be, oh, let's call the state and see what can be digital.

Chris Strout-Lizotte: There are a lot of forms that we deal with. We deal with power of attorneys. We deal with, like, the registrations, titles. If it's not a title application but a title that was purchased out of state, then it needs to be a wet signature. We do trust paperwork that comes in.

Michelle Brewster: It's really, I think it's more of a state level. There are other states, like state of Maine, state of New York, they do what they call e-titles. Maybe the laws there are slightly different, where if you're doing an e-title, maybe you can register a new car without coming in person. But from the motor vehicle perspective, I would say the proof of identity, the proof of residency, a lot of that requires that in person.

Chris Strout-Lizotte: And because we are a border town, we have a lot of people that buy their cars out of state. So, we see a lot of title applications, people coming in with titles, not title applications. Applications they get from the dealer. But if you buy it out of state, whether it's Massachusetts, we get a lot from New York. Those are actual titles that we need to have the wet signature on.

Selectman Jakoby: And I wanted the residents to know that because I found that very fascinating, that there are a number of reasons on the state level and because of RSAs that we have to have paper, we have to have wet signatures. And that is a lot of what, you know, has to happen here. So, I just wanted to, I found that fascinating.

Chairman Dumont: Very good point. Thank you. Anything else? Thank you, guys, very much. Appreciate it.

Michelle Brewster: Thank you for having us. Have a good evening.

Chairman Dumont: Good job. Thanks a lot. All right.

D. Hills Memorial Library – Administration/Discussion

Chairman Dumont: Next up, we have the Hills Memorial Library. Mr. Sorenson.

Roy Sorenson: All right. Thank you, Mr. Chair. So last week, I had a conversation with Linda Pilla, who's the library director at Rogers Memorial Library. She mentioned that the library trustees had taken some action on a couple resolutions. And at this point, I said it might be a good idea to have yourself and the trustees in to kind of tell us a little bit about those resolutions and what their thoughts might be. It does concern, obviously, the Hills Memorial Library. So, I would ask them to come up, if they may, and chat with the board on this issue.

Chairman Dumont: Welcome, welcome.

Karen May Bohrer: Good evening.

Linda Pilla: Okay. Hello.

Karen May Bohrer: I'm Karen Bohrer, the Chair of the Library Board. Linda Pilla, our Library Director, you know. And I want to recognize my fellow Trustees who are here tonight. Lisa Weber, vice chair. Margaret St. Onge, treasurer. And Mimi Guessferd, member for the Trustees. So here we are. So, you have our res—and thank you for giving us the time on your meeting tonight. And you have the text of the resolutions that were passed at the library board meeting on August 20th. And so, we're basically here to answer questions, I think, that you might have. But in any background information you would like, I'd be happy to supply. But our questions to all of you is what our next steps should be. We are ceasing library operations. The Library Board of Trustees will no longer meet in the Hills Building. The Friends of the Library are—ended their book sales out of the Hills Building, are in the process of clearing out the books that are still there. And we will be moving our meetings to HCTV headquarters, and the Friends will be looking for other opportunities for their book sales and other fundraising activities. So, our question is what do you see as our next steps? What we want to do is to work with this board and any other body in town with interest in the Hills Building. I also have, if you're interested, you know, figures on how much it has been to maintain the Hills building, at least in the last fiscal year, and to point out that the monies that go to maintaining the Hills building are all part of the town appropriation. Anyway, I'd like to think that it's just a matter of someone else signing the checks for utilities and everything else. But we want to do whatever is required and helpful to facilitate the transfer so that the Library Board of Trustees can devote our time and energy, our Library Board of Trustees and Linda and her staff, to the very vibrant and increasingly well-used, with more programs and everything in circulation, it's the Rogers Memorial Library, which has been the public library in Hudson for the last almost 16 years.

Chairman Dumont: I'll start off with that. As far as the maintenance, definitely would like to obviously make sure that Mr. Sorenson has your guys' most recent updated copy of that, as well as, you know, from my time that I was there, there was some projects that you guys were working on or that thought that needed to be done, if there's anything outstanding that you believe is pertinent or needs to be done right away. That way we just kind of have the heads up. I know Selectman Guessferd is the new liaison, but if there's anything in the works or things that need to be done that would be a future cost, that would help obviously. To me, I think that it's a decision that needs to be had before the school board as well as the Select Board. Mr. Morin?

Selectman Morin: Are there any issues with the basement?

Karen May Bohrer: Issues with the basement?

Linda Pilla: Not currently, no. So, the downpour that happened 10 days or so ago resulted in water running down the ramp and backing up against the door into the basement and water getting into the building. However, we have not refinished the space as it was before. It is now truly a basement. So that was Monday night. Tuesday morning, Bob went down there with his shop vac. Bob Gagnon.

Linda Pilla: Our facilities manager. I think we might possibly have the longest standing employee in the town of Hudson because he's been with the library 47 years. And maintains both buildings.

Karen May Bohrer: And he maintains both libraries.

Linda Pilla: I don't know if there's anybody else.

Chairman Dumont: Yes, he does. How many years?

Linda Pilla: 47 years.

Chairman Dumont: I think you beat Steve. It'd be close.

Selectman Morin: What about mold? I know there was a big issue with mold down there.

Linda Pilla: It was mediated last year when we had the initial flood. And the building was inspected and is environmentally clean.

Chairman Dumont: In my recollection for that, the real issue is the drainage over there.

Selectman Morin: That would be what needs to be used. See, the problem is if we inherit this building, we're going to have to deal with it. That's all.

Chairman Dumont: Yeah, go ahead.

Selectman Morin: This came in front of the Board of Selectmen a couple years ago. And we weren't interested at that time to do this. And what had come out at that time was the Historical Society was looking to use the building as a research center. And we as the Board at that time thought that would be the proper way. And that goes more with the library than the town of Hudson because it's research they can work hand-in-hand. That request from the Historical Society was restated to me at Old Home Days because they must have got word that this may be coming forward. And they would still very much like to get that building for a research center on the Hudson history, which, again, would be more advantageous with the library than it would with the town of Hudson because they can work hand-in-hand. And I know the library has many things in their basement that relate to the history that could go into that building and also go to the research and all that. I think that's the better move because I don't know what we're going to do with it. We already got the Historical Society that has a museum, so we couldn't make it a town museum because they already do that. It's a meeting space at this point. We have enough meeting spaces. If the schools had to move, we've got the two rooms here. We've got HCTV, and possibly if in the future we get a new town hall, we're going to have meeting spaces there. I think there was more related library things that they could do with this than the town. And I think the Historical Society would really move forward with this because they've requested this twice, that they want to make this a research center. And I think, again, I'll say it, that it goes more with the library than it does the town of Hudson.

Chairman Dumont: Did they make any mention about taking over the maintenance or anything of the building?

Selectman Morin: No.

Chairman Dumont: The Historical Society?

Selectman Morin: No.

Chairman Dumont: Questions or comments from board members?

Selectman Vurgaropoulos: I have a question. You mentioned earlier, I think I know the answer, I just wanted to make sure. Part of the reason you guys wanted to transfer was for grants and stuff like that. Are you restricted from certain grants because of the nonprofit status?

Linda Pilla: No. The restriction would be, well, I don't know enough about that. The restriction is that responsibilities for Hills is substantially greater than we are able to properly sustain. When the initial flood took place last year, it took a lot of time for me personally and for the Board of Trustees to work through the different processes of properly mediating the issues in the basement. And that was a relatively small matter. We're getting into areas that I personally have no knowledge of and no resources within the library for managing.

Karen May Bohrer: We don't have the resources in the library. The library staff isn't getting any larger and the use of the Rogers building is growing substantially. And the amount of time that Linda and Bob, the facilities manager, had to spend with the remediation of, as Linda said, a rather small problem with the water damage was an issue. And so, grants may definitely be available for maintenance and upgrade of the Hills building, but the library does not have the capacity to apply for grants for a building we don't use. Okay. Thank you.

Selectman Jakoby: So just to review a little bit. So, the main thing is that the maintenance and looking after of this historic building is beyond the capacity of the library and the Library Trustees. That's what I heard a year and a half ago. That's what I'm hearing now. And that ultimately, that maintenance and things is still coming out of the funds, the town funds anyway.

Karen May Bohrer: Yes.

Selectman Jakoby: So, it's really a matter of managing this building and that that makes more sense to be one of the buildings that the town has to manage, is where you're coming to us and saying, so now we don't have the capacity to manage this building. We're not even using this building so that ultimately, it's the town's responsibility to ensure this happen. Is that my understanding?

Karen May Bohrer: I would say that's correct.

Selectman Jakoby: Okay. I just wanted to clarify that.

Karen May Bohrer: And just to throw out some figures too, Bob, our facilities manager, spends an average of eight hours a week working at the Hills building to maintain it. And water damage remediation aside, it's, if I subtract that from what we spent in FY25, it would be about \$15,000 per year. That's utilities.

Selectman Jakoby: For maintenance.

Karen May Bohrer: Yes.

Linda Pilla: Utilities. Yeah. Yeah.

Roy Sorenson: That's in the library budget.

Linda Pilla: It is, yes.

Roy Sorenson: The utilities and the maintenance.

Linda Pilla: Well, there is no maintenance budget. There is none.

Roy Sorenson: Yeah.

Linda Pilla: There has never been a maintenance budget. What we have is a utilities budget. And anytime there's been anything else that's been required, it has come out of what is the budget for Rogers Memorial Library.

Roy Sorenson: That's what I'm getting at.

Linda Pilla: Yeah. It's not a separate fund available for Hills.

Roy Sorenson: If I may, Mr. Chair, is the building on the national register?

Linda Pilla: Yes, it is. On the New Hampshire register.

Karen May Bohrer: And the state register as well.

Roy Sorenson: National as well? Yes.

Karen May Bohrer: Both registers. And the Trustees of the Trust Funds does manage a fund specifically for the Hills building, which we have not tapped. No.

Linda Pilla: Ever.

Karen May Bohrer: For many, many, many years.

Roy Sorenson: So, there is a fund?

Karen May Bohrer: Yes, there is.

Roy Sorenson: You know what the balance is in that?

Karen May Bohrer: \$29,000.

Linda Pilla: I think it was originally \$30,000, and it's lost a little bit of value.

Karen May Bohrer: I think it's about \$29,000 at the moment.

Roy Sorenson: Get Barbara Bouley to start managing that fund. Who's managing that fund?

Selectman Jakoby: Yeah, really.

Selectman Morin: First, I'd like to understand what is this fund for, and what can it be used for?

Linda Pilla: Capital reserve fund.

Selectman Morin: OK. So, it can be used for maintenance?

Linda Pilla: Yes.

Selectman Morin: So why haven't we used that?

Because we've used the town appropriation.

Linda Pilla:

Because we've used the funds that have been available.

Selectman Morin: See, and before you go, too, that's what bothers me. Because if you had a maintenance fund like we have for all our buildings, we put money away for maintenance, we wouldn't be in this situation we're talking about now that you have to take money from other places. That's my concern. Because why haven't we had a maintenance? Especially with the age of that building and the requirements that we have to deal with, because it's on the historical list and everything, we have to keep that up, because that's what it tells us to do. So, I don't understand, why was there never a maintenance budget?

Linda Pilla: \$30,000 is insufficient to do any meaningful maintenance on Hills. So, getting the initial funding for the capital reserve fund was seen at the time as a start towards the larger issues. However, we've been through a couple of tough years, and I think everybody in Hudson knows what that's like. We've had a few tough years, and it has seemed inappropriate to ask for extra funds for a building where it's not the primary focus of the library. It's other tasks as necessary, and dealing in an area that is so far away from the expertise of the library staff, including myself and the Board of Trustees.

Selectman Morin: First of all, I've got to say, not appropriate for a building that is loved in this town. I don't think you'd have any issues getting maintenance money. That kind of irritates me, if that's the thought. And second of all, again, every other building in this town has a maintenance budget, and where you're taking money from other places in your budget bothers me, because what did we not get because you were taking money to go towards this building without a maintenance budget? And how much is in the account? How much money you got in there?

Linda Pilla: I'm sorry. Certainly, no offense was intended at all.

Selectman Morin: I understand that, but that is a very loved building in this town, and people would hate to see anything happen to it. That's what bothers me, because if you asked, that would have probably sailed right through. It would, okay? But how much is in that account that you guys don't use?

Linda Pilla: In the capital reserve fund is just shy of \$30,000.

Selectman Morin: \$30,000, so that's it?

Linda Pilla: Yes. Okay.

Chairman Dumont: We haven't made any additions to that since I've been here.

Selectman Jakoby: No.

Selectman Morin: Right.

