

**HUDSON, NH BOARD OF SELECTMEN**  
**Minutes of the Budget Presentations of October 19, 2007**

1. Call to Order by Chairman Shawn Jasper at 7:01 in the Selectmen's Meeting Room at Town Hall.

2. Attendance

Selectmen: Shawn Jasper, Ben Nadeau, Ken Massey, Rick Maddox and Doug Robinson

Staff/Others: Steve Malizia, Town Administrator; Kathy Carpenier, Finance Director; Dave Yates, recreation Director; Carol Furlong; Sandra Rumbaugh, Chairman of the Conservation Commission; Bob Haefner, Chairman of the Cemetery Trustees; Linda Kipnes, Chairman of the Energy Committee; Mike O'Keefe, Chairman of the Cable Committee; Howard Dilworth, Jr., Chairman of the Budget Committee; Russ Ober, Bookkeeper for Trustees of the Trust Funds; Joyce Cloutier and Sandra LaVasseur, Supervisors of the Checklist; John Knowles, Chairman of the Library Trustees

3. Pledge of Allegiance was led by Sandra LeVasseur, Checklist Supervisor.

4. Budget Presentations

Community Grants (5920)

Chairman Jasper said Carol Furlong was present to make a presentation for Harbor Homes and Healthy at Home, which were two new requests. Ms. Furlong said the request for Harbor Homes was for \$2,000 for the Connections program, which was originally a social club for a large number of homeless and chronically mentally ill people. Over the years, they've become more sophisticated and realized they need to provide more than just a social outlet for these people, so during the past year, the Connections program was developed. The focus is on providing skills and services for the chronically homeless and chronically mentally ill. They have developed a GED program, with 27 people enrolled this year. They've also provided parenting classes and they are seeing an increase in the number of young parents with very small children, who are homeless, so they are trying to gear some of the services towards them. Because they are chronically mentally ill, a lot of time is spent trying to help them access basic services because their symptoms get in the way of that. They have been providing more focused education, training and support services for them. On October 1, they established a Warm Line, so if they have problems or issues after hours when most other social support agencies in the Greater Nashua area are closed, they can contact this number and they can get someone out, if necessary, and get them connected with shelters or whatever services are needed. They have about 10 people from the Hudson area, who are receiving services there.

Selectman Massey asked how many clients from Hudson were being served. Ms. Furlong said they've identified 10 people at Connections. The great majority of people do not tell them where they are from. They come in and access services and they are able to provide transportation to Hudson, but they can't identify a home in Hudson. Selectman Massey asked what percent of the total revenues are spent on admin and on direct support of the programs. Ms. Furlong said they haven't identified it in terms of just the Connection program, but it's about 15% - 18% of the overall Harbor Homes program for administrative purposes. Most of the Connections program is done by volunteers, people who are chronically mentally ill and have been trained. Selectman Robinson asked if there were any other organizations within Nashua or Hudson that are doing what they are doing. Ms. Furlong said not in the Connections program.

Chairman Jasper said Harbor Homes was asking for \$2,000 and Healthy at Home was asking for \$1,000 and Ms. Furlong was going to speak to that, as well. Ms. Furlong said she was not as familiar with Healthy at Home, which was one of their affiliate, so she read the following information, given to her by the program director. "Healthy at Home has been providing compassionate home health care and supportive solutions to individuals since 1997. It strives to enhance the lives of clients with acute and long term illness or injury by providing home health care, respite, companion care, training and other supportive services designed to improve the quality of life. We serve approximately 250 clients a year, providing over 25,000 home care visits. Healthy at Home works with many funding sources to ensure access to care and offer some services on a sliding scale, through its subsidized home health care program to help those otherwise not eligible for much needed care, including the homeless. At this time, we have 25 clients in Hudson. Some require injections to control psychotic manifestations, medication planners, meal preparation, personal care, both in the morning and in the evening, socialization and safety. We provide care to 10 of those individuals three to four times a day and up to seven days a week. So, a grant of \$1,000 from the town of Hudson would help provide approximately 40 home care visits to help low income and homeless individuals receive home health care services."

Selectman Robinson thought Home Hospice had a program that they offer. Ms. Furlong said the difference between Home Health and Hospice and Healthy at Home is they serve the under-insured or uninsured. Most of these people wouldn't receive any services at all, if not provided by Healthy at Home. Selectman Maddox said Healthy at Home cannot service the homeless. Ms. Furlong said it actually does because they have people who are living with family members. They also have people who come into Connections and they don't have homes, so Healthy at Home will service them. They will also do some outreach. In the summertime, they become aware of people living in parks and down by the river, and their outreach people will go down and see them, as well as nurses from Healthy at Home. Most of the time, they are just trying to get them to access care, get them to come in and stay with them until they can build some trust and get them to other services. Selectman Robinson asked how many folks from Hudson were presently participating. Ms. Furlong said currently, they have 25 clients in Hudson, with 10 of them receiving services three to four times a day. Selectman Massey said the letter from Ms. Carter says, "these services benefit not only the residents of Hudson, but the town of Hudson." He asked what the rationale behind that was. Ms. Furlong said philosophically, any community is judged by the care they give to people who are least able to receive those services and how they take care of their own. Practically, if people can be helped with their health care, they are better able to serve the community. They are better able to get out into the community. They are better able to take care of their families. If they can take care of their physical needs, you reduce services they need in other ways, and that reduces the drain on the economy. Selectman Massey asked what this agency's ratio of administrative cost to program delivery was. Ms. Furlong said they are running 12% - 15%. Selectman Robinson asked what the total budget was. Ms. Furlong said for Fiscal Year 2008, the total revenue was \$1.5 million, with a total expense of \$1.4 million.

Recreation (5810 to 5840) (Deferred from Wednesday, October 17, due to the lengthy discussion on the Fire Department's budget.)

Recreation Director Dave Yates said their overall operating budget has remained level funded, based on the Board's direction, excluding salaries and benefits. They made adjustments to several line items, based on what past spending has been. They had been directed to pay for their own gas, so that line has been included. Other than that, there are no new items in the budget. Last year, their revenues were \$191,575 and he identified the

amount each line took in. It is up from previous years, and he anticipates it staying there, or even going up in the future. Chairman Jasper said they were collecting about \$190,000 and spending about \$350,000.

Chairman Jasper said Merrifield Park was level-funded and there were only three items. There being no questions, they moved on to Supervised Play, which was a large part of the budget, but that was also down slightly. Since this is one of the most controversial parts of the budget, he asked what the revenue was for this. Mr. Yates said \$68,278. Chairman Jasper said a little over \$36,000 subsidy. Selectman Maddox said that was a word he wanted to tap into—subsidized. Again, he has the feeling they need to cut the taxpayers' burden, and he didn't see why a \$36,000 burden from the taxpayers—this should be level funded, or damn close to it. Those fees need to be looked at or the cost needs to be addressed. The Board of Selectmen and the town have a obligation to provide some recreation, but he didn't know if it was \$160,000 worth of taxpayer expenses to do that. He didn't know if they wanted to pick apart each individual one, but any that don't break even or even close, they need to really look at and this is a way out of whack proposition. Chairman Jasper said one of the ways to do that would be to increase the fees and that has happened numerous times over the years and that has not adversely affected the program. Mr. Yates said the last increase was about three years ago, so the Rec Committee can definitely look at that and come back with new numbers. Hudson is one of the lower ones in the state, but if they charge too much, there will be a lot of unsupervised children home during the summer. They have to watch how high they go so they don't discourage people from using the program.

Selectman Robinson asked if this should be the time to talk about revolving accounts, maybe shifting some of these accounts to a user-fee situation, or other revolving account. Chairman Jasper said they can have the discussion, but he didn't know how they'd set it up within the budget under this framework. They can have a discussion, reach some conclusion and then ask the Finance Director and the Town Administrator to take a look at that, if that's the Board's desire, but he is absolutely opposed to that type of fund because it doesn't really do anything unless they have fees that equal expenses, and they are not in that situation. If they do have fees that equal expenditures, it takes everything off line and nobody feels there is any reason to look at it because if the money comes in and the money goes out, then it's not affecting the taxpayer. It's better to have a revenue line and an expense line so they can scrutinize those two lines. There is no benefit to the taxpayer to have revolving accounts in this type of situation. They had that at Lions Hall and the problem was they never came anywhere near having enough money to do anything with it. They are still \$36,000 short here, so that goal wouldn't be accomplished because they don't have enough revenue to sustain the account. It's a bad way to do things because it takes so much scrutiny off what is happening. That's what happens at the state level. They have all these dedicated funds, millions and millions of dollars, and nobody pays any attention to what's going on because it can't go into the general fund, so who cares what they are spending the money on because we can't touch it anyhow. It's a terrible way to run a government. Selectman Robinson said he appreciated what the Chairman was saying, but the towns of Pelham and Windham are using revolving accounts very successfully. Maybe they don't want to do the whole Rec Dept., but maybe an account or two they could try. Chairman Jasper thought the statement "very successfully" was a little too broad. What does that mean? They don't have anything in front of them to show how they are managing their money. It may be off the books, so someone could say yes, that's very successful, but without the scrutiny of looking at it, the Selectman might say they'd never do that in Hudson. Once this is developed and taken off the books, you can say it's successful, but all it means is that it's not impacting the taxes. It doesn't mean it is money well spent. Ultimately, the money is coming from taxpayers for fees. He hates to compare themselves to other people without a program in front of them to scrutinize.

Selectman Massey said given that they have to finalize the budgets by next Tuesday night, asked Mr. Yates if he would have any recommendation on the fee structure by then. Mr. Yates said the Rec Committee doesn't meet until the second Thursday of the month, but he could call a special meeting to come up with some numbers. Selectman Massey said they could make a change in the revenue number at the Budget Committee. Chairman Jasper thought the Budget Committee would be very receptive to having the Selectmen come in during the process to increase the revenues. Selectman Massey thought it was worthwhile to look at the fee structure and determine whether it makes sense to increase it, but they shouldn't ever get into the position that the entire program should be self-funding by fee structures. Over the years, they have adjusted the fee structure, so it would be appropriate, especially on this one. Selectman Maddox said, to that end, this is not the forum, but at a workshop, they should bring in the Rec Director and Rec Committee and see, even if they did a pilot program, with a \$10,000 line item revolving account, so if they wanted to do, and he's seen peripheral information that they can do more program quicker, they don't have to set up an entire program to set up a particular—somebody offers to do this for this much money. They advertise it. If people are enough to fund it—there's a number of things they can do with revolving accounts that would be difficult to have them do tonight, but it's worthwhile taking a look at it, doing a pilot and, at least, see if it works. He asked what the supervised play rate was, because if he divides it by the number of registered children with revenue, it's \$117. Mr. Yates said every child doesn't pay the full fee. Some are on a 10-day pass, which is only \$60. If someone goes for the whole summer, it's \$150. Selectman Maddox said none of that information was there so, again, they need to take a look to, again, look at the fee structure. They are not looking to make money, but the delta—if \$117 or even \$150 for nine weeks of supervised—they go to field trips and everything else this program provides—they are probably under-collecting monies on this account.

Chairman Jasper said there are different fees for field trips, etc. Mr. Yates agreed, those were optional at an extra fee. If they choose not to attend, they don't have to go. The barbecues are additional, also. Selectman Maddox said now he was even more confused. Chairman Jasper said the revenue includes the field trips and barbecues. The supervised play is an amount and then the extras are an additional cost. Selectman Maddox said if they do that workshop, they need to look at that breakdown because it seems confusing, even more now, than the \$117, dividing it out. Chairman Jasper said Mr. Yates could provide the Board with the different components of the breakdown for supervised play. Mr. Yates said he'd have to get that from the Finance Director. Selectman Massey said one last point to make, since they have to submit the budgets to the Budget Committee in time for their November 15<sup>th</sup> meeting, and the second Thursday is November 8<sup>th</sup>, and the Selectmen's meeting will be on the 13<sup>th</sup>, so they will have two days to make a recommendation. Chairman Jasper said not necessarily because as long as they make the recommendation before they review the Recreation Department, which is after Thanksgiving (talking over each other). Selectman Massey said the Board would have to finalize its recommendation on the 13<sup>th</sup>, but he didn't see when the department was going to... conceivably, even on the 27<sup>th</sup>. He's sure that if, on the last day of the wrap-up, they said they wanted to increase the revenues, they would be more than happy to hear that sweet music. It would be worthwhile to have it anticipated to see the recommendations on the 13<sup>th</sup> so it would give them enough time to think about it and make a final determination on the 27<sup>th</sup>, if they had to wait that long. Chairman Jasper said OK.

Chairman Jasper said Robinson Pond was next and this budget was up around \$500, which seems to be in water quality monitoring. Next was Babe Ruth, which was level-funded. Selectman Massey asked if any of the programs were open to non-Hudson residents. Mr. Yates said no. Selectman Robinson asked if any programs had grandfathered individuals in them. Mr. Yates said the softball league has grandfathered adults, maybe 10 or 15

people. As they move on, they don't do any more grandfathering. If they do a dance or comedy night, they don't control who attends that, but they are self-funded. Sports programs and signup programs are only Hudson residents. Selectman Maddox said Babe Ruth looks like it costs three times the revenue it brings in. Mr. Yates said this was a very small group and if they were to set the fees based on the number of boys that participate, they would be outrageous. They had 125 13-15 year old boys playing last year. They talked about this in the past; this is a critical age group they want to keep busy, but with that small a group participating, to have a balanced budget, they would have to charge very high fees. Chairman Jasper didn't think they can expect the sports programs they provide to the children in the community cannot affect the taxpayer. Everybody gets something one way or another. Yes, they certainly provide a lot in terms of education, but to this point, it has been the policy of the Board that particularly the youth programs will not be self-supporting. He feels a little differently about supervised play because, to a large degree, that is a babysitting service, but it does keep a lot of kids off the street, which is an indirect benefit to everyone and something that the town is aware of and, to this point, nobody on the Budget Committee or at Town Meeting has tried to do anything differently. Other than being diligent and have the fees that are reasonable, this is what they can expect, and they have certainly brought up the revenues over the years.

Chairman Jasper said ball fields were next, which is down a few dollars. With no questions, they moved on to instructional tennis, which was \$600 below the cost. This is one they try to keep, so they might look at these fees. Selectman Robinson said not to be a Nudge, but why pick on a tennis player and not a softball player? Chairman Jasper said because they were not playing tennis, per se, they were being instructed. That is how the Board has always looked at it. This is much like going out to hire a tennis instructor; it's the same type of thing. You're not playing tennis, you're not on a team, you're learning how to play tennis and the town is providing the instructor. Selectman Maddox said they are within 5% of covering their cost, so that's his driving force; it's a wash, in his mind. When the town is paying 2/3rds of the program is the ones he's after. This is short money, as far as exposure to taxpayers. Selectman Robinson said he was in agreement with Mr. Maddox. Chairman Jasper said his only point was that had it been the policy that these types of programs, and this one in particular, should be as close to break even as possible so when they do start to get out of whack, that's when you look at a fee increase. Probably back a few years, it was a wash.

Chairman Jasper said next was basketball, 5831, which was up about \$150. Selectman Robinson said there were a lot of teams. Chairman Jasper said it had a revenue of \$41,000. He asked if this was all winter basketball. Mr. Yates said yes. They used to do the team league in the spring, but with the use of the Community Center, they can do everything in the winter now. Chairman Jasper said the adult portion of it covers the expenses.

Soccer, 5834, was next. Selectman Massey asked where the fees ranked compared to United Soccer Club's rates. Mr. Yates didn't know what United Soccer charges, but estimated it was probably around \$150. The town charges \$30 a child to play. There being no further questions or comments, they moved on to teen dances which, percentage wise, makes an awful lot of money. Selectman Maddox said to have more of those. Mr. Yates asked what nights he wanted to chaperone. The Board moved on to community activities, which was a money-maker. Mr. Yates asked if this should be the trial program for a revolving charge. Chairman Jasper said the problem with that with all of the money in there, it wouldn't be offsetting the taxpayers. They would be subsidizing it. The good thing about some of the things that makes money is it helps offset the other things and the fees are low enough so nobody is complaining about it. There are two ways of looking at everything. Selectman Robinson said and it's OK to disagree. It's absolutely OK.

Chairman Jasper said next was the skate park, and there are no revenues there, but the expenses are level-funded. He asked how things worked out this summer. Mr. Yates said not bad, but it's always a challenge; it is what it is and they will continue to supervise them and see what they can do, but he's always fixing things like broken lights. It has been just OK. Selectman Massey asked how the video system was working. Mr. Yates said good. It's up and running. He wished it was easier to retrieve the information, but with the IT Department, he thinks they are OK. Selectman Maddox said Mr. Yates has talked repeatedly about getting a program director to offset some of the fees they are paying for running the various programs. As he was adding it up, it comes to only about \$8,000. He was just trying to say why isn't the job of running these programs falling under him (Mr. Yates). Mr. Yates said he is required to be at work during the day and all of the programs... Chairman Jasper interrupted to say that was a great discussion for a workshop, but Mr. Yates has no request for a program director in the budget, so it's not relevant to what they were doing tonight.

Mr. Malizia said Mr. Yates did have an additional item. Mr. Yates said back in Fiscal Year 03, they had a warrant article passed to put a capital reserve fund for future land for recreational purposes. That fund is currently at \$137,107. Last year, the Board removed the \$25,000 request and he was asking that it be reinstated so they can continue to add to the capital reserve fund so if and when a piece of property becomes available for fields, buildings, etc., they will have money. That's why they established the fund, and last year, the Board chose not to fund the \$25,000. That was his only additional request. Chairman Jasper asked what the pleasure of the Board was, saying his only comment was his recollection was one of the reasons was they were sort of switching gears on where they were going, thinking of doing something at Robinson Pond. He was surprised there wasn't some sort of request for monies for a feasibility study or engineering work or something to begin that process. They still have to finish what they are doing at the Community Center, but he didn't want to go in the direction of putting money aside for land when their most pressing need is going to be for that. The purpose of the capital reserve account ought to be changed to lands, buildings, facilities—something like that, but to put money into a fund for land when he didn't think that was the intent right now, makes a lot of sense. Selectman Nadeau asked what the wording was on the capital reserve fund. Mr. Yates said, "... for the purpose of purchasing and renovating land for future recreation facilities." Chairman Jasper said the word should be "developing," not "renovating;" he's never heard of that word used when talking about land.

Motion by Selectman Maddox to decrease Cost Center 5810-101 Rec Administration salaries full time from \$46,800 to zero, a reduction of \$46,800 did not receive a second. Therefore, the motion died. This concluded the review of the Recreation Department's budget.

#### Trustees of Trust Funds (5020)

Bookkeeper Russ Ober said they have one of the smallest budgets there is. They handle the town's money, the library's money and the school's money that they wish to save ahead of time for some purpose or other, like recreation facilities, land purchase. The number was from June 30, and there's even more in it now because another quarter has passed. He noted the budget was down. The last time they made somewhere over \$430,000 in the money to have invested in various places, over the course of the fiscal year, up to June 30<sup>th</sup> of this year. Their job is take that money and make sure that there is always more money there than you put in. They are guided by the Attorney General's Office of the state as to what they can invest in and not invest in. At present, they have 37 different accounts, amounting to, as of the close of the last quarter, \$11.2 million, all of which is invested in four different places. They meet every month and discuss their investments. They talk to the people with whom they have money invested and their

guidance from the Attorney General is called the prudent man rule, which if you are into investments at all, you realize that means you're not going to invest in very many things that are very scary that you need to be guaranteed pretty much that the money you put in is going to come back, plus more, but they don't make 10, 12, 14, 15% by any means because that would not be a prudent investment, especially nowadays, since things have gone down lately. Their budget is down \$770. He's not sure how much further they can go. There are three of them, elected for three year terms every year. All three of them have only been in two years, and they are still looking at the budget, trying to figure out how much money they need for this, that and the other thing, so as they go along, they keep cutting money that they don't use so they don't make the surplus too high.

Selectman Massey said they currently have two funds that he thinks it might be time to start thinking about retiring. Chairman Jasper said after the scolding he just gave Selectman Maddox, he didn't want to let Selectman Massey wander off the reservation on something that didn't have a budgetary impact. Selectman Massey said then, at some point in time, they need a workshop, but he'd like to think about doing it before it's too late to get a warrant article in this year because, in particular, the one... Chairman Jasper suggested inviting the Trustees in for the November meeting. Selectman Massey said the Trustees aren't the ones who would make that decision; it would be the Board. Chairman Jasper said then put it on the workshop for November. Mr. Ober said they do have a request in for one of those, to get a warrant article in to delete one of the funds, which has no money in it. It's their request from the Attorney General to say if you don't have any money in it, it's been deleted, you have to go through the warrant article to get rid of it off your... MS-9. That's the only one they are aware of and they keep adding them every year. Selectman Massey said that one's been zero since about 1995 or 6. Ms. Carpentier said if they have a warrant article, that needs to get submitted. Mr. Ober said that's up to her; they don't do warrant articles. Chairman Jasper said Mr. Ober just said they had a warrant article. Mr. Ober said they have requested a warrant article from the Selectmen. Chairman Jasper asked if that was put in writing to them. Mr. Ober said he had no idea. Ms. Carpentier said she hasn't seen anything.

Chairman Jasper said it sounds like something they talked about but didn't put in writing, but they are on the same page as Selectman Massey, so they would handle that on the fourth. He said the vast majority of the budget was for outside hire and asked for an explanation of that and how they go about determining, advertising, who gets the outside hire. Mr. Ober said the requirements of this job is that you be, he thinks, fairly computer literate. Selectman Massey developed the forms they are still using, which they modified. Input has to be done every month, depending on how much money is gained and how much movement is made from the people that own the money. Money is moved around all the time. He is computer illiterate. He can access e-mail and sometimes he can even send e-mail. Other than that, he has no idea how a computer works. Therefore, in order to run all of the accounts and produce this wonderful thing called an MS-9... and he didn't even know what the MS stands for... a state-required form, which is quite long, requires a great deal of computer literacy. Therefore, they hire somebody to do it so he didn't have to spend 300 hours trying to figure out how much each person in the cemetery got this year, per plot, for the upkeep and maintenance—and all of that is in there for the cemeteries the town owns. Therefore, they hire somebody to do that. They asked amongst themselves if they knew somebody; they didn't go out with an RFP or anything like that. They asked who to get and they got someone who is probably more computer literate than anyone else he knows, which happens to be Mrs. Ober, which the Board very well knows, since she is teaching classes in computers at UNH and she has several certifications from Microsoft. She is over-qualified to do the job, not to mention the fact that it makes it convenient to do it and get it done without having to run back and forth here, to hire somebody to come down here and meet her—and she works cheap. Chairman Jasper said he thoroughly and completely answered his question.

Selectman Massey said he agreed with Mr. Ober. When he first started keeping the records as a Trustee back in '93, he and two other Trustees were managing five or six trust funds, and they were all in CD's, so it was very easy to manage them on an annual basis. Over the last 15 years, they've added probably 14 trust funds, and they all have different degrees of requirements, so they do need to have someone who is computer literate. He just wanted to raise the question on whether or not there is a conflict of interest with a Trustee hiring a relative to do the job. He didn't question the need to do the job, but he questions whether there is a conflict of interest issue. He asked Mr. Ober is that's ever been addressed with the Trustees. Mr. Ober said sure; they have no problem. The other two members have no problem.

Chairman Jasper said that an interesting point had been raised and he guessed the only way to make sure it's done so there aren't any concerns on anybody's part... Selectman Maddox raised a point of order, saying the Chairman scolded him and Selectman Massey... Chairman Jasper said that was right. He stopped himself for going down that path himself, and he apologized, saying he shouldn't have let Selectman Massey go down that path, so that meant they were finished with this cost center.

#### Cemetery Trustees (5025)

Chairman Jasper recognized the man who probably has more hats than he does, Representative Haefner, but in this case, it's Cemetery Trustee. Mr. Haefner said the budget they submitted this year is \$2,125 which is down from the \$9,675 they have for the current year's budget. That's because they finished everything they had to do with the Poor Farm Cemetery. The fence is up, there is a monument in there and it's all done. There is \$125 worth of miscellaneous, small things, and \$2,000 for professional services. \$800 of that is to repair additional headstones next year. Every year, some of the headstones get damaged and a lot of it is frost heaves, that lift the stones up and when they fall over, they crack. The breakdown is repairing 20 headstones at \$40 apiece. This year, they spent \$815 on the same thing. The Cemetery Trustees have a database with every headstone in all four of the cemeteries that have headstones. They now want to start recording the data that's on those stones, the inscriptions on them, and put them into that database, so there is a permanent record of not only where the headstone is, but who is there and other data that may be there for genealogical purposes, so they set aside \$1,200 to do that—which they have yet to decide.

Chairman Jasper asked if the intent was to get this on the internet. Mr. Haefner said yes. The maps with the headstones are already on a CD, but they wanted to add more data before they put it on the internet. There is still money left if this year's budget, and they've had an offer, for a fee, and someone will go with a sonar device to the Center Cemetery that, supposedly, is full, based on Webster's history—and that's why they have Westview—but, yet, there aren't headstones throughout the place. This person would look for the additional graves and mark where those are in that cemetery. Selectman Robinson said just like the Poor Farm.

Selectman Massey commended the Cemetery Trustees. The Poor Farm project was long and arduous and they had a lot of stick-to-it-ness. He also thanked the property owners, who helped make it possible. It was a nice job and the town can be proud of what the Trustees did on that property. Selectman Robinson said, in addition, the Highway Department was also involved to a great extent. Mr. Haefner said the Highway Department does an excellent job in cutting the grass and doing the trimming in all of the five cemeteries. Kevin does a great job.

Supervisors of the Checklist (5042)

Chairman Jasper said he'd take up this cost center before doing the Moderator's because some people were waiting rather impatiently. Mrs. LeVasseur said the only expenditure they will have next year will be for their assistant Supervisors that they plan to hire for the presidential election. The Secretary of State said they can do this, so they intend to hire three or four people. She didn't know whose budget this comes under, but the Town Administrator had suggested it might be the Moderator's. Chairman Jasper said it might be appropriate to add an amount to the part-time salaries. Mr. Malizia suggested the line should be 104, seasonal; or 103, temporary, just to keep it separate. Chairman Jasper asked if the Supervisors had a number in mind. Mrs. LeVasseur said no. Chairman Jasper asked if it was just for one day. Mrs. LeVasseur said yes. Chairman Jasper asked if \$300 was appropriate. Mrs. Cloutier suggested \$400, in case they hire the extra person. Mrs. LeVasseur said they haven't even filled Karen's position yet; nobody has come forth. Chairman Jasper agreed these people were very busy.

Motion to create line 103 Temporary, in 5042 in the amount of \$400, by Selectman Nadeau, seconded by Selectman Robinson carried 5-0.

Selectman Massey said this budget should be carrying three elections, a primary in September 2008 for state offices, the presidential in November and the March. He asked if they were comfortable with their budget for those elections. The Supervisors said they completely forgot about the September primary. Ms. LeVasseur said they'd need maybe two. It's the primary election that will be tough, because people will be coming out of the woodwork to register to vote. The problem is the people are allowed to go in and vote and then come back out and change their party, which gets pretty intense. Chairman Jasper said they could add another \$300.

Motion by Selectman Massey to increase the amount from \$400 to \$700, seconded by Selectman Robinson, carried 4-1. Selectman Maddox voted in opposition. Chairman Jasper said the rollups would be included in addition to this amount.

Mrs. Cloutier said someone told her that the ad on Hudson TV goes so fast you can't read it. She asked if that could be slowed down. Selectman Maddox noted they were coming up next, so they were in the audience and heard the request.

Cable Committee (5045)

Chairman Mike O'Keefe said they base their budget on the anticipated revenue that comes in from the franchise fees paid by Comcast and he comes up with the number based on the most recent payment because they don't know what they will be getting in the coming year. For this budget, that number is \$186,376 which is a slight increase from last year, about 1.7% higher. They have a small revenue account that takes in money from sales of copies of programming material. Right now, it's a fairly small amount, so he didn't add that into any calculations. In terms of the budget figures, most of them remain the same. They made a few changes, one of which was legal fees. The franchise agreement with Comcast expires in August 2011, but they need to start the process of negotiating a franchise agreement a couple of years before that, so that's why they raised that up a bit. They also increased the telephone line item, which includes the money paid for internet access. With the new system in place, they will be able to start streaming the media over the web, so he anticipated some additional cost there. They bumped up the small equipment repairs line a little bit because they've been experiencing more costs associated with maintenance and repair of the equipment and they made a small increase in the small equipment purchases for that year. The rest of it remains consistent. The two biggest line items every year are professional services and small equipment. The balance left over after they calculate all of the budget items goes into the capital reserve account they have for establishing an access center, at some point.

Selectman Maddox said for Professional Services, 252, they spent \$12,000 in FY-06, FY-07. Why is it at 30? Mr. O'Keefe said they've been budgeting that amount, it's just that they haven't hit it because the amount of programming hasn't risen to that level yet. To cover the salary for the facilitator, they need at least \$12,000 and the extra money was put in there to cover camera operators and whatnot. The reason it has been low in the past is because they haven't utilized all of his services. Each year, he keeps hoping they will generate more programming and his hours will increase, so they left it at that level. Selectman Robinson asked if the 17-45 was up to date for a facilitator for three months and for all the meetings, the last three months. Chairman Jasper said the Finance Director was shaking her head no. She said there is a lag time between the time he submits... Selectman Robinson said he had a hunch that was the case and probably the 17-45 is probably more like 6,000. Ms. Carpentier said they haven't seen all of the reports, which are submitted monthly. He has 30 days to report, so there is a lag. Mr. O'Keefe said that also includes all of the camera operators they hire to record the government meetings and they are hitting the busy season now, so that will jump up, too.

Selectman Maddox said just as a clarification for those people watching this on television, the \$186,000 that is in this budget is completely offset by revenues received from the cable franchise fees, but it has no impact to the taxpayers. That's why they are all nodding at \$30,000. Mr. O'Keefe said the amount of revenue always exceeds expenses. Chairman Jasper said because this is the way it is budgeted, the only amount that goes into the capital reserve is the amount that is budgeted, so any amount not expended in the rest of the budget goes into the general fund, so there ends up being a slight positive to the taxpayers. Mr. Malizia said that was absolutely correct. Chairman Jasper said before they established the capital reserve fund, there was a lot of money that went in there, but the Board felt that wasn't right because just the cable users were subsidizing the tax rate, so they came up with this as a way to make it a little more equitable.

Selectman Robinson asked what the balance was in the capital reserve account. Ms. Carpentier said \$455,597 with an additional \$97,000 for FY09. Selectman Robinson asked at what point did they pull the trigger on that. Mr. O'Keefe said that's an on-going thing. They are consistently looking at options for establishing an access center, whether it is taking over a building that becomes available, building their own building, etc. Last year around this time, they investigated being included in the new library when they were putting their proposal together. At that time, they were given quotes of about \$700,000. Since they didn't have that kind of money, they abandoned the idea. He met with the Library Trustees the other night to see if there would still be the opportunity of doing something. They didn't rule it out, but they are on the fast track now, so he's not sure if that will be feasible or not. The number is around the amount where they could seriously look into some options. Selectman Robinson said he knew of a couple houses that would be for sale pretty soon, adding that's just a joke.

Town Treasurer (5050)

Chairman Jasper noted that the Treasurer was not present. Mr. Malizia said that budget was set by salary, which is set by warrant. Chairman Jasper said this budget was level funded. The salary was \$7,500 and FICA at \$574.

**Budget Committee (5070)**

Chairman Jasper recognized Budget Committee Chairman Howard Dilworth, Jr., said for the benefit of the folks at home, there is a Budget Committee of nine elected members at large, a representative from the Selectmen and one from the School Board. They usually meet once a month, except for November through February, when they meet a lot more frequently. Their purpose, as defined by state statute is to prepare a budget for both town and school district annual meetings, to periodically review expenses and receipts for both the town and the school district and to consult with Selectmen, department heads, school boards and school administration for the purpose of reviewing proposed appropriation requests.

Chairman Jasper noted the budget was up about \$1,100. Selectman Maddox said it was a 20% increase and most of it is going to meeting minutes. Since all of the minutes are recorded on DVD, at what point does that become a moot issue? As long as someone just records the vote, do they need to spend \$4,800 to have minutes of something that can't be turned around fast enough to be useful? By the time you finally get the minutes, budget season is over. Is that something they should look at, utilizing the DVD copy and eliminating the need to have someone transcribing something that can't be turned around fast enough for use? Mr. Dilworth said there is an ongoing case in the town of Northwood right now. He gets his information from the newspaper. There is a question as to whether or not video records, in fact, can be used as minutes. He doesn't have that answer. The Selectmen up there were looking at that and the jury is still out. While the minutes may not be available for instantaneous review, what they really are is a research tool. Fred Snider used to be the Town Administrator and he once said he couldn't believe they had cemeteries (in Hudson) because nothing ever died here. Having said that, there are a number of issues that go on year to year, without being resolved. Last night, in reviewing the CIP, the Budget Committee talked about the bridges at Melendy and County Road. That's been to warrant four times. You would like the ability to go back and review and see what you did, so if you made mistakes, you could correct stuff. The Selectmen's minutes are a very useful tool. They've had discussions on how to buy fire engines that go on for pages and pages and pages and it's very interesting information because when you go to make a decision, you have the information in front of you, you have the history. He put together, based on 300 hours, which is some number of hours of meeting and transcription rate of three to one, which seems to be what it takes to do minutes, he would suggest that either you do all of them, or none of them. If they are going to make a reduction here and not going to fund this, then they should not be taking minutes for Planning Board, Zoning Board, Conservation Commission, Board of Selectmen or anyone else in town because you need to have a consistent process. When he sat before the Board when he was being interviewed for the Tax Collector's position, he made reference to the Bureau of Municipal Records, which is tasked with deciding how records are kept in town. He didn't think that board has ever met in the 30 years that it has been in existence, and that's not to find fault with anybody here because most of them didn't know it existed, so he honestly believes there is a need for good, quality, written minutes. One of the line items that took quite a jump this year is they have been budgeting for one budget book for everybody and for the last couple of years, they've actually been buying two—one for the operating budget and one for the warrant articles. He got the actual cost, so that's up significantly, compared to what it used to be, but at least it's accurate this year.

Chairman Jasper said last year, the request for minutes was higher, and they did cut it down. Personally, he thinks it is ridiculous the amount of money spent on minutes all around town because, virtually, nobody goes back and uses them. What is important is the motions that are made and the votes that are taken. The actions of the board are what is really important. A certain amount of discussion is helpful, but when you're quoting, for instance, if they were to quote Selectman Massey in the minutes, and there was a vote that took place that went the same way that he wanted it to, they couldn't necessarily infer from that they all were in agreement with Selectmen Massey, but the minutes would reflect that. They might, in fact, have a totally different reason for voting the way they did. When you get into putting in practically verbatim what any of them said, it's really not helpful in going back. It's the actions, and with the tapes that are available, that's fine. With the Selectmen, the minutes get into a lot there, and sometimes that's helpful, but the only reason to have verbatim minutes is so somebody can go back and say, "you said," and it doesn't do anybody any good, per se. Nothing comes of it because it's the actions that are taken that are important.

Motion by Selectman Maddox to decrease Cost Center 5070-252 Prof. Services by \$800, from \$4,800 to \$4,000, seconded by Selectman Massey.

Selectman Maddox agreed with Chairman Jasper; they just need to talk less. He'd like to bring that down to level funding as possible. It's wonderful to have the minutes, but they need to set the tone in reducing this a little bit where they should be headed. Besides, it offsets the \$700 they gave away earlier. Selectman Nadeau asked if they were going to go back and reduce Planning and all the other ones, too. Selectman Maddox said they should probably look at that because they should have less Planning Board meetings. Chairman Jasper said that was a good idea. Selectman Robinson agreed. Mr. Dilworth said he was glad he was able to assist the Board in its efforts to be fiscally prudent.

Vote: Motion carried 5-0.

Chairman Jasper said that leaves the budget at \$5,126 adding that, without objection, they would be in recess for 10 minutes. The meeting resumed at 8:31 p.m.

**Ethics Committee (5080)**

Town Administrator Malizia said he put in \$100 as a place holder, in case they held any hearings.

**Conservation Commission (5586)**

Ms. Carpentier said on Wednesday night, she handed out a budget sheet from the Conservation Commission and tonight she handed out their goals, objectives and strategies. Chairman Sandra Rumbaugh said the Commission did something different this year. In coming up with their budget, they created goals and objectives and strategies to achieve those goals and, from that, the created money items to achieve those goals. They came up with three goals. The first one can be described in two words—protecting natural resources. One of the approaches they are taking is switching from looking at wetlands and going more towards a watershed approach, which is more encompassing. The other thing they would like to do is a natural resources inventory. It's looking at protecting land, preserving the rural character of Hudson and the strategies they can do in terms of funding options. They have some really nice trails in Hudson, but they haven't been maintained, in many years, so they want to see some maintenance done. They also want to increase their outreach activities. The third objective is what they are doing right now—interacting with landowners and land developers, so they are looking more at zoning and Planning Board ordinances. The goals and objectives they have identified establishes a direction

for the Conservation Commission. In terms of the budget, she's not sure how to present it. They submitted it on October 3, a \$15,847 budget. At their meeting last Monday, the Commission added an additional \$4,700, \$4,500 of which was for minutes and \$200 for newspaper ads.

Selectman Massey said in reviewing this budget, he discovered that there is money in there that is totally accounted for in the Engineering budget for the summer interns, so he'd like to propose some amendments that would result in a net decrease to the town of \$2,691 but it will change the way the money is shown in the Engineering budget and in the Conservation budget. The purpose is to accurately reflect the money that is being spent.

Motion to decrease 5585-103 Salaries Seasonal in the amount of \$2,688 (Selectman Massey said the intention is to take 96 hours for two interns, so it's a total of 96 each and move them from Engineering to Conservation. At \$28 times 96, you get \$2,688.) from \$14,560 for a net of \$11,812 and FICA, to decrease 5585-108 by \$205, from \$15,548 to \$15,343, seconded by Selectman Maddox for discussion.

Selectman Massey said this year, the interns did some part of their work for the Conservation Commission. When the Town Engineer budgeted for the interns for next year, he put the entire cost of those interns in the Engineering budget, but some portion of that, 96 hours times two people, is going to be spent on conservation. In order, at some future date when somebody wants to know what's being spent in engineering versus what is spent in conservation, you would have an accurate record, as opposed to a cross charge that only shows up after the fact. In talking to the Town Administrator, it's a cleaner way to accurately reflect those charges. Otherwise, they will end up zeroing out the salary and FICA accounts on conservation. It makes no difference to him, other than it more accurately reflects what each of those departments is doing for the town. Selectman Robinson asked if there was a duplication of charges. Selectman Massey said yes, \$2,600. It's duplicated in the 5585. Mr. Malizia said the two interns are here for a total of nine weeks, 40 hours per week. Six of those days each, 48 hours each, is going to be spent in conservation. When they budgeted engineering, the full total was in engineering, but a piece of it was in conservation, so you either take it out of conservation or out of engineering.

Vote: Motion carried 5-0.

Motion by Selectman Massey to increase Cost Center 5586-102 Seasonal Salaries by \$188, changing the amount of \$2,500 to \$2,688 and to change FICA from \$191 to \$205, seconded by Selectman Nadeau, so the final number would be \$2,688 for 102 and \$205 for 108, a net reduction between the two accounts of \$2,691, carried 5-0.

Chairman Jasper said the Conservation Commission wanted to put in \$4,500 for minutes, their favorite subject. He said he didn't think so. Selectman Maddox said they might want to try for \$2,691. Ms. Rumbaugh said in 2006, Tim Quinn did the minutes. In 2007, she's been doing the minutes. The members on the commission wanted to put in money for minutes because they can't anticipate the future and who was going to take on the burden of doing them. Chairman Jasper said where they are going with this is that everything is being taped these days, so minutes need to be only the action items and they are looking at reducing these costs. Conservation is important, but it is the decisions you reach and the stipulations, not what everybody had to say. Sometimes those conversations are very important, but it's going to be up to the Board as to how much they'd like to put in there, but he feels it's not going to be \$4,500. Mr. Haefner said they went to abbreviated minutes a few years back and the ZBA complained about it because they weren't getting the detail of the discussion that was going on, but that was before they were televised. Chairman Jasper said there's nothing better than getting the flavor of what actually was intended to watch the tapes. He asked for the pleasure of the Board.

Selectman Massey said the option right now is if they zero out the minutes, then it means one of the members will have to act as a secretary and capture all of the motions, who made the seconds, etc., etc., so that will be the result. Chairman Jasper said that's what they are doing now because they don't have any money in the budget at all. Selectman Maddox said that's all they need to do. That's all the secretary of the Planning Board does. Those minutes have to be turned around quickly so they are meeting the state statute. The minutes they are talking about here are the lengthy, detailed minutes and he's having a hard time leaping to \$4,500 but you can't have somebody there for half the meeting, so he is trying to figure out a method by which this works for both sides. Chairman Jasper said the problem is the transcription of three to one and if you have somebody there taking minutes, it's one hour of meeting and three hours of transcription. He didn't think it was necessary because if you have someone there, they should be able to capture what's going on in terms of motions. They've got the tapes; they don't need to be spending \$50,000 in town, which it's getting close to, if they go this route with everybody. Everything's on tape; they just need the motions. The secretaries or clerks of the committees can do what needs to be done. Planning Board is a little different because they get sued on a regular basis. Selectman Massey said he wanted to get something clear in his mind. When the Planning Board secretary captures all the minutes, who transcribes that piece of paper and sends it out to everybody? Selectman Maddox believed it was Pam. Selectman Massey thought they would need some money because there is nobody in any of the departments that's about to do this work for them. They'd want some money in there to allow them to do their handwritten notes, professionally transcribed, typed up and made official. Selectman Maddox said since they do tape every meeting, they wouldn't have to have a note taker sitting at the meeting. They could take the DVD and transcribe it, stop it when they want to, back it up if they don't hear something. He wondered if there was a half-way point where if they don't need to have someone sitting there. They can take the DVD and transcribe those minutes, but the secretary is the one that turns around all of these to be able to meet the state statute. He didn't think any of the transcribers meet the statutes. They are doing the long version. The minutes required by the RSA are done by the secretary to meet the five business days now.

Selectman Robinson said in a past life, he would sit and listen for hours, watching the tapes to get quotes, to get things right, but if you just need the motions, then it's really very little amount of time going through a meeting, whether it's by DVD or VHS tape because you'd just be listening for the motions and it's a very, very short, limited amount of time. You don't need the entire tape. Chairman Jasper said if this is the way they've been doing it, without any, he didn't think this was the time to add. Selectman Nadeau asked if the Commission has any special meetings or hearings that it would be beneficial... Ms. Rumbaugh said they do have workshops and their monthly meetings. The way she does it now is with TiVo, which she has at home. She records it and then is able to use that feature to go back and forth. As an alternative, she wouldn't mind if they could get a dedicated town resource to put out the motions and it would just be watching the meeting and doing it, and it wouldn't require \$4,500 by any sense. She would be happy with that, but right now, they are doing all the effort.

Selectman Massey said if they are going to tell the Conservation Commission that they can only spend money to capture the minutes, because everything else is on the tape, they do land use hearings, and if they are going to apply that standard to the Conservation Commission, then they will

have to apply it to the Planning Board and the Zoning Board because all three of them have applicants come before them and make representations as to why they should be given certain exceptions to either the zoning ordinance, the site plan regulations or the wetlands. They have got to be clear that if that is what they are talking about, they've got to apply the same standard, unless they have a different reason why they have to have a near verbatim on all their other meetings. Selectman Maddox said the Conservation Commission only makes recommendations; they do not rule, per se, as the ZBA or Planning Board does. As much as they are very important into the process, they do not make those kinds of rulings. Selectman Massey said that is true, but so does the Planning Board only make a recommendation. They make a recommendation to the Zoning Board for special exceptions. Chairman Jasper said he thought he was talking about their job, in general. Selectman Massey said no, just a piece of it. He could see, down the road, the ZBA makes a decision and they rely on the recommendation that they got from the Conservation Commission to rule, and now they are in the same boat. He fails to see the difference between that set of minutes and having one for the Planning Board.

Selectman Robinson said if he could quote a famous saying from a person, he thinks they are really headed down a slippery slope with this one. They've got 14 boards in town, 14 sets of minutes times how many hours, times how much, and there is an equity issue and a consistence issue between the boards, and what do they want as minutes, and why by law is required for minutes, so maybe this is something they can't decide tonight. This is a big one. Chairman Jasper said minutes are simply who is there and what action the board took. There is no requirement to put in any level of detail as to what anyone said, except for what action was taken. Selectman Massey said they do have to record everybody who was there. In their case, for every special exception given, they would have to identify by name every person who speaks, if they are going to identify everybody who is present. Chairman Jasper said other than the Board members, he's not aware that you have to identify everybody in the room. That's impossible. Selectman Massey said no, those who speak. Chairman Jasper didn't know where he got that from; he's never seen that and he's familiar with 91-A. He thinks it is merely the members of the Board who are present, what motions were made, votes taken. That is really it, particularly when making a recommendation to a board.

Motion by Selectman Maddox to increase Cost Center 5586-252 Conservation Commission, Professional Services, from \$10,500 to \$12,500 an increase of \$2,000, seconded by Selectman Nadeau.

Selectman Maddox said they need to resolve this, but not tonight. He was putting money in as a place holder, which may go to zero, but to get this off the dime and have something in there. This is another issue they need to address as a whole, looking at all of the Boards, all of the minutes, but this just puts in a place holder and they are still to the good \$691. Selectman Robinson asked how they came up with the \$4,500 figure. Ms. Rumbaugh said there was no rationale for it.

Vote: Motion carried 4-1. Selectman Jasper voted in opposition.

Selectman Maddox asked that this be put on a future agenda, workshop or otherwise, to discuss the entire minutes issue.

Motion by Selectman Massey to amend Cost Center 5586-214 Notices, Ads, from \$100 to \$300 a net increase of \$200, seconded by Selectman Maddox for discussion.

Ms. Rumbaugh said they found, during the prime wetlands study, that they have to put ads in the paper and each ad was costing them \$100, so they are looking at potentially two more ads, one for a public meeting and another announcing if they go into phase two that they are conducting this prime wetlands study. They are currently in phase one, and they've already put in one ad. When they do go for prime wetlands designation, they do have to hold a meeting and receive input from the public, and that's important that they get it.

Vote: Motion carried 4-1. Selectman Maddox voted in opposition.

Motion by Selectman Massey to amend Cost Center 5586, Line Item 217, Association Dues and Fees, from \$950 to \$1,424 a net increase of \$474, seconded by Selectman Robinson, for discussion.

Ms. Rumbaugh said this was really an account transfer. She was putting into the correct bucket and taking it out of Other Professional Services, \$600 of which \$300 is membership to the NH Lakes Association for Robinson Pond, which the Rec Committee paid for last year, but now the Conservation Commission is picking up the cost for. The other \$300 is for Ottarnic Pond to belong to the NH Lakes Association. That is \$600 and she eliminated out of that account \$126 to get to the \$474. Selectman Nadeau asked why they needed two memberships to the same association. Ms. Rumbaugh said that's the way it has to be because there are two separate bodies of water. By belonging to the association, it allows them to participate in the lake host program, which monitors the boats going in and out. Selectman Maddox asked if they were reducing the Professional Services line by an amount. Ms. Rumbaugh said yes.

Vote: Motion carried 5-0.

Selectman Massey said just so there will be an understanding, the reason why this is happening this was is because the budget was submitted before the Conservation Commission met as a body to review their goals and objectives and how that would translate. This is the budget they would have submitted, had they had their meeting prior to the submission dates for budgets. That's why they were making the changes tonight. Selectman Maddox said the budget dates were not kept secret. Tonight was kind of counter-productive. Selectman Massey said the Conservation Commission meets the second week of the month and the budgets were out the first week in October.

Motion by Selectman Massey to amend Cost Center 5586-Line Item 241, Printing of stationery, from \$750 to \$1,300 a net increase of \$550, seconded by Selectman Maddox, for discussion.

Ms. Rumbaugh said \$100 is for the Ottarnic Pond kiosk's outreach materials, an increase in wetlands brochures of \$250. She'd like to do what Belchertown has done, the do's and don'ts of wetlands. If somebody goes to apply for a building permit, all the information is right there. They are



trying to, ultimately, reduce the number of violations or wetlands special exceptions. There is also an increase of \$200 for maps. Right now, from NRPC, each map costs \$40 and they are looking at open space maps and prime wetlands maps. That equates to five maps.

Selectman Robinson said he was opposed to this because it was going from \$300 to \$750 an increase of \$450 over this year's budget. Chairman Jasper said they received an explanation of the increase from the \$750 to the \$1,300 but he didn't know what the first \$750 was for. Ms. Rumbaugh said \$100 was for the kiosk for Ottarnic Pond for prime wetlands and conservation land brochures. She had \$800. That includes a Girl Scout who did a gold award and she created a really nice brochure that has maps and colored photographs of all the conservation properties in Hudson, and that's very expensive to print, so they were looking to print them up and be able to hand them out to people. Chairman Jasper asked how many were going to be printed up. Ms. Rumbaugh said she didn't have an amount, she just had \$800, not just for that one, but for all types of brochures, and then she had \$400 for watershed and open space maps.

Vote: Motion carried 3-2. Selectmen Jasper and Robinson voted in opposition.

Motion by Selectman Massey to amend Cost Center 5586, Line 303, Office Supplies, from \$40 to \$350 a net increase of \$310, seconded by Selectman Nadeau.

Ms. Rumbaugh said they decided they wanted to increase their participation in community events, Earth Day activities and at Harvest Fest. They are looking at a theme of watershed and looking for monies to fund those projects.

Vote: Motion failed by 2-3. Selectmen Nadeau and Massey voted in favor.

Ms. Rumbaugh said they had 2 warrant articles they were proposing. The first one was to increase the percentage of the land use change tax allocated to the Conservation Commission from 50% to 100%, effective July 1, 2008. Ms. Carpentier said that was Article N.

Motion by Selectman Massey to send Warrant Article N, to change the percentage of the land use change tax allocated to the Conservation fund from 50% to 100%, effective July 1, 2008, seconded by Selectman Nadeau, for discussion.

Selectman Nadeau asked what was currently done with the money. Selectman Massey said the town had a warrant article two years ago to put 50% of the land use change surplus at the end of the year into the conservation fund and 50% into the general fund. The way that works is at the end of the fiscal year, the amount that's in the land use change tax is fixed; the following June, the auditors decide how much that was and it is then either put into the conservation fund and the general fund. That's assuming there were no appropriations for that fiscal year to do something different, which they will be talking about later. Selectman Robinson asked if there was any implication on the taxes with this change. Chairman Jasper said yes, in that they do have monies built into the revenue, but he didn't know how much. Ms. Carpentier said last year, they received \$144,548 into the general fund. They don't usually budget for it because if a warrant article comes up to spend that money somewhere else, it could be zero. The answer is yes, it has a tax impact. Selectman Maddox asked what the backup was for this, what the plan was for accumulating these monies. He asked if there was a goal at the end of this, what they were going to do with this. Ms. Rumbaugh said the monies in the conservation fund are being used for stewardship. They dedicated \$38,000 for the prime wetlands study. They are committed to spending approximately \$40,000 next spring for cleanups at Ottarnic Pond and Robinson Pond. They are going to fund the herbicide treatments. The remaining is for the purchase of land. They had three opportunities this summer to look at land, and they found two that they couldn't afford. The third, there were some conditions they couldn't guarantee. They find they don't have enough money to leverage for the parcel of land they are looking for, greater than 20 acres.

Chairman Jasper asked her to review for the Board the procedures they need to follow to use these funds. Ms. Rumbaugh said her basic understanding is that if land does come up, any time they spend money out of the conservation fund, there is a public meeting and it's put on the Board so people are aware of it. If it involved land, they need to get the approval of the Board of Selectmen or the governing body before they can put it towards that use. It's not a decision uniquely within. Chairman Jasper said however, if they're not spending it on land, they can spend it by their own volition. He fought for a number of years, successfully, then unsuccessfully, to have any of this money put in there. He, personally, feels the money should be put into a fund, all of it, but that it needs to be one that can only be tapped by the taxpayers. The problem here is they heard, probably for the first time, an amount of money that was spent by the Conservation Commission. There was no appropriation made; there was no discussion of the Board of Selectmen, and his primary concern, with all due respect to the Conservation Commission, these people are appointed by the Board of Selectmen—they are not elected by anybody—and now they have a lot of money that they can spend, and if they're not buying land, they can do any number of things with it. That is contrary to everything he believes should happen, as a public official. He didn't like this fund to begin with; he didn't like what they've done with the money, and he cannot support changing it to 100%.

Selectman Maddox said he'd try to split this baby. He didn't disagree with the Chairman, so he thought they should rework the warrant article to increase it from 50% to 70%, with the Board of Selectmen as the agents to expend. Chairman Jasper said they can't do that. The way this is set up with the Conservation Commission is by state statute. If they put any money in there, it's under state statute, and there is nothing the Selectmen can do about that. Selectman Maddox said so make it a capital reserve fund for land purchase, or for whatever... Chairman Jasper said that's what he believed should happen for years, but ended up being in the minority. They can discuss that later, if they want, but this is where they are at now. Selectman Massey said there currently is a conservation capital reserve fund that is precisely for the purpose of purchasing land, but the way the current authorization for this land use tax is worded, you'd have to have two warrant articles—one to rescind the action of the Board, and then the other one to change it. There is some element of control on the conservation fund, and that element of control is, basically, among other things, whoever is the liaison to that Conservation Commission is in a position to alert the Board of Selectmen, so he could see going to the 70%, if everybody was there. He could understand Chairman Jasper's concern about the fact that by state statute, the conservation fund is under the sole discretion of the Conservation Commission, with the exception of the land purchase. The conservation capital reserve fund, the voters are the agents to expend on that. Chairman Jasper said, as an aside, if things have not changed and there's any balance left in the Conservation Commission budget at the end of the year, unlike everything else, does not go to surplus, it goes to the conservation fund. Ms. Carpentier said that was correct. Anything that is budgeted and approved, whether or not they spend it, the balance goes to the Conservation Commission. Selectman Massey said the converse is also true—if they have spent more than their budget, the money comes out of the conservation fund to cover that. The auditor does that.

Chairman Jasper said they could knowingly do it. Ms. Carpentier said that's what Ms. Rumbaugh said; they just agreed to spend some cleanup fees. Ms. Rumbaugh said they haven't yet spent it. On the prime wetlands study, they did come before the Board and went through the contract. The Town Attorney approved it before they entered into any negotiations. Chairman Jasper didn't want to leave them with the thought he felt anything improper was going on. He just doesn't like the whole system, and that's his personal feeling. It's unlike any other part of town government and he didn't like the way it's set up and he didn't like the motion on the floor. Selectman Massey asked to poll the rest of the Board. If 100% is not acceptable, is 70%? He asked for a consensus. Selectman Maddox said yes, but he has some heartburn, much like the Chairman. These are great people who are trying to do well, but again, they are spending money for whatever. They have to go through all this and he just sees a problem with hundreds of dollars being at their disposal. Chairman Jasper said but Selectman Maddox would support increasing it. Selectman Nadeau said he'd be in favor of leaving it at 50% and taking that other 50% and putting it into the land purchase account, if they changed the wording on that. Ms. Carpenter thought they tried to do that before, but because they are unable to say an exact amount, the DRA disallowed it. Chairman Jasper said this is a strange animal. What they were doing is every year keeping track and they knew what had been there in 07, so for the 08, they would put in an article that would say \$188,000 into the conservation fund. That's how they were doing it. They were reserving that, counting that at the end of the year to reduce the tax rate, but that sort of fell out of favor with a Board, so he was left in the vast minority. That's the problem. They could establish putting \$100,000 into the fund every year, and being pretty sure that's where it was coming from, but KC is right—he had forgotten about that. Selectman Maddox said, just so they are all clear, if the Conservation Commission decided to do minutes at \$4,800 and there is only \$2,000 in there, the money they all think is going towards purchasing land and doing conservation could be used for minutes. Chairman Jasper said that is potentially true. By the same token, the \$2,000 they put in there, if they don't do the minutes, that \$2,000 would go into the conservation fund at the end of the year. Selectman Massey didn't think the 100% was there.

