

HOOKSETT DELIBERATIVE SESSION- April 2, 2016

TOWN OF HOOKSETT DELIBERATIVE SESSION MINUTES Cawley Middle School Saturday April 2, 2016

CALL TO ORDER

Moderator, Don Riley called the First Deliberative Session to Order at Hooksett Cawley Middle School Cafeteria Center at 9:02 AM.

Boy Scout Troop led the Pledge of Allegiance.

ATTENDANCE

James Sullivan, Chair, Nancy Comai, Rob Duhaime, Adam Jennings, James Levesque, Marc Miville, David Ross, Tim Tsantoulis, and Don Winterton

Moderator, Don Riley

Supervisor of the Checklist Mike Horne, Bryan Williams and Sally Humphries

Town Clerk, Todd Rainier

Legal Counsel-

Registered voters – 26 in attendance

PROOF OF POSTING

Proof of posting was provided by the Dr. Dean Shankle.

The Moderator introduced the members of the Town Council in Attendance.
Dr. Shankle introduced the Town Staff.

The Moderator recognized all veterans for their service.

A general overview of the rules and procedures were given by the Moderator and are available in writing in the voters guide.

BUSINESS

Moderator Don Riley read the Warrant Articles into the record:

To the inhabitants of the Town of Hooksett, New Hampshire, in the county of Merrimack in said state, qualified to vote in Town affairs.

You are hereby notified to meet at **David R. Cawley Middle School on Saturday, April 2, 2016 at 9:00 am** for the first session of the Town Meeting to discuss and amend, as required, warrant articles 3 through 14.

The final ballot vote for warrant articles will take place at **David R. Cawley Middle School on Tuesday, May 10, 2016**. The polls will be open from 6 am until 7 pm.

Article 3

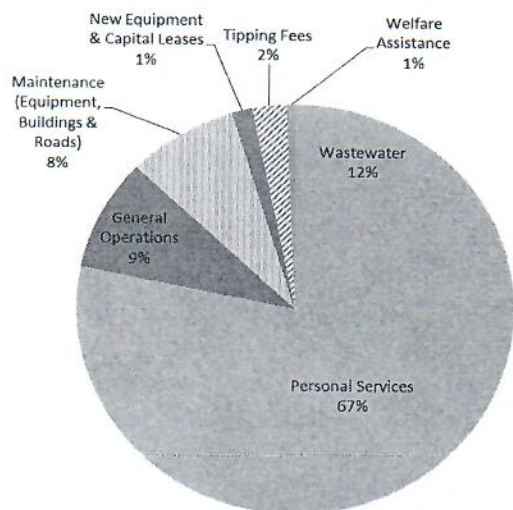
Shall the town raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant, for the purposes set forth therein, and other appropriations voted separately totaling **\$17,206,349.00**. Should this article be defeated, the operating budget shall be \$17,154,480.00, which is the same as last year, with certain adjustments required by previous action of the Town meeting, or by law or the Town Council may hold one special meeting, to take up the issue of a revised operating budget only. Estimated tax rate impact \$6.39. Recommended by Town Council (7-0), Recommended by Budget Committee (10-0).

A "Yes" vote would approve the operating budget of \$17,206,349.00 as presented by the Budget Committee. In each of the budgets, there are 3% raises for full-time nonunion, police and DPW Union employees; also, health insurance rates decreased by 4.39% and employees are paying 3% more towards the premiums. Fire Union employees did not get raises and have not increased the employee share of health insurance. Also Wastewater employees received a 2% raise and do not contribute to health insurance. Listed below are the projects, equipment and other items included in the operating budget that will continue to allow for the quality service the residents of Hooksett have come to expect.

Department overview:

- The **Administration** budget increased in total \$33,064. This budget includes a 5% increase in the Administrator's wages in accordance with his employment contract, as well as an increase in the number of part time hours available. There is a \$4,000 increase in Computer IT Tech Support and an \$8,000 increase in Legal Services, which reflects the current rate of services. Also Old Home Day costs have increased \$2,000 based on the committee's request. Workers' Compensation increased by \$14,673 and Property Liability decreased by \$14,000.
- The **Assessing** budget has decreased by \$7,258 largely due to employee benefits and a reduction in the assessor's contract.
- The **Family Services** budget has decreased a total of \$22,674 due to economic trends. The Town Welfare line has been lowered by \$25,000 to \$125,000 for the year.
- The **Finance** budget reflects a decrease \$15,332. This is largely due to employee turnover and a reduction in the GASB compliance line, which will not be needed this year.

Proposed Operating Budget By Expense



- The **Fire-Rescue** budget has decreased by \$54,890. There were reductions in the overtime, benefits for the new Fire Chief, fuel and new equipment lines. An additional \$9,000 for immunizations for all department employees was added, as well as \$15,000 for mobile radios and new hoses.

- The **Library** budget has increased \$14,806 in total. The Library Trustees have requested the current part-time Technical Services Assistant position to be increased to a full-time position. Additional funds for automation have also been requested.

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- The **Police** budget has decreased by \$8,917. Both health insurance and fuel cost have decreased, while training has increased due to State cut backs. This budget also includes four new part time officers and funds to purchase tactical vests, to be placed in each cruiser.
- The **Public Works** budget increased \$39,976. Community Development Division had a few minor increases in the telephone and fuel lines due to the new engineer's position. Highway Division had increases in areas such as vehicle maintenance, fleet new equipment, road salt and plow edges & chains. Also, an additional \$20,000 has been added for the Old Town Hall's restorations of windows and bathrooms. New equipment and other operational supplies have been kept to a minimum, reducing when possible. There is a savings in the building's heating lines due to a new contract at a reduced rate. Parks, Recreation and Cemeteries Division have increases for water and electric for the fields, and had decreases in the fuel and ground maintenance lines. Recycling and Transfer Division reflects a total decrease of approximately \$11,000 mainly due to the drop in fuel costs.
- The **Tax Collector** budget reflects a total increase of \$4,646 primarily due to employee wages.
- The **Town Clerk and Elections** overall budget reflects an increase of \$10,853 due to one additional State election held during this year.

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Town of Hooksett, New Hampshire					
2016-17 Town Operating Budget					
Appropriation by Department					
Departments	FY 2014-15 Actuals	FY 2015-16 Amended Budget	FY 2016-17 Budget Com Recomm.	Dollar Change	% Change
Administration	\$ 980,081	\$ 1,028,059	\$ 1,061,123	\$ 33,064	3.22%
Assessing	157,848	183,952	176,694	(7,258)	-3.95%
Family Services	157,500	216,497	193,823	(22,674)	-10.47%
Finance	220,887	240,252	224,920	(15,332)	-6.38%
Fire-Rescue	3,842,726	3,734,740	3,679,850	(54,890)	-1.47%
* Police	3,358,093	4,206,996	4,198,079	(8,917)	-0.21%
* Public Works	3,784,173	4,502,801	4,542,777	39,976	0.89%
Tax Collector	249,360	267,209	271,855	4,646	1.74%
Town Clerk & Elections	27,461	31,920	42,773	10,853	34.00%
Budget Committee	4,148	8,472	8,305	(167)	-1.97%
Capital Leases	88,056	89,102	88,057	(1,045)	-1.17%
Cemetery Commission	610	651	1,147	496	76.19%
Conservation Commission	1,252	1,250	1,277	27	2.16%
Debt TAN interest	0	1	1	0	0.00%
Library	600,682	697,927	712,733	14,806	2.12%
Wastewater	2,024,083	2,024,095	2,002,935	(21,160)	-1.05%
Grand Total	\$ 15,496,960	\$ 17,233,924	\$ 17,206,349	\$ (27,575)	-0.16%
Appropriation by Expense Category					
Expense Category	FY 2014-15 Actuals	FY 2015-16 Amended Budget	FY 2016-17 Budget Com Recomm.	Dollar Change	% Change
Personal Services	\$ 10,122,895	\$ 11,506,201	\$ 11,444,752	\$ (61,449)	-0.53%
General Operations	1,565,119	1,567,222	1,526,238	(40,984)	-2.62%
Maintenance (Equipment, Buildings & Roads)	1,031,523	1,345,562	1,419,465	73,903	5.49%
New Equipment & Capital Leases	310,874	220,747	256,884	36,137	16.37%
Tipping Fees	344,055	420,097	431,075	10,978	2.61%
Welfare Assistance	98,411	150,000	125,000	(25,000)	-16.67%
Wastewater	2,024,083	2,024,095	2,002,935	(21,160)	-1.05%
Grand Total	\$ 15,496,960	\$ 17,233,924	\$ 17,206,349	\$ (27,575)	-0.16%
* Grants, donations and encumbrances have been removed from FY 2015-16 Budget for budgeting purposes.					

A "No" vote would not approve the proposed operating budget and would result in the default budget totaling \$17,154,480.00 being approved. The operating budget is higher than the default budget by \$51,869.

Marc Miville motioned to place Article 3 on the Town Official Ballot. Seconded by James Sullivan.

D. Pearl, 79 Main Street: I am Chairman of the Budget Committee and want to say that the Administration did a great job in presenting their budget. This budget was not cut by the Budget Committee and is a very efficient budget.

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Ron Savoie: Did any articles for one-time expenditures were removed or are not there?

Dr. Shankle: Any one-time expenditure from last year would have come out of the default budget. Go back to page 5 of the budget; you can see what was in the operating budget and warrants last year. After doing that, this Article 3 is still lower than that number. There were no one time expenditures that were in the budget last year that are in the budget this year.

The Moderator declared Article 3 passed to the Official Town Ballot.

Article 4

To see if the town will vote to approve the reconstruction of the Town Roads at a cost not to exceed **\$1,500,000.00** payable over a term of 5 years with an annual appropriation of \$300,000.00, and further to raise and appropriate \$300,000.00 for the first year's payment. In each of the following 4 years the appropriation of \$300,000.00 will be contained in the operating budget and the default budget. 3/5th majority vote required for passage. Estimated tax rate impact is \$0.19. Recommended by Town Council (8-0), Recommended by Budget Committee (9-1).

***Explanation:** The Town has been experiencing severe weather and heavy rains these last few years resulting in the need of major road repair and road construction in many areas, especially on aging roads. If these roads are not addressed they will get worse and require extensive construction and repair, costing even more money and leaving us always going backwards in regards to road maintenance. This method of raising funds was chosen so that the Town would not be paying interest as it would be with bonds.*

Robert Duhaime motioned to place Article 4 on the Town Official Ballot. Seconded by Adam Jennings.

J. Hyde, 36 Edgewater Drive: I was the one Budget member that voted against because I don't like obligating the Town for 5 years. I believe that a budget should be done every year.

D. Pearl: The avoidance of the bond interest was appealing to me. Traditionally, we get a bond and pay interest however the voters then understood they will pay for future years. This will achieve getting the roads done at a lower cost.

The Moderator declared Article 4 passed to the Official Town Ballot.

Article 5

To see if the town will vote to raise and appropriate the sum of **\$200,000.00** to be added to the Public Works' Vehicles Capital Reserve Fund previously established. Estimated tax rate impact is \$0.13. Recommended by Town Council (8-0), Recommended by Budget Committee (9-1).

***Explanation:** Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$135,636.81. This savings account will assist the department in purchasing plow dump trucks and other vehicles to address growth and an aging fleet. The Town is growing with several new developments in the planning stage that will increase the miles of roads that are maintained by the Town. To ensure safety we will need to be prepared to have the money available when the purchases are needed.*

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Adam Jennings motioned to place Article 5 on the Town Official Ballot. Seconded by James Levesque.

D. Ross: I have difficulty with this article. I hesitated to recommend this. I think it should be a lower amount and there should be a review of the town's fleet.

M. Miville: The intention of the warrant article is older vehicles that are to be auctioned off and replaced and this will give us a new vehicle every two years.

Dr. Shankle: I like a capital reserve because if you don't have a capital reserve that is adequately funded and you have a vehicle that is falling apart and then have to try and repair it. If you have a capital reserve fund then you can replace them as they are needed.

The Moderator declared Article 5 passed to the Official Town Ballot.

Article 6

To see if the town will vote to raise and appropriate the sum of **\$194,293.00** for the salaries, overtime, benefits, including uniforms and equipment to hire two (2) new full-time police officers.

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Estimated Increase</u>
2016-2017	\$109,293.00	\$85,000.00	\$194,293.00

Estimated tax rate impact is \$0.12. Recommended by Town Council (7-1), Recommended by Budget Committee (7-3).

***Explanation:** The police department continues to struggle with insufficient staffing to effectively protect the Town on a consistent basis. Currently the total compliment of sworn officers is 28; our patrol officers are consistently busy with emergency calls for service. Calls for service have increased 7% from 2012 to 2013 and 13% from 2013 through November 2014. The additional two officers will allow the department to work towards proactive policing to better serve the Town.*

James Sullivan motioned to place Article 6 on the Town Official Ballot. Seconded by Robert Duhaime.

Sid Baines: Is this a full year pay or partial?

Dr. Shankle: Full year.

D. Pearl: The Budget Committee also deals with the school. They asked for a new position in their budget and the town puts it in a warrant article. To compare the two you must make that adjustment.

Ben Tosie: Crown Hill Road: Page 5, it says Police- two full time in the 2016 operating budget?

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Dr. Shankle: That is for this year. That reflects two sections. The top is 2 full last year; that is in last year's and the ones below are for next year. They have been trying to increase a little at a time.

Frank Kotowski: Given the current opioid crisis, will these officers help with this crisis.

Chief Bartlett: The increased complement will help address all calls for service. We have had 8 related deaths and 30 calls for Narcam. When we go to an overdose, those calls are to be treated as a homicide per the Attorney General. When you tie someone up for that, we need others to cover the town.

David Ross motioned to amend Article 6 to one (1) officer and reduce the amount for salaries to \$54,646.50 and benefits \$42,500. Seconded by Allan Whatley.

D. Ross: This will insure getting one (1) officer. If we leave it at two (2) we run the risk of being defeated. With adding four (4) part time officers, we could benefit by adding more part time.

Chief Bartlett: I think the two officers is a good option. A part time officer has to be as fully trained as a full time. For me to recruit and train the officer he would come from a retirement pool. With full time, I can recruit and send to the academy. Because we have a collective bargaining agreement, I cannot use a part time officer to augment a full time officer. They will be used for traffic issues. I recommend supporting the two (2) officers.