Chairman Dumont: So, I guess really the more important question would be, so the library steps away. What happens to the building? I think the Board, as well as possibly the school board and historical society, need to have a conversation as to what do they want to see happen then, because there's certain provisions, I believe, within the ownership that talks about what happens to that property if the town no longer has any interest in it.

Selectman Morin: I believe we have to contact the family. I believe that's what it says.

Chairman Dumont: My understanding is they would go to the heirs, whoever they may be at this time, would have almost like a right of first refusal.

Linda Pilla: Two separate sets of heirs. The land, do you want to know this? I can stop. Okay. The land was donated by Kimball Webster to the town of Hudson for the location of a public library. There is a will. I have a copy of the will. I believe you have copies of the will in your documents here in town. The building itself was donated by Dr. and Mrs. Hills to the town for the use of a town library. And Trustees of the Library are by statute not allowed to own real estate. So, the building and the land belongs to the town. It always has. It's been administered by the Board of Trustees for the use of the town as a public library. And that's the major change, is that it's no longer being used as a public library. As a public library.

Chairman Dumont: And so, for me the only thing, you know hindsight's always 20-20, when the new library opened up, obviously there should have been some more planning and nothing against library trustees or the Board of Selectmen at that time, it just didn't occur, right? So, we're in this position. I think that there's no decision to be made here tonight. I think that this Board as well, again I'm going to say the School Board because they utilize this space and possibly the historical society, needs to go on a fact-finding mission. We'll have to speak with Mr. Sorensen to see what we can do from our end. But I would suggest that the Board of Selectmen do a little bit of digging themselves, see what they would like to see happen over there. As Selectman Morin pointed out, it is a very, very nice building. I would hate to see it go into disrepair or to even be reverted back, but these are all things that conversations need to be had.

Selectman Jakoby: So, the most immediate concern is, according to the resolution that they brought forward, is as of September 1st, there's no longer any maintenance being, your maintenance person isn't going to go over there and you're ceasing. That's what I said, September 1st. Yep. That's before our next meeting. That's my understanding.

Karen May Bohrer: The temporary operations will cease. We look for direction from this Board as to what the next step would be. We're not just going to hand over the keys.

Selectman Jakoby: I'm just playing a little devil's advocate.

Chairman Dumont: Right. So, the way that I quite frankly envision that is so their activities may cease there, but as they stated, there's not really ongoing maintenance per se being done. There's work that happens there. I would say that between now and the next meeting, we need to figure out what that may be. There's \$30,000 in the capital reserve that can be utilized by this Board to take care of some of those things. I'm not saying that these are the decisions, but there are other avenues.

Selectman Morin: To your point, Selectman Jakoby, I kind of feel like they're trying to tie our hands. They've been maintaining this building minimally for a long time now, and all of a sudden on September 1st, we're not going to do it anymore. They've got \$30,000 that they can use for maintenance. I think that that's not fair at all. I think that's here you go. We're not dealing with it anymore. It's still their building, not ours.

Chairman Dumont: And let me ask this question. The capital reserve fund is one through the town. Would they have the authority? Would the Board of Selectmen have that authority? Because it would almost feel as though that capital reserve fund...

Selectman Jakoby: It's the town's.

Karen May Bohrer: It's the town's. So, they wouldn't...

Chairman Dumont: I don't believe you would have the authority to pull out of that without a request, if I understand that correctly.

Linda Pilla: I don't. I can't remember the specifics.

Chairman Dumont: Right.

Linda Pilla: So...

Selectman Morin: No, no, but my question is...

Chairman Dumont: I'm just saying the action still comes before us.

Selectman Morin: Remember, they have their own Board like the Board of Selectmen, so do they run their own funds? Because we never get any requests from them when they do things within the library.

Chairman Dumont: Because they've come out of the Trustees of the Library's funding currently. The capital reserve fund is what I'm talking about.

Selectman Morin: No, no, I understand that, but budget-wise, they never come to us other than during the budget season. This is our... We never hear from them ever again and so budget season, that's my question.

Chairman Dumont: So, for clarity, the work or anything that's been done over there by you guys has basically come out of the utility budget that is just for that building?

Linda Pilla: Yeah.

Chairman Dumont: Or left over?

Linda Pilla: I'm sorry, I'm not clear with your question.

Chairman Dumont: The budget that you spoke of for utilities is strictly for Hills, or is it for just a building utility budget in general?

Karen May Bohrer: The capital reserve fund?

Chairman Dumont: No, your utility budget...

Linda Pilla: Our appropriation.

Chairman Dumont: Yes.

Karen May Bohrer: Okay, is for the public library of Hudson.

Chairman Dumont: And so that's where the money, basically whatever's left over is what you've been utilizing over at the Hills. Am I understanding that correctly?

Karen May Bohrer: Would you say...

Chairman Dumont: It's not appropriated directly to that building.

Karen May Bohrer: There's nothing appropriated directly to Hills.

Linda Pilla: The only funds that you could specifically say are deliberately, purposefully targeted to Hills would be the fuel oil, because there is no fuel oil budget for Rodgers. It doesn't use fuel. The Hills has oil that gets delivered and a tank that gets filled. So, it is a separate heating system. The electricity, the air conditioning is run through mini splits. I think there's three of them, two of them upstairs and one downstairs. So, it's part of the electricity bill so that when we budget for the electricity bill, we just do the same as any other town department to do the best we can to budget looking at the usage that will be used. We try to ensure that the thermostat is set to a place that is economical. However, as not the only users of the building, that's not always 100% within our purview. So, we do the best we can with that.

Selectman Jakoby: So, are you also saying that when we get your budget request, it's going to be lower because you're not going to be covering Hills electricity and stuff? Any longer?

Karen May Bohrer: Absolutely.

Linda Pilla: Yeah.

Selectman Jakoby: So, the money for this fiscal year for the utilities, for the oil, for the electricity is already budgeted through their budget item. So, I'm just putting it out there to the public. So that's budgeted. That's covered. That needs to continue to come out of your budget.

Linda Pilla: Absolutely. Yes, absolutely. No question at all. We're not looking to abandon all hope, I think, as my chairman is trying to make prudent plans for this building to continue to be the treasure that it is and have more resources at its disposal to be better cared for.

Karen May Bohrer: Be better cared for, exactly.

Selectman Guessferd: Absolutely.

Selectman Vurgaropulos: Okay. So, the capital reserve fund, that's just for Hills, or is that all of it?

Karen May Bohrer: It's just for Hills. Yeah.

Selectman Vurgaropulos: So, we've never used it? So why do we develop it?

Linda Pilla: What do you mean, why do we develop? Why was it requested? I wasn't the director then. I've been the director for seven years, and Karen's been on the board for three. So, this was requested. It was either right at the time when our previous director retired or even previous to that, but I just don't know.

Selectman Vurgaropulos: Okay. It just seems like it was maybe just kind of thrown in the hat to see if we got it, and then we didn't know what to do with the money. That's kind of how it feels to me. My second question is to the Board. What happens to that money?

Chairman Dumont: Right now, nothing happens to it. It was created out of a warrant article for a designed purpose. If you don't use it for that designed purpose, you have to go back to it.

Karen May Bohrer: And we don't manage that.

Selectman Vurgaropulos: But it sounds like there was no designed purpose.

Chairman Dumont: If I had to guess, and I know what they say about assuming, right, but it's a historical building.

Selectman Vurgaropulos: I'm just trying to understand it.

Chairman Dumont: So, I'm guessing that someone's thought was, hey, there's going to be maintenance and upkeep of this historical building to keep it intact for what it is at that point in time. That would be my guess.

Selectman Morin: I'd like to make a motion. Make a motion that we give the library trustees permission to use the \$30,000 for maintenance, for weekly maintenance, whatever's going to be taken care of until this board comes up with a decision on what we're going to do. That's what that money's there for. That way they can continue keeping it maintenance. It's not our problem right now. I think there's a lot more work to this. I'd like to read the deed myself. I think it's going to be more than one meeting. So, we've got that \$30,000 there. They have some funds to keep the building maintained with basic stuff until we come up and figure out what's going on. I just don't like how this was all thrown at us. I really don't.

Chairman Dumont: So, I will say this. I'm definitely going to have some discussion on that. But is there a second on that motion?

Selectman Vurgaropulos: I'll second it.

Chairman Dumont: So, motion made by Selectman Morin, seconded by Selectman Vurgaropulos. I would ask that you rescind the motion. And the reason why that I would ask you to do that is because I don't believe that you need to make a decision here tonight. I think we can go on that fact-finding mission and then figure out what best way to utilize that money going forward if it goes in that direction.

Selectman Guessferd: I want to make a comment. Can I comment on the motion?

Chairman Dumont: Yep.

Selectman Guessferd: I think we can handle all of this by just making a clarification here. And I think they've made some statements. I'm not thinking they're just going to walk away and not do anything in the interim. We're here to discuss what happens next. In the meantime, it will be maintained. We don't need a motion, I think, to have that happen. It's already in the budget. Right. And, you know, if there is something that happens that that money is required, in addition, we can probably do something with that, I think. But in the meantime, hopefully a couple meetings, you know, a month or the next month, we figure all this out, work together, collaborate, and figure out what that is. And we just, you know, and they just are not going to walk away from it. I mean, nobody wants that building to get -- Absolutely. Yeah. But they do want it moved over to somebody else to maintain, to actually be in charge of the maintenance.

Chairman Dumont: And just to follow up on that, so were you looking for the resolution?

Selectman Morin: No, I have a question.

Chairman Dumont: All right. Go ahead.

Selectman Morin: I'd just like to have a clarification then because Selectman Jakoby asked a direct question, and the answer we got was they were done as of September 1st.

Selectman Jakoby: No, they said they were done with library operations.

Selectman Morin: The resolution. But you're going to continue maintaining it because you said your person wasn't going to go there anymore.

Karen May Bohrer: We didn't say that, no.

Selectman Morin: You're sure?

Karen May Bohrer: Yeah.

Selectman Morin: So, he's going to continue maintaining and doing what he needs to do in the building?

Karen May Bohrer: Until we have direction on what happens next.

Selectman Guessferd: They're just not doing anything else over there.

Selectman Morin: That's not with the resolution?

Chairman Dumont: So, to be clear, and I apologize, their resolution reads as follows, that the Hudson Library Board of Trustees will discontinue all library operations at the Hills Memorial Library building. It does not mean that they're not taking care of the property the way that they were before. They're not holding meetings there. There's no -- the Friends of Benson's Park is not doing their book sales anymore. Those operations will be done at September 1st. Am I understanding that correctly?

Karen May Bohrer: You are, yes.

Chairman Dumont: What you guys are looking for, hopefully, is for this Board to find a path forward. Right.

Karen May Bohrer: And I just wanted to say that we're the trustees of the Hudson Library, and the Hudson Library is the Rodgers Memorial Library. But we do recognize the importance of the Hills building. We're definitely not going to just shut the door on Selectman Morin and not do anything at all with the building until we have clarification on what next. Yes, the School Board meets there. Other town bodies meet in Hills, so the building will continue to be used. But we, again, don't have the capacity, and I do say it's less money than it is staff time to manage that building.

Chairman Dumont: Just real quickly, Selectman Vurgaropoulos, can the motion be rescinded because we have one on the floor, or would you like us to act on it? Because I think the discussion has gone far enough at this point.

Selectman Morin: Well, I guess we want clarification, again, because we stated at the beginning of this meeting that they had to come to us to use that \$30,000. And I understand what you're saying. But where we've had the water problems, and this happened twice in two years, and the way the weather is now, I just have a lot of concerns with that myself. I just think we need to do a lot more research before we take this building over. Like I said, this came up a year and a half ago, and after doing a little research and things like that, this board decided not to. And, again, I just don't like how it's been presented tonight. I really don't.

Selectman Vurgaropoulos: I know we have the motion open.

Chairman Dumont: You're free to discuss as long as it's a concern.

Selectman Vurgaropoulos: Let's say we do rescind the motion. Is it appropriate that we approve the use of some of the funding that is in the capital reserve fund to have the building assessed to see where it actually truly lies as far as disrepair? I'm not saying that it's in disrepair. I'm just saying the maintenance that it's required.

Chairman Dumont: I would say that we need to get more information before tapping into that fund. That is why I don't believe it's necessary to do that tonight. No, I'm not saying tonight.

Selectman Vurgaropoulos: I'm just saying in general, general comment, like maybe that's something that we could do in future.

Roy Sorenson: So, I'll agree with the Chair on this one. I think there's more answers. I mean, there's more questions than answers at this point. One thing of urgency, though, we would have to move on this right away

because you do have budget season coming up. So, anything that may impact the budget, we would have to figure that out. So now time is of the essence.