Vote: Motion failed 1-4. Selectman Massey voted in favor.

Motion by Selectman Massey to move to the warrant Article N, a change in the land use change tax by allocating 70% instead of 50% to the conservation fund, effective July 1, 2008 did not receive a second and, therefore, the motion died.

Motion by Selectman Massey to forward warrant article O, to see if the town shall vote to create a capital reserve fund under the provisions of RSA 31:1 to be known as the Pond Reclamation Fund for the purpose of management of invasive species, primarily directed at the milfoil and fanwort problems and to raise and appropriate the sum of \$20,000 from the unappropriated surplus of the land use change tax and to name the Board of Selectmen as the agents to expend, seconded by Selectman Nadeau.

Selectman Massey said this is to take care of the problem of those two particular species of plant life in Robinson Pond and Ottarnic Pond. It is the intention of the Conservation Commission that once this is established, every year... they are basically on a five year cycle to take care of those two ponds, but his understanding is that each year, they would reassess what they would consider would be the appropriate money to put in there each year. They are not necessarily looking to put \$20,000 into the fund every year. Selectman Robinson asked if his memory was correct that approximately three years ago, they applied for a grant through the state for the purpose of doing this and it was based on a three year process. The first year they received a grant for \$40,000 or \$25,000. Ms. Rumbaugh said it was closer to \$15,000 because it was a matching fund. Selectman Robinson said after that, there was a two year commitment where the town had to belly up and pay an additional amount of money to see that study through for two more years. Ms. Rumbaugh said she wasn't familiar with that. Selectman Robinson asked if this was the same thing the grant was for. Ms. Rumbaugh said her understanding was Robinson Pond was treated in 2002. Ottarnic Pond wanted to be treated last year, but they did not do that. They will follow through in the spring of this year, of which they committed funds toward and then they want to do a treatment in 2009, and that's what the purpose of this is. Selectman Robinson said he thought there was already grant money.

Selectman Maddox asked for some clarification. Since it is coming out of the land use change tax, why wouldn't they just use the money they just said they could spend on whatever. He didn't know why they were setting up a separate fund. He just didn't see the purpose. They could take \$18,000 this year and \$14,000 the following year and \$32,000 the next year out of the land use change tax that they have available, why would they set up a separate fund to do the same thing? What is he missing? Ms. Rumbaugh said the primary purpose of the conservation fund is for land acquisition, so the more they spend on other activities, such as the pond cleanup, and it doesn't come cheaper than \$15,000 or \$20,000 and that's with a matching fund, it will only reduce that fund. The reason they are setting up the capital reserve is because this is going to be ongoing. The treatment does not eradicate the problem. Selectman Maddox said if they thought they were going to get 100%, he didn't understand why this was before them. He understands that now that only 50% is going to go to the Conservation Commission, they want to take this \$20,000 out of the monies that doesn't get turned in. He's having trouble trying to understand why they would have a fund within a fund to do the same things they already do. Ms. Rumbaugh said the first article wasn't going to take effect until 2008, so that would have left \$144,000 which was unappropriated and they wanted to take \$20,000 from that \$144,000 as seed money for setting up the capital reserve. If she was hearing them correctly, the purpose of the conservation fund is for land; that is their primary concern. They are trying to get in the game. It's too expensive out there.

Chairman Jasper said this warrant article would need to specify the fiscal year that the fund balance was to come from. Selectman Massey said Fiscal 08. Mr. Malizia asked if it was 08 or 07. The books are closed and they have a year to appropriate that money. Chairman Jasper said that would have to be decided, but he was against forwarding this to the warrant. This is one of those things where the fact of the matter is, if they want to do this, if they commit to this long term program, take it out as a budget item. The intent was that was going to close the door on it; there wasn't going to be any more after this one year, and then any monies would have to come from the general fund. If they want to establish it, let the voters know the monies in the future is going to be a straight budget item. If they don't support it in this format—he understands what they are saying. The conservation fund is supposed to be just for land purchase, but as they already heard, that's not what it's just being used for, so there's a bit of contradiction there. Taking care of the ponds is important, but he'd rather see them make a straight appropriation rather than playing with surplus.

Vote: Motion failed 2-3. Selectmen Massey and Nadeau voted in favor.

Mr. Haefner asked if he heard the Board advocate to put the \$20,000 in the operating budget. Chairman Jasper said if they want to establish the fund, what he advocated was that it should be a straight appropriation. He is not sure how he would vote on it, at this point. He'd be more inclined to send it

to the warrant, if it were just to establish the fund at \$20,000. Selectman Massey asked if it would be appropriate to bring back the warrant article for the Sewer Utility. Chairman Jasper said no because there were people who were waiting, but there was no one from the Sewer Utility.

#### Energy Committee

Chairman Jasper said this one will be hard to estimate, but the request is for \$1,200. Ms. Kipnes said because they are just starting, they don't have a specific plan. They know the kinds of things they want to do and they try to budget a moderate use of resources to do the things they want to do.

#### Library (5060)

Chairman Jasper said the Board has no statutory review over the Library budget, but they do ask the Board to do warrant articles for them. Mr. Knowles said they were requesting a warrant article for a 4% increase in wages and benefits for the full-time employees. It's a little unusual, but Selectmen have been known to do that for people. Typically, this year, it's more like 3%, so he wanted to speak why they were asking for 4%. A couple of years ago, there was a SNAFU, an issue, with setting up whether salary increases were supposed to be put under the separate warrant articles or the operating budget and, because of that, there was some miscommunication and misunderstanding and, as a result, the Library staff got no salary increases that year. This was not their fault. It was the Library Trustees' misunderstanding of the process at the time. The Library employees' salaries are low. The Chairman has always argued that on multiple occasions, and they still are. The 4% doesn't fix that, but that extra percent partially makes up for the fact that they missed an entire year; they went an entire year with zero salary increases. In essence, over two years, they are asking for a 2% increase per year. Looking at it that way, they are making out well. At least, it's something for the employees who got stiffed that year. That's why they were asking for the 4% this year. Some year they might like to try to get people up to a par salary, but not this year.

Selectman Massey said he'd like to hear what the Library liaison has to say about this. Chairman Jasper said he was somewhat torn. He understands it was through no fault of theirs, but at the same time, most of the bargaining units, at one time or another, have lost a year, for whatever reason. It happened with the Firefighters and with any number, so he has a hard time doing this because it's an action the Board has resisted. In one contract, there may have been some makeup, but he didn't recall. Generally speaking, they don't do this, so he was hesitant to go above the 3%. Mr. Knowles said these people were not in a bargaining unit. They are not unionized and are totally at the mercy of the town administration. Being a part of a bargaining unit is totally different. These people didn't do anything except not get a raise they deserved. Chairman Jasper asked if the non-union people ever went without a raise. Selectman Massey said four years ago, the non-union, the management article failed because it had two components to it—a three or four percent increase and money set aside for adjustments. Chairman Jasper said the Selectmen, at the time, may have granted the raises anyhow.

*Motion by Selectman Nadeau to forward this to the warrant at 3%, seconded by Selectman Robinson.*

Selectman Maddox said he would not vote for this. The Board should not do anything and the Library Trustees could petition this and be as passionate as they want for the 4%. If the Library Trustees were passionate about going to four, there's no sense in going through this middle step. Chairman Jasper disagreed, saying if they don't forward this at three and it comes back at four, the Board will not recommend it and he can pretty much guarantee that the Budget Committee won't, either. Therefore, it has almost no chance of passing. If they sent this article at 3%, it will be recommended by the Board and chances are the Budget Committee will, too. If the Board forwards this one, he didn't think the Library Trustees would put one forth for four. He believes the Trustees will go along with the three, as recommended by the Board, realizing the reality of the process. It's not a good idea to put the library employees in a position of not putting forth a raise for them because they didn't ask for three and them having to go through another year of no raises. Selectman Massey asked the Finance Director if his math was correct and asked if the new number would be \$11,428. Ms. Carpentier said \$11,512.

*Vote: Motion passed 5-0.*

Chairman Jasper said the Library Trustees would be coming back with request for authorization to sell the properties on Ferry Street. Mr. Knowles asked, for an article like that, if they have to specify a dollar amount, or can they say they are authorized to sell those properties. Mr. Malizia said they need a dollar amount to appropriate. Mr. Knowles asked if they could say up to. (Talking over each other.) Chairman Jasper thought appropriations have to be exact. Mr. Malizia read an excerpt from last year's bond article that said, "to apply the sale proceeds of up to \$400,000 towards this purpose." Chairman Jasper said if that was the case, then they could go to \$600,000. Mr. Knowles said they wouldn't get that much, but whatever it would be, they'd have available. Mr. Malizia said what he's trying to say is if they sold the properties for some number, so if you put an up to 600 number, and it sold for five you could... Selectman Robinson said that's got nothing to do with the budgets. Chairman Jasper said it's a warrant article that will be coming back to the Board and it's important to clarify that he won't support the \$600,000 because that's a false number. He won't support a number that's not realistic. Mr. Knowles suggested \$500,000. Chairman Jasper said that wasn't realistic, either. He's not going to support anything that goes over the current assessments.

