



TOWN COUNCIL MINUTES - OFFICIAL
Regular Meeting
Wednesday, January 10, 2018
6:00 PM
Council Chambers

1. CALL TO ORDER

Chairman James Sullivan called the meeting to order at 6:03 p.m.

2. PROOF OF POSTING

Town Administrator, Dr. Dean Shankle, provided proof of posting.

3. ROLL CALL #1

In attendance: Councilor Donald Winterton, Councilor John Giotas, Councilor Timothy Tsantoulis, Councilor James Levesque, Councilor Alex Walczyk, Councilor Robert Duhaime, Councilor Marc Miville, Councilor David Ross, Chairman James Sullivan.

4. PLEDGE OF ALLEGIANCE

5. SPECIAL RECOGNITIONS

5.a Hooksett Municipal Employees - New Hires -- None

6. SCHEDULED APPOINTMENTS

6.a Cindy Robertson, Moderator

Moderator Cindy Robertson came forward to inform the Council that she will be unable to attend the town deliberation meeting due to a pre-planned event. Former moderator, Don Riley, has agreed to cover the meeting with the Council's approval. The Council extended their appreciation to Mr. Riley for his willingness to step in. Councilor Miville asked about James Foxx's interest in serving as moderator. Ms. Robertson said she wasn't sure he would be remaining in Hooksett, and the Council will need to find someone to serve as moderator since she is unable to per the town charter. She said she will do the election in March. Town Clerk, Todd Rainier asked the Councilors to let him know when they would be able to provide coverage on Election Day.

7. APPROVAL OF MINUTES

7.a Public: 12/13/17
[TC Minutes 121317-U.docx](#)

7.b Non-Public: 12/13/17

Councilor Tsantoulis moved, second by Councilor Levesque, to approve the Town Council meeting minutes of December 13, 2017, as amended. Motion passed unanimously, 9-0.

Councilor Miville moved, second by Councilor Duhaime, to approve the Town Council non-public meeting minutes of December 13, 2017, as presented. Motion passed unanimously, 9-0.

Councilor Ross asked if the practice remained to turn in non-public documents for shredding. Donna Fitzpatrick suggested that Councilors return the materials to her.

8. AGENDA OVERVIEW

Chairman Sullivan stated that the first item on the Consent Agenda will be considered in non-public session.

9. PUBLIC HEARINGS

9.a Public hearing to accept \$60,000 in grant funds for the Conservation Easement Deed on the Town Land previous known as the Heroux Property "Clay Pond III" from NHDES Source Water Protection and LCHIP per RSA 31:95-b III(a)

[Public Hearing Notice NHDES GRANT 1-10-18.docx](#)

[staff report - jan 10 2018 Accept Grant Funds \\$60000 Heroux Propoerty Conservation easement.docx](#)

[LCHIP award bearpaw - Heroux LCHIP letters.pdf](#)

[NHDES Approval Letter for Bear Paw - Heroux 4-11-16.pdf](#)

[LCHIP Award Letter 20151215.pdf](#)

Chairman Sullivan read the public hearing notice as follows: "The Town of Hooksett Council will be holding a public hearing in accordance with RSA 31:95-b, III (a) on Wednesday, January 10, 2018 at 6:00 p.m. at the Town Hall, 35 Main Street, Hooksett, NH. The public hearing is to accept the \$50,000 NHDES Source Water Protection Grant and the \$10,000 Land and Community Investment Heritage Program (LCHIP) grant and to place the \$60,000 into the town Conservation Commission fund account".

Chairman Sullivan opened the public hearing at 6:19 p.m. and recognized Jim Donison, Assistant Director of Public Works and Town Engineer. Mr. Donison asked the Council to accept \$60,000 in grant funds for the Conservation Easement Deed on town land previous known as the "Heroux Property" or Clay Pond III from the NH Department of Environmental Services (NHDES) and the LCHIP. Councilor Ross said that David Kern of the Bear Paw Regional Greenways has done a lot for the town. Councilor Levesque asked if Bear Paw owned the property. Councilor Ross said they own the easement. There were no other questions.

9.b Public Hearing (Bond) for Sewer and Other Infrastructure Improvements on Route 3A financing \$11,000,000.