Frank Kotowski: I want to make sure everyone is aware of the opioid epidemic. I am a State Representative and spent a lot of time on this. We cannot arrest our way out of this. I hope you will not support this amendment.

D. Pearl: Mr. Ross said we already took on four (4) part time officers. They are in the budget that has not yet passed.

Vote: The Moderator declared the motion failed

The Moderator declared Article 6 passed to the Official Town Ballot.

Article 7

To see if the town will vote to raise and appropriate the sum of **\$170,000.00** to be added to previously established Capital Reserve Funds and to apportion the sum among several funds as listed below:

Automated Collection Equipment	\$ 30,000.00
Drainage Upgrades	50,000.00
Parks & Recreation Facilities Development	15,000.00
Town Building Maintenance	<u>75,000.00</u>
Total	\$ 170,000.00

Estimated tax rate impact is \$0.11. Recommended by Town Council (8-0), Recommended by Budget Committee (7-3).

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Explanation: Automated Collection Equipment - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$50,992.56. The town estimates the need to replace barrels and the automated collection vehicles in 2020. These funds would be used to offset future costs of replacement.

Explanation: Drainage Upgrades - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$194,867.53. It has been determined that various areas throughout the town have failed drainage pipes due to aging. Many of these pipes, and in some areas swales, were not installed to handle the amount of water that they are taking on, especially since the town has been experiencing more storms with higher volumes of water than in the past. This is helping to deteriorate the roads as well. These funds will help address issues and begin upgrades as necessary.

Explanation: Parks and Recreation Facilities Development - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$77,953.91. The town continues to grow and we are forced to deal with aging structures, building updates and additional recreation areas that will need to be addressed. The Parks and Recreation building at Donati Park is in need of repair and an expansion to house the trucks, equipment and materials that are located at the facility. Additionally, the town would like to eventually put permanent bathroom facilities at Donati Park to eliminate the need for porta-potties and address the growth at Donati with all of the special events that the park has been hosting in recent years.

Explanation: Town Building Maintenance - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$173,782.12. Additionally \$132,416.00 more will be paid out of this fund for the final roof payment and the repairs to the elevator at the Library, leaving just over \$41,000 in the fund by June 30th. This fund assists the Department of Public Works in addressing the needs of town buildings for unexpected situations and large projects. Since this fund was established in 2008, it has been used to:

- Replace the water main at the Public Library
- Conduct masonry work and window replacement at the Safety Center
- Replace the main steps at the Public Library
- Replace the truck lifts at the Highway Garage
- Correct issues (mostly electrical) identified by the Department of Labor's safety inspection
- Mold Remediation at the Court House
- Repairs to the Salt and Sand shed
- Lighting and ventilation upgrades to the highway garage
- Replaced 75% of the roof at 35 Main Street Town Hall.
- Replacement heater and exchanges at the Safety Center
- Will be replacing major components to the elevator at the Public Library

The Town has \$26,000,000 worth of buildings to maintain. Contributions to this fund yearly will help repair items in such a manner that it would not be a major impact to the taxpayers all at once.

Donald Winterton motioned to place Article 7 on the Town Official Ballot. Seconded by Marc Miville.

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D. Winterton: These articles were combined to reduce the burden on the voter at the poll. These are traditionally voted on each year. There is a slight increase in town maintenance because of the roof at the town hall and the refurbishment at the old town hall. We came up with an unexpected cost of replacing the elevator at the library of \$100,000. Those funds will come from this reserve.

D. Ross: One item that troubles me is including equipment with maintenance. My question to the DPW is the replacement of automated equipment in 2020 which does not seem adequate. What is the total replacement cost?

D. Boyce: The overall budget if we replaced everything is \$900,000 including the barrels. We have a special revenue fund. In 9 years, will we be able to replace the trucks. We are trying to be proactive. We have a special revenue account to buy equipment of the town. We will probably not have all of it in ten years.

D. Pearl: From my point of view on the Budget Committee, the lumping together was a concern when you wanted one and not the other. Moving forward we should look at this.

The Moderator declared Article 7 passed to the Official Town Ballot.

Article 8

To see if the town will vote to raise and appropriate the sum of **\$70,000.00** to be added to the previously established Capital Reserve Funds and to apportion the sum among several funds as listed below:

Fire Apparatus	\$ 50,000.00
Air Packs & Bottles	<u>20,000.00</u>
Total	\$ 70,000.00

Estimated tax rate impact is \$0.04. Recommended by Town Council (8-0), Recommended by Budget Committee (9-1).

Explanation: Air Packs & Bottles - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$177,802.20. The purpose of this article is to save for the replacement of all air packs and breathing air bottles in year 2020 at an estimated cost of \$300,000.