#### Community Grants

Chairman Jasper said to recap last year, the requests came in much higher than the \$90,000 that was ultimately almost level-funded, after some changes were made. Selectman Massey said they kept the bottom line the same; they just rearranged the amounts that were funded. Selectman Maddox said he recalled that they went through the exercise of looking at Hudson residents' service for the numbers that are in there for actual. They spent some serious time looking at what services and how they reflected upon the citizens of Hudson so, for his mind, the formula needs to stay the same that Selectman Massey used last year. Chairman Jasper said to that end, since that was set and the Board made that decision, a number of them are level-funded, so if they take a percentage of the requests and keep it level funded, they will be hurting people from last year. He suggested that for the purpose of whatever they do, anybody who asked for the same amount as they got this year, they leave alone. Selectman Massey said he was looking at leaving the number at \$90,260. The only question was whether anyone wanted to add the two new agencies. For his purposes, where they are right now is a pretty good cross-section of the different types of social programs that are being provided by the different agencies. He was comfortable with the current \$90,260 with the allocations that are shown.

*Motion by Selectman Massey to fund the Community Grants at \$90,260 with the same allocations as last year, and no new allocations provided, seconded by Selectman Maddox.*

Chairman Jasper said he was going to be on the losing side but, for the record, at some point they need to look at the requests because everything else in the world goes up, and the town made the decision to support these, so at least a small inflation factor should be considered. No one needed to argue with him because he knew where this was going. He just wanted to put that out there.

Vote: Motion carried 3-2. Selectman Jasper and Nadeau voted in opposition.

Selectman Maddox asked if they just did that wrong. Do they need to move to reduce from the budget the difference from \$115,000 that is in the budget to the \$90,000? Chairman Jasper said they just level-funded everybody at the 2008. Selectman Massey said that means they have to take out of the budget the difference. Chairman Jasper said they voted to level fund it and thought KC could handle what needed to be done. Ms. Carpentier confirmed that she took the vote as direction to decrease the amount requested to \$90,260.

#### Moderator (5041)

Mr. Malizia said he was the one who put the numbers in for three elections because there wasn't anyone to do this budget. He looked at the way they did things the year before this year when there were three elections—statewide, gubernatorial and town. Chairman Jasper said they are having a problem with the voting machines because the heads are getting worn. He's hoping they can find the money to replace it in this fiscal year's budget. They are without a Moderator right now and they have a new Town Clerk, so things are in flux. He hopes they can pull that together, but they may need to look at this between now and the end of the fiscal year. They might have to come back to this because they need to have those machines taken care of, and it's a big nut to crack. He might have to make a recommendation to the Budget Committee.

#### BOS/Community Center (5110, 5120, 5125)

Town Administrator Steve Malizia said everything was the same. Chairman Jasper said Town Hall and the Community Center show a slight increase. Mr. Malizia said those were for salary and benefit changes. Selectman Maddox said the budget went up 1.2%, so they've set the tone. They need to look at printing, but assumes that is for the annual reports. Chairman Jasper said the goal was to level fund outside of salaries, and the increase was because of salaries. Selectman Robinson said supplies are down 3.1%. Selectman Maddox asked the Town Administrator assumed that most of the \$10,000 is for printing the annual reports. Mr. Malizia said it's also for printing the ballot inserts that goes out, the budget books, and various other things. Chairman Jasper said it was pretty close this year. Selectman Maddox said again, he was wondering if they should start looking at printing these on CD's for a lot less money. Chairman Jasper said only if Selectman Maddox would buy him a laptop so he can sit there and look at his budget at a meeting. Selectman Maddox said he was sure the IT Department has an old laptop he could use. Chairman Jasper said he has no interest in doing that and he wouldn't do that on a bet. Selectman Maddox said his suggestion was to reduce, not eliminate, to number of printed copies. Mr. Malizia said he has been reducing the amount printed but by default, he has to, because the printing cost to get the ballot inserts for the paper... Chairman Jasper said he thought they were talking about the budget books. Selectman Massey said he wouldn't want to leave Selectman Maddox too far off on that. He suspects that people pick up the annual reports, but wonders how many really read them. They might really save a lot of money if they just make CD's available. He agreed with Selectman Maddox. Selectman Maddox said without knowing what they are paying... Chairman Jasper said they could make copies, but there are an awful lot of people who like to keep them archived and look at them. He would not recommend reducing the number they print, but they could add in CD's and see how it goes. He questioned if they should try to do this as a way to cut costs. People feel they are getting something for their taxes when they can go pick up a Town Report and sit and peruse it. He hates using CD's for looking for anything. He didn't use them at all. He just doesn't like them. Selectman Robinson said this budget is on line right now, so if anyone wants to go on line to see the budget they are working on, the folks at home can go on line. And when this is all done, that will be on line, as well. Selectman Massey said they weren't talking about the budget, it was the Annual Report, the 200 plus-or-minus page tome. Chairman Jasper said if they want to have CD's printed, fine, but keep the books the same for at least the first year to see how it works. If they end up with five cases of books left, they can go with the CD's, but they aren't going to save any money because of the volume of printing. The less you print, the more it goes up per book. Mr. Malizia said he was having less books printed. They also have to do Code Book supplements, which gets updated every year, and it comes out of this. They do the sample ballot every year for the HLN and it comes out of this budget. They do Town Reports, the warrant, the budget and this budget pays for it. So, where does it get cut? He has to have less town reports printed; he has not choice. Selectman Robinson said they are also printing fewer books because printing costs have gone up 20-30%. The cost of ink has gone up. Mr. Malizia said he gets all of the information out to the voters through the HLN, and they don't do that for free. If the Board wants no annual reports, that's fine, but he thought the populace still likes to pick it up, look at it, read it, bring it home, archive it, whatever they do. Out of 800, he has about 25 left. It's still a pretty hot seller, but it's the Board's budget.

#### Town Poor (5151)

Town Administrator Steve Malizia said this is the same budget as last year; it's a variable. They are required by statute to provide temporary assistance to town residents and they do the best they can. The Welfare Administrator works very hard and support people in the Administrator's Office also helps out to, at least, keep this as efficient as possible. When they show up on the town's doorstep, it has a legal obligation to provide temporary assistance. With the Board's direction, he kept it the same, but he didn't know what it might turn out to be. He suspects, with the housing crisis, mortgage crisis, they may see some folks coming in for temporary assistance for housing needs. He really didn't know. That's what they predominantly do—provide housing, rent, food, the basic staples, sometimes medication.

#### Legal (5200)

Town Administrator Steve Malizia said the Board signed a two-year contract, so this will be the second year of that contract. They will be negotiating the firefighters union contract in the collective bargaining line and that is always a lengthy process. That's what the 12k is for. The balance is for the general legal specific court cases they have. It's level funded.

#### 5. Nonpublic Session

Town Administrator Steve Malizia said in a previous nonpublic session, the Board asked for some data regarding some of their contract negotiations with the Supervisors' contract, so whether they do it today or tomorrow, they need to do it before the 23<sup>rd</sup>. Selectman Robinson wanted to talk about it tomorrow. Selectman Maddox said it will be fine breakfast food. Chairman Jasper said they'd do it tomorrow.

6. Adjournment

Motion to adjourn by Selectman Robinson, seconded by Selectman Nadeau, at 10:02 carried 5-0.

Recorded by HCTV and transcribed by Priscilla Boisvert, Executive Assistant

**HUDSON BOARD OF SELECTMEN**

\_\_\_\_\_  
Shawn N. Jasper, Chairman

\_\_\_\_\_  
Benjamin J. Nadeau, Vice-Chairman

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Kenneth J. Massey, Selectman

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Richard J. Maddox, Selectman

\_\_\_\_\_  
Douglas K. Robinson, Selectman

Monday, October 15, 2007

Highway (5515, 5551 to 5556)  
Solid Waste (5970)  
Sewer Utility Ops & Maint. (5562)  
Sewer Utility (5561, 5564)  
Assessing (5410)  
Town Clerk/Tax Collector (5030)  
Community Development (5571, 5572, 5581, 5582, 5583)

Wednesday, October 17, 2007

Fire Department (5710 to 5770)  
Engineering (5585)  
Water Utility (5591 to 5596)  
Hydrant Rental (5960)

Friday, October 19, 2007

Recreation (5810 to 5840)  
Community Grants (5920)  
Trustees of Trust Funds (5020)  
Cemetery Trustees (5025)  
Moderator (5041)  
Supervisors of the Checklist (5042)  
Cable Committee (5045)  
Town Treasurer (5050)  
Budget Committee (5070)  
Ethics Committee (5080)  
Conservation Committee (5586)  
Energy Committee  
Library (5060)  
BOS/Community Center (5110, 5120, 5125)  
Town Poor (5151)  
Legal (5200)

Saturday, October 20, 2007

Police Department (5610 to 5673)  
Information Technology (5330)  
Finance (5310, 5320)  
Insurance (5910)  
Patriotic Purposes (5930)  
Other Expenses (5940)