[Public Hearing Notice 1-10-18.docx](#)

[TIF Bond.doc](#)

Chairman Sullivan opened the public hearing at 6:22 p.m. and read the public hearing notice as follows: "The Town of Hooksett Council will be holding public hearings in accordance with RSA 33:8-a on Wednesday, January 10, 2018 at 6:00 p.m. at the Town Hall, 35 Main Street, Hooksett, NH. The first public hearing is to discuss a bond to be issued to finance the sewer and other infrastructure improvements on Route 3A in the amount of \$11,000,000. The second public hearing is to discuss a bond to be issued to finance the development of an Asset Management Program for the stormwater collection system in the amount of \$30,000".

Mr. Donison said this matter requires the development of a warrant article and placed on the ballot for voter approval. He said an Asset Management Program would allow "us to map systems and come up with a multiyear plan". He said his intent is to retain the services of a summer intern to help identify and prepare a report under his direction. Expended funds would be reimbursed by the NH Department of Environmental Services (NHDES). Councilor Ross suggested budgeting \$30,000 rather than issuing a bond. Dr. Shankle stated that bonding is the way to do it in order to get reimbursement. Councilor Miville said the bond would be paid off within days so there would be no need for payment of finance charges. Councilor Winterton asked if there was a vote to place the item on the ballot and whether a re-vote was necessary. The Council had not previously voted to place the matter on the ballot. Chairman Sullivan said that bonding was the Sewer Commission's preference. Mr. Donison said he sought counsel from NHDES and the town attorney who advised to place the matter on the warrant. Councilor Miville said the measure will require a 3/5 approval.

9.c Public Hearing (Bond) for the Stormwater Asset Management System financing \$30,000.
[Stowmwater asset management \\$30,000.doc](#)

Dr. Shankle said that the town has been looking at infrastructure over the last two years and established a committee to look into it. A few meetings ago, the Sewer Commission came before the Council indicating that putting this in now was premature. The Sewer Commission has talked about "moving forward and putting in a line and pump on the west side which would change how we approach this project". He said he agrees that it would be prudent to wait until they (the Sewer Commission) have a chance to do that. Councilor Winterton said he agrees with Dr. Shankle that it would be prudent to keep the potential for the town bonding and not bring that to the voters this year. The matter has not been moved to the ballot. Council consensus was to schedule a public hearing on the matter.

10. CONSENT AGENDA

10.a Assessing Abatement
[staff report assessing 011018.docx](#)

10.b Accept donations from Wing Family totaling \$750.00 to the Town of Hooksett per RSA 31:95-b III (b)
[SR Unanticipated Rev under 10K.doc.docx](#)
[Wing letters.pdf](#)

10.c Accept \$1,000 in a donation from Paradigm, Plumbing, heating & Air Conditioning, Inc. for rough plumbing work for the Old Town Hall Renovations Project
[staff report - jan 10 2018 Accept donation \\$1000 from Paradigm towards rough plumbing old town hall.docx](#)
[Paradigm plumbing nov 2017 Proposal #234726-01.pdf](#)

10.d Site Surety Release - \$43,500 – SNHU Engineering Building Site Project
[staff report - Jan 10, 2018 Site Surety Release \\$43500 SNHU Engineering Building Site project.docx](#)

10.e Site Surety Release - \$107,000 – SNHU Athletic Complex Site Project
[staff report - Jan 10 2018 Site Surety Release \\$107000 SNHU Athletic Complex Site project.docx](#)

Christine Soucie, Finance Director, indicated that the correct amount of the donation from the Wing Family (10b) is \$875, and not \$750 as indicated on the Council agenda and staff

report. *Councilor Duhaime moved, second by Councilor Miville, to approve Consent Agenda items 10b to 10e as presented with the noted change to item 10b. Motion passed unanimously, 9-0.*

11. TOWN ADMINISTRATOR'S REPORT

Dr. Shankle wished everyone a Happy New Year and thanked DPW staff who had to work all of Christmas day due to the storm. He reported the following:

- A Planner has been hired and will start the second week in February. The new planner has a Master's Degree in planning and Dr. Shankle feels he will be a good addition to the staff.
- The Town Clerk still has 18 unregistered dogs for 2017. It is up to the Council to take action.
- The election filing period is from January 24th through February 2nd. February 2nd is the first Friday where the offices will be closed in the afternoon, per Council approval. The Town Clerk's office will remain open until 5:00 p.m. that day to accept applications from those who want to run for office. After some discussion about closing on Friday afternoons, Dr. Shankle suggested moving forward as planned for at least the next six months and then the Council can re-evaluate the decision. Vacancies exist as follows: moderator, council, budget committee, cemetery trustees, library, and sewer. Council members suggested that Dr. Shankle include the Friday afternoon office shut-down in his article for the Hooksett Banner.
- Dr. Shankle has informed the bridge contractor to shut down work for the winter. There is no concern about finishing. A progress meeting is scheduled for tomorrow. He is still awaiting information from Swett about the spans.
- A letter from the state Department of Transportation was received today indicating that the first check of \$350,000 is in the mail. The remainder will be paid after the town certifies that all bills have been paid.
- Jim Donison provided a summary of preambulation work done last year and filed with the state. Manchester still has to be completed.
- LeeAnn Moynihan received her certificate of completion in IAO, the International Assessors Association.
- Dr. Shankle read a letter received from Elliott Health System about the Hooksett Fire Department. --
- Council members discussed what to do about the 18 unregistered dogs. Police Chief Bouchard is concerned about officers handling these matters. Todd Rainier said it would be up to the Council to direct the police department to enforce; the code enforcement officer cannot serve in this capacity. The next step is Small Claims Court. Councilor Winterton asked if there was a way to flag who the owners of unregistered dogs are via car registrations or property taxes. Mr. Rainier said "no, they are confidentially protected". Councilor Winterton moved, second by Councilor Duhaime, to accept the Town Clerk's

recommendation and refer to the Police Department with no sense of urgency. Chief Bouchard said it is not good use of her officers' time, but she will proceed as the Council directs. Councilor Tsantoulis said he agreed with the Chief in that the Hooksett Police Department has more important things to do. He said there are so few outstanding and not knowing if the dogs are still alive, he doesn't feel more time needs to be spent on this matter. Councilor Miville said a minor concern is that others have paid their bill. Councilor Winterton withdrew his motion. Councilor Ross said "we've done our due diligence; let's do nothing for now".

12. PUBLIC INPUT - 15 MINUTES

Carrie Hyde, Coordinator of Old Home Day, came forward stating of her interest in extending OHD to a weekend, two and a half day event, rather than just one day if the Council does not object. This year's OHD will be held on September 15th. She said Osborne Agway would like to host a "Dock Dog" event where dogs compete in agility, skeet, etc. Also, perhaps a baseball or softball game could be organized between police and fire, or do a movie night on Friday night. Sunday's schedule would conclude by 2:00 p.m. She said there would be entertainment and amusements on both days, all free to the community. She has spoken to Diane Boyce, DPW Director, and there would be no additional cost for porta-potties.

Dr. Shankle said he wished he had known about this during the budget process but cost estimates need to be developed. He said it is a great idea but it's about money. Councilor Miville said the budget is closed except for the public hearing. Councilors discussed the costs, parking, and other related issues. Ms. Hyde said she expects to get sponsors to cover 75 percent of the budget for the event. She expects to have a better handle on expenses by March or April. Councilor Winterton said he is in favor of expanding the event and in favor of the town's \$10,000 contribution toward the event. Additional costs should be worked out by the OHD Committee. Dr. Shankle said the contribution doesn't include the staff expense. Councilor Miville invited Ms. Hyde to attend the public hearing on the budget and speak to the warrant if she so chooses. Ms. Hyde said the budget is not an issue and she is not asking for more money; she just wants to know if the Council is agreeable with the timing of the event. Dr. Shankle said he needed a number by tomorrow morning on what this is going to cost in terms of police and fire personnel so that it can be added to the budget. Chairman Sullivan thanked Ms. Hyde for coming in to advise the Council on her plans.

13. NOMINATIONS AND APPOINTMENTS

13.a Parks and Recreation Advisory Committee Appointments

[Appointments - Parks and Recreation Advisory Board.docx](#)
[Open Appointed Boards and Committees, December 2017.docx](#)
[makara.application.pdf](#)
[elliott.resume.pdf](#)
[Nominations and Appointments - January.docx](#)

Councilor Miville moved, second by Councilor Tsantoulis, to appoint David Elliot as an Alternate and Rudy Makara to a full term on the Parks and Recreation Advisory Board. Both terms expiring on June 30, 2020. Motion passed unanimously, 9-0. Both currently serve on the Board. These appointments constitute a role switch to accommodate scheduling commitments.

Councilor Miville nominated Mark Chagnon to Economic Development Committee.

Councilor Miville moved, second by Councilor Tsantoulis, to waive the rule on appointments being made immediately following a nomination. Motion passed 8-1 [Chairman Sullivan opposed].