Explanation: Fire Apparatus - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$204,773.91. This request is to save and offset total costs for the future replacement of the following fire department vehicles: engines, tankers, ladders and forestry. This is an ongoing request as these vehicles can cost anywhere from \$100,000 to \$800,000 individually.

Nancy Comai motioned to place Article 8 on the Town Official Ballot. Seconded by David Ross.

R. Savoie: Air packs and bottles, apparatus I understand. The fire department created a fund to charge the residents FOR ambulance service which is wrong because the taxpayers already pay for it. I think the bottles and air packs could be taken out.

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M. Miville: The decision by the Council is to reduce the amount of warrant articles so we tried to group by department. The trucks are expensive and to reduce the tax spikes we put some money aside. The Air packs and bottles will be done by 2020. When we need the new air packs they will be more state of the art and this is a safety concern.

D. Winterton: The Ambulance Fund can only pay for ambulance related issues and is not allowed to pay for the air packs and bottles. We have moved the salaries and benefits of two (2) firefighters to the Ambulance Fund. The cost of the dispatch by a percentage has also been moved to the Ambulance Fund. We cannot take that money for air packs.

R. Savoie: This Council voted several years ago not to charge the people of Hooksett for ambulance service.

The Moderator declared Article 8 passed to the Official Town Ballot.

Article 9

To see if the town will vote to raise and appropriate the sum of **\$60,000.00** to purchase a Live Bottom Trailer for the Recycling and Transfer Division of Public Works with said funds to come from the Solid Waste Disposal Special Revenue Fund. No amount to be raised from taxation. Recommended by Town Council (8-0), Recommended by Budget Committee (10-0).

***Explanation:** The Town needs to replace a 1999 - 100 yard live bottom trailer. The old trailer is in need of major repair to the live bottom floor and all the supports and cross bars. The trailer has been used to haul trash, demolition and metal. It will be traded in or scrapped for metal, whichever gives the most revenue to the Town. This trailer is 17 years old. The average life span of trash equipment is usually 8-10 years.*

James Levesque motioned to place Article 9 on the Town Official Ballot. Seconded by Adam Jennings.

D. Ross: What is the balance in the fund?

C. Soucie: There is \$239,000 currently in the fund.

Allan Whatley: What is the cost of new live bottom trailer?

D. Boyce: \$60,000; this article is for approval to remove the money from the fund.

The Moderator declared Article 9 passed to the Official Town Ballot.

Article 10

To see if the town will vote to raise and appropriate the sum of **\$40,000.00** to be added to previously established Capital Reserve Funds and to apportion the sum among several funds as listed below.

Revaluation	\$ 30,000.00
Master Plan	<u>10,000.00</u>
Total	\$ 40,000.00

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Estimated tax rate impact is \$0.03. Recommended by Town Council (8-0), Recommended by Budget Committee (7-3).

Explanation: Revaluation - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$30,219.15. The State of New Hampshire (State Constitution Part 2 Article 6) requires that all cities and towns perform a revaluation every 5 years so that all properties can be brought to current market value and contribute an equitable portion of the total tax burden. This request is to save for the next revaluation update which is required in 2018 at an estimated cost of \$150,000.

Explanation: Master Plan - Balance held by the Trustees of the Trust Funds as of February 29, 2016 for this fund is \$19,574.63; with another \$8,775.00 obligated for Tax Increment Financing District Plan leaving just over \$10,000 in the account. The fund is to provide a savings account, to be added to as necessary, that will allow the Town to update its Master Plan in a manner compliant with RSA 674:3 "Master Plan Preparation", which states in Sec II that revisions to the plan are recommended every 5-10 years. The Master Plan was last updated in 2004. Several areas of the plan are outdated. The following chapter has recently been updated: Economic Development and Energy. It is the intent of the Planning Board to perform draft updates, chapter by chapter, at monthly work sessions with input and assistance from Town staff and interested citizens. Chapters include: land use, community facilities and services, population and housing, roads and transportation, economic development, conservation and natural resources, recreation, education, natural hazards and goals/objectives. Once the draft update of all chapters is complete, public information/input meetings will be held. The Master Plan update funds will be available for a consultant to assemble the draft chapters into a cohesive report. The update of the plan is critical to the long-term development of the Town. The Planning Board, ZBA, Conservation Commission, and Town Council need clear, accurate information upon which to base their decisions. Period studies that bring this new information into the Master Plan create an atmosphere of good planning, informed decision making, and provide critical data for the voter.

Timothy Tsantoulis motioned to place Article 10 on the Town Official Ballot. Seconded by Robert Duhaime.

J. Hyde: This is another article I voted against. I don't agree with the bundling of items. I, as a voter want to vote on each article for their own merits. I don't believe the town needs a Master Plan. Because we have elections, people's goals change yearly so to spend money from year to year on a master plan is not good. The revaluation is required so we have to do this. To put these together, I don't have the ability to vote individually.

D. Pearl: I was not in favor of the bundling or the Master Plan. I did change my opinion when I learned that the Master Plan is required to assess impact fees and expend that money. If those are not spent they return to the developer. I would rather see these articles split up.

Ron Savoie, Farmer Road: What is the net assessed value of the town is now? The Master Plan helped us work on the TIF District for exit 10. If you look at the TIF we tried to put for exit 11, it was a bust. Looking at the proposed budget and the school budget, looking at the total assessed net value, not including town buildings would be helpful.

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C. Soucie: The assessed value of Hooksett is \$1,583,357,301.

Dr. Shankle: I suggested the bundling. There is nothing bundled that didn't pass last year by a considerable amount. We will look at this next year. Regarding the Master Plan, it is important for impact fees and the State looks at that for zoning and a capital improvement plan as well as TIF districts. Also the Town of Hooksett, more than other community I have seen, uses the Master Plan. The Conservation Commission accomplished everything in the plan. It is not something that just sits on the shelf; it is used in Hooksett and money well spent.

R. Duhaime: In 2004, working on the Master Plan, I saw more people involved than ever before. We recently had a community profile to get people involve again and the Conservation Commission did accomplish those goals.

N. Comai: I don't believe we can put the Revaluation in the budget because we only expend the money every 5 years. The Master Plan is a formal document to keep everyone moving in the same direction.

Brian Tilton: I was a no vote on the Budget Committee. I voted against this because of the bundling. I support the Master Plan and the revaluation. The tactics is what I'm against. This has poisoned the well of discussion. Please reconsider the bundling so we don't spend so much time on these.

The Moderator declared Article 10 passed to the Official Town Ballot.

Article 11

To see if the town will vote to establish a Sidewalk Capital Reserve Fund under the provisions of RSA 35:1 for installing and maintaining sidewalks and to raise and appropriate the sum of **\$25,000.00** to be placed in this fund. Further, to name the Town Administrator as the agent to expend from said fund. Estimated tax rate impact is \$0.02. Recommended by Town Council (7-1), Not Recommended by Budget Committee (4-6).

***Explanation:** This fund would address the future needs of the installation of sidewalks throughout specific areas of Town. It was a goal expressed by many residents during the Community Profile workshop in 2014.*

Marc Miville motioned to place Article 11 on the Town Official Ballot. Seconded by James Sullivan.

M. Miville: This is new as a result of surveys and the Community Profile where citizens gave feedback which reflected the request for sidewalks. Recently, there was a request on Martin's Ferry Road to install sidewalks. I suggested floating a warrant to see if the community supported this. We have sort of a plan and do it by needs and not wants. The Council would like to see if the voters "want" to establish a fund to install sidewalks where needed. The \$25,000 was to establish the fund. It takes about \$100,000 to build a walk. We did not want the money amount to sway the vote; we wanted to get an idea of what the voters want.

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J. Hyde: I did not recommend this because if you build sidewalks, you will need to maintain them. Also this town is so spread out it does not require sidewalks. This is a driving town.

D. Pearl: This is to see if the town wants sidewalks but I understand that there are already two (2) projects started. I also believe you could ask a non-binding question to see if the town wants this. We don't have a centralized area of downtown and sometimes the sidewalks go nowhere.

R. Savoie: Why is the Administrator the one to expend?

Dr. Shankle: I can sign but anything over \$15,000 must go to Council. It wouldn't be my final decision.

B. Tilton: I was in favor of this. I think the will of the people is clear from the Community Profile. I was on the Transportation Committee where we wanted a complete street plan and a pedestrian plan. There is nothing safe on Martin's Ferry leading to Underhill and the college. This is in the interest of healthier living and helps to get that conversation going.

Sid Baines: This is a money pit. If you want to spend the \$25,000, put it into the trail program.

Allan Whatley: The school did a demographic study and the largest growing group is the senior citizens. Older folks like to walk and it is safer with sidewalks. You have buses that will pick up in the dark in the winter and children are safer on sidewalks.

T. Tsantoulis: There are subdivisions with 200 homes and some areas that will never be suitable for sidewalks. The article was created to see what areas could benefit from sidewalks.

R. Duhaime: Kiwanis is looking at sidewalks to connect trails. Geography is an issue if you run. All our level roads are State highways. Our subdivision regulations make it mandatory for sidewalks. The town has to have a plan for these. Main Street alone needs sidewalks to get from the parking to the fields.

D. Ross: We don't need this fund to put in sidewalks. We already have sidewalks in town. The whole town shouldn't pay for sidewalks in areas. This is just another fund and another area to stash money.

The Moderator declared Article 11 passed to the Official Town Ballot.

Article 12

To see if the town will vote to raise and appropriate the sum of **\$25,000.00** to be placed in the Conservation Fund, said funds to come from the sale of timber on conservation land. No amount to be raised from taxation. Recommended by Town Council (5-3), Not Recommended by Budget Committee (4-6).

***Explanation:** In 2014 the Hooksett Conservation Commission (HCC) developed the Clay Pond Conservation Area Stewardship Plan (Plan). The Plan was adopted by the Town Council in January 2015. The Plan included recommendations for wildlife management, forestry management, recreational use and trails management. The HCC plans to conduct a timber*

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harvest in the Clay Pond Conservation area in 2016/2017 and would like to use the funds from the harvest to implement the Plan.

David Ross motioned to place Article 12 on the Town Official Ballot. Seconded by James Sullivan.

D. Ross: I believe that land maintained by the Conservation Commission should keep the funds from the timber cut.

J. Hyde: The Budget Committee did not recommend this. We heard the Conservation Commission has a lot of cash so why they are asking the town for \$25,000 I don't know. The \$25,000 is a timber harvest. It could be \$10,000 but we would have to give them \$25,000. I don't think it is necessary to do this in this manner.

Steve Couture, Conservation Commission: It is an estimate of \$25,000 from a harvester. We reference the Stewardship Plan developed from input from the communities which includes parking and gates and that cost money. This would provide a resource for that funding. In addition, historically the Council has wanted timber harvesting for property, we are looking at another 150 parcel owned by the town. We don't have a value for that which is more extensive and those funds would go to the town.

Nancy Comai: I would like clarification that the \$25,000 is going to Conservation but anything over and above that will go to the town.

D. Ross: Said funds will come from timber on Conservation Land. It does not obligate the town for more than that.

Nancy Comai: If it goes over \$25,000, on that land, I believe it goes to the town.

Dr. Shankle: The \$25,000, if it is less than \$25,000, they will not get anything additional from the town. If it is over 25,000, the balance goes into the town general fund.

Allan Whatley motioned to amend the Article 12 to read to raise and appropriate up to the sum of \$25,000. Seconded by Nancy Comai.

Frank Kotowski: I think this will not change anything either way.

D. Ross: My concern is if the words make this illegal, we could invalidate the article.

D. Riley: The attorney has already stated that this is a legal change.

Vote Moderator declared the amendment passed.

D. Pearl: My opinion is the money should go to the representative government and they should decide where the money goes. I am opposed to the money.

Mike Horne motioned to move the question. Seconded by J. Hyde.

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Vote in favor

The Moderator declared Article 12 passed to the Official Town Ballot as amended.

Article 13

To see if the town will vote to establish a Conservation Land Improvements Capital Reserve Fund under the provisions of RSA 35:1 for infrastructure improvements on Conservation easements or property and to raise and appropriate the sum of **\$10,000.00** to be placed in this fund. Further, to name the Town Administrator as the agent to expend from said fund. Estimated tax rate impact is \$0.01. Recommended by Town Council (7-1), Recommended by Budget Committee (6-4).

***Explanation:** The Town of Hooksett has over 1,000 acres of conservation land for which it is responsible for managing. Most of the conservation properties do not have formal access or trail networks. The intent of the Conservation Land Improvements Capital Reserve Fund is to improve recreational access via trails development and management and developing formal access points.*

David Ross motioned to place Article 13 on the Town Official Ballot. Seconded by Donald Winterton.

D. Ross: This is a small amount of money and if we are going to have these trails they must be maintained.

The Moderator declared Article 13 passed to the Official Town Ballot.

Article 14

To see if the town will vote to discontinue the following Capital Reserve Funds with said funds and accumulated interest to date of withdrawal, to be transferred to the town's general fund.

<u>Name of Capital Reserve</u>	<u>Established</u>	<u>Balance.</u>
HVAC System Development (Library)	2003	\$ 15.06
Plow Dump Trucks	2012	19.00
Police Computer System Development	2003	13.93
Road Impact Fee Traffic Study	2009	33,111.59
Town Wide Computer Development	2006	23.84
Town Wide Opti-Com System	1996	0.00
Upgrading Diesel Tank & Fuel Dispenser	2012	9,550.39
Recommended by Town Council (8-0), Recommended by Budget Committee (10-1).		

***Explanation:** This is a housekeeping item that requires the town to vote to close capital reserve funds that are no longer needed. All funds remaining in the accounts will be deposited into the Town's General Fund.*

Adam Jennings motioned to place Article 14 on the Town Official Ballot. Seconded by Timothy Tsantoulis.

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R. Savoie: Shouldn't you keep a reserve for the fuel tanks and the road impact traffic fee. When the original impact fee law was established you had to return unused funds.

Dr. Shankle: The Road Impact Fee Traffic Study needed to be done to put the impact fee in place and that is done. Upgrading the fuel tanks, the money was put aside for that project and it is complete and it is money that we don't need. The Finance Director watches these funds and recommends moving that money back into the general fund. These are all projects that are completed and are no longer needed.

D. Ross: With the lack of clarity on how the studies came about, I would not recommend getting rid of this money for road studies.

The Moderator declared Article 14 passed to the Official Town Ballot.

Don Riley: The statement read at the beginning stated that only Articles 3-14 would be discussed because Article 15-17 are already moved to the ballot.

Don Riley explained the Charter changes in Article 15, 16, and 17.

Article 15

Shall the municipality approve the charter amendment to Section 5.9 to read as follows: "Independent compliance and financial audits shall be made of all accounts of the Town at least annually, and more frequently if deemed necessary by the Council? Such audits shall be conducted in accordance with auditing standards generally accepted in the United States and other such procedures which may be necessary under the circumstances by certified public accountants experienced in municipal accounting. The results of such audits shall be made public. At least once every five (5) years the Council shall request that such audits be made by Certified Public Accountants other than those involved in such audits during any of the previous four years. Council shall request a new auditing firm perform an Independent Audit of the Town every five (5) years. An annual report of the Town's business audit for the preceding year shall be made available to the public not later than sixty days after the close of the fiscal year."?

Allan Whatley: Article 15, "Certified Public Accountant" was removed and I will therefore vote against this. I think the words Certified Public Accountant should be in there.

Article 16

Shall the municipality approve the charter amendment to Section 9.1 to read as follows: "Each year the Town Administrator shall prepare a town report which shall include: (1) a statement of the past year's financial activities and a comparative statement of the previous and present budget; and (2) a review of all major Council actions, including a summary of ordinances enacted; (3) Town vital statistics; and (4) annual reports of Town boards and departments; (5) the prior year's audited financial statements; (6) a summary of the updated capital improvement plan with estimated costs; and (7) the warrant from the annual meeting. There shall be a section, which presents any actions, which are in progress or pending before Town boards, or departments and the Town Council. The effective date of the report shall be at the end of the fiscal year and the report shall be made available to the voters of the town no later than (60) days after the close of the fiscal year."?

Article 17

Shall the municipality approve the charter amendment to Sections 1.6; 3.1; 5.3A, B, C; 5.4F; 9.2B; and 10.2B?

Explanation: *The purpose of this amendment is to revise the referenced Sections of the Town of Hooksett Charter to change the annual meeting from May to March, and to conform to other statutory requirements associated therewith.*

Sec. 1.6. Change "May" to "March"

Sec. 3.1. Change "May" to "March"

Sec. 5.3 Remove entire section and replace with:

A. "The Budget Committee shall hold hearings as specified in RSA 32:5 and hearings under RSA 33:8-a shall be held on or before the third Tuesday in January.

One or more supplemental budget hearings may be held at any time before the first session of the annual meeting, subject to the 7-day notice requirement in RSA 32:5. If the first hearing or any supplemental hearing is recessed to a later date or time, additional notice shall not be required for a supplemental session if the date, time, and place of the supplemental session are made known at the original hearing. In a political subdivision that has adopted a municipal budget committee pursuant to RSA 32:14, the last day for the budget committee to deliver copies of the final budget and recommendations to the governing body pursuant to RSA 32:16, IV shall be the Thursday before the last Monday in January."

B. The final date for posting notice of budget hearings under RSA 32:5 and hearings under RSA 33:8-a shall be the second Tuesday in January.

C. The "budget submission date" as defined in RSA 273-A:1, III and the final date for submission of petitioned articles under RSA 39:3 and RSA 197:6 shall be the second Tuesday in January, provided however, that if a petitioned article proposes a bond governed by RSA 33:8-a, the deadline shall be the preceding Friday.

Sec. 5.4.B. Remove entire section and replace with:

The warrant under RSA 39:5 and budgets for any annual meeting shall be posted and copies available to the general public on or before the last Monday in January and shall prescribe the place, date and hour for each of two separate session of the meeting."

Sec. 5.4.C. Remove entire section and replace with:

The first session of the annual meeting, which shall be for the transaction of all business other than voting by official ballot shall be held between the first and the second Saturdays following the last Monday in January, inclusive of those Saturdays, at a time prescribed by the Town Council. The second Tuesday in March shall be deemed the annual meeting, to elect officers of the local political subdivision by official ballot, to vote on questions required by law to be inserted on said official ballot, and to vote on all budgetary warrant articles from the first session on official ballot.

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Sec. 5.4.F. Change "May" to "March"

Sec. 9.2.B Change "May" to "March"

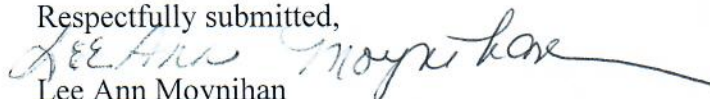
Sec. 10.2.B Change "July" to "May"

Moderator Don Riley thanked the Council for their work and the Cawley School staff for their help in setting up the meeting. He also thanked the members of the Election Board for their work throughout the year.

R. Duhaime motioned to adjourn at 11:20. Seconded by J. Sullivan.

Vote unanimously in favor.

Respectfully submitted,


Lee Ann Moynihan