Karen May Bohrer: My colleague Mimi Guessferd just reminded me that it's the Library Board of Trustees that are the agents to expend the funds from the capital reserve fund.

Chairman Dumont: So, then you already have the authority.

Selectman Morin: That's what I thought. That's why I asked.

Chairman Dumont: Yeah. That was my first question, but nobody had an answer for me at that point.

Selectman Morin: I'll resend the motion.

Chairman Dumont: Okay. We've come full circle. All right. So, I think what's best at this point is there's no action to be taken, in my opinion, if the Board has consensus on that. We need to get some information as to what the Board wants to do. I would also say that, again, for the third time, that the school Board needs to come and work with us on that as well, and we should give them some direction by our next meeting what that would be. Is everybody good with that?

Selectman Morin: Yeah. Again, I'd like to get a copy of the deed.

Linda Pilla: I'm sorry. Do you mean the copy of the will of Kimball Webster?

Selectman Morin: Yes.

Lina Pilla: Okay.

Chairman Dumont: So, you could give that to Mr. Sorensen to make sure. I'd like to see that. Just in case if we don't have it, you'd be able to help him to make sure that we get the correct one.

Linda Pilla: I'm not sure about the Hills will. I have not myself been able to locate one. But the Kimball Webster will, I do have a copy of that.

Chairman Dumont: So, the appropriate one would be whatever information you have to be sent over, and we'll have to do some digging.

Selectman Jakoby: And also, clarification on the capital reserve fund for Hills and how that's being not invested or invested, and who's doing that, as well as then how does that get moved or accessed?

Chairman Dumont: Quite frankly, I mean, this might be the improper thing, but I think that's the responsibility of this Board.

Selectman Jakoby: Yeah. No, I know. I just want to make sure we have that as well.

Selectman Morin: Because I think we need a breakdown, because it kind of bothers me, too, that both buildings are all into one budget. So how do you know where what's so I'd like a breakdown of what the expenses are for this building also. There's got to be a way to do that. Because taking the money out of their budget for that library makes no sense to me.

Selectman Jakoby: It doesn't.

Chairman Dumont: So, what I'm going to ask is that the Board of Selectmen put their comments into an e-mail to Mr. Sorensen and myself, so that way there's no confusion because there's been multiple things that have been said tonight. And either way, the end result is the same. There's no action to be taken here tonight. So, I think we should stop going round and round in circles here. And we'll give them direction at the next meeting. Thank you very much for coming.

Linda Pilla: Thank you.

E. Revenues and Expenditures – Administration/Informational

Chairman Dumont: All right. Expenditures and revenues, or revenues and expenditures. Mr. Sorensen.

Roy Sorenson: All right. Thank you, Mr. Chair. So, moving right along, obviously we just got out of the gate, so this will be a quick update tonight. Eight percent. One month updating at this point, which is basically the month of July. Ten percent, general fund. Soil fund, eight percent. Water fund at five percent. Some of the things you'll start seeing as we start moving forward, you won't see it so much in July. I think you're going to see it on the next report. But expended obviously should be down. You're going to start seeing the encumbrances come up. So right now, we don't have a lot showing in the month of July. I think you're going to see those in August. So, again, fresh out of the gate. Not much here, which is good. I don't think you want to see any red lines at this point, right? And just to bring to the board's attention, we are working through some of these reports. So, the report might look a little different. Trying to format it a little bit. And we're trying to work with the software we have and the ability to streamline that. We got some new ideas with myself, the finance director, and the town accountant. So, we're kind of getting through that. And I think as you see it progress, you'll see the reporting. It will be a little bit better than it has read in the past. A lot of that will play into the budget season that's coming up as well. Pretty fast track there. Any questions or concerns from the board? I'm willing to take those.

Selectman Guessferd: Yeah, so there hasn't been any, like, big encumbrances yet. But when those happen, they happen, you know, it might skew one month a little bit more as we go on. Like if we get a huge obligation that, you know, we have to put on contract or something like that. And that wouldn't necessarily reflect how we're spending it, you know, from that perspective. But I know your account for that.

Roy Sorenson: Yeah, so that's a good point. So, encumbrances is just that. You're setting aside money. You're earmarking it. It doesn't mean you spent it. You'll see that. I'll always show that. And then I'll show you what's been spent. So, it's almost like a mini budget within the budget. You take the encumbrances, and here's what's been spent in that to date. I think on the next fiscal update you'll see it. I'll break those encumbrances out, and we'll show you where we are.

Selectman Guessferd: And I think we also call this commitments, right? It's basically a commitment. Like if you sign a contract, but you haven't paid the contractor yet.

Roy Sorenson: Correct. Typically, they're commitments. They can be carried over to the next fiscal year as well. Some of them get dissolved within that budget year because you may not expend up to that amount.

Selectman Guessferd: Right, but typically that money is set aside.

Roy Sorenson: Yep.

Selectman Guessferd: Yeah. We do the same thing. I just was trying to make sure I understood the terminology as the same. Okay. That's good. I continue to applaud you on what you're doing.

Roy Sorenson: Only one slide, though. That was a quick one.

Selectman Vurgaropulos: That was good. That was a weak one, but I liked it. It was only one slide.

Chairman Dumont: We're two hours in, so it's worth it. We're tight on that, then. Next up is Selectman Liaison Reports. Selectman Vurgaropulos, you are up.

9. SELECTMEN LIAISON REPORTS/OTHER REMARKS

Selectman Vurgaropulos:

So, I don't have much, unfortunately. I haven't had any liaison meetings since our last meeting, mainly due to low volunteers. So, I implore the public, please, if you're looking for something to do, go to the website and look for volunteer opportunities because I had two meetings canceled due to we couldn't acquire a quorum. So please come down and volunteer.

Chairman Dumont: Make sure to apply to both meetings.

Selectman Vurgaropulos: Yes. That's all I got.

Selectman Morin:

On September 11th at 5:30, the Fire Department will be dedicating the new Firefighters Memorial before the 9.11 Memorial. So, it will be at 5:30, and then the 9.11 Memorial will take place at 6:30. There's been, we talked about this a couple of meetings ago with the electric bikes that we're seeing in town and things to that nature, and I talked to the chief real briefly tonight. A couple of police departments have been posting information related to these bikes, and there's a lot more requirements and laws regulated to them than we know about. I mean, there's helmet stuff. If you take the pedals off, they're considered no HRV. So, if we can get some information out, and I know Chief Dion told us you guys were trying to get legislation to start enforcing things, but they haven't gone that way. But you see more of them, and you see young kids, two of them down the road, 30 miles an hour on these bikes without any helmets. So, I think we should, I don't know why we put it as a town unless you guys could tell us that we couldn't adopt our own regulations related to those. But it's getting to be a real problem. Like I said, they're flying through Benson's Park with everybody walking there.

Selectman Guessferd: Yeah, and quite frankly, there's at least one, two kids from my neighborhood, and we're right next to Benson's, that go down there on e-bikes. And I see them coming back from the park and going into the neighborhood, and it drives me crazy.

Chairman Dumont: Will you yield some time to Chief Cayot?

Selectman Morin: Yes. He was going to give us some information.

Chief Cayot: So, I started to look at those articles that you were mentioning. I'm going to have to dig into them a little bit more. But that's definitely something we can look into is researching that. And it looks like some of the other towns have started banning where e-bikes can be used on town property. So, like I said, I'll have to dig into that a little bit more. But I did get those articles, so I will look into that and get you an answer.

Selectman Morin: Appreciate it. Thank you.

Selectman Guessferd: Excellent. Yeah, that's a great point.

Selectman Morin: Let's see. Also, Old Holmes Days went very well. It was very well attended. And other than that, I wish everybody a happy Labor Day. Thank you. Thank you.

Selectman Guessferd:

Yeah, well, we had a Library Trustee meeting last week. I don't think I need to talk much more about that. We hadn't had one for like two months before that, so we had one month off. So, what we just talked about came up last week, and my advice was talk to you. Thanks. Bring it to you, let's bring it at the Board, and that's why we were here tonight talking about them. Tomorrow night there is a Planning Board meeting. There is one application we'll be reviewing, and there's also on the agenda a discussion about public input on non-agenda items. So hopefully I'll have a little bit more to report after that. And then the rec department, we have soccer is the big thing coming up now. We just finished the rec program and ended with a trip to Canobie, as they always do, Canobie Lake. They have this mini staff thing where the kids apply to be staff members. The kids love it. They actually take over the staff for the day, I guess. But the soccer, they're looking for hiring youth officials. Anybody eighth grade and over can contact the rec department, Chrissy Peterson, to apply. They welcome these younger officials. They kind of work with the kids well, and it goes well. And another thing that was really a very big success for two years, and they're doing it again for the third year, is a unified soccer team. That's going to be playing, and everybody understands unified sports. You have sports players. You have both. I don't know how to easily say, but it's just people with different challenges and stuff. Everybody just gets together, and there's coaches, and there's players, and they all work together so that everybody has a great time and plays the sport and gets to experience it. And the high school does it with almost all their sports, and it's really a big hit. And at the high school level, it's actually a varsity sport. So, you can get a letter for it, which is kind of very, very cool. And then finally, the senior programs. I think I reported last time that the seniors were on a trip to Alaska, and they got back. The feedback has been amazing. They had great weather, and nothing happened

negative. It was all a great trip, and they're getting ready to plan their next one, whatever that is. And that's pretty much it. I just want to say beyond that, I wish everybody a very happy and safe Labor Day weekend, long weekend. Hope that everybody has a good time. And like I said, just stay safe and enjoy some stuff. Get that extra day off and enjoy family and friends. That's it.

Selectman Jakoby:

I have a few items. So, for the Sustainability Advisory Committee, they have their draft of their charter is just about ready. Their next meeting, hopefully, they'll be finalizing the draft. That will then come forward to the Board of Selectmen. In addition, if you did attend Old Holmes Days or National Night Out, they were doing a survey of what people in town are interested in doing or what are they doing for sustainability and what are they moving forward. I just wanted to thank Jake in particular for coming up with these four questions and for the Sustainability Committee. They spoke to over 73 residents over those two time periods. Again, both the Benson Park Advisory Committee, the Sustainability Committee, and the Friends of Benson Park really appreciated the Board of Selectmen having a booth there and that we shared our booth with them moving forward. So, I just wanted to reiterate that both committees thought it was very helpful to have time there. Benson Park is continuing to encourage both Girl Scouts and Boy Scouts with their major projects to come and look at the park and see what they can do. A lot has been happening there. Unfortunately, there's also been quite a bit of vandalism throughout the park and that they're going to hopefully try and address more and more of that safety, security, and things like that. For people to know that Benson Park Advisory Committee is looking for shades or sails. They're called sails for the playground, so there'll be more information coming on that. So, continue to let us know what you're looking for. Many of these items at Benson Park came through casual conversation, but know that you as the public can come to the meetings and publicly ask or make recommendations at all of these committees. So, thank you very much.

Chairman Dumont: Thank you.

Chairman Dumont:

All right, just a couple of things. On the 21st, we had our first Town Hall Advisory Committee meeting. Went overall, I think, fairly well. Walked through what the charter was with the members on there. Little discrepancies, but nothing too crazy. Had our walkthrough, which I thought was very productive. I think that's the best way to understand the problem is to take a look at everything that's in front of you. And we will be going forward with another meeting on the 2nd of September to see where we go from there. I have a ZBA meeting that will be coming up on the 28th. But other than that, school has started, so I hope that everybody slows down and pays attention, everybody walking around. And the same thing, I hope everybody enjoys their Labor Day and enjoys the long weekend. Thank you very much. Next up will be the Town Administrator.

10. REMARKS BY TOWN ADMINISTRATOR – (presentation)

All right, thank you, Mr. Chair. So, a little bit, we talked about some of these items tonight, so I'm going to just give the Board a quick update. Chris, who was here earlier, and Michelle, as well as Lorrie, who's here to my right, working with that Blue Ribbon Committee, as I'm calling it. It's ongoing, taking a look at our annual report, what can we do to change it, maybe make it more appealing and or efficient, or feasible, I would say, given the size of it right now. Financial software, I will tilt this to the board right now, and I think you know what's coming, it will probably be an FY27 out-of-budget request. We have been meeting with various firms that do the software, so we're talking to them now. Hopefully we'll have somewhat of a solid proposal to be presented. There may be a couple options on how that's presented and or how that's implemented. Website, we've already moved forward on this. We're looking at a September-October build. This takes some time, they have to get in, we have to transfer everything over, so we'll be working on that. So, you'll see some changes coming immediately there. Insurance, Mr. Chair, as you know, actually the Board knows, this has been kind of a topic this year. This is health insurance. And we may look at what I'm calling an exploratory RFP, whether we move away from health trust. I'm not saying we're doing that, I'm just saying we might look at options. In doing so, you may save the town some money. I don't have the answers to that right now, other than I'm proposing it. I

think you'll see something with more substance coming forward. Deferred compensation, you will see the group come back. I've mentioned the group there includes myself, Kathy Wilson, Laurie May, and Sergeant Matt Flynn, who has been part of this as well, looking to move to the state's deferred compensation program. Again, to save fees for the current employees that are within this program. In doing so, I will ask the state to come in and present. Ultimately, the board must sign off on what's called a joinder agreement. Once we do that, we notify Mission Square, who's the current carrier, that we're moving away from them, and we're going to move our funds into the state compensation fund. So that will be another future item that you'll see probably in the next month, I would imagine. I did give that group an action item as to when to get that back to the Board. I went to fire training. I went there thinking I was just going to observe and see how these guys do their job, and then next thing I know, they threw a firefighter's suit on me and respirators and everything else. Now, honestly, I knew I was going to do this, and this is quite an experience. It's actually surreal. I will say I don't envy what they do because it is very intimidating for any amount of time. So being in a burning, and this is a controlled burning situation, for five minutes seems like an eternity. It's chaotic. It's, like I said, for me anyways, you have some anxiety there, especially you're breathing heavy, you're trying to control your breathing. Quite an experience. Hats off to the group of probationary firefighters that were there. I thought, at least from my experience as a layman, that they did a great job from what I could tell. I only did what they call these evolutions, I believe, as far as sequencing in the training. I think I did four, and quite frankly, I was exhausted, and maybe each evolution might have been, I don't know, seven, eight minutes. It is that exhausting. And that's with a group. To think that they show up with two or three guys to the first incident is just amazing on what they do. Again, God bless them for what they do because you're not lying when you're saying you're putting their lives on the line when they do this. I appreciate it. As I mentioned previous times, my son's a fireman as well, and just the ability to respect what they do is amazing. But the training itself, I did include that. You have it. Hudson does a fantastic job. I mean, if you look at that training schedule they put together for their firefighters, because as I mentioned, you can't get away from this. You have to train. You get away from this, and you get put in this situation. I don't even know how you might respond to it, but again, kudos to them.

Chairman Dumont: When do we see you?

Roy Sorenson: Well, PD hasn't reached out to me yet. I don't know. I thought I had a good relationship with him, but Dionne asked me to go down to the shooting range once, and he sent me down by the target line. I didn't know what he was doing. Maybe the new chief won't handle it that way, but I'll chat with PD at some point. Twin Bridges Project, a little bit of an update there. The project itself is moving along, I guess, as best as you can say. It has kind of been a hindrance over the past month regarding traffic and things of that nature. Looking forward, by the way, this is a working relationship with Nashua as well as Elvis for the town of Hudson, but Nashua is the driver on this project, so not to pump up Mr. Dhima. I think if he was running this project it might be done by now, but that aside, I'll leave that aside. But either way, it is progressing, and hopefully it will be done sooner than later. Well, we talked about some schools tonight and with the Hills Library and some other things. So, tasking that type of communication and or relationship just in general, we did meet, as I mentioned. I've set up regular meetings with Superintendent Moulis. Myself and Laurie May, the finance director, actually met with Jenny Graves, who's the business administrator, and Melissa Van Sickle, the finance director, last week. They're moving over to new financial software, so we picked their brain on that, their RFP and all that stuff. And I think just in general on how they run their business operations and finance, we had some good conversation back and forth. I think we'll continue to do that. I think it's helpful for both the town and the schools to have that type of relationship and see how we can kind of bring that, you know, enhance that in the coming years. August recognition. I can't remember the gentleman's name at the library, 47 years, but we have one of our own, Steve Dube, who's at 40 years. He's actually going to be 41 early next year. If you look at this, again, the time and commitment from folks to put into public service is just as worthy as the firemen putting their lives on the line, PD and all that as well. You know, you look at the top five, I'm not going to do the math in my head there, but you're at about 150 years there with the top five or six people, roughly, public service. That's pretty impressive. So, kudos to those folks and thanking them for everything they do, obviously. History snippet. Try to throw these in here. I'm not a historian, but I like history. Did some exploring. Actually, it was funny because I was actually at home one weekend speaking to Chief Dionne. He texted me, and he knows I like this. He sent me a Fritz Weatherby snippet on the Hudson Town Pound. So, I got on the research machine, listened to Fritz a little bit, and I said, I got to include that in my update. Very interesting, the Hudson Town Pound, 1772. Chairman

Dumont would be interested to know that there were many town pounds back in the day, but stone was hard to come by, and you needed stone for foundations. A lot of these things got dismantled. The stone was sold, and that's how you built your foundations. This one still exists, which is fantastic. If you haven't been out there, go take a look because it's quite a thing to see. Selectman Guessferd, We talked about this. All good things must come to an end, I guess. So, with that, I think the recreation summer season has wrapped up. Just some photos here from Director Peterson that she sent me. Certainly, I think Hudson does a great job, Director Peterson and her staff, with the kids each year and this year notwithstanding. So, kudos to them and to the kids, and we move on to fall now. That's it. I do have a couple things to add. Town Hall is closed Monday, obviously, for Labor Day. And we are, if you've noticed, we are doing a lot of stuff electronically now. There's still some wrinkles in it, but if you look at the letterheads and how we're handling things, we are moving in that direction. So, there's a little bit of a transition period, but we're getting there. So just if the Board sees that and understands it, we kind of did a little rebranding of the letterhead as well, modernized it a little bit, and we'll continue to move forward in that direction in time. But anyways, the only other question I have is for some of the liaisons, just to bring me up to speed. So, the committees that have budgets within our budget, I know it was discussed a little bit at Sustainability Advisory Committee. I have sent some sheets out, like as an example, to the moderator. Typically, the committees submit that, and then I import it into the sheets. Is that how it's handled? I'm open for however we may have done it in the past.

Chairman Dumont: That's my recollection. But I would say that if the format can be sent to them and the committees could do that, that would obviously make your job a lot easier. Any other board members? Selectman Morin, you've been here a lot longer than myself.

Roy Sorenson: All right, what I'll do is I'll take a look at it, I'll work through the individual liaisons, and if you folks can just kind of keep that moving. I mean, it's not a heavy lift. It's not like it's overwhelming. I think they can put it together. I think Sustainability might have already gone through it.

Selectman Jakoby: Well, yes, Sustainability had brought forth recommendations on a budget, and I let them know what we voted on and asked them specifically what I would like to see.

Roy Sorenson: Okay, perfect. And by the way, with the budget books, you're going to see the budget books are going to look a little bit different. Again, reformatting them, trying to work through that and get them a little bit more in line with each department respectively as well as the committees.

Selectman Guessferd: Yeah, I want to make a comment quick. If you haven't already, I talked to them about it. Some departments do it, some departments don't. It's really helpful if you have a summary sheet on the front that explains the major changes, and some of the departments don't do that, and we've got to kind of fish through there and figure out what's there. It would certainly help in terms of focusing in on those things that we really need to focus on. But a lot of departments do a good job, though.

Roy Sorenson: Yeah, back to that point. There will be a cover page for each department, each one with the out-of-budget request will be in memo form. There will be...I don't know what's going on here with that, but I don't want to be watching that, I don't think. Excuse me, sorry about that. A lot of the stuff they worked on, the admission statements and all that staffing, you're going to see that on their cover page. There will be some stats there. Their out-of-budget requests will be listed. What it is, value amount. The detail, the backup for that will be in the memos. If it's something of high value, we're asking them to provide backup to that. As an example, if I bring a financial software package to you, it's from someone saying, as an example, the schools went with Tyler. It's on their letterhead. This is what we're doing, this is what we think the budget proposal cost might be. So, there's backup for that as well in there. And then I think as we work through, or when I come back on the first night of the BOS budget meeting, I'll present how we did the utilities. We pull that out. I'll break it all down in the beginning, and then we'll comb into the details.

Selectman Guessferd: It'll enable us to really be very efficient with the review.

Roy Sorenson: Yep, exactly. And point on the items that you should be focused on.

Chairman Dumont: Next up, remarks by school board. School board liaison, Dan Kilgour.

11. REMARKS BY SCHOOL LIAISON

Dan Kilgour: Thank you, Chairman Dumont. I'll refer the members of the Select Board back to the School Board agendas for August 4th and August 18th. I am going to hit a few highlights from those meetings. We've welcomed Chris Jamrog as our new IT director. That was in, I believe, early August. I do want to highlight some test results that came out through the iReady exam. The results showed a jump, and these are preliminary, mind you, a jump from 21% of on or about grade level in fall of 2024 to 51% in spring of 2025 on the iReady in math. Reading was a jump from 34% to 60% from fall of 24 to spring of 25. On the SAS scores in science, that jumped from 40% to 45%. We had a budget calendar draft that was presented, and a budget report from Jenny Graves was presented for end of year 2024-25. As well as retained fund balance numbers, which you can find on pages 48 and 53 of the August 18th meeting. First readings for BEDH policy changes, as well as those for JICJ, which is unauthorized communication devices. This is a new state law that has been put into effect for all schools, a bell-to-bell cell phone policy. These cell phones are no longer to be kept on the person of students. They're to be kept in lockers for the day. And the New Hampshire Bill of Rights, Parental Bill of Rights, also had its first read as well. I can share that the school year is off to a flying start, and I want to take this opportunity to applaud all the efforts by the Hudson SAU staff for ensuring this flying start. Speaking to an item that was brought up tonight in regards to the Hills Memorial Library, I will be reaching out to Superintendent Moulis and the rest of the board about how we can collaborate to make that space... how we can make that space... feasible, I guess is the best word I can come up with at the moment. I do want to commend all those that were mentioned for public servants tonight, and 150 years' worth of experience between those people. It's just amazing stuff. And to Mr. Guessferd's point, I will speak to my eighth grader about possibly refereeing for... She likes to get... I will say... I don't mean to throw her under the bus. She's a great kid. She likes to get up at the crack of noon. So, I'll see what I can do.

Selectman Vurgaropulos: I just had a quick question. So I did watch the last couple meetings. Sure. Not to take away from the improvement in the test scores, right? Because the improvements were great. Absolutely. What I noticed on all the slides was how it had one-year behind, two-year behind, three-year behind. The three-year behind had been growing too.

Dan Kilgour: Yes. That's something I picked up on as well.

Selectman Vurgaropulos: What do we... It was like the middle shrank, but it shrank and just divided across the two. It's... Do we have a game plan to address that?

Dan Kilgour: We're still... It's an ongoing... It's always a work in progress, and I will bring that up at the...

Selectman Vurgaropulos: And I only ask that because I think it's great that we're making improvements, but I felt the improvements of the grades really overshadowed the issue. And granted, maybe we weren't there to talk about the issue because we wanted to celebrate the improvements, but I also feel like it was kind of purposely overshadowed. I'm not saying it was wrong or anything. It's just... There's things that could be addressed, and I just wonder if there's a game plan in place yet.

Dan Kilgour: It's my understanding there's always a game plan. There's always room for improvement. We're always talking about ways that we can improve those scores, and to your point, improvement... I say this as an educator as well. Improvement from the fall testing to the spring testing, there should always be improvement there. We should always be seeing that. So I do... I hear your point, Mr. Vurgaropulos, and I will follow up with the rest of the board on what we are doing. But I will say that we are always looking to... We're always looking for ways to improve those scores.

Selectman Vurgaropulos: No, I appreciate that, and I appreciate all the teachers and staff. I think they do a great job. That was something that caught my eye when I was watching all the presentations, so thank you for that.

Dan Kilgour: It caught my eye as well.

Selectman Vurgaropulos: Yeah. The only other thing I had was on the JIC, whatever the thing is called, the cell phone ban. I thought we didn't have enough lockers for everybody to put in their lockers, so we weren't

mandating that they put them in their lockers because we don't have enough lockers, and the lockers that we do have, we don't have enough locks for them. So, I didn't know if there was a decision made after the fact, or...

Dan Kilgour: Honestly, this is the first I'm hearing of this, so I will bring that up.

Chairman Dumont: Just to figure out, is that the formal policy that the School Board has developed? Is that it will go into the locker? Because that's what the law states, is just for you to develop the policy.

Dan Kilgour: Correct. This was the first reading of this. I believe that in speaking with the principals from Memorial and from Alvirne, they are going to kind of test drive a policy to begin with. They're going to kind of take the approach of, let's be um we'll be strict to start, and then once we get feedback from the students, we will revisit this, I think mid-fall, I think is when we're going to revisit the policy and fine-tune it.

Dan Kilgour: Thank you.

Chairman Dumont: Sounds good. Thank you very much for the information. No other comments or questions? With that, we'll be looking for Mr. Sorensen to please read the RSA to enter into non-public session.

12. ENTER NONPUBLIC SESSION

Selectman Morin made a motion, seconded by Selectman Guessferd to enter into nonpublic session at 9:23 p.m., a roll call vote was taken, motion carried, 5-0, under:

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

13. EXIT NONPUBLIC SESSION

Selectman Morin made a motion, seconded by Selectman Vurgaropulos, to exit nonpublic session at 10:42 p.m. Motion carried, 5-0.

Motions made after nonpublic session:

- 1) Selectman Guessferd made a motion, seconded by Selectman Morin, to approve the settlement agreement on Consolidated communication's property at Tax Map 100, Lot 10, as recommended by the Chief Assessor and legal counsel. Further, said agreement to be placed on file at the Town Clerk's Office. Motion carried, 5-0.
- 2) Selectman Morin made a motion, seconded by Selectman Guessferd, to accept the resignation of Police probationary dispatcher Lucy Elerath dated August 26, 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 3) Selectman Vurgaropulos made a motion, seconded by Selectman Guessferd, to promote Lieutenant Patrick Broderick to Captain at \$115,123.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 3). This elevation in rank would be effective on Monday, 01 September 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 4) Selectman Jakoby made a motion, seconded by Selectman Guessferd, to promote sergeant Matthew Flynn to Lieutenant at \$112,301.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (step 6). This elevation in rank would be effective on Monday, 01, September 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 5) Selectman Vurgaropulos made a motion, seconded by Selectman Morin, to promote Master Patrol Officer Tyler Merrill to the position of Sergeant at \$48.33 per hour according to the Hudson Police, Fire, Town Supervisors Association Contract (step 6). This elevation in rank would be effective on Monday, 01 September 2025, as presented by Chief Cayot. Motion carried, 5-0.
- 6) Selectman Jakoby made a motion, seconded by Selectman Morin, to hire Bjarna O'Brien for the position of Animal Control Supervisor with a starting salary of \$75,064.00 (step 2), all in accordance

with the Hudson Police, Fire, Town Supervisors Association Contract, as presented by Chief Cayot. Motion carried, 5-0.

- 7) Selectman Morin made a motion, seconded by Selectman Guessferd, to Victoria Rackliff as a part-time Animal Control Officer with a starting salary of \$20.25 (step 1) per hour, all in accordance with the Hudson Police Employee Association Contract, as presented by Chief Cayot. Motion carried, 5-0.
- 8) Selectman Vurgaropulos made a motion, seconded by Selectman Jakoby, to approve the hiring of Duane Durand for the part-time Maintenance Technician position with the Hudson Police Department at a starting rate of \$25.00 per hour. Motion carried, 5-0.
- 9) Selectman Morin made a motion, seconded by Selectman Guessferd, to re-hire Alyssa Anderson for the position of Dispatcher in the Fire Department at the contracted salary of \$22.66 per hour step 1 and have her service bridged for purposes of computing Earned Time accrual. This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154, as recommended by Fire Chief Tice. Motion carried, 5-0.
- 10) Selectman Guessferd made a motion, seconded by Selectman Morin, to adjourn at 10:47 p.m. Motion carried, 5-0.

14. ADJOURNMENT

Selectman Guessferd made a motion, seconded by Selectman Morin, to adjourn at 10:47 p.m. Motion 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



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: 603-816-1291

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

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

Date: August 27, 2025

Re: Haselton Barn Cupola Rehabilitation – Acceptance of Donation

Recommended Motion: To accept the donation of \$10,000, pursuant with RSA 31:95-b, in labor and equipment from SL Chasse Steel of Hudson, NH, for transportation of the Haselton Barn cupola, and to authorize staff to coordinate and assist with this project.

Background

The Haselton Barn, a notable historic structure in Town, was originally constructed with a decorative cupola that added both character and architectural interest. Due to roof and structural concerns, the cupola was removed over ten years ago and relocated elsewhere on the property. Since then, the cupola has deteriorated and is now in need of substantial restoration.

Mr. Lavoe of Home Improvements in Hudson, NH, has generously offered to repair and restore the cupola at no cost to the Town. In addition, Steve Chasse, owner of SL Chasse Steel, has offered to support this project by providing a crane and associated equipment to safely move the cupola, a donation valued at \$10,000.

The Town extends its sincere gratitude for these contributions, which reflect a strong commitment to preserving our heritage and community pride.

RECEIVED

SEP 03, 2025

BOS AGENDA



TOWN OF HUDSON

Board of Selectmen



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

PUBLIC NOTICE

Haselton Barn Repair Donation

Pursuant to RSA 31:95-b and in accordance with Article 36 of the March 12, 1994 Town Meeting, the Hudson Board of Selectmen shall hold a public hearing in conjunction with its regularly scheduled meeting on September 9, 2025 which starts at 7:00 p.m. and is held in the Selectmen's Meeting Room at Town Hall, 12 School Street, Hudson, NH, for the Town of Hudson to accept a donation in labor and crane from SL Chasse Steel, totaling \$10,000 to remove the Haselton barn cupola for removal and return. Any Hudson, NH resident who wishes to speak on these matters is invited to attend.

Roy Sorenson, Town Administrator



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: 603-816-1291

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

From: Elvis Dhima, Town Engineer

Cc: Laurie May, Finance Director

Date: August 20, 2025

Re: Melendy Road Bridge – Acceptance of Funds

Recommended Motion: To accept unanticipated funds in the amount of \$1,159,093.32, 80% of total project cost allocation, pursuant to RSA 31:95-b, from the New Hampshire Department of Transportation for LPA Project 44653 - Melendy Road Bridge replacement.

Background:

The Board of Selectmen took a proactive approach to the project listed above by utilizing State Bridge Aid funds and ARPA funds to complete the design, permitting, and right-of-way acquisition without assistance from the state. The intent was to establish a shovel-ready project that could qualify for state participation under an 80/20 cost split for the construction phase.

On January 26, 2024, the New Hampshire Department of Transportation (NHDOT) notified the Town that this project had been added to the State's 10-Year Plan and would be funded under the 80/20 cost share. The Town entered into an agreement with NHDOT, Project 44653, on March 28, 2024. Previous to this during Budget preparation, the Town posted a warrant article for \$100,000 for the project to move forward. Ideally, the warrant article would have been for the full local share of \$1,448,866.65, however, an agreement and/or funding commitment thereof with state had not been secured, thereby action hereto for unanticipated funds. The Town adopted RSA 31:95-b at the 1994 Annual Town Meeting – Article 36.

To date we have received \$837,390.20 and have been advised to officially accept the full unanticipated allocation of state funds to ensure proper recordkeeping.

RECEIVED
SEP 03, 2025
BOS AGENDA

Funding:

- Federal Aid Program, NHDOT – LPA
Project 46653, Federal Project X-A005 (563): \$1,159,093.32
- 2024 Article 09 - Melendy Road Bridge Rehabilitation
01-4909-6214-000-000: \$100,000
- State Bridge Aid – 01-4909-6211-502: \$147,779.19
- ARPA – 44-3359-4659-000-000: \$16,318.85
- FY25 GF – 01-4311-5585-225-001: \$25,675.29

Financial Summary

Project Name: Hudson
 Federal Number: X-005 (563)
 State Number: 44653

Funding Source: Melendy Road Bridge
 Completed By:
 Date:

I certify that the details appearing below represent a complete and accurate accounting of all eligible and non-participating costs incurred on this project.

Project Summary of Expenditures

Date/Req.#	Invoice No. Contractor/Consultant	Current Request	Total Amount	Non Participating	Total Participating	Sponsor Share (20%)	Federal Share (80%)	State Share	NHDOT Reimbursed	Notes
Construction Engineering		80%								Bold = Reimb. has been received
Consultant Name: Wright-Pierce; Fuss & O'Neill			\$36,847.00 + \$142,664.65 =		\$179,511.65	\$ 35,902.33	\$ 143,609.32			
Authorized Date: 12/10/24 by BOS										
			\$ 990.62	\$ -	\$ 990.62	\$ 198.12	\$ 792.50	\$ -	\$ 792.50	12/01/24 to 12/27/24
			\$ 14,820.30	\$ -	\$ 14,820.30	\$ 2,964.06	\$ 11,856.24	\$ -	\$ 11,856.24	12/01/24 to 12/27/24
			\$ 8,148.57	\$ -	\$ 8,148.57	\$ 1,629.71	\$ 6,518.86	\$ -	\$ 6,518.86	12/28/24 to 01/24/25
			\$ 2,243.98	\$ -	\$ 2,243.98	\$ 448.80	\$ 1,795.18	\$ -	\$ 1,795.18	12/28/24 to 01/31/25
			\$ 2,766.98	\$ -	\$ 2,766.98	\$ 553.40	\$ 2,213.58	\$ -	\$ 2,213.58	01/25/25 to 03/12/25
			\$ 3,004.12	\$ -	\$ 3,004.12	\$ 600.82	\$ 2,403.30	\$ -	\$ 2,403.30	02/01/25 to 02/28/25
			\$ 2,991.29	\$ -	\$ 2,991.29	\$ 598.26	\$ 2,393.03	\$ -	\$ 2,393.03	03/01/25 to 03/28/25
			\$ 10,144.45	\$ -	\$ 10,144.45	\$ 2,028.89	\$ 8,115.56	\$ -	\$ 8,115.56	03/13/25 to 03/28/25
			\$ 2,308.92	\$ -	\$ 2,308.92	\$ 461.78	\$ 1,847.14	\$ -	\$ 1,847.14	03/29/25 to 04/25/25
			\$ 15,584.06	\$ -	\$ 15,584.06	\$ 3,116.81	\$ 12,467.25	\$ -	\$ 12,467.25	03/29/25 to 04/25/25
Fuss & O'Neill, Req. #5	0272395	\$ 21,440.23	\$ 26,800.29	\$ -	\$ 26,800.29	\$ 5,360.06	\$ 21,440.23	\$ -	\$ 21,440.23	04/26/25 to 05/23/25
Wright-Pierce, Req. #5	0000244219	\$ 401.07	\$ 501.34	\$ -	\$ 501.34	\$ 100.27	\$ 401.07	\$ -	\$ 401.07	04/26/25 to 05/30/25
Fuss & O'Neill, Req. #5	0273723	\$ 27,509.94	\$ 34,387.43	\$ -	\$ 34,387.43	\$ 6,877.49	\$ 27,509.94	\$ -	\$ 27,509.94	05/24/25 to 06/30/25
Wright-Pierce, Req. #5	0000245158	\$ 1,656.33	\$ 2,070.41	\$ -	\$ 2,070.41	\$ 414.08	\$ 1,656.33	\$ -	\$ 1,656.33	06/01/25 to 06/27/25
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total CE:		\$51,007.58	\$126,762.76	\$0.00	\$126,762.76	\$25,352.55	\$101,410.21	\$0.00	\$101,410.22	
Date/Req.#	Invoice No. Contractor/Consultant	Current Request	Total Amount	Non Participating	Total Participating	Sponsor Share (20%)	Federal Share (80%)	State Share	NHDOT Reimbursed	Notes
Construction										
Contractor Name: Neil H. Daniels, Inc.					\$1,269,355.00	\$ 253,871.00	\$ 1,015,484.00			
Authorized Date: 12/10/24 by BOS										
	Payment Appl.# 1		\$919,975.02	\$ -	\$ 919,975.02	\$ 183,995.00	\$ 735,980.02	\$ -	\$ 735,980.02	12/27/24 to 05/23/25
Total Construction:		\$0.00	\$919,975.02	\$0.00	\$919,975.02	\$183,995.00	\$735,980.02	\$0.00	\$735,980.02	
Project Total:		\$51,007.58	\$1,046,737.78	\$0.00	\$1,046,737.78	\$209,347.56	\$837,390.22	\$0.00	\$837,390.24	

Melendy Road Bridge Replacement Timeline

- January 2023 – BOS approves Melendy Road Bridge Replacement Design & Permitting Phase
- October 2023 – Town of Hudson makes the case to Governor's Advisory Commission on Intermodal Transportation (GACIT) to include this project on the 10-Year Plan
- January 26, 2024 – We receive notification that this project is added to the 10-Year Plan
- March 2024 – Town approves \$100,000 warrant article related to this project
- March 28, 2024 – Town enters into Contract with NHDOT
- November 2024 – BOS awards the contract for the contractor, designer and engineering construction oversight parties
- Construction starts April 2025
- Construction completed August 2025
- Project acceptance September 9, 2025

Melendy Road Bridge Replacement Budget Summary

- Total NHDOT project amount \$1,448,866.65
- Contractor (Daniels) amount \$1,269,355
 - Town portion 20 % - \$253,871
 - Warrant article \$100,000.00
 - State Bridge Aid \$128,195.71
 - Engineering Funds \$25,675.29
- Third Party Engineering Services amount (Fuss & O'Neil) amount \$142,664.65
 - Town portion 20 % - \$28,532.93
 - ARPA Funds \$16,318.85
 - State Bridge Aid \$12,214.08
- Designer (Wright Pierce) amount \$36,847
 - Town portion 20 % - \$7,369.40
 - State Bridge Aid \$7,369.40
- Hudson Taxpayer Share \$125,675.29 (8.67% of the total cost)

Bridge Repair – Melendy Bridge (Before/After)



Bridge Repair – Melendy Bridge (Before/After)



New Melendy Bridge during construction






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: 603-816-1291

To: Board of Selectmen
Roy E. Sorenson, Town Administrator 
From: Elvis Dhima, P.E., Town Engineer
Date: August 15, 2025
Re: Melendy Road Bridge Replacement – Project Close-Out

Recommended Motion: To approve the Certificate of Final Completion of Work form, as recommended by the Town Engineer, for New Hampshire Department of Transportation LPA Project 44653 - Melendy Road Bridge replacement, and to authorize him to sign and submit the forms to effectuate the agreement.

Background:

The completion of the Melendy Road Bridge Replacement Project represents a major infrastructure achievement for the Town of Hudson—delivering a safer, stronger, and more reliable crossing that will serve residents for decades to come.

This project was made possible through a highly successful 80/20 funding partnership with the State of New Hampshire, with the State providing **\$1,159,093.32** (80%) of the total **\$1,448,866.65** project cost, and the Town contributing **\$289,773.33** (20%). This cooperative investment reflects the Town's commitment to fiscal responsibility while ensuring critical infrastructure improvements are made.

Work was completed on schedule, within budget, and in full compliance with all State and Town requirements. The new structure has been inspected, accepted, and currently in service—replacing a bridge on the red list with a modern bridge built to withstand decades of use.

As the final step in closing out this project, the **Certificate of Final Completion of Work** form must be submitted to the State. Approval of this motion will officially recognize the project's success and allow the Town Engineer to complete the administrative close-out, marking the formal end to one of Hudson's most notable public works accomplishments in recent years.

RECEIVED SEP 03, 2025 BOS AGENDA
--

CERTIFICATE OF FINAL COMPLETION OF WORK

(page 1 of 2)

OWNER'S CONTRACT NO.: _____ ENGINEER'S PROJECT #: 20240640.A10
AGREEMENT DATE: December 27, 2024

CONTRACT TITLE: Melendy Road Over First Brook (114/083) Bridge Replacement
NHDOT Project No. 44653 (X-A005(563))

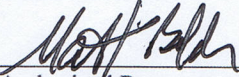
FINAL COMPLETION DATE PER AGREEMENT AND CHANGE ORDERS: 7/11/2025
ACTUAL DATE OF FINAL COMPLETION: 9/2/2025

FINAL CERTIFICATION OF CONTRACTOR

I hereby certify that the Work as identified in the Final Payment Request dated August 8, 2025 for the above-noted construction Contract represents full compensation for the actual value of work completed. Additionally, all work completed conforms to the terms of the Agreement and authorized changes.

Neil H. Daniels, Inc.
CONTRACTOR

9/3/2025
Date


Authorized Representative's Signature

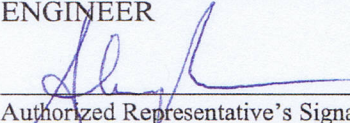
Matthew Belden, Vice President Structures
Name & Title

FINAL CERTIFICATION OF ENGINEER

I have reviewed the Contractor's Final Payment Request dated August 8, 2025 and hereby certify that to the best of my knowledge, the cost of the work identified on the Final Payment Request represents full compensation for the actual value of work completed and that the work has been completed in accordance with the terms of the Agreement and authorized changes.

Fuss & O'Neill, Inc.
ENGINEER

9/2/2025
Date


Authorized Representative's Signature

Steve Reichert, PE / Associate | Office Manager
Name & Title

CERTIFICATE OF FINAL COMPLETION OF WORK

(page 2 of 2)

FINAL ACCEPTANCE OF OWNER

I, as representative of the Owner, accept the above Final Certifications and authorize Final Payment in the amount of \$ 349,379.98 and direct the Contractor's attention to section 109 of the 2016 NHDOT Standard Specifications for Road and Bridge Construction. The guaranty for all Work completed subsequent to the date of Substantial Completion, expires 1 year from the date of this Final Acceptance.

At a meeting of the _____ (Town Council/Selectmen/Alderman), the Owner, _____ (Name of the community) has accepted the constructed project.

Town of Hudson
OWNER

Date

Authorized Representative's Signature

Name & Title

END OF SECTION

**CONSENT OF SURETY COMPANY
TO
FINAL PAYMENT**

OWNER'S CONTRACT NO.: _____ ENGINEER'S PROJECT #: 20240640.A10
AGREEMENT DATE: December 27, 2024
BOND NUMBER: 0259999

CONTRACT TITLE: Melendy Road Over First Brook (114/083) Bridge Replacement
NHDOT Project No. 44653 (X-A005(563))

To: Town of Hudson (Owner)
12 School Street
Hudson, NH 03051

From: Neil H. Daniels, Inc. (Contractor)
4409 Route 5, PO Box 246
Ascutney, VT 05030

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the Berkley Insurance Company (Surety) on the bond of Neil H. Daniels, Inc. (Contractor) hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety Company of any of its obligations to the Town of Hudson (Owner) as set forth in the said Surety Company's Bond.

IN WITNESS WHEREOF, the Surety Company has hereunto set its hand this 3rd day of September, 2025.

Berkley Insurance Company

Surety Company




Signature of Authorized Representative

Elizabeth A. Morrissette

Attorney-in-fact

Name & Title


Attest: (Seal)

Note: Power of Attorney should be attached in instances where same applies.

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: *Lisa J. Nolan; Christine M. McCusker; Chris Sharpe; Beatrice Lachance; James Harrison; Tara C. Dean; Jeffrey J. Schroeder; Elizabeth A. Morrisette; Susan J. Mounsey Place; or Roger John Strollo of Cross Insurance, Inc. - New Hampshire dba Cross Insurance - Manchester of Manchester, NH* its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **One Hundred Million and 00/100 U.S. Dollars (U.S.\$100,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 2nd day of May, 2024.



Attest:

By

Philip S. Welt

Executive Vice President & Secretary

Berkley Insurance Company

By

Jeffrey M. Hafler

Senior Vice President

STATE OF CONNECTICUT)

COUNTY OF FAIRFIELD)

) ss:

Sworn to before me, a Notary Public in the State of Connecticut, this 2nd day of May, 2024, by Philip S. Welt and Jeffrey M. Hafler who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA G. RUNDBAKEN
NOTARY PUBLIC
CONNECTICUT

MY COMMISSION EXPIRES 04-30-2029

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 30 day of September, 2025.



Vincent P. Forte

CONTRACTOR'S FINAL LIEN WAIVER

(page 1 of 2)

OWNER'S CONTRACT NO.: _____ ENGINEER' PROJECT NO.: 20240640.A10
AGREEMENT DATE: December 27, 2024

CONTRACT TITLE: Melendy Road Over First Brook (114/083) Bridge Replacement
NHDOT Project No. 44653 (X-A005(563))

To: Town of Hudson (Owner)
12 School St.
Hudson, NH 03051

APPLICATION FOR FINAL PAYMENT

The undersigned hereby certifies that the amount owed set forth below constitutes the entire value of all work performed and services rendered by, through or under the undersigned with respect to the project not heretofore paid for up to and including the period covered by the above Application for Final Payment; that all work covered by such Application has been incorporated into the project and title thereto has passed to the Owner free and clear of all liens, claims, security, interests or encumbrances; and that no work covered by such Application has been acquired subject to an agreement under which any interest therein or an encumbrance thereon is retained by the seller or any other person. In consideration of payment of the requisition, the undersigned hereby releases the Owner from all claims of lien which the undersigned has regarding the Project.

The undersigned, in order to induce the Owner to pay the requisition, hereby represents that it has paid or will pay from the proceeds of the requisition all sums due to those parties who have performed work or provided materials to the undersigned in connection with the Project, and that it will on request of the Owner provide written evidence of the discharge by the undersigned of its obligations to such parties.

Executed under seal as of this 3rd day of September, 2025.

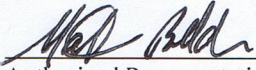
Amount Owed to Contractor by Owner as Final Payment:
\$ 1,269,355.00 (total value of project including change orders)

Amount Unpaid From Previous Application for Payment:
\$ 349,379.98

CONTRACTOR'S FINAL LIEN WAIVER

(page 2 of 2)

From: Neil H. Daniels, Inc. (Contractor)
4409 Route 5, PO Box 246
Ascutney, VT 05030




Authorized Representative Signature

Matthew Belden, Vice President Structures
Name and Title (printed)

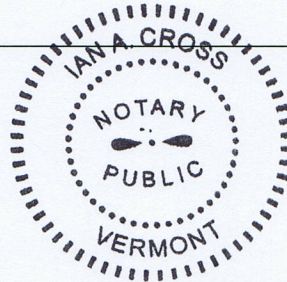
NOTARY:

Then personally appeared the above named MATTHEW BELDEN and acknowledged the foregoing to be the free act and deed of the above-named Contractor, before me.

Subscribed and sworn to on the 3RD day of SEPT., 2025.

Notary Public: 

My Commission Expires: 1/31/2027





TOWN OF HUDSON


Fire Department

39 Ferry Street
Hudson, New Hampshire 03051



Scott Tice, Fire Chief
stice@hudsonnh.gov · Tel: 603-886-6021 · Fax: 603-882-7115

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

From: Scott Tice, Fire Chief 

Date: September 5, 2025

Re: Public Agenda Item – 09 September 2025

Informational:

The Fire Chief seeks the opportunity to deliver a brief presentation as part of the ongoing series of updates from Town Departments. This presentation will highlight essential aspects of the Fire Department. It aims to provide background information on the current status of the Fire Department and outline our future direction.

To accomplish this, I will present the current organizational chart, along with our direction, which includes our mission, vision, and values. I will also provide an overview of our services and operations. Additionally, I will review information from our SWOT analysis and our strategic goals.

My goal is to offer insights into how the Fire Department fulfills its mission daily and to outline our strategies for continuing to serve and safeguard the community effectively.

RECEIVED
SEP 05, 2025
BOS AGENDA



TOWN OF HUDSON NH

DEPARTMENT UPDATES TO BOARD OF SELECTMEN

FIRE DEPARTMENT
SEPTEMBER 9, 2025

MISSION STATEMENT

PREPARE
PREVENT
PROTECT



VISION STATEMENT

Organizationally, we have set a vision to empower our organization with the knowledge, abilities, and resources to meet the ever-changing challenges that face our community.



VALUES STATEMENT

PRIDE

Professionalism

Respect

Integrity

Dedication

Empathy



DEPARTMENT ROSTER

HUDSON FIRE DEPARTMENT EMPLOYEE ROSTER

September 7, 2025

ADMINISTRATION

Scott Tice, Fire Chief

James Paquette, Deputy Fire Chief * Francis Enos, Deputy Fire Chief * Kyle Levesque, Training Captain
Michelle Rudolph, EMS Supervisor (P/T) * Erika LaRiviere, Executive Coordinator
Helen Cheyne, Administrative Aide

COMMUNICATIONS

Adam Frederick * William Schofield * David Cormier * Alyssa Anderson

INSPECTIONAL SERVICES

Dave Hebert, Fire Marshal * Steve Dube, Fire Prevention Officer
Raymond Abair, Building Official * Mark Cataldo, Inspector * Paula Orendorf, Administrative Aide

OPERATIONS

LEONARD A. SMITH CENTRAL FIRE STATION

Group 1

Captain
Sean Mamone
Firefighter
Christopher Pervere
Patrick Chamberlain
Kenneth Ballou
Gabriel Burgess-Labonte
Brendan Carey

Lieutenant
Corey Girard
Firefighter
Michael Armand
Parker Berube

Lieutenant
Benjamin Crane
Firefighter
Bill Mortimer
Ryan Senior

Group 2

Captain
Dennis Haerinck
Firefighter
Sarah Delos Reyes
Thomas Henley
Logan Falk
Nicholas Aierle
VACANT

ROBINSON ROAD FIRE STATION
Lieutenant
Eric Hackett
Firefighter
Colin Murphy
Joshua Chassé

JAMES A. TAYLOR MEMORIAL FIRE STATION

Lieutenant
Craig Benner
Firefighter
Mitchell Ruffange
Ryan Richard

Group 3

Captain
Martin Conlon
Firefighter
James Lappin
Ryan DiFranza
Michael Lewis
Corey McLaughlin
Isaiah Whiteside

Lieutenant
Zachary Whitney
Firefighter
Jeffrey Ogiba
Daniel Tanner

Lieutenant
Toby Provencal
Firefighter
Andrew Silver
Richard Daughen

Group 4

Captain
Gregory Rich
Firefighter
Adam Lebor
Peter Sykes-Clark
Elias Brodeur
Joseph Inamorati
Clayton Legault

Lieutenant
Ian Canavan
Firefighter
Gerald Bourdeau
Bryan LaBarge

Lieutenant
Brian Clarenbach
Firefighter
James Sheldon
Kory Partridge

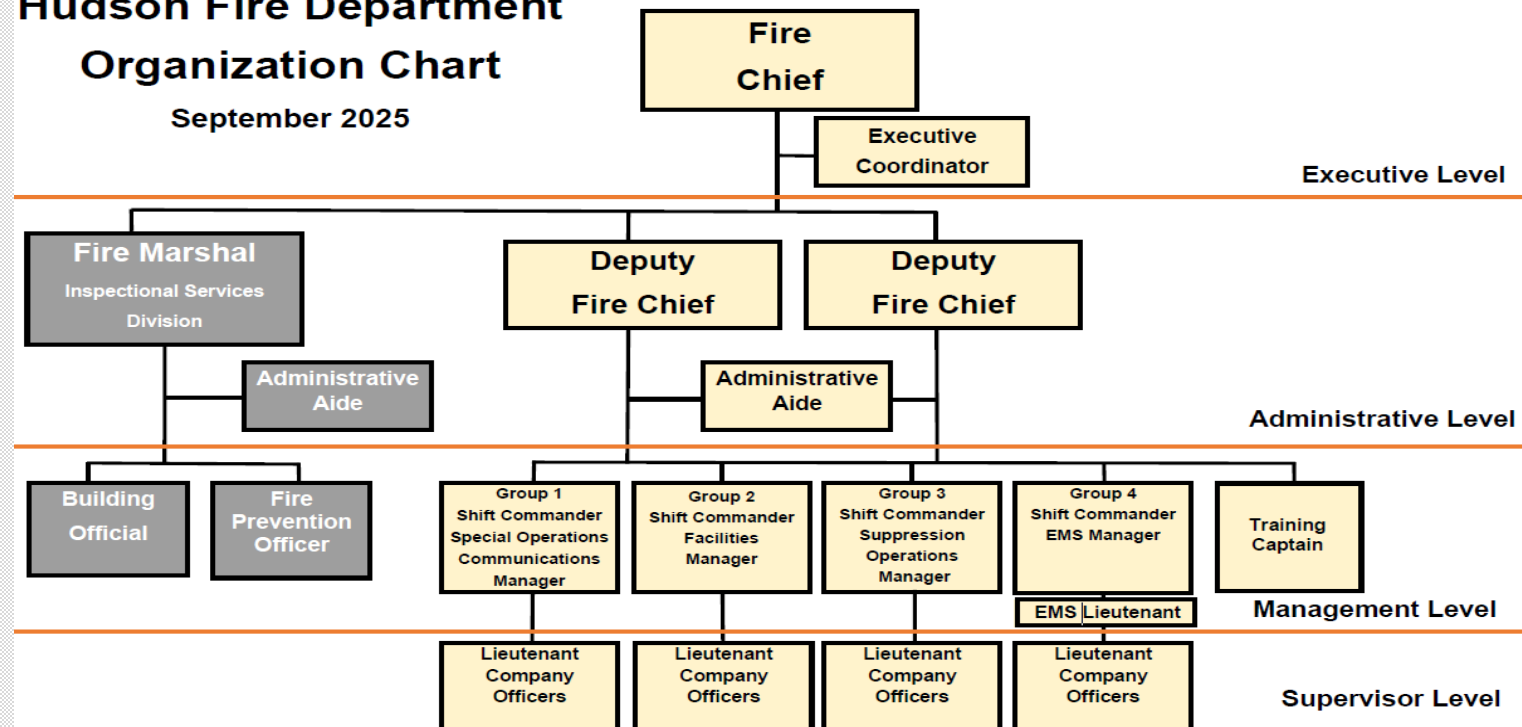
(Paramedic)



ORGANIZATIONAL CHART

Hudson Fire Department Organization Chart

September 2025



STATION 1

52 ROBINSON ROAD



- 1 Lieutenant
- 2 Firefighters
- Engine 1
- Ambulance/Medic 1
- Forestry 1



CENTRAL STATION 15 LIBRARY STREET



- 1 Captain
- 5 Firefighters
- Engine 2
- Ambulance/Medic 2
- Ladder 2
- Tanker 1
- Squad 1



STATION 4

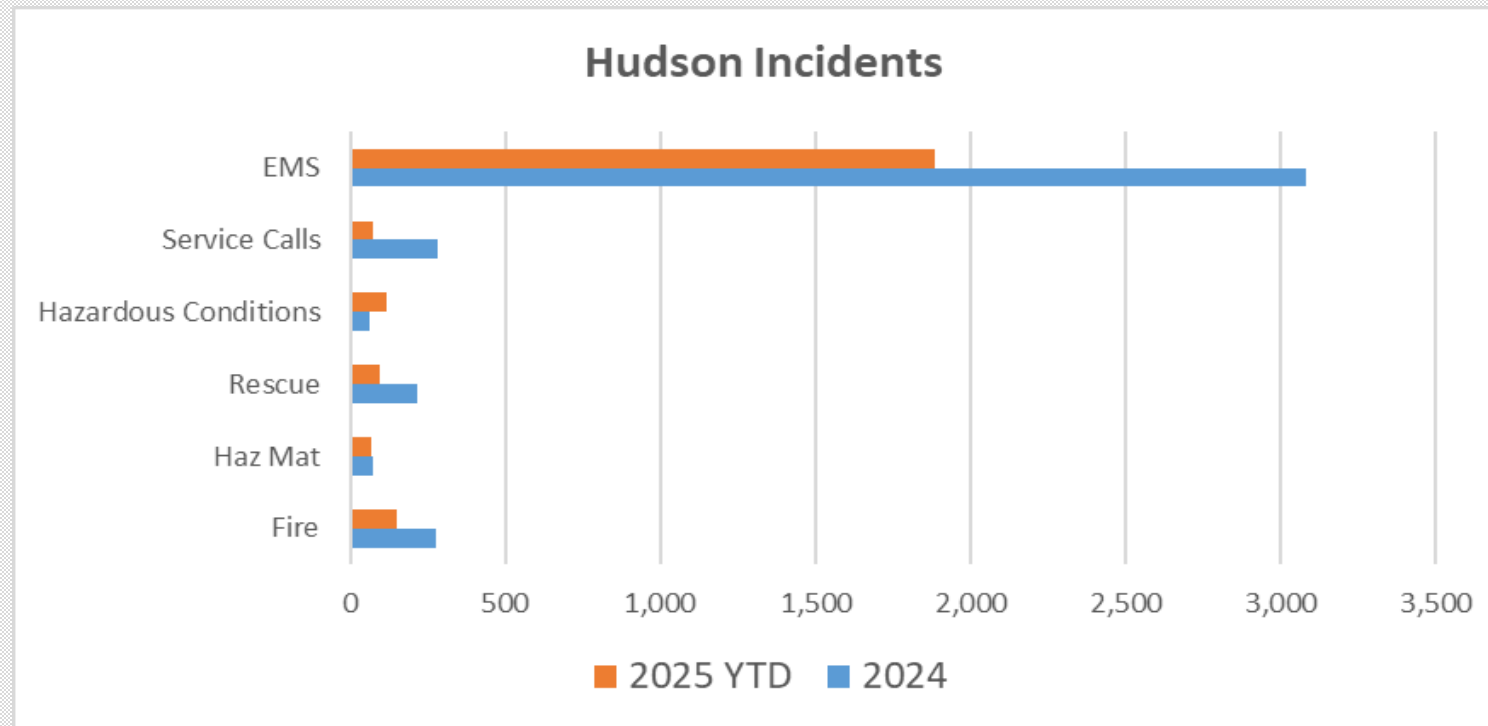
204 LOWELL ROAD



- 1 Lieutenant
- 2 Firefighters
- Engine 4
- Ambulance/Medic 4
- Squad 4



HUDSON INCIDENT STATISTICS



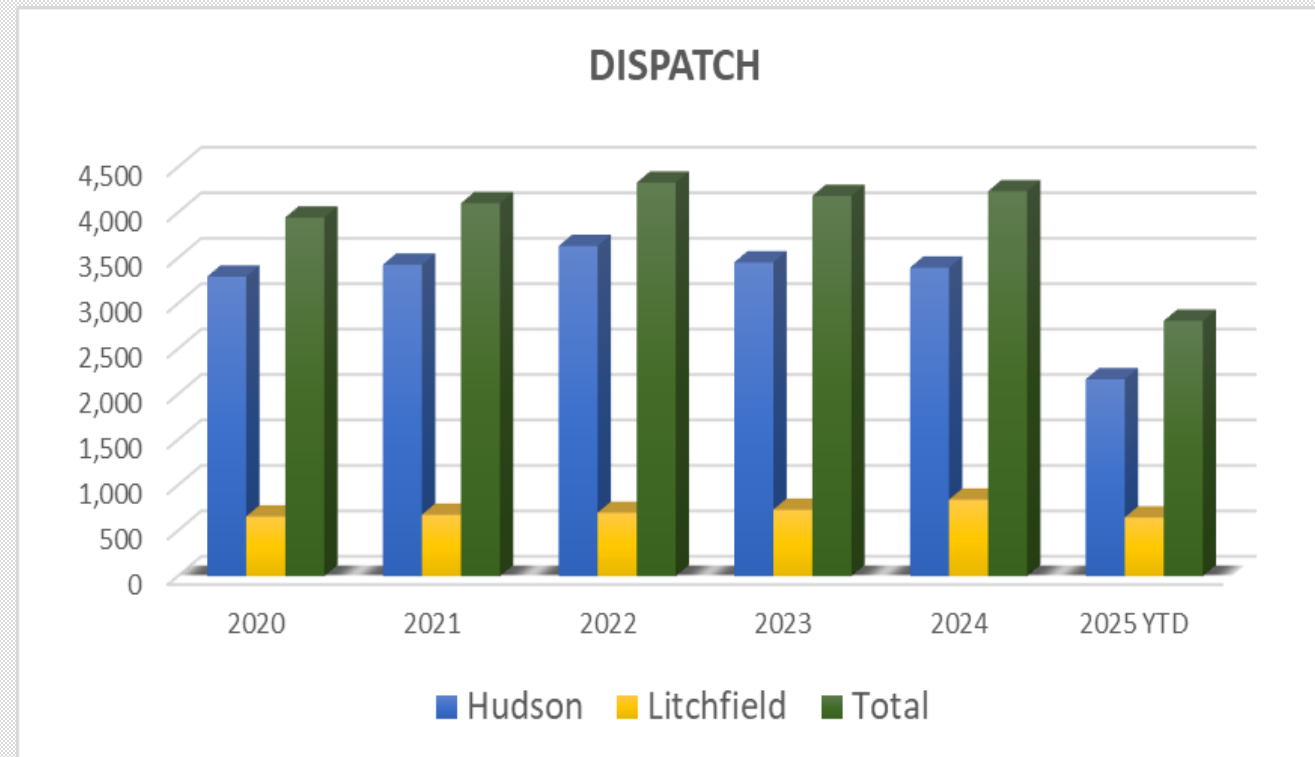
COMMUNICATIONS



- 4 Dispatchers
- Supervised by a Captain



DISPATCH STATISTICS



ADMINISTRATION



- 1 Fire Chief
- 2 Deputy Chiefs
- 1 Training Captain
- 1 Executive Coordinator
- 1 Administrative Aide
- 1 P/T EMS Officer



INSPECTIONAL SERVICES



- 1 Fire Marshal
- 1 Building Official
- 1 Fire Prevention Officer
- 1 Inspector
- 1 Administrative Aide



INSPECTIONAL SERVICES ACTIVITY



SWOT

- Strengths

- Our people
- Community support
- Equipment condition and consistency
- CS and LR stations - condition
- Training and development improvements
- Staffing improvements
- Firefighter's contract

- Weaknesses

- Inexperience
- No spare engine
- CS space
- RR condition
- Supervision at CS
- Supportive/team culture
- Training facility
- Low frequency events
- Community outreach



SWOT

- Opportunities

- Engage the public
- New employees
- Grants
- Empower our people
- Technology

- Threats

- Economy
- Politics
- Other departments offering more



FUTURE ASPIRATIONS

- Supportive /team environment
- Great leadership/management
- Staff fire apparatus
- Well-trained and highly effective operations
- Staffing



STRATEGIC GOALS

- We are focused on going from good to great through continuous improvement
- To be a highly professional organization through strong leadership and management skill development and practices
- To be an operationally excellent all-hazards fire department that protects the community against all emergency situations
- To build a culture that is supportive our personnel which allows them to achieve their goals and reach their highest potential





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: September 4, 2025
Re: Route 111, Senator Robert E. Clegg, Jr. Dedication

Recommended Motion: To determine the placement of signs along Route 111, within the borders of Hudson, in honor of late Senator Robert E. Clegg, Jr.

Background:

At the March 5, 2024 Board of Selectmen meeting, Senator Sharon Carson recommended that the Board send a letter to the House leadership in support of Senate Bill 468, which proposes designating a portion of Route 111 in Hudson as the Senator Robert E. Clegg, Jr. Memorial Highway. Following her recommendation, Selectman Dumont moved, and Selectman Morin seconded, to send a letter to the Chair of the State House leadership expressing the Board's support for SB 468. A roll call vote was taken, and the motion carried unanimously, 5–0.



TOWN OF HUDSON

Board of Selectmen Office



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

To: Board of Selectmen

From: Jill Laffin, Executive Assistant

Date: March 1, 2024

Re: Senate Bill 468 - Designating a portion of Route 111 in Hudson as the Senator Robert E. Clegg Jr. Memorial Highway

As you recall, the Board approved sending a letter in support of Senate Bill 468 at your January 9, 2024 meeting. As you'll see in the attached letter from Senator Carson, Senate Bill 468 unanimously passed the Senate and will now move on to the House for consideration.

Senator Carson is asking for your support in writing House Leadership in support of this bill, and for a member of the Board to come and testify when the bill is scheduled for a public hearing in the House. Should the Board agree, the following motions would be appropriate:

Motion #1: To send a letter to the Chair of the State House Leadership expressing the Board of Selectmen's support for SB468 which proposes to designate a portion of Route 111 in Hudson as the Senator Robert E. Clegg Memorial Highway.

Motion #2: To designate Selectman _____ to testify in favor of SB 468 at the Public Hearing for the bill.



The Senate of the State of New Hampshire

107 North Main Street, Concord, NH 03301-4951

RECEIVED

MAR 01 2024
TOWN OF HUDSON
SELECTMENS OFFICE

Chairman Marilyn E. McGrath

12 School Street

Hudson, NH 03051

RE: SB 468

Dear Chairman McGrath,

Thank you for your support on Senate Bill 468, relative to designating a portion of route 111 in Hudson as the Senator Robert E. Clegg Jr. Memorial Highway. I am pleased to inform the Board that this bill unanimously passed the Senate and will now move over to the House for consideration.

It would be very helpful if the Board write to House Leadership in support of this bill, and for a member of the Board to come and testify when the bill is scheduled for a public hearing in the House.

Thank you for all the great work you do.

Sincerely,

A handwritten signature in blue ink that reads "Sharon M. Carson".

Senator Sharon Carson



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

Agala
1-9-24



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

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: December 15, 2023

Re: Senate Bill 468- Designating a portion of route 111 in Hudson as the Senator Robert E. Clegg Jr. Memorial Highway

Chief Assessor Jim Michaud has brought Senate Bill 468 to our attention. Senate Bill 468 proposes to designate a portion of route 111 in Hudson as the Senator Robert E. Clegg Memorial Highway. I am recommending that the Board of Selectmen vote to send a letter to the Chair of the Transportation Committee, with a copy to Senator Carson and Hudson's legislative delegation, in support of this bill. I have attached a copy of the bill to this memo for your information. Should the Board agree with my recommendation, the following motion would be appropriate:

Motion: To send a letter to the Chair of the State Senate Transportation Committee, State Senator Carson and Hudson's legislative delegation, expressing the Board of Selectmen's support for SB 468 which proposes to designate a portion of route 111 in Hudson as the Senator Robert E. Clegg Memorial Highway.

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

SB 468 - AS INTRODUCED

2024 SESSION

24-3016

11/02

SENATE BILL **468**

AN ACT relative to designating a portion of route 111 in Hudson as the Senator Robert E. Clegg Jr. Memorial Highway.

SPONSORS: Sen. Carson, Dist 14; Sen. Avard, Dist 12; Sen. Bradley, Dist 3; Sen. D'Allesandro, Dist 20; Sen. Innis, Dist 7; Rep. Renzullo, Hills. 13; Rep. Ulery, Hills. 13; Rep. A. Lekas, Hills. 38; Rep. T. Lekas, Hills. 38; Rep. Wherry, Hills. 13

COMMITTEE: Transportation

ANALYSIS

This bill designates a portion of route 111 in Hudson as the Senator Robert E. Clegg Jr. Memorial Highway.

Explanation: Matter added to current law appears in *bold italics*.

Matter removed from current law appears ~~[in brackets and struck through.]~~

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

24-3016

11/02

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Twenty Four

AN ACT relative to designating a portion of route 111 in Hudson as the Senator Robert E. Clegg Jr. Memorial Highway.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Town of Hudson; Senator Robert E. Clegg Jr. Memorial Highway. Pursuant to RSA 4:43, the portion of route 111 in Hudson from the town line to the intersection of route 128 shall be named the Senator Robert E. Clegg Jr. Memorial Highway. The commissioner of the department of transportation shall erect a suitable memorial marker in the right-of-way designated section.

2 Signage. The cost of design, construction, maintenance, and installation of any signage, replacement signage, or other markers required under this act shall not be a charge to the state. However, the design, construction, and installation of any signage or other markers required under this act shall be as directed by the department.

3 Effective Date. This act shall take effect upon its passage.



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

Recommended Motion: To approve the following policies as presented by the Policy Subcommittee: FIN-018 Petty Cash and FIN-027 Donations.

As you may recall from the August 12, 2025, Board of Selectmen Meeting, Item 8K - Policy Sub-Committee, the following policies were brought forward as first reads.

- FIN-018: Petty Cash (New)
- FIN-027: Donations (New)

Each of these respectively are attached for discussion and/or second read endorsements as recommended by the Policy Subcommittee.

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

RECEIVED
SEP 04, 2025
BOS AGENDA

Town of Hudson, NH

Policies and Procedures

Petty Cash Policy and Procedure

Policy Number: FIN-018	Revision Number:
Approved By: Board of Selectmen	Last Review Date:
Origination Date: 09/09/25	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.

APPLICABILITY

Petty cash can be used for authorized Town business purchases only, up to \$50. Any amounts over \$50 should be processed through accounts payable. 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.

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.

ADMINISTRATIVE PROCEDURES

AUTHORITY

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.

USE OF PETTY CASH

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.

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.

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.

UNAUTHORIZED PETTY CASH USE

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.

APPENDIX : REVIEW DATES

[illegible]

Town of Hudson, NH

Policies and Procedures

Donation Policy and Procedure

Policy Number: FIN-027	Revision Number:
Approved By: Board Of Selectmen	Last Review Date:
Origination Date: 09/09/2025	Review Frequency: 3 Years

PURPOSE AND SCOPE

The purpose of this document is to outline the procedures followed for accepting, use of, and accounting for donations.

APPLICABILITY

This policy pertains to donations of money provided to the Town for a public purpose. This policy does not pertain to donations for a private-purpose, which are held by the Trustees of the Trust Funds, or for other donations accepted by other elected or appointed bodies, as allowed by Statute. This policy also does not pertain to acceptance of donated goods, personal property or real property to the Town.

ADMINISTRATIVE PROCEDURES

Acceptance – Cash

- Any single donation with a value less than \$500 can be accepted by Town departments without any concurrence from the Board of Selectmen and subsequently forwarded to Finance for receipting and accounting.
- Any single donation with a value of \$500 up to \$10,000 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 of \$10,000 or more require a Public Hearing, per RSA 31:95-b.

Acceptance – Personal Property

- Any single donation with a value less than \$500 can be accepted by Town departments without any concurrence from the Board of Selectmen and subsequently forwarded to Finance for receipting and accounting.
- Any single donation with a value of \$500 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 of the personal property and the purpose of the donation.
- Any donations of \$5,000 or more require a Public Hearing, per RSA 31:95-e.
- According to RSA 31:95-e (III), any gift of personal property will not bind the town to “raise, appropriate or expend any public funds for the operation, maintenance, repair or replacement of such personal property”. This would not prohibit the Town from repairing a donated item, but would not obligate that the repair be undertaken.

Use

- 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 per Town Code 44-1B. 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.

Accounting

- 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), the expenditures against those donations and any funds remaining for the purposes intended.
- 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).

Acknowledgement

- The Town will provide an acknowledgement letter thanking the donor and confirming that donations to the Town are tax-deductible under the relevant Internal Revenue Code. Refer to the sample letter in Appendix A.

APPENDIX A - ACKNOWLEDGEMENT LETTER

[Date]

To Whom it May Concern:

The Town of Hudson would like to thank you for your donation.

As a courtesy, in case you may need the following information for tax purposes, **Section 170(a)(1)** of the Internal Revenue Codes states: *There shall be allowed as a deduction any charitable contribution n (as defined in subsection (c)) payment of which is made within the taxable year.*” **Section 170(c)(1)** of the Internal Revenue Code states: *“For purposes of this section, the term ‘charitable contribution’ means a contribution or gift to or for the use of a State, a possession of the United States, or **any political subdivision** of any of the foregoing but only if the contribution or gift is made for exclusively public purposes.”* (emphasis added). The Town of Hudson and its library is a political subdivision of the State of New Hampshire. Therefore, any gift made to the Town of Hudson for public purposes would be deductible for tax purposes to the donor.

Sincerely,

[Town Official]

[Note: The above sample letter may be used by the Town of Hudson to serve as an acknowledgement letter for donated goods.]

APPENDIX B : REVIEW DATES

[illegible]



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: September 3, 2025
Re: 2026 Board of Selectmen Meeting Schedule

Recommended Motion: To approve the 2026 Board of Selectmen meeting schedule as presented.

The following dates are presented for the Board's consideration and approval as the proposed meeting schedule for 2026. Workshops, if necessary, are typically held on the first Tuesday of each month and the regular meetings are on the second and fourth Tuesday of each month, unless otherwise noted. Elections will dictate a portion of the schedule in the months of March, September, and November. There is only one meeting recommended for July with a workshop date of July 14th. If there is business needed in early July, the July 14th date could be a regular meeting. It is noted that the September Primary Election and/or September 8th is subject to change and may affect dates in June through September.

<u>WORKSHOP DATE</u>	<u>REGULAR MEETING DATES</u>	
January 6	13	27
February 3	10	24
March -	3*	24
April 7	14	28
May 5	12	26
June 2	9	23
July 14	-	28
August 4	11	25
September 8	1**	22
October 6	13	27
November -	10	24
December 1	8	-

RECEIVED
SEPT 3, 2025
BOS AGENDA

*First March meeting moved to first Tuesday of the month due to Town Election.

**First September Meeting moved to first Tuesday of the month due to State Primary Election.



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: September 3, 2025
Re: 2026 Scheduled Holidays

Recommended Motion: To approve the 2026 scheduled holidays as set by approved personnel policies.

The thirteen standard dates as set by the personnel policies are as follows:

<u>HOLIDAY</u>	<u>DATE OF HOLIDAY</u>	<u>TOWN HALL CLOSED</u>
New Year's Day	January 1	Thursday (1/1)
Martin Luther King, Jr. Day	January 19	Monday (1/19)
President's Day	February 16	Monday (2/16)
Memorial Day	May 25	Monday (5/25)
Juneteenth	June 19	Friday (6/19)
Independence Day	July 4	Friday (7/3)
Labor Day	September 7	Monday (9/7)
Columbus Day	October 12	Monday (10/12)
Veteran's Day	November 11	Wednesday (11/11)
Thanksgiving Day	November 26	Thursday (11/26)
Floating Holiday	November 27	Friday (11/27)
Christmas Day	December 25	Friday (12/25)

RECEIVED
SEPT 3, 2025
BOS AGENDA