Councilor Miville moved, second by Councilor Tsantoulis, to appoint Mark Chagnon to the Economic Development Committee for a three year term. Motion passed unanimously, 9-0.

14. 15 MINUTE RECESS

Chairman Sullivan closed the public hearings.

15. OLD BUSINESS

15.a 2018-2019 Budget and Warrant Articles

Finance Director, Christine Soucie, read a proposed warrant article as follows: "To see if the town will vote to raise and appropriate the sum of \$30,000 for the purpose of developing an Asset Management Program for the Stormwater System that will qualify the town for federal and state funds (the "Project"); to authorize the issuance of not more than \$30,000 of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33); to authorize the Town Council to determine the date, maturities, interest rate, and other details of such bonds or notes; and to authorize the Town Council to apply for, obtain, and accept federal, state, or other aid for the Project, including the Clean Water State Revolving Fund program, which may provide principal forgiveness in the amount of up to \$30,000. (3/5 ballot vote required)."

Councilor Winterton moved, second by Councilor Duhaime, to reconsider the vote on this matter that was taken at the Council's December 13, 2017 meeting. Motion passed unanimously, 9-0. Councilor Winterton said he wanted the matter reconsidered since the Finance Director had informed the Council that the Sewer Commission could get this funding via bonding and he wished to send a message to voters that the Council believes it is a good idea.

Councilor Ross moved, second by Councilor Tsantoulis, to recommend the warrant article as described above. Roll Call #2: Councilor Duhaime-yes, Councilor Miville-yes, Councilor Ross-yes, Councilor Levesque-yes, Councilor Walczyk-yes, Councilor Giotas-yes, Councilor Winterton-yes, Councilor Tsantoulis-yes, Chairman Sullivan-yes. Motion passed unanimously, 9-0.

Councilor Winterton moved, second by Councilor Miville, to place the above described warrant on the ballot. Roll Call #3: Councilor Giotas-yes, Councilor Ross-yes, Councilor Walczyk-yes, Councilor Miville-yes, Councilor Duhaime-yes, Councilor Tsantoulis-yes, Councilor Levesque-yes, Councilor Winterton-yes, Chairman Sullivan-yes. Motion passed unanimously, 9-0.

Finance Director Soucie said she hopes to finish work on the default budget tonight and will prepare warrant articles and state forms for everyone to sign.

Chairman Sullivan adjusted the agenda to take up agenda item **16.d FY 2018-19 Default Budget**.

Finance Director Soucie said the town is required to prepare a default budget that will be utilized if the voters of Hooksett do not pass the operating budget. In her staff report, included in the Council packet, Director Soucie listed the changes to the current budget to create the FY 2018-19 default budget. *Councilor Ross moved, second by Councilor Duhaime, to sign the state form 2018 MS-DTB (FY 2018-19 Default Budget) totaling \$18,250.895. Motion passed unanimously, 9-0.*

16. NEW BUSINESS

16.a Hackett Hill Rd / Rte. 3A Roundabout – Engineering Change Order #4
[staff report - Jan 10 2018 Hackett Hill Rd -](#)
[rte 3A Roundabout Change Order No 4 with TFMoran.docx](#)
[Town of Hooksett Notice of Additional Work 2017-11-21.pdf](#)
[2017-11-21 TFM scope changes.pdf](#)
[2017-11-21 CO #4 eng costs estimate.pdf](#)
[17140-08 Road Plan Presentation_50% \(2017-8-23\).pdf](#)

Jim Donison indicated that additional engineering design work is necessary for the Hackett Hill Road/Route 3A Roundabout project. He said TF Moran proposes an increase in their contract amount by \$14,623 which will result in a total contract amount of \$189,187. The town's responsibility is 30 percent of these project costs with two-thirds being NH Department of Transportation (NHDOT) eligible for reimbursement. Mr. Donison said that the 30 percent portion of this change order (\$4,389.90) will be paid from the Zone 1 impact fees, and that the town has presently obligated \$405,088 from Zone 1 impact fees for this project.

Councilor Winterton moved, second by Councilor Duhaime, to approve the change order No. 4 for the amount of \$14,623 resulting in a total engineering contract amount of \$189,187 with TF Moran and with 2/3 of these costs being eligible for NHDOT reimbursement funding.

Councilor Levesque asked why this work was not included in the initial plan. Mr. Donison said the project was originally presented in 2014/2015 so project costs have gone up. The additional engineering involves the preparation of driveway design plans for the Keyland Properties (KP) driveway relocation off of Hackett Hill Road. This design is required in order for NHDOT to complete their appraisal of the required land taking from KP as part of the roundabout project, in order to start the negotiation process. In addition, he said, test pits along the shoulder of Route 3A are required to determine soil conditions to finalize the design of the large overhead sign posts that will be required by NHDOT. Dr. Shankle said the costs have doubled in the last three years and he thinks, originally, they were hoping to use the existing driveway but got pushback. Mr. Donison said the project shortfall could be substantial. He said it was not going to be a 2018 project. Two property owners are meeting with NHDOT now. NHDOT has no problem with the design but all costs will have to be borne by individuals. Councilor Duhaime asked if the waterline cost could be passed on to Village Water. After a bit more discussion about the driveway design and cost as well as alternative approaches, the Council decided to table the matter.

Councilor Duhaime moved, second by Councilor Tsantoulis, to table the matter. Motion passed unanimously, 9-0.

16.b Rescue Boat Purchase
[Staff Report HFR Rescue Boat.docx](#)
[Quote # 1155 \(3\).pdf](#)
[17.03.31.LT Chief Burkush re Impact Fees.pdf](#)
[GSA vendor.pdf](#)

Fire Chief Burkush announced that there will be a bone marrow drive for a resident on January 24th from 4:00 to 8:00 p.m. A donor age limit is 18-44.

Fire Chief Burkush and Deputy Chief Colburn came forward seeking the Council's approval for the purchase of a new rescue boat. Deputy Chief Colburn said that in the Spring they conducted a significant rescue of five individuals up by Lambert's Park and they were unable to complete the rescue without putting themselves in extreme danger. He said two of their boats are 15 years old and in analyzing the incident, they determined they need new equipment. Chief Burkush said they have done extensive research on a boat capable of operating in the Merrimack River under severe conditions. They sought the advice of Harold Murray who has extensive knowledge of the river and had several discussions with Bass Pro Shops who were unable to meet the requirements of the Fire Department. Discussions were also held with the Bedford Swift Water Union, Irwin Marine in Hudson, and the towns of Concord, NH and Portland, Maine. They determine a 16 foot shallow V-hull with a 60hp jet outboard would meet their requirements. Maritime Solutions of Portsmouth, Rhode Island is a GSA vendor with extensive experience in rescue products and is the chosen vendor. They also got the town attorney's approval to use impact fees and purchase the boat under the GSA purchasing process which would be an exception to town policy. Deputy Chief Colburn also indicated that the town of Allenstown bought the same boat which will be helpful in backing each other up and since there is a need for two boats in rescues – a safety boat and a rescue boat. In response to Councilor Giotas, Chief Burkush said they will replace the motors on the older boats and keep them for other uses. Councilor Winterton asked if other complementary purchases will be necessary. Deputy Chief Colburn said "no" but they'd like to upgrade down the road.

Councilor Winterton moved, second by Councilor Duhaime, to table the motion. Motion passed unanimously, 9-0.

Councilor Winterton moved, second by Councilor Ross, to waive the rules on the bidding process. Motion passed unanimously, 9-0.

Councilor Winterton commended the chiefs for working with others and backing each other up with Allenstown makes a lot of sense.

Councilor Winterton moved, second by Councilor Duhaime, to remove the motion from the table. Motion passed unanimously, 9-0.

Councilor Duhaime moved, second by Councilor Giotas, to approve the purchase of a new rescue boat from Maritime Solutions, Inc., a GSA approved vendor, for \$36,903.88 for the Fire Rescue Department using fire impact fees. Roll Call #4: Councilor Walczyk-yes, Councilor Levesque-yes, Councilor Ross-yes, Councilor Duhaime-yes, Councilor Miville-yes, Councilor Winterton-yes, Councilor Tsantoulis-yes, Councilor Giotas-yes, Chairman Sullivan-yes. Motion passed unanimously, 9-0.

16.c KENO - revenue source to fund full-day kindergarten
[KENO 011018.pdf](#)

Chairman Sullivan moved, second by Councilor Tsantoulis, to place KENO on the ballot. Donna Fitzpatrick advised that the Council will have to schedule a public hearing before the deliberative session being held on February 23rd. At the Council's request, Police Chief Bouchard indicated that her research revealed no increase to the crime rate or police activity due to KENO being offered in a community. Councilor Winterton said it would be a disservice to not let the voters decide, and if the voters decide not to have KENO, the town still gets revenue. Roll Call #5: Councilor Tsantoulis-yes, Councilor Ross-no, Councilor Duhaime-yes, Councilor Walczyk-yes, Councilor Levesque-yes, Councilor Winterton-yes, Councilor Miville-yes, Councilor Giotas-yes, Chairman Sullivan-yes. Motion passed, 8-1 [Councilor Ross opposed].

16.d FY 2018-19 Default Budget – Taken Up Earlier
[SR Default.docx](#)
[Default Budget & State Form 2018 MS-DTB.pdf](#)

Chairman Sullivan went through a number of audit questions as indicated on the attached.

17. SUB-COMMITTEE REPORTS

Councilor Tsantoulis said items discussed at the Board of Assessors meeting will be discussed in non-public.

Councilor Miville said at the last Economic Development Committee meeting they had developer Jeff Larrabee in and they want to invite others. Steve Morro, Merrimack County Administrator, will be at the next meeting on January 17th. The Budget Committee will meet tomorrow. There is some question about including "other business" on the agenda given his passion in following the Right To Know law (91-A).

Councilor Miville said the Parks and Recreation Advisory Board met on Tuesday and on their own disbanded two subcommittees established by the Council. He said the Board does not always follow protocol and he's concerned about their "electioneering". Chairman Sullivan stated that the subcommittees work will not be finished until March and each can establish their rules and procedures, and electioneering can be done to some extent. Dr. Shankle said if a committee makes a decision and wants to tell people why that is permissible but they cannot use town funds or the town's website for that purpose. Chairman Sullivan said they need to be reminded that the subcommittee charge is intact.

Councilor Winterton said the Planning Board met on Monday. SNHU came in. Three new parking lots were approved; one is the old CB Sullivan building. He said SNHU continues to expand and is sucking up commercial property that is no longer commercial. That is \$1.6 million off the tax roll. Councilor Winterton suggested a subcommittee be formed to deal with SNHU and developing a relationship with the university about payment in lieu of taxes. Hanover, Durham get payments in lieu of taxes. Chairman Sullivan said he is happy SNHU is in Hooksett rather than a community college. Councilor Winterton said he, too, is a big supporter of SNHU but the Council needs to develop an interaction point with the university.

Councilor Winterton said the Sewer Commission met on Monday. Dr. Shankle and Councilor Miville were in attendance. He said one of the Sewer Commission's concerns in referencing Councils of the past is that there is not a level of trust that should exist. They concerned that the Council came close to voting to go to Manchester, and Councilor Winterton suggested sending a message of good faith to the Sewer Commission that "this year's Council will not consider going forward with Manchester". Councilor Miville said they have to move first and they should be paying for the engineering study. Dr. Shankle said "you should let them know that if they move, you're with them".

Councilor Winterton moved, second by Councilor Duhaime, to have the Chairman send a letter to the Chairman of the Sewer Commission supporting their going forward with a pump station and pipe and if that goes forward, the town would not consider going to another municipality. Motion passed unanimously, 9-0.

Councilor Ross said the Conservation Commission met on Monday and were apprised of SNHU's parking lots.

Councilor Levesque said the Zoning Board of Adjustment meeting was cancelled.

18. PUBLIC INPUT

19. NON-PUBLIC SESSION

19.a NH RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her.

19.b NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself.

J. Sullivan motioned to enter non-public session of 01/10/18 at 9:33pm. Seconded by R. Duhaime.

Roll Call

M. Miville – yes

J. Levesque – yes

D. Winterton – yes

J. Giotas – yes

D. Ross – yes

T. Tsantoulis – yes

A. Walczyk – yes

R. Duhaime - yes

J. Sullivan - yes

Vote unanimously in favor.

J. Sullivan motioned to exit non-public session of 01/10/18 at 10:00pm. Seconded by T. Tsantoulis. Vote unanimously in favor.

D. Ross motioned to seal the non-public minutes of 01/10/18. Seconded by D. Winterton. Vote unanimously in favor.

20. ADJOURNMENT

J. Sullivan motioned to adjourn the public session of 01/10/18 at 10:02pm. Seconded by J. Levesque. Vote unanimously in favor.

Note: The town website may have attachments to these Town Council minutes for documents referred to in the minutes, reading file materials, and/or ancillary documents that the Town Council has signed as agent to expend as a result of the Council's prior approval of the documents.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Suzanne Beauchesne".

Suzanne Beauchesne
Recording Clerk

