

## HUDSON, NEW HAMPSHIRE BOARD OF SELECTMEN

### Minutes of the October 15, 2024 Meeting

1. CALL TO ORDER – by Chairman Guessferd the meeting of October 15, 2024 at 7:01 p.m. in the Selectmen Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE – Doug Bosteels.

3. ATTENDANCE

Board of Selectmen: Bob Guessferd, Heidi Jakoby, Dave Morin, Kara Roy. Dillon Dumont is excused.

Staff/Others: Steve Malizia – Town Administrator; Elvis Dhima – Town Engineer; David Shaw – Municipal Utility Committee; Christine Strout-Lizotte – Tax Collector; Michelle Brewster – Town Clerk; Bill Collins – Conservation Commission; John Beike – IT Director; Linda Pilla – Library Director; Lisa Labrie – Finance Director.

4. BUDGET PRESENTATIONS -

#### **2024 Tax Rate Recommendations**

Chairman Guessferd recognizes Town Administrator, Steve Malizia. Mr. Malizia: So this is, this night two. You worked on Thursday, you did Fire, DPW, some other departments. So this is night two, night three is Thursday wrap-up if needed is next Tuesday. So, tonight you'll be looking at IT, Library, Engineering, Water, Sewer, Finance and some of the other smaller departments. You I think made one motion at the last meeting, you added \$1,000 to Zoning. And at this point in time that's the only change you've made. So as you go through tonight you can either, you know, make changes if you need or you could defer things until next Tuesday on the wrap up. Before we get into the budget we were able to update, or at least estimate a tax rate for next year. So what we try to do is we try to estimate the rate so that we are ready for the Department of Revenue, they have not set an appointment for us yet. But, we like to make sure that all of our numbers are in order. So, the Finance Director is here to speak to it. But in essence we calculate, based on the forms submitted, we have the county apportionment, we have I believe the school revenue number, grant and what not. So we were able, and the Finance Director will speak, to at least estimate a tax rate. It could change, probably not tremendously because the DRA still looks at maybe there's some revenue that they have some updates on. In theory we're setting at least we're estimating a tax rate so that we are ready when DRA puts us on the schedule. So, with that the Finance Director is here. There's a memo on your desk you all got it. Selectman Roy: Just a quick question. Is this 2024 or 2025? Lisa Labrie: 2024. Selectman Roy: Oh, OK. Mr. Malizia: It's the 2025 appropriation but it's the 2024 tax year. So, if you recall you got a bill in June that was payable in July, that's an estimated first half bill. You will now get the final bill once the rates set typically due in December and that reconciles. And that's basically the fiscal year we are currently, we are raising the money for that, for this current fiscal year.

Lisa Labrie: So, we're looking to use or recommending using \$1,100,000 towards the tax rate to help with the burden. We have a \$9 million dollar unassigned fund balance currently. So we would be taking that out of the \$9 million dollars which would bring us a surplus of \$7,983,000. The current, last year's tax rate was \$15.69 this would be a 6.7% increase to \$16.73 just so far based on an estimate. Based on the information we have. We could get additional revenue from the State, which sometimes happens. And we would be wondering if you want to, if we do get additional revenue, if you want to apply that to the tax rate. Or, just keep it as it is. Selectman Roy: What is the recommended percentage of the unassigned fund balance? Mr. Malizia: It's 8%. We actually adopted a fund rate policy. We adopted 8%. It's somewhere between... Lisa Labrie: So currently it's 9.6% if we took this money out it would be 8.4%. Selectman Roy: OK, but we're still within what the DRA... Lisa Labrie: Yes, we would be at 8%. Selectman Roy: OK. Mr. Malizia: The last page has that calculation if you were interested in looking at that. It shows you various price points. We have to, they recommend you maintain a certain amount of your gross appropriations just, that's what we're talking about here. So we're well within that parameter. And again, we've got the county number, looks like the school numbers were submitted, so you know we know what they are. We know what our assessed value is,

that was from the MS-1, the assessor does that. And basically the Finance Director, you know we put the sheet together kind of estimates. And again, it could be pennies different, it's usually not a lot different. Chairman Guessferd: Anybody else have any comments at this point? So let me just, to kind of look at the number. So we're about \$400,000 above that 8%. So we're close. Mr. Malizia: That's the goal we set in the Town of Hudson, good financial practice is somewhere between 5%-10%. By any measure we're pretty healthy. It gives you the ability to absorb a revenue decline. Let's say something dropped off the face of the earth like car registrations or something. You'd be able to at least cover a lot of that by having this kind of fund balance available. Or, you could also propose to do projects out of it. We've done that in the past. Selectman Jakoby: I have a question. So, if we were to take more out of the unassigned funds to get the rate closer to the 15.69% or even down to 15.73%, are we looking at then that being below 7%? Mr. Malizia: I'm not doing the math in my head, but yes, the more you take the obviously the lower percent. But the other issue you have to watch out for is the more you lower the rate in one year, if you don't have that same amount next year, the rates going to go right back up and probably higher. So you gotta be careful of a whipsaw effect where you go from 15% you know, we're going up granted, but if you cut it too much, well it's probably going to go up more next year. So you just have to be cognizant of that. Selectman Jakoby: Well and to that end, you know, that's why I was just looking as you had said, to that .4% or 1% going to like 7.5% reserve to kind of be in the middle of the 105. Just raising the question. Chairman Guessferd: Yes the five. Because you said 5%-10% right? Mr. Malizia: Yes. Again it's your prerogative, but the only caution I would advise is if whatever you do in any particular year you just have to be mindful, can we do something like that in the next year. Because if this number declines, our expenses aren't going down. Lisa Labrie: we are consistently at \$900,000 for several years and then it was \$1 million and then last year \$1.1 million. Mr. Malizia: Which is what you budgeted, what the budget was predicated on last year. Selectman Jakoby: And then has it been, so then any additional revenue that we received, we have the option of applying that towards the rate vs. putting in the unassigned fund. Lisa Labrie: Money coming in from the state. Selectman Jakoby: If there's any positive... Lisa Labrie: If we get any additional money from the state. Mr. Malizia: Given our strong surplus, what we probably recommend, is any money that was an additional revenue, take it against the rate because it's not affecting our unassigned fund balance. You know more than likely it's not going to be a tremendously different number. I mean sometimes it's rooms and meals that's different. Occasionally the Highway Block Grant money is different. But it's not going to be twice as much typically. They give is a pretty good estimate. So I would say, I think we both concur, that if you got some more money, take it to the rate. I wouldn't, I don't think we need to build the surplus up anymore you've already got a descent surplus. Give some relief. That would be, and typically you do that by consensus. So once you approve this motion, the next consensus would be if we have more revenue, take it against the rate if that's what your choice is. Chairman Guessferd: Do we want to entertain any additional discussion here? Or, are we, do we have kind of a consensus that we are, we are OK with the \$1.1 million from the unassigned fund balance? Selectman Roy made a motion, seconded by Selectman Morin, to authorize the use of \$1.1 million of the Town's \$9,083,853 Unassigned Fund balance in support of a tax rate of approximately \$16.73 per thousand as recommended by the Finance Director. Motion carried, 4-0.

Selectman Jakoby: Can I just have, again we're comfortable with the 8.4%, just for the public, so to keep our surplus at 8.4% because what we, our guideline is 8%. Correct? Chairman Guessferd: Our Town guideline is 8%. Selectman Jakoby: And this was the best calculation to keep it within that parameter. OK, just wanted to state that. Chairman Guessferd: Ya, no it's worth stating to make sure everyone understands the process and where we are with this. So having said that, any further discussion? Mr. Malizia: And just to be clear, the consensus when the Finance Director is speaking to DRA would be if there's additional revenue is it the consensus to take it against the rate? In other words, it would lower the rate? Chairman Guessferd: Yes. Selectman Jakoby: Yes. Mr. Malizia: So, that is the consensus. Chairman Guessferd: We don't need a motion on that? Mr. Malizia: We've always done it by consensus. Lisa Labrie: I only have two budgets to discuss, can I do them while I'm up here? They're only a couple of pages. Selectman Morin: Just so we have it for the record. Selectman Morin made a motion, seconded by Selectman Roy, to change the order of business so that the employees that are here get to go first. Motion carried, 4-0.

**Town Treasurer: 5050**

Lisa Labrie: So the first budget would be the Town Treasurer which normally Steve speaks to. But I'm proposing to give the Treasurer a \$100 per month increase. This rate, their rate has not changed since 1999. Mr. Malizia: You're in the first section of the book, Town Offices, you're on department 5050. After the Clerk. Chairman Guessferd: So you're proposing a \$100. Lisa Labrie: \$100 increase a month. So it would go from \$7,500 per year to \$8,700 per year not including taxes. (inaudible) This would be a 16% increase. Chairman Guessferd: And what you're saying here is it's been 25 years since an increase? Lisa Labrie: Yes. Chairman Guessferd: So I think that part is very important to make sure it's noted. OK, is everybody good with that?

**Finance: 5310 & 5320**

Lisa Labrie: And the next section would be Finance, 5310. The first department 5310 basically the operating budget was reduced 3.3%. Any questions on it? Selectman Jakoby: Just to follow up on the train of thought from the last meeting. So you feel that the training being consistent with the \$850 will meet the needs of the department? Lisa Labrie: I think so. This line would basically covers me. Selectman Jakoby: OK. Lisa Labrie: We try to get as much free training as we can. Selectman Jakoby: Just wanted to double check because we have been asking each department about that. Making sure any training and development that you have in mind is able to be covered. Lisa Labrie: Right. Thank you. So the next department would be 5320 which is the rest of Finance. And that had a 2.7% decrease in operating budget. So I went up a little in postage because we mail all the checks basically for all of the payroll and accounts payable. And as everybody knows postage keeps going up so I raised a little bit there. Training I went down a little bit. Like I said, we haven't met the total budget for a couple years now. So I figured it was safe to reduce it a little bit. Chairman Guessferd: Is that the same thing with mileage reimbursement, same thing? We haven't... Lisa Labrie: Because we haven't, we haven't been going to training as much. A lot of training now is also offered online. So we save a little bit of money that way. And then office supplies. Because I went up in postage I tried to cut down a little on office supplies. Selectman Roy: That's not going to be short at all? Lisa Labrie: Hopefully not. Since I'm also the head of water sometimes they let us, you know if we're short, they let us take some from them. It's all one big happy family downstairs. Chairman Guessferd: Alright, any other questions there, in Finance? OK, thank you very much.

Mr. Malizia: So I recommend you go back to the front section of the book 5030 which is I believe the Tax Collector budget. The Tax Collector and the Town Clerk are here. And they were scheduled in the order anyways. Selectman Roy: What number was that again? Mr. Malizia: 5030 so it's under the 5000 tab. Town Officers tab, my apologies. Chairman Guessferd: So I will recognize Christine Strout-Lizotte.

**Tax Collector: 5030**

Christine Strout-Lizotte: Good evening. As you can see the budget in front of you the biggest thing that went increased were Professional Services and those fees, we use a third-party processor to send out our monthly renewal notices. The fees for that, I'm not sure, I think when we split the budget last year those fees did not get added into this budget for FY25. So that's why it was such an increase. So I think we're under budgeted for FY25 but FY26 that's an actual number. Other than that everything pretty much stayed the same. Any questions? Selectman Roy: Your paper number seems a little bit low. Christine Strout-Lizotte: That's a number that's given. I agree. Selectman Roy: \$88? What do you get like three reams of paper? Christine Strout-Lizotte: We certainly use more than three reams. Selectman Roy: I would think that you would. Chairman Guessferd: OK, any other questions?

**Tax Collector: 5031**

Mr. Malizia: 5031 which is the next cost center is the Town Clerk. As you recall these were separated. I think this is the first budget. 2025 is the first budget year. So this is the second budget so it's still a little work in progress. Again, just trying to differentiate, again the job is split. We've got everything it's just as I shakes up, we're in the right bucket. We know the labor is but, some of the other paperwork. So the Town Clerk is obviously the elected position. And basically does the election side of the house and all that. Michelle Brewster: So based off the information that I've had in the last few months being here we've had three elections which is a lot more costly to the Town Clerk than a year we only have one election. So based off

that you'll see a lot of my line items I went down and what I assumed we'd get for that year, just based off only having one election. So a lot of those items did go down significantly as well as for 2025 it was increased for supplies that I would need as a new Clerk. We're not going to need those of course for 2026. Does anyone have any questions regarding that? Selectman Roy: The increase in registration fees? It went from \$50 to \$400? Christine Strout-Lizotte: I'm going to jump in here. The registration fees are for the annual conference for the Town Clerk's and registration fees for the certification training for a week in August. Those registration fees are \$260. Selectman Roy: OK. Chairman Guessferd: And we didn't incur those before. Christine Strout-Lizotte: We did and now there's two of us. Michelle Brewster: It's separated so the Clerk annual conference that just passed in August, that's \$450 just for that conference alone to attend. So now just splitting it which does the Town Tax Collector go to and the Clerk go to. Christine Strout-Lizotte: And the certification now would be two, both of us going vs. one. Chairman Guessferd: OK, that makes sense. Any questions by anybody? OK, alright I think we're good with that one. Mr. Malizia: I believe in the scheme of things you had Engineering and Water, I believe next. Elvis Dhima: They can go first because I've got the most items, Steve, if it's OK with the Board. Mr. Malizia: 5060 Library maybe. Have them go and that's its own tab way towards the back of the book.

**Library: 5060**

Mr. Malizia: As you recall the Library is in an autonomous elected Trustees so this is basically their budget. They tier up under the Town but the Trustees are responsible for the management and the budget. Linda Pilla: Hi and good evening. We're here tonight to present the FY25 budget for Rodgers memorial Library. We prepared a budget with a payroll increase of 2.7% for COLA. And the operating has come back with a 2.8% and there some additional costs on the payroll side that are due to anticipated increases in healthcare costs above and beyond rate increases. We're looking at some retirements coming up this year and some changes in circumstances. And so the benefit we've had to the Town of making use of the flex payments which has been wonderful over the last ten years, there's very real possibility this will change as I lose some of my long-standing staff member and we have to go through a hiring process. And so in order to do that we have to put down the family rate. Of course if we hire someone who's not going to use those rates, then of course those funds will be returned to the Town as they're not going to be used. Chairman Guessferd: And that's been the practice across the board. Mr. Malizia: That's what we do for everybody because we don't know what we're going to be hiring so we have to plan on the most expensive scenario. But if they benefit by hiring either a two-person or a single, they save. Or, even better a flex. Linda Pilla: Even better, yes. And of course you know, we've had this happen for years. And we have a number of full time employees and more than half of them have used the flex payments over the last seven, eight, nine, ten years. As I say, it's changing, my heart, be still my heart as I lose the long term members of staff. We do have a few increases on the operational side. Line, I can go through them piece by piece or if you would prefer to look at them yourself and look for the increases and ask me. Do you have a preference? Chairman Guessferd: I mean, yes we do see what they are, so just go ahead down the ones because three of these that are higher. Mr. Malizia: Significant, you know. Linda Pilla: OK. The equipment rental for the copier. So, originally the budget was \$2,845 but we're actually being charged \$3,500. It's a Town, we're part of the co-operative, the purchases, printers and copiers through the Town and that's our actual cost. So that's what the budget will be for this year. 224 Building Maintenance. We went to the Budget Committee last year and Mr. Murray recommended or questioned me as to the prudence of having a building maintenance number that was so low on a building that is now 15 years old. And we looked at our actuals for FY25, he was absolutely correct so we've increased that budget from \$5,000 to \$10,000. Line 241, we're just finding, unfortunately we're finding that the printing, the copier, photo copier printers that we have are quite slow and they require an inordinate amount of staff time. So we have switched up and included some off-site printing for some items which is saving staff time and increasing that budget just a little bit. 269 covers our cost for the Consortium membership and that is a contractual agreement so that's increasing by a small amount this year. 301 is a cost for paper. It used to be the Town paid for the paper, we are now paying for our own paper, so that's just a small increase on that one. And then line 412, I believe is the last one. It's just the general increases in software management, it's from \$3,000 to \$4,000. Selectman Morin: Just a question on the paper. How come we went from the Town to doing it yourself? Linda Pilla: I have no idea. That was a decision that was, I was told that the Town wasn't buying the paper anymore because they got a larger bulk discount and for whatever reason, and I don't know what the reason was were just notified that the Town wasn't doing it anymore and we would

have to buy our own. Lisa Labrie: We weren't getting much of a discount by buying in bulk. And storing it upstairs in large quantities. It's kind of a decision that was made by the person who was purchasing for the Town in the Admin department. Chairman Guessferd: OK. Lisa Labrie: They basically said everyone's going to buy their own from now on. And so, I have, there are some departments that have the bulk of the budget for the paper and we just buy it now. Land Use buys a bunch because they have a big copier over there. (inaudible) There's not a big huge difference in buying in bulk anymore. Cost of paper has just gone through the roof. Selectman Roy: So that brings up a question about the \$88 I just asked the Town Clerk and the Tax Collector about. I don't see \$88 getting them through the year. Lisa Labrie: So I would be buying, probably they would be taking from the supply, the budget I have it goes up in that copier room and that's the paper they use. Selectman Roy: OK. Lisa Labrie: It would be anything that they need special paper. Selectman Roy: OK. Chairman Guessferd: It was the \$88 special paper. Lisa Labrie: Any kind of special paper they need. Mr. Malizia: Something like that, they need a different, they're sending out a red or blue or green or something. All the other paper goes in the room and we all just use it out of that. Chairman Guessferd: That room right off the hall, the mail hall. Anybody else? Selectman Roy: No, I think I'm good. Mr. Malizia: And you don't have any warrants or outside the budget requests, so. Linda Pilla: No, there won't be anything unless we have a petition warrant coming up. But we don't have anything tonight. Chairman Guessferd: You're not presenting any, OK. Alright, thank you very much we appreciate that. Mr. Malizia: OK, I guess the Engineering and the IT can arm wrestle for this. Elvis Dhima: No, they can go first.

**IT: 5330's, 5x77's**

Mr. Malizia: So IT has a tab, 5330 it's more towards the front of the book. Chairman Guessferd: I'll recognize the IT Director, John Beike. In his last act of defiance here I think before he leaves and Mr. Bosteels. John Beike: IT Director, John Beike, good evening. I brought Doug Bosteels one of my IT specialists. I also have another IT Specialist, Vin and my IT Technician Amanda. Since I'm retiring at the end of the month, Doug will be taking the budget and moving it forward through the process. So we can start with the IT budgets. Mr. Malizia: So when we organized this, this is the central IT department. As you're well aware we've allocated out things like printers, other peripherals to each department so we put them all in this section because John (inaudible). You'll see Fire and Police have some pretty decent sized IT budgets but that's because we account for their specifics under their cost center. But John and Doug and Vin and Amanda, they manage it all. John Beike the main IT budget 5330 is pretty much comprised of just maintenance items. You know software licensing, maintenance of the software or of the products and all their hardware. And just support and we've seen some drastic increases in those prices. One of them was, I think, was almost 90% we saw an increase in our virtual system software licensing. Because it was bought out by another company and they just threw us a curve ball. So most of the increases you see in here are just contractual increases. So, if you have any questions first before we start, I'll take those or just go through them. Selectman Roy: I just have a general question. Throughout the IT budgets I noticed a huge increase in software maintenance. Why is that? It's just what they're charging us. Like I said the virtual systems... Selectman Roy: Is it a contract? John Beike: Well they're software contracts or licensing to keep them rolling forward. Mr. Malizia: So if you had a license to like Microsoft Office, for example, you're paying X this year, they said oh we gotch ya, you'll pay Y next year. John Beike: Well for example, the virtual software was the company was bought out by another company and they called me up and said your increase is going to be 157%. I said I can't absorb that. We're going to have to renegotiate something here. So I got it to 97%. And you'll see that throughout this, I mean after COVID, you know, a lot of these prices just went crazy and we had to absorb it. Now my overall budget is up 2.14% which only represents about \$5,500, you know overall. We worked that hard to try to get that number down as much as we can. But, over the lean years we weren't replace doing replacements of work stations and stuff like that. We cut back. We tried to bring those back and you'll see now we're doing like 10 work stations a year within this budget plus we have within the other budgets work station replacements which is about 16 more. So it's 26 work stations out of 250. Chairman Guessferd: So, it's a rolling process basically. So, what you're basically saying with regard to the licensing is that we're not locked in forever on the licensing. In other words the licensing is... John Beike: How they're licensing, some of them are yearly, some of them perpetual. Like the Microsoft one that I have an outside budget request, is a perpetual license. It's good for about five year's, one-time charge. Now if we went with Office 365 it would have been that much per year. Because they charge you \$250 per user for a year times 250. So economics, let's just go with the perpetual version. I actually talked to Microsoft they said this is the last year, the last release for



perpetual version is 2024 for Office. So, whoever takes over the group is going to have to revisit this again in four years. Doug Bosteels: They're pushing Cloud. John Beike: Everyone's pushing the Cloud stuff. Mr. Malizia: That's another way they make money because then they charge you more for the Cloud. John Beike: Right. Why would you sell a perpetual version for \$47,000 where you could get that yearly. And it's a way for these companies to keep track, or get a hold of their licensing. You know say you buy it and then you run away, you don't do that. If you want to use it you have to maintain that license. Chairman Guessferd: Right. My company just migrated to Microsoft 365 and yeah, it's a big deal. John Beike: I don't know how these big companies do it. Chairman Guessferd: I hear you. Doug Bosteels: Yes, it seems that they're not giving any discounts whatsoever. Chairman Guessferd: Kind of heavy, it's almost a monopoly basically, it is. Doug Bosteels: They know they can do it. John Beike: So, if you had any specific questions, there's actually really nothing new in there. Just our continuation of our business. I did have one outside request and that's for the Office because the current Office we're on expires next October. Chairman Guessferd: Does anybody, first though, does anybody have any questions on these things here. Selectman Roy: The increase in telephones, is that the number of telephones or is that... John Beike: That's just the maintenance of the system. Selectman Roy: That's just the maintenance of the system? John Beike: Or, you know if something breaks they'll come in and repair it as part of the maintenance contract. Selectman Roy: OK, so it went up from \$11,900 to \$13,600? John Beike: Yes. Selectman Roy: And now it's part of the contract? John Beike: Yes, that's a contractual price. Now those systems are becoming end of life. And in the future within the next year or two we're going to have to look at are we going to move to the Cloud-based phone systems? And I've talked to like our vendor who does the phone service. They also provide online phone service at a really reasonable price. So that's the next big project for the Town is to go Cloud-based phone system. But, with a Cloud-based phone system you have to worry about our emergency services. Because if something happened with the internet goes down, the phones go down. So you need to bring some type of backup system that will work through that. Because we know that's going to happen. Somebody's going to take out the internet soon. Doug Bosteels: (inaudible) have been around for a while. It's just a matter of time before we lose the phone. Selectman Roy: And publications and subscriptions went up significantly, too. John Beike: Yes, same thing. That's what they're charging us. Selectman Roy: For what kind of publications and subscriptions? John Beike: Well subscription costs again, software subscriptions. What line item is that? Mr. Malizia: 215. John Beike: The first one right there is Consolidated that's our phone service. Our phone numbers basically. That's the first light, that's our vendor we use for our phone system. Not the phone itself, it's the service. Selectman Roy: OK. John Beike: And then as you're all well aware the next one is like the certificates. They ended the certificate in the middle of the month, who knew? And when the email went off line, the certificate expired in the middle of the month. Who does that? We were ready to go we thought it was the end of the month. Chairman Guessferd: Those are the SSL certs? John Beike: Excuse me? Chairman Guessferd: Where those the SSL certs? John Beike: Yes. And then Power DMS everybody uses, that's for our Document Management System. Police and Fire, different we use that for you know, document management. Doug can talk about the manage engine stuff, that's... Doug Bosteels: That's the password reset tool. That's a utility brought in-house so that if users forgot their password or got locked out of the system, they have the ability to reset their own passwords. At least they don't have to call IT to do it. Say after hours or during the weekend. Selectman Roy: But no one will appreciate this because they do it from every time, would be really helpful if they told you what the parameters of the... John Beike: I text it to you all the time. It's the rules, you know. It is what it is. But yes, Microsoft is not the most easy people. Chairman Guessferd: I have to remind myself every three months, I have to put it in my calendar, to update my password. John Beike: It does remind you but like say if you don't catch it. And then you're texting us. Yes the next one down is the IT monitoring tool. That's the software we use to monitor if something was going wrong. The GoTo meeting, we use that for the virtual meeting stuff. And then the anti-virus software, that's part of that. Chairman Guessferd: That's the single largest item on the list. Everybody has to have that. John Beike: Yes, and we spend a lot of time just on people trying to break into this place from outside the United States. It happens a lot. We spend a lot of time. Doug Bosteels: It happens more than you think it does. John Beike: We had an incident this morning. Chairman Guessferd: So you know every time somebody tries to break in. John Beike: Yes, we can see it on the network. They're banging on the door, you know on the firewalls. Trying to get in. We have a rule, traditionally we don't allow anything off shore, we call it. So anything coming in off shore is automatically blocked. In today's business when you're doing a lot of Cloud-based stuff a lot of that business is off shore. For example, like FaceBook could move around the world to a different server just load balancing. So we have to keep track of that and allow that through the firewall.

Doug Bosteels: A lot of companies using Amazon Cloud services and Amazon shuffles their serves, they move things all the time. John Beike: All over the world. Doug Bosteels: So we're constantly going into the firewall and changing things so that you can still get to things we need to get to. John Beike: And then the last one there is just as we all more Cloud services that's just a place holder just in case we need more bandwidth. Because as we add more services. Selectman Roy: And one last one. Except for the opposite. The training budget you cut. John Beike: They cut it. That went down. Selectman Roy: Who cut it? John Beike: The company. Selectman Roy: Oh, really? John Beike: Yes. Selectman Roy: That works. John Beike: They reduced it. They're actually a pretty good company where they offer, not only do they do training for us, for all the software training and stuff and hardware, they do a monthly training, like an hour. You know, the topic of the month. We all sit there... Mr. Malizia: Is that the (inaudible). John Beike: That's something else, this is just our training. You know, our technical training. Selectman Roy: Which stayed the same. John Beike: The Know Before stayed the same and that's the one everybody hates. It's a necessary evil because over 90% of your problems that you're going to have for a break-in is from a user clicking on something. Chairman Guessferd: We have a lot of that. John Beike: We make a big effort to make sure that doesn't happen. And that's part of the training. Mr. Malizia: When I sign up for gift cards I'm not really me. John Beike: Or, we get a message, hey Steve. Mr. Malizia: This is the HR department you need to do this. John Beike: How many of those do we get? Mr. Malizia: I get them and I'm like the HR department. Doug Bosteels: And that's a good tool because it does, it does train the users what to look for in a link and what not to click on. You know it's been good, it's been beneficial for us for sure. Chairman Guessferd: And then yes, to give fair credit, the professional outside services never went down. John Beike: Because of the, Doug could probably talk to it more about, when we brought on Sharepoint it didn't go well. The vendor that we had hired to bring that online. It cost us a pretty good amount of money to get it straightened out and so we had to overspend that. But now that's up and running, it's running really great so this money is just basically for if we have any issues with email or another service. Chairman Guessferd: That's why it went down because we were using that service before to correct things. John Beike: To correct things, yes. Chairman Guessferd: Office supplies, went down there. Small equipment, reduced that as well. John Beike: Not by much but yes. We added, we expanded the wifi within this building. Chairman Guessferd: And talk about the computer equipment. John Beike: The first line there is the replacement PCs, they run about \$1,300 apiece. We're looking to do 10 this time. I think last year we did five in this budget. Chairman Guessferd: That's a big part of the increase. Selectman Roy: You went down. \$13,500 to \$6,750. Chairman Guessferd: Oh no we were talking about the one above it. Selectman Roy: No that's, oh OK. Chairman Guessferd: It went from \$30,000 to \$47,000. Selectman Roy: I'm looking at it backwards. John Beike: Same thing with replacement monitors, memory and solid state drives. We're looking to replace one of the servers. If need some more equipment for the IT staff and then the switches that we use. We have two fiber loops in town, one runs down Rte. 111 the other is on Rte. 102 and they both meet at the Police tower. So there's two loops, so if one side's taken out it just fails over. And that radio network is also in that same network but it's on a separate, it's on a separate fiber channel but it's in the same loop. So all the radio, when they upgraded the radio system, they're in that same bundle. Chairman Guessferd: OK. And then software going down by a significant amount. John Beike: Well only because I took it out because this is where the outside budget request comes in. We put a little money in the last year to like seed it. We would need 200 more units which would be the \$46,800, or the \$47,000 outside budget request, that's what we're asking for. Chairman Guessferd: Alright, we'll talk about that in a few minutes here. John Beike: So, I think that's it for that. Other than I do have to say one thing the Barracuda we all purchased last year, has worked out great. Selectman Roy: Oh, the email server? John Beike; Ya, the archiver. It's because of the, all the right-to-know requests. As some of you are aware of. Doug Bosteels: Definitely makes it a lot easier. To fulfill those requests. John Beike: It make a much easy, you can do it in a tenth of the time. Chairman Guessferd: When somebody asks for somebody's email, or that sort of thing, it can be done quickly. John Beike: Very quickly. Doug Bosteels: Very quickly. John Beike: You can go onto the other departments if you want. Chairman Guessferd: Does anybody have any other questions on this one? Ya, let's move forward.

Mr. Malizia: I think 5077 which is right after his main department you'll see that's I think Town Officers. Again these are all the allocation of things out there in departments that he provides for those departments. John Beike: The only big increase in that, I think if everybody's on that page 5077, you see a big increase for software maintenance. I had to add in the state network connection. The state has been pushing all of this

stuff down to the Town's. They used to set you all up with a connection and give you all the hardware you need. Well that's not happening anymore. So they put that burden on the Town, so we have to provide the hardware to do that function plus the maintenance on their hardware and that's what the \$800 is on line item 269. That's why that's in there. Chairman Guessferd: OK, so that's essentially the bulk of that increase, that one item. Selectman Jakoby: Just to clarify, so essentially the bulk of that was being paid for by the state and then the state moved it to us? John Beike: Pretty much, yes. They did the same thing at the PD. You know because they have the state connections up there for even Fire for the 911 connections and the State Police and at the PD and stuff. They moved all that down to us. Selectman Jakoby: The cost. John Beike: And then 411, those are the printers you see when you go register your car. When the Clerk prints out your registration. Those printers are old. So, we had one die a couple weeks ago, couple months ago and we replaced one. I took the initial we're going to replace one a year in that department. So, they have five, because they get used a lot. And so we're just going to put them on a five year rotation. So every five years those printers will get rotated out. Chairman Guessferd: Makes sense. John Beike: Unless the, here's another thing. The State used to buy those printers. Now we're buying them. Moving on.

Mr. Malizia: 5177 I think is the Town Admin. John Beike: The only adjustment in there is with anti-virus because we switched vendors. So, it wasn't actually correct before now it is about five work stations in there so that's why you see. But it's only gone up about \$180 overall. The percentage looks big but...

Mr. Malizia: Next is Finance, 5377. Again, pretty much the subscription anti-virus stuff. John Beike: No real change there either. Most of these will be small dollar wise but the percentage looks big.

Mr. Malizia: Assessing 5477. John Beike: This is assessing this is where the vision software comes into play, for the maintenance of that software. Mr. Malizia: Evaluation software. John Beike: Everybody's been on the vision sight, you know when you look up somebody, assessment. And then the Assessor asked for, he has one replacement PC plus he wanted to replace his laptop. Because his laptop is currently five or six years old. So he was looking for a new one so I said we'll put it in. Mr. Malizia: And that's what they use out in the field. So his people when they go out in the field and he goes out in the field, they're doing all their work via the laptop.

John Beike: Next is Public Works. Again, you see the same tend, anti-virus. Chairman Guessferd: and the phones? John Beike: The phone, for some reason they were not tracking that correctly. But, that's the actual cost. Selectman Roy: That looks like a big increase. John Beike: I adjusted that to put in the actual number. It wasn't tracking the correct number in there. Chairman Guessferd: So we were paying that already. John Beike: We were paying that so now it's reflected correctly. So in this budget it looks like a big hit, but it's not. Because he has his own phone system out there. Selectman Jakoby: That's going to be questioned by the Budget Committee. So just be prepared for that. John Beike: That'd be Doug. Selectman Jakoby: That's why I'm stating it. So, you know the more explanation that you can give even in that, even when you, when you revise this to write, adjusted to actual cost, previous year's not reflected correctly, will keep them from asking the question or at least would be noted. So, we're just giving people advice last time so that would be definitely be one or any of these major changes that, if you could put a little explanation in there it'll help. Chairman Guessferd: I there one bill for that, that \$2,100? John Beike: They get that bill. Chairman Guessferd: Who does? John Beike: The DPW does. Chairman Guessferd: Yes, because I'm just wondering if maybe we got, if we had a copy of whatever for the Budget Committee if they ask and say here's what we're paying. Mr. Malizia: If they ask we can always provide. Selectman Jakoby: Well, but if you put in the supporting document and right up front it cuts off the conversation much more quickly. John Beike: I might even have that with me. Selectman Jakoby: With me there. If I have the documentation I'm going to nip it. But, if I don't have the documentation it's hard for me to say the documentation is all there, here it is, it's clear, move on. Right? OK, cuz you have to pay it. Mr. Malizia: Oh, I'm not disagreeing. You'd be surprised what they... Selectman Jakoby: We paid it anyway, we paid it anyway. Chairman Guessferd: I guess the idea is there will be something found. John Beike: And it just looks bad. Selectman Jakoby: Just trying to be optimistic. Chairman Guessferd: I think you've got the right attitude about it, really. Selectman Jakoby: Thank you. John Beike: So, moving on again.



Mr. Malizia: 5277 that's all the Land Use type functions, Planning, Zoning, Engineering. John Beike: Yes, there's really not much in there. Same thing with the anti-virus. Make sure everybody pays their fair share. And the replacement PC.

Mr. Malizia: We move in to Police which is a pretty decent sized budget. Based on the organization, what they do. John Beike: So, you're going to see the same types of software subscription increases and maintenance increases that you saw in the IT budget you're going to see here also. The bigger increases. Selectman Roy: What is the large equipment? The very first line, 204. John Beike: That's their data storage devices. That's the compelling of the data store. Selectman Roy: So what's the increase? Why is there such a big increase on that? John Beike: Well, that's how much it went up. Chairman Guessferd: Is that maintenance? John Beike: Yes. Selectman Roy: So that's contractual? John Beike: Yes. You know like I said, we got hit with some crazy increases we have no control over. And the other one happens to be with Dell. You know it's a Dell product. Unless you want to change to another company, you know they're highly reliable but you just gotta, you know disc drives do fail. We had some fail a couple weeks ago. And it's all automatic, the system when I has a failed drive in it, it emails Dell and it tells us there's a new drive coming. And it ships it to the PD and they end up putting it in dispatch. Doug shows up and fills and switches the drive. Doug Bosteels: So basically the Compellent for a visual is basically rack mounted device that holds hard drives. And it's basically the data storage. John Beike: And you pay for that type of service where it's all automatic. Chairman Guessferd: So basically you don't have a gap. A basic gap. John Beike: The system phones home. It says, you know I have a bad drive and it's telling Dell and Dell's telling us before. Doug Bosteels: Dell knows that we have a bad drive before we know we have a bad drive. John Beike: We'll get a message from Dell saying you've got a bad drive over at Constitution Drive. OK. Doug Bosteels: Shows up the next day, swap up and I send the bad one back. John Beike: So going to software maintenance, the big on there is their Police software. Their CAD system, the records management system is the big expense in there. Chairman Guessferd: And again, that's the licensing. John Beike: Licensing again, for all the different products that are in there, you know their CAD, their records, their mobile. Mr. Malizia: CAD is Computer Aided Dispatch. As opposed to people hear CAD they think Engineering, that's not the same thing. It's a dispatch system. John Beike: It's the dispatching system. All those little modules are licenses separately. Selectman Morin: The Police are in the same boat as the Fire Department, they're not going to be supporting their dispatch? John Beike: No. For some reason, the Police, because they're more, I don't know how to say this, they're on top because of federal requirements and the state requirements that happen. They pretty much stay on top of it, the company that does this. For some reason Fire got, and we can talk about that when we get to Fire, because we support what Fire's doing. And so the state compliant, you know because everything is online now. When you do an arrest that's automatically sent up to the (inaudible). The crash data, sent to the state, it's all automatic today. When you write a ticket in a cruiser, it's all done online, it sends it up. Selectman Morin: They have to keep... John Beike: They have to keep up with that if they want to do business in policing. It's, you know, more compliant, you know you have to comply with the FBI, their standards. The standard document for the FBI is almost 600 pages. And we all have to be certified with the FBI and pass a test every two years and be fingerprinted so we can just work on that stuff. Selectman Morin: Thank you. Chairman Guessferd: Software maintenance. The computer equipment is not a significant increase but... John Beike: Same thing, they're the replacement PCs to replace, the tough books when they buy, typically when they buy a new cruiser, if it's an older cruiser or older, it has the older equipment in it, so that's what you'll see, the tough books will get replaced. Chairman Guessferd: Any questions on that page? Fire.

John Beike: Same thing with Fire. You'll see the similar software maintenance, their CAD system. We would, the Chief talked about that the night, their dispatching system. The vendor that they use, which happens to be the same that the Police use, but for some reason they're just not keeping up with Fire. And so, we were on the team that reviewed all the CAD dispatching software. The IT Department was involved all the time. We agree with the Chief, that's something he needs to do. We support that, you know moving, we need something much better. And the new stuff, since his is, they're looking at a (inaudible) base software as a service, SAS, SAAS, software as a service. It just opens up the whole environment for them. They can have the tablets in the cars, you can log in from anywhere. If you gotta log in, you can log in and get your dispatch

system up. So, wherever the scene happen to be they can bring all that data up right in front of them.  
Chairman Guessferd: Any other questions for on that page?

John Beike: Recreation, same thing. It's a small increase there. That's mostly the anti-virus stuff.

Mr. Malizia: The last two pages in this section as Mr. Beike referred to outside the budget from Microsoft Office, I think it's a, what are we looking at here John? \$47,000. John Beike: I do have the... Microsoft did come out with the 2024 version last week or so. And it actually came out less. It actually went down a dollar per unit. So the 2024 came in at \$46,418. If you want a copy of that I have it. If you each want a copy. Mr. Malizia: Probably best giving it to Finance so we can put it in the outside the budget request. There's an updated number, if it's not in your budget it can be on that work sheet. Selectman Roy: What's the updated number? Chairman Guessferd: \$46,418. John Beike: \$582.09 a unit. Now we're going to purchase this probably a year from now. That's why I rounded up in my request, the 47. Mr. Malizia: Yes, you don't know. John Beike: Yes, I don't know. Chairman Guessferd: Yes, to emphasize no further security updates after next October. 2016. So, it's really pretty much necessary to do this. John Beike: I did have a conversation with Microsoft and they actually said, suggested this was our best fit for our environment. This will get us another five years before we have to go with probably a Cloud version. If we went with the Cloud version now, it's almost that price per year. Chairman Guessferd: Price per year, yes. Well because it offers so much more. John Beike: The stuff we never use. Chairman Guessferd: OK, well we'll take that under advisement when we talk about the out of budget requests. John Beike: Any other questions? Mr. Malizia: He doesn't have any other warrants or anything. Chairman Guessferd: OK, anybody have any other questions for John or Doug? I just want to say since this is the last time we'll see you, likely here face to face, thank you for all your great work. John Beike: Thank you. It's been a long time. Mr. Malizia: Don't do what I did.

#### **Engineering: 5585**

Mr. Malizia: Engineering. The Engineering budget is under the Land Use tab towards the back section. It's 5585, the last five or six pages. This is the Engineering budget. Elvis Dhima: Thank you Mr. Chairman, good evening everyone. I'll start by saying that I'm never going to let IT department present their budget before mine, that's it, I learned my lesson today. Alright, so the prosed budget, operational budget, has an increase of \$1,267 which is you're 1.5% request for the Town. The entire amount has been applied to repair and maintenance of the two vehicles that we have at the Engineering Department. And you will not see any other change compared to the previous year. So again, the only item that's changing from last year to current year, 2025 is 325, Repair and Maintenance. It's going from FY25 of \$900 to FY26 \$2,167 which represents an increase of \$1,267. I'll take any questions you might have. There is no out of budget requests either this time. Chairman Guessferd: Anybody have any questions for Mr. Dhima? Selectman Morin: Do you have enough in here, the way we've been killing grants lately, do you have enough to keep pursuing grants other than what you have? Elvis Dhima: The main, most of the funds for the \$20,000 are going to be utilized for the boat launch and the beach area. Most of the grants we're pursuing right now are being 100% handled by engineering staff. So, we would only utilize those funds that you see only for grants we think we need outside support. Those would not be utilized if we don't think we need outside help. Again, that money is there to make sure we increase our chances as a Town to land these grants. And we're only pursuing them once we think we have a good chance at getting. We're not chasing butterflies out there, so. It's been very good. You will see another grant that we received, It's going to be presented to you at the next meeting. We've done very well. We continue to do very well. Selectman Jakoby: So that's the only change is the 325? Elvis Dhima: That is correct. Chairman Guessferd: Are we missing a page here? Selectman Jakoby: Ya, I'm missing a page. Are we missing a page? OK, I just wanted to make sure. Chairman Guessferd: ok, any other questions? Mr. Malizia: So then we have other, I don't know if you're doing the Conservation, they're not here right now. Elvis Dhima: Which one you want to do first? I also want to say, are we jumping to the Warrant Articles while I'm doing Engineering? Mr. Malizia: Lets do all these then we'll go to the Warrant Articles just because it's from a book. Probably walk through the book, keeps it easier. Elvis Dhima: That works. So, which one would you like to do next?

**Sewer Utility:**

Mr. Malizia: The Sewer Utility tab. A separate tab, it's separate. As you're aware, the sewer users pay for the sewer. So this only affects the sewer users. And the revenues here offset the expenses of the sewer. Elvis Dhima: As far as the Sewer goes, as Mr. Malizia said, it's kind of, if you have it you pay for it. If you don't you don't pay for it, it's pretty straight forward. We continue to be doing a good job, I think, running this utility. Still continue to provide some of the lowest rates around here compared to the municipalities we have around us. We've done a lot of work, we continue to do a lot of work. Our main focus right now is we have completed all the rehabs on our pump stations, lift stations, generators related to them. We're simply focusing on now we're finding if there's any water that's coming onto our pipes through the infiltration inflow. If we find them we fix them. And that's what we've been doing. So, it's been pretty successful, you know Public Works has top of the line equipment now that we do all the inspections ourselves with the camera that we have. They love it, they've used for about less than a year now and it was long overdue. It's tough with the line, they've got some of the best equipment now. They've been out there utilizing it, we continue to do pretty good. One of the things that we have to deal with is dealing with Nashua as we have to pay for all the sewer that goes over there. It's something that we can't control as much as we'd like to compared to other things like water. But overall I think we're doing OK as far as managing their piece. But that's the only thing that concerns me is their costs associated to compliance, the new rules are kicking in and they're cost to operate the treatment facility and our share of sending all that over there. Chairman Guessferd: Yes, because sewer treatment, that's the biggest increase it appears. Elvis Dhima: That's exactly it. So we're trying to adjust things as we go, things that we can control but as I said, one of the things we can't control is improvements that they're doing at their treatment facility and treatment of the sewer that goes to the treatment facility. One thing we can control is improve our system and continue to improve our systems so we're sending less and less sewer out there. The way the sewer works is you have the sewer infiltration, I mean sewer inflow but also water from the ground water that's coming through the pipes as they get older. If you reduce that water coming into the pipes, water that you really don't have to treat, you're reducing the F1 that's going to Nashua. Therefore, you're reducing your cost of treating that. That is basically the main thing that we can control and continue to improve it. Can you ever get it to zero? No. But can you get it close to that? Yes. And that's kind of what the 250's going for which is infiltration and inflow. It's basically us continuing to find where these holes are in the system and plug them. And that's basically it. Chairman Guessferd: The large operating equipment was down big time. Selectman Roy: What's up with the bank charges? That seems awful high. Elvis Dhima: Bank charges? Which one is that one? Selectman Roy: It's on the very first page. Mr. Malizia: It's a revenue number. Elvis Dhima: Oh, the very first page. Mr. Malizia: Banks charge you for all kinds of things like if somebody makes a bounced check, all those kinds of things. Selectman Roy: And I understand that but \$4,400 just seems like a lot. Lisa Labrie: They're a good user of the (inaudible). So, the charges by the bank, they increase their costs where they can and I think it's gone up. (inaudible) Selectman Roy: Still seems high to me. Elvis Dhima: Blame it on the banks. It's never enough for them. Chairman Guessferd: Any other questions on sewer? Now after this, I mean obviously this doesn't have to do with the cost necessarily to the Town per se. We're doing the sewer fee increases. Elvis Dhima: So that's January first and July first of 2025. Mr. Malizia: So some of that revenue will show up this year, some will start showing up next year. Again we balance. In other words whatever we spend we need to recover from the users. So that's hence, why you have to keep on top of that fee. Elvis Dhima: And we're going to continue to keep a close eye on it and make necessary adjustments to deal with costs. Hopefully I don't have to come back for a second trip here. But, we're keeping a close eye on this so we're not going to see the big changes as you saw recently. So we can be slow and steady, that seems to be the way to go. We'll continue to monitor it very closely. Chairman Guessferd: OK, any other sewer related questions? Lisa Labrie: Selectman Roy, we just took a look at the average from last year was \$400 a month for the sewer bank charges. Chairman Guessferd: Bank charges. OK, moving on to water.

**Water Utility:**

Mr. Malizia: So similar to Sewer, Water is paid for by the users. At this point I think you have this will be FY26, so you'll have in FY28 the original purchase bond will be paid. So you have basically, you have two more years to go to pay off the acquisition cost of the water utility. So that's a pretty significant event. And that'll probably free up \$1 million. But that's a couple years out. We did pay off, there's a 20 year bond where we did the south water tank, we (inaudible) the south end of the system and I believe the booster station down

by Stop and Shop. That bond got paid off. Just got paid off I think this year or last year. Elvis Dhima: So this is the last main one. And after that... Mr. Malizia: This is really the only debt in water utility. And again, it's been declining because it's principal that the interest, you're at the end of the interest. You are in good shape with this utility. You have some pretty good reserve funds and when that gets done you'll have some decisions. You can put more money into reserves, you can put more money into, at some point you're going to be looking at pipe replacement. That core part of Town is aging. So at some point and he talked about infiltrations water getting in? Well you don't want water leaking out because it's water loss, that's water you're not billing somebody for. If it leaches out of the pipe. So, anytime you see a main break or that sort, those are water losses which you try to keep a tight system to keep the water from getting out. Elvis Dhima: Couple of other things we've done in addition to it as Mr. Malizia said, we're trying to go get the meter replacements on the 10-year cycle. What that means is our meters slow down as they get older, like the rest of us. So, we're trying to get everything to basically a 10-year cycle. We've been very successful that the water clerks have worked very hard on that. We for the first time averaging about 8.4% on water losses. What that means that for every 100 gallons that we're putting out there are 8.4 unaccounted for. We were pushing as high as 20% about 10 years ago. That's a combination of improving our system, doing a better job with the meter replacements, getting that closer to where that needs to be. The only main project you have in front of you that we're doing right now is the Marsh Road Booster Station. That \$1.2 million project, it's on its last phase. Should be done this year. We also received a grant for over \$110,000 that's going to help a lot with the cost related to that or, it's going to go back into the water account. Another good thing you have going is that we're almost done with Verizon agreement to get the tower up on the south end which is going to (inaudible) about \$20,000 a year for a total of about just under a million dollars over 40 years which is again, every little thing helps. The main thing that Mr. Malizia said is focusing on the water mains and what we need to do. The priority will be closing loops first and second will be start replacing mains that need to be replaced. We have had a lot repairs in the past but things have been pretty good. Typically most of the stuff is in the winter. We're keeping track of what's been, mains that have issues like continuous breaks in certain areas. We identify those areas, we know what we need to do when the time comes in 2028. There is an inventory we're keeping track of and it's going to be tackled as soon as the funds are available. What we envision here is once the money becomes available it's going to be rolled into increments over the system so you don't have to do something significant down the road. Another thing you're going to be dealing with down the road is Quinstein is probably going to get offline so you're going to buy most of the water from Pennichuck. But we get a much, much lower rate than anybody else because we buy a significant amount. You have to make some adjustments there. We still don't know what the outcome with St. Cobain, but, it's going in the right direction. They're committing to another significant amount for the next milestone. We're trying to deal with the state and Pennichuck right now. It's going to be coming in front of you very shortly. But, they're going to be with us for long time as we deal with this PFAS in the well situation. Overall, great shape, you're in very good position. The main challenge we have in front of us is making sure that Hudson continues to be a key player in the region. And if there's any water that needs to be pushed, it doesn't have to come through us, but it would be nice to come through us so we can generate some other revenue. And that's basically it as far as the water goes. Selectman Roy: So on line 5592-401, it went down from \$375,000 to \$65,000. Elvis Dhima: Oh yes. So, the \$375,000 was the phase related to Marsh Road Booster Station. Selectman Roy: Oh, OK. Elvis Dhima: So that is your main project that you had in the works and you broke it down over three years. The \$65,000 is basically still some large equipment improvements related to the lead and copper (inaudible) you have to do. But you're done with big projects above ground. And that's why you see the significant reductions. Overall you're going to actually see a reduction on your water from last year because we're done with big projects. You know all the booster stations, other pump stations, the well improvements all the generators that go with it. Your last phase about the skate, tower/radio/communications so, as Mr. Beike was speaking about you have got to have more than one way of communicating if our T1 connections, which is internet going down for the water, we're going to be able to communication through our asset through the radios. We will still be running water if we get hit by an outside actor and the comps go down, you won't be able to talk on the phone here but, you'll get the water still. So, we got that going for us. And you'll still be able to flush and it won't be that bad, right? God knows we could use a break from the phones once in a while. Yes, the water has been set up to make sure that we continue to operate and provide services in worst case scenarios. And it's a real, it's one of those things no one really cares until, you know, you open up the faucet and you can't get water. And then that's when you hear it. Another thing I wanted to share with you is we completed the lead and copper rule inventory which

has been a huge undertaking. It's a big EPA requirement that's coming down the line due to the Flint, Michigan, what happened over there. And I'm pleased to tell you that out of 6,700 plus services, we can't find information about on just one of them. So, it's pretty sick, I'm pretty upset because we were close to perfection but, what are you going to do? We know what we need to do to identify it. We want to make sure that we don't interrupt services for this particular location. That's a huge deal. You know we're talking about communities that have like Manchester and another one, Concord, that they have in the thousands. At that location said I don't know what they have for information so, we found a gold mine. The oldest service I found was from 1924. And I have it in the, I put it in a frame because I had to, it's one of those things, a 100 years old. You can smell the age of this paper, it's just one of those things. Mr. Malizia: Where is it? Elvis Dhima: It's in my office. Mr. Malizia: No, where's the service? Elvis Dhima: The service was on, I want to say either Library or Central. That's where the main one was. It was abandoned obviously, it was a lot of small system was put in, abandoned through the time. But yes, over here I think right on Library Street, the corner and Ferry, used to be an old oil, you know delivery system. It's what it had for an address and if you want to come and see it it's in there I have it in a frame. Hundred years old that is the oldest service we were able to find through our record keeping. And it was well done, I mean some of it didn't make sense but most of it did and the ones we couldn't find, was about 50 of them, we dug them out. We physically dug them out and we found what we have for services on our side and on the customer's side. That's going to be, you're going to see a lot of things on WMUR and other radio stations, they're going to come up. A lot of people are going to freak out. The letter, the language on the letter, is very strong. It can be, if you have a family and you've got kids, it'll shake you a little bit. It is what it is. It's not going to be our problem, thank God. We'll see how it goes. State has got a lot of work to do to deal with that. It's coming. But, yes over all, very good shape. Chairman Guessferd: Any other questions on Water?

**Conservation: 5586**

Mr. Malizia: So Conservation is after the Library tab. That's a very small budget. Typically it has to do with maintenance of the ponds. As you're well aware we weed the control over there. That's typically what that entails and generally speaking we get money from the state to help us defray the cost of that. Elvis Dhima: 40% in grants, yes. That helps us a lot. We carry the entire amount but we get about 40% back. 40%-50% back in reimbursement and it's been very successful. The proposed amount for Fy26 is \$791. That entire amount is going towards small equipment which is kiosk updates and replacements and trail signs. Conservation Commission has been very active on trying to get things up to date and replacing them and that's basically most of the money. That's where most of the money's going. So the entire amount has been applied to that particular item. Nothing else is being changed from the previous year. Mr. Malizia: We've added a bit of acreage for Conservation. Elvis Dhima: It's been a significant, they've increased, created new trails. They've been very active, they've done a good job. They've been very successful in what they've been doing and they continue to pursue additional properties. Chairman Guessferd: Everyone else good?

**Warrant Article E:**

Mr. Malizia: So the Engineer has proposed several Warrant Articles starting with the letter E. Which is in the tabs in the back. I think the first one is Lowell Road and Birch Street, intersection improvements. Elvis Dhima: So this one is a result of ongoing safety issues at Lowell and County Road and accidents. It has been brought up, it was brought up in the past, it was brought up again recently. We work with the Planning Department and obviously the Board of Selectmen. We're currently doing designs out there and soil testing. I don't know if you were able to see out there. They were out there full throttle, we're digging already. I got a call that said ya, design is already done we're breaking ground. They're like what you just... I said I'm kidding. We presented this to the NRPC. We're hoping that by mid-November we're going to know if this going to make it into the 10-year plan with the State. If we get the nice news right before Christmas that this is going to the State, I'm very confident that the State is going to adopt it, it's going to roll it in. What that means is we're going to get about \$1.6 million in State funds to do this improvement. And \$400,000 our match is coming from Corridor Funds. So this is going to be at no cost to the tax payer. This entire \$2 million project is going to be done basically through State and Corridor Funds, again, collected by the Planning Board. What happens if we don't get it? Well we'll just pull this Warrant Article out. We finish the design and we figure out the construction later. So, I don't want you to feel just because we might be moving forward with this, if we



don't get the 10-year plan you have to, we'll just pull this out. That's basically what this Warrant Article is. And there's no cost to it. I'm confident that we're going to make it through the selection because we have a very strong case, we're the only ones that have the funding for the design and the permitting which we're undertaking right now. And the only ones that actually have the 20% match available. Nobody else had it during the presentations. And this is the only project we're putting forward. Mr. Malizia: They typically use the term "shovel ready". So, if you get to be shovel ready you tend to get priority because they'd rather give the money to somebody who'd actually do something. Elvis Dhima: It would be hopefully in line with Melendy Road which I actually brought it up during my presentation as well. State like to see communities that like to get things done right away and they don't linger on. So, we've been very successful with that and they trust us with spending their money now. I think it's going to be good. I have very high hopes on, for this one. I'll take any questions you might have. Chairman Guessferd: That would be something good, very good. To get that done.

#### **Warrant Article F:**

Mr. Malizia: So his next article is F. That's Robinson Pond Improvements. Elvis Dhima: So as you know, we're pursuing a grant for \$1 million with 50% match, Federal funds that would be managed by the State. WE have to raise \$500,000 which is our portion. On the next meeting, October 22<sup>nd</sup> and I think first week of November, you're going to have two public meetings regarding opening up the beach area to everyone instead of just the Hudson residents. If any of you hear the feedback you can decide if you're just going to pursue the beach area and boat launch or just the boat launch. So, that's where we're at. We are going to find out, I think, by March if we get into the grant or not. What happens if we don't get the grant and the Warrant Article goes through? Well we don't have to execute it. We simply don't have to execute it. But that's basically, we're running parallel with a grant with the changes to the beach area and the Warrant Article. But we're going to be able to know if we get the grant or not prior to (inaudible). It's going to be close but, I think, I'm hoping we're going to have the answer for the grant prior to going in for the ballot. So that's what this is. And the nice thing about the Robinson Pond improvements is it has a recreational use, but also the same time it serves you for your obligations you have for your MS4 permit which is basically the Federal permit related to water shed and water qualities. So, it's the only thing we can find that we can basically tell everyone it has a dual use. If we go in and we tell them we're putting a pipe underground to treat water, no one is going to care. This you can see, you can experience it yourself. So I'm hoping it takes a bit of ground and I'll take any questions you may have. Chairman Guessferd: Anybody?

Mr. Malizia: That being the case, I believe his last Article is I. It's really the VacTR truck funding. So as you're all aware we have a Capital Reserve Fund. Every year we put a certain sum into that fund, this the typical amount we put in. \$15,000 comes from the General Fund, \$15,000 comes from the Sewer Fund because the VacTR truck services are our drainage system as well as our sewer system. So it's a 50/50 share. And again this is the typical amount, I believe the Municipal Utility Committee requests this article and it's a standard article, we do it every year. And I think we're a few years out from buying a new one, we've got about \$136,000 - \$137,000 in the fund right now. Every little bit helps. Elvis Dhima: And then we've got another one too, Steve? So we should have another drainage capital reserve fund? Mr. Malizia: Jay already did that. Elvis Dhima: Oh, Jay already did that? Alright, perfect. Mr. Malizia: The DPW Director did that. Elvis Dhima: Yes, OK. Chairman Guessferd: Any other questions for Mr. Dhima? Elvis Dhima: Thank you very much. Selectman Morin made a motion, seconded by Selectman Roy, to go back to the regular order of business. Motion carried, 5-0.

#### **Town Officers: 5000**

Trustees of Trust Funds: 5020

Mr. Malizia: So at the very front of the book, and I mean when you get to 5000 tab, Town Officers, we are at the front of that section. That's the Trustees of the Trust Fund. As you're well aware there are three elected Trustees, they have a bookkeeper. I did speak to Mr. Lathrop, he's the bookkeeper, I guess, so he's the chairman. They, the Trustees, are requesting an additional 12 hours for their bookkeeper person. They feel that it's warranted at this point in time. They're managing millions and millions of dollars and she basically handles all their books. So, I know Selectman Morin was aware of it, they are looking to add \$312 dollars to

their budget. They're looking to add some money to the part-time bookkeeper line. I know (inaudible) then there's the Fica that's associated with that. So I have specific numbers if you're interested in entertaining a motion. Do you want to make a motion? Selectman Morin made a motion, seconded by Selectman Roy, to move from account #5020-102 from 2037 to 2329 an additional \$291 and 5020-108 just Fica from 209 to 232 an additional \$23. Motion carried, 5-0. Selectman Jakoby: Just a question. So why is that a motion? Mr. Malizia: Because you're changing the budget. It's such a modest amount like when you did the Zoning. Selectman Jakoby: So we just have to take, we have to... Mr. Malizia: I can't just change it, you need to... Selectman Jakoby: We have to change that for them and that was their request. They have requested it because it's taking more time for them to do what they need to do. Selectman Morin: That and better documentation. Selectman Jakoby: Better documentation. OK, perfect. Thank you. I'm good. I'm just slowing us down for a minute. Mr. Malizia: Other than that I don't believe there were any other changes, it's a pretty basic budget. Again, there are three elected officials who do a great job managing millions of dollars.

Cemetery Trustees: 5025

Mr. Malizia: Again, no change, last year you put in \$5,000 there trying to really establish, making sure they're keeping on top of the head stones that get damaged. So that's their purview, I believe we also took in Sunnyside Cemetery a couple of years ago. So a little bit more responsibility but, again, elected officials trying to do the best they can. And they are responsible for five or six public, I use the term, public cemeteries. Some of them are the old Town Poor. Those types of things. No change in that budget. We're going to jump ahead. 5041 that was the Moderator, we did that the other evening.

Supervisors of the Checklist: 5042

Mr. Malizia: These are the folks that are elected officials, they get a stipend. Because there's less elections this budget went down slightly. They won't be working that many poll hours. Basically they go through the checklist and make sure that it's up to date. Register people and sometimes they have to purge or (inaudible) contact and keep the checklist up to date and register voters. Basically it's a (inaudible) that budget.

Sustainability: 5055

Mr. Malizia: Basically unchanged. They made some adjustments last year to reflect sort of their activity level. What they've been doing with doing some renovations and dues and fees and professional services. But, not change from last year. Chairman Guessferd: Everybody good with that?

Benson Park Committee: 5063

Mr. Malizia: Benson Park Committee, this is the piece that the Benson Park Committee uses. This is not Benson Park work, this is actually the Committee. So when they sponsor, you know meals in town, they'll pay for the volunteers. They'll use supplies here and there. Again, unchanged from last year.

Budget Committee: 5070

Selectman Roy: You can cut this budget. Mr. Malizia: I wasn't going to say that. Selectman Jakoby: It is very important to include the Budget Committee's budget and to affirm it. Mr. Malizia: They always have the purview, they can change their budget when they get it. But right now this is where their budget's at. Flat, no change.

Ethics Committee: 5080

Mr. Malizia: Same with the Ethics Committee. Again, this is only when they need to meet, it's a modest budget and it hasn't changed. We're done with that section of the book. Let me change the page.

Board of Selectmen: 5110

Mr. Malizia: We're going to go to the next tab which is Selectmen, Administration, Town Poor, what not. Big changes here is, because I'm off the books, somebody new will be here and the benefits will probably change

for that. I was not taking benefits, I was taking a payout. We have the budget for the assumption that whoever you bring in... So all of the change here was in labor. And again, it was just predicated on we don't know what we don't know, but we know it's going to be different. (audio failed)

13. ADJOURNMENT

Motion to adjourn at 9:00 p.m. by Selectman Morin, seconded by Selectman Roy. Motion carried, 4-0.

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

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Bob Guessferd, Chairman

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Dillon Dumont, Vice-Chairman

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Kara Roy, Selectman

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Heidi Jakoby, Selectman

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Dave Morin, Selectman