



**TOWN COUNCIL MINUTES - OFFICIAL
Regular Meeting
Wednesday, January 24, 2018
6:00 PM
Council Chambers**

1. CALL TO ORDER

Chairman James Sullivan called the meeting to order at 6:00 p.m.

2. PROOF OF POSTING

Town Administrator, Dr. Dean Shankle, provided the 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 Marc Miville, Councilor David Ross, Chairman James Sullivan.

Absent: Councilor Robert Duhaime

4. PLEDGE OF ALLEGIANCE

5. SPECIAL RECOGNITIONS

5.a Hooksett Municipal Employees - New Hires – Nicholas Williams, next town planner, will start work on February 12th.

6. SCHEDULED APPOINTMENTS

Chairman Sullivan adjusted the agenda to take up item 6.c

6.c SNHU (Southern New Hampshire University) Road Closure

Lawrence Yassanye of the Southern NH University and Jeff Kevan, Senior Project Manager at TF Moran came forward to request the town's approval to close North River Road and detour traffic for a period of three days to allow for the installation of a new "Southern NH University" arch sign over River Road in Manchester. The arch is proposed to be located just east of the new traffic light/intersection at East Side Drive near the tennis courts. It is a 70 foot span that will come in two pieces. During the installation of the overhead arch, which will include assembly and welding, traffic is proposed to be detoured from North River Road through the SNHU campus along East Side Drive and Victory Lane onto West Alice Avenue and Donati Drive. The contractor has spoken with the Town Engineer and Assistant Director of Public Works, Jim Donison, who has indicated that the work cannot be done without closing the roadway. If approved, they expect to have the work done during the first or second week in March. In response to Council member questions, it was stated that installation may take less than three days, the roadway will be closed during normal business hours (7 AM to 7 PM), Victory Lane will not be closing at 11:00 p.m. during the work period, and signage will not be lit. Police Chief Bouchard said she had not previously heard about

this but did not anticipate a problem. A detail officer will be available at the university's expense.

Councilor Ross moved, second by Councilor Levesque, to allow the three day closure of North River Road and the detour of traffic through the SNHU campus onto East Side Drive and Victory Lane to West Alice Avenue and Donati Drive for the purpose of SNHU installing a new "Southern New Hampshire University" arch sign over River Road. Motion passed unanimously, 8-0.

6.a Town of Hooksett Assessing Appraiser, Lee Ann Moynihan - abatement process

Lee Ann Moynihan came forward in follow up to an abatement issue discussed at the last Council meeting. She said with regard to abatement, the burden of proof is on the taxpayer to provide information that indicates why the town's assessment is wrong. If not enough evidence is provided, the abatement is denied and no further staff or contract time is utilized. The applicant then has the option to appeal to the Department of Revenue Administration (DRA) or the Superior Court where they can forward more proof and/or costs comparisons. The assessor's office reviews those documents and sometimes may have an appraiser come in. Ms. Moynihan said that the Board of Tax and Land Appeals, like court, want the town to try to settle everything prior to going to them.

Councilor Ross asked if a second or third opinion is sought in getting an assessment done and whether it is appropriate for the Board of Assessors to negotiate. Ms. Moynihan said that negotiation is allowed at a certain point in the process. Councilor Miville asked why "would there be such a disparity". Ms. Moynihan said values that are presently in the system were established at the revaluation of 2013 and something could have changed; the market could have changed in different neighborhoods. She said there are a lot of reasons why it would be off.

6.b Town of Hooksett Financial Auditor, Matthew Angell – **Mr. Angell did not appear.**

6.c SNHU (Southern New Hampshire University) Road Closure - TF Moran, Jeff Kevan
-- Taken Up Earlier

6.d Appointment with the Old Home Day Committee

Mike Jodoin and Tom Osborne of Osborne Agway joined Carrie Hyde, Hooksett's Old Home Day Coordinator, to answer Council questions about their desire to extend Old Home Day. Dr. Shankle said he met with staff of the Police Department, Fire Department, and Department of Public Works who had concerns about Sunday in terms of staffing and congestion for church goers and neighbors. The only concern for Friday was that set up take place after the Town Hall closes in preparation for a 4-7 event.

Ms. Hyde said that Sunday's activities would be held from 8:00 a.m. to 2:00 p.m. She said she spoke to the church pastor who had no problems with their having the event on Sunday. He only asked that no parking be allowed in the church parking before noon. Ms. Hyde said they will publicize and post signs accordingly. Dr. Shankle said there would be no one to keep people out of the church parking lot and people are in the habit of parking on both sides of the street which is problematic. Chairman Sullivan said a Sunday extension is a concern for the Police Department in terms of staffing. Ms. Hyde said no one should be parking on

the street since buses will be shuttling people and she is not asking for coverage by any town staff. She said the committee will hire staff as necessary and since there are no fireworks, there is no need for the fire department staff to be there. Councilor Tsantoulis said there were a lot of moving parts and a full plan needs to be presented that the Council can vote on. Dr. Shankle indicated that Ms. Hyde needed a decision by January 1st. Councilor Winterton asked about the dog event. Mr. Osborne stated that they last held the event at their store location in Concord. They are thinking of shortening the Friday event to only include an evening event and go to 3:00 or 4:00 on Sunday. Councilor Winterton said he went by the event held in the Lakes Region two years ago and there were cars everywhere. It looked like a very popular event. Mr. Osborne said there was no impact on traffic when they held the event in Concord but there was when held in Belmont. Councilor Ross asked how noisy the event is. Mr. Osborne said they do make announcements over the loud speaker and try to create excitement. Ms. Hyde said the dog event would be held where the bounce houses are located. When asked, she said she had not talked with neighbors.

Andy Janosz of 39 Main Street came forward and said he had talked with a number of his neighbors and no one from the OHD Committee has ever approached them to inquire about any concerns they may have. He said he has had to deal with the noises of numerous jamborees and people parking on his front lawn. He loves dogs and the event would be a big draw, a positive thing, but the traffic and noise would not be good. Councilor Miville said that churchgoers hang around until 12:30. In response to Councilor Winterton, Police Chief Bouchard said that jamboree organizers do pay for police and fire details. Chairman Sullivan asked what the Police Department would need to provide details and the costs associated with that. Chief Bouchard said there will not be a game on Friday night between police and fire departmental staff; eight officers are needed for the Saturday parade. She said she won't get many volunteers for Sunday detail but is concerned about overtime since that is paid out of the department's budget. Chief Bouchard said Saturday is a big drain on both the Police Department as well as Fire Department.

Dr. Shankle asked if the OHD Committee was an independent group. Ms. Hyde said they have a trade name and an EIN number. She said she has been organizing OHD for five or six years and this is the first time the town has asked for their EIN. Dr. Shankle said if they are a town committee than funding should come through the town. Chairman Sullivan steered the discussion back to the request for a Sunday event. Councilor Ross inquired whether request for outside help would have to go through the police department. Chief Bouchard said yes, they would make the call to other communities but they would not know to do so until the week prior to an event since officers mark themselves as available by the week. Finance Director Soucie said the Fire Department has a mechanism to be able to provide fire detail; DPW does not. Councilor Ross asked "what would happen if we said no"? Ms. Hyde said OHD is free and there is nothing in the town like OHD. She said having it extended to Sunday this year "won't hurt anyone; it will only tell us if we should ever do it again". *Councilor Winterton moved, second by Councilor Ross, to allow holding the 2018 OHD on Friday, Saturday, and Sunday.* Councilor Winterton said he will vote against his motion because "it is not the right year". Councilor Ross said that the Committee's willingness to pay, move down to the field to accommodate neighbors and the church, the dog dock event is a big deal and people in town love OHD, he thinks it is worth a try. Councilor Miville said he was okay with the idea so long as the organizers pay for everything. He said the event should be self-funded and stay that way. It should not become the responsibility of a recreational director, should the hiring of a director be approved by the voters. Councilor Tsantoulis said it is not the Council's responsibility to determine whether

OHD is held or not. He said the program is successful and it may be a good idea to extend it next year. Councilor Tsantoulis said he will vote against the extension. In response to Councilor Walczyk, Ms. Hyde said that vendors are given options and their pay rates are dependent on what they choose. She said they have 50 vendors and it has gone up in the past to 125; last year they had 100 vendors. Councilor Giotas said he is inclined to vote yes but would like to see a lot more data to include discussion with neighbors. Councilor Levesque said there are a lot of issues up in the air and more advanced planning might be necessary; next year might be the year to do this. Councilor Ross said “all we’re talking about is Sunday”; there are no problems with anything else. He said the planning has been done; this is no different than a carnival where town officials don’t make the decision. Councilor Ross said there is no reason “why we shouldn’t”.

Roll Call #2: Councilor Miville-no, Councilor Ross-yes, Councilor Levesque-yes, Councilor Walczyk-yes, Councilor Giotas-yes, Councilor Winterton-no, Councilor Tsantoulis-no, Chairman Sullivan-no. Motion failed 4-4.

7. APPROVAL OF MINUTES

7.a Public: 01/10/18
[TC Minutes 011018-U.docx](#)

Councilor Levesque moved, second by Councilor Walczyk, to approve the Town Council meeting minutes of January 10, 2018, as amended. Motion passed unanimously, 8-0

7.b Non-Public: 01/10/18

Councilor Miville moved, second by Councilor Tsantoulis, to approve the Town Council non-public meeting minutes of January 10, 2018, as represented. Motion passed unanimously, 8-0.

Councilor Ross moved, second by Councilor Winterton, to have all non-public meeting materials be handed in to Donna Fitzpatrick at the end of the meeting and have this directive included in the Rules of Procedures. Motion passed unanimously, 8-0.

8. AGENDA OVERVIEW

9. PUBLIC HEARINGS

10. CONSENT AGENDA

11. TOWN ADMINISTRATOR'S REPORT

Dr. Shankle reported as follows:

- Signs for the upcoming deliberative session are available and can be taken for councilors to distribute.
- The Police Chief wanted everyone to know that on Tuesday, January 30th between 5:00 and 7:00 p.m. an informal open house will be held at the Safety Center. They will provide tours and information on proposed warrant articles. Town Engineer Jim Donison and the architect will be on site to answer questions.

- The Family Services Director's last day will be January 31st. A card was passed around expressing the Council's thanks for her service which will be sent to her along with an appropriate farewell gift.
- The letter from Chairman Sullivan to the Sewer Commission was sent.
- Dr. Shankle read an email from Mike Horne urging Hooksett residents to sign up for elected town and school district offices. He has reserved space on Monday, January 29th from 7:00 to 8:00 at the library where he will provide a brief overview of open positions. Councilor Miville suggested posting the information on the town website.
- Following Jim Donison's trip to Cambodia, he has received numerous requests to speak at organizational meetings, the water supply and pollution control association, the new England wastewater association, to name a few.
- Dr. Shankle said he started reviewing work done in response to the survey that was done in 2013 and that has been mentioned by Councilor Miville. He highlighted a few statistics as follows:
 - 86% said the quality of life in Hooksett was excellent or good,
 - 65% said they felt a sense of community was excellent or good,
 - 65% said openness and diversity was excellent or good,
 - 64% said the town's appearance was excellent or good,
 - 61% said cleanliness was excellent or good.

▪ Some of the problems that were rated as fair and poor include: opportunity to attend cultural events, 75%, recreation 56%, ease in bicycle travel 79%, ease of walking 72%, available walking trails 64%. Chairman Sullivan noted that 75 percent of identified issues have been taken care of. Dr. Shankle said they have been trying to make improvements and these figures are impressive. In addition, he said that the survey revealed that residents were asked if they would recommend living in Hooksett. 89% said very likely or somewhat likely. Only three percent said not very likely. Councilor Miville said that in a current survey less than 50 percent are willing to help. Chairman Sullivan said that is not Hooksett's issue alone. It is hard for all communities to fill volunteer positions.

Dr. Shankle then ran through a number of his identified goals which are completed or being addressed: recruiting a planner, town-owned land was sold, health insurance plan developed, long-term recreation plan, updated job descriptions, classification, master plan, and 3A sewer district.

▪ On the matter of electioneering discussed by the Council at its last meeting, Dr. Shankle said that no elected officer is suppose to do anything in terms of electing people but the governing body can and does advocate. Individuals can endorse a candidate; public employees are prohibited from electioneering while conducting official duties. Councilor Miville said people do come to committee meetings and forums to express their opinions but don't want to do anything to make things happen.

Councilor Winterton said he was confused as to why, in the ambulance budget report, the full time wage line and the NH Retirement line don't correspond; if wages are higher, wouldn't the retirement costs be higher. Finance Director, Christine Soucie, said holiday pay earned by Fire Department staff is not subject to New Hampshire Retirement System.

12. PUBLIC INPUT - 15 MINUTES

Sarah Mackey, 39 Joanne Drive, a volunteer on the Parks and Recreation Advisory Board and Subcommittee, came forward to report they will be releasing a survey. She sought Council approval to put the survey at town hall and library. There is nothing about the Warrant Article on the survey. All the committee members wish to do is make sure they reach every voter that wants to participate in the survey. They want to release the survey via Facebook, email, and texting and print it out at the library. Ms. Mackey said as a google document, there will be no costs. Councilor Miville said his main objection is anything that is posted on the website to promulgate a point of view is not permitted since they would be using town resources to advocate for one position over another. Dr. Shankle said there was no electioneering being done. Councilor Ross said they are “doing what they were tasked to do”.

Dr. Shankle said the committee is a town committee gathering information in accordance with their tasks. Councilor Ross said his only concern is if the information gathered is used as an electioneering tool. Ms. Mackey said she is the sole gatekeeper of the information. Dr. Shankle said it would be acceptable to publish the results of the survey on the town website so long as it does not refer to a director. Councilor Miville said “this shouldn’t go on a town website, or use town resources”.

Councilor Winterton moved, second by Councilor Tsantoulis, to approve the survey, as presented by the Parks and Recreation Advisory Committee, be allowed to be placed on the town’s website. Motion passed, 7-1 [Councilor Miville opposed].

Maureen McDonald came forward to discuss the Fun-in-the-Sun budget and where parents are on the matter. She said last year’s cost was \$100 a week, per child. In September there was discussion of \$125 a week based on administrative costs. She said they recommend charging no more than \$125 per week, per child.

13. NOMINATIONS AND APPOINTMENTS

14. 15 MINUTE RECESS

15. OLD BUSINESS

15.a 2018-2019 Budget and Warrant Articles

[SR Budget FY 2018-19.doc.docx](#)

[Budget Committee's Changes.pdf](#)

[Warrant for Council.doc](#)

Christine Soucie, Finance Director, stated that the Budget Committee’s recommended operating budget for FY 2018-19 is \$18,544,778.00, less than the current year’s budget by \$63,219 and more than the default budget by \$293,883. Councilor Miville said the Budget Committee cut the budget by \$71,100.

The Council discussed the Fun in the Sun Assistance budget line. Dr. Shankle said it was important to come up with criteria in determining applicant eligibility. *Councilor Ross moved, second by Councilor Tsantoulis, to authorize funding for the Fun in the Sun program as previously determined by Council.*

Councilor Miville said he has a problem “with subsidizing a separate fund for people who tell us they can’t afford something”. He said at Budget Committee meetings he votes in accord with the Council’s wishes. He said he has to evaluate whether to vote yes or no based on the Council’s votes. He has worked hard to support those votes. All of the amounts requested by the Budget Committee are lower than the Council’s request and on every vote Councilor Miville had to vote as the Council wished. He said he was often the tie-breaking vote. He said since he had to vote “no” then the Council should vote “no” on this budget.

Councilor Winterton asked what precedent the Council had, or what required the Council’s approval, to provide subsidies for children who might need help. Councilor Miville said there was no precedent to fund Fun in the Sun, a self-funded program. Chairman Sullivan said this Council and other previous Councils have never made a vote on how family services should distribute such funds. Councilor Ross said that is what family services does; it is not the business of the Council. Councilors talked about the obligations of the Council representative on the Budget Committee. Chairman Sullivan said that tonight Councilor Miville is not acting on behalf of the Council. Councilor Miville said he has served on the Budget Committee for 11 years with integrity and upholding the Council’s wishes and he has followed the letter of the law. He asked “what if the decrease was \$1.5 million instead of \$71,100?” He said he will vote his conscience. Councilor Miville said that according to the rules, if a Councilor votes against the wishes of the Council, he or she could be removed by the Town Council. He said he intends to vote no on the budget and hopes other Councilors will do the same. *Roll Call #3: Councilor Giotas-no, Councilor Ross-yes, Councilor Walczyk-no, Councilor Miville-no, Councilor Tsantoulis-no, Councilor Levesque-no, Councilor Winterton-yes, Chairman Sullivan-yes. Motion failed, 3-5.*

Councilor Miville said when at a public hearing, one can only make a motion to reduce or add funding if mentioned at the public hearing. The sewer matter was never discussed; it was reduced once the public hearing started and that was not proper to do. Chairman Sullivan said that is not the Council’s call. Councilor Miville said he made a point of order. Finance Director Soucie said when the public hearing opened, the Vice Chair spoke about the changes to the sewer because the insurance costs had not yet been received. She said it was discussed during the public hearing. Councilor Miville responded that the town officials cannot add or delete funds during a public hearing – only the public audience can discuss funding, which they did not. Finance Director Soucie said all Councilors will need to sign the default budget.

16. NEW BUSINESS

16.a SNHU Request to close North River Road at City of Manchester line and detour traffic through SNHU campus via East Side Drive/Victory Lane to West Alice Ave/Donati Drive. – **This agenda item was taken up earlier.**

[staff report - Jan 24 2018 North River Road Detour Plan for SNHU overhead Arch sign.docx](#)
[15614 Traffic Control Plan 12-20-2017-Traffic Flow and Detours.pdf](#)
[Temporary Rd Closure request SNHU 1-12-18.pdf](#)

16.b Proposed Fun in the Sun Budget for 2018
[Staff Report - Proposed 2018 Fun in the Sun budget.docx](#)
[Proposed Fun in the Sun Budget 2018 \(2\).xlsx](#)

Diane Boyce, DPW Director, stated that this is the first year when staff will be submitting a proposed Fun in the Sun budget. They will be adding a Health Care Supervisor and other support staff other than the Fun in the Sun staff. She said this will increase the base cost of a camper from \$100 to \$135 and this does not include a price reduction for families with multiple children.

Councilor Ross moved, second by Councilor Winterton, to approve a base rate of \$125 per week, per child for the Fun in the Sun Program. Director Boyce said “aftercare” has not been included as revenue so chances are the rate could be lower. She said there are still a number of unknowns but needs to open registration by April 1st. In response to Councilor Miville, Director Boyce said the health care supervisor will be certified in NH to be able to dispense/handle medications. Councilor Miville said he will vote “no” since he believes the program should be self-funded.

Roll Call #4: Councilor Walczyk-yes, Councilor Levesque-yes, Councilor Ross-yes, Councilor Miville-no, Councilor Winterton-yes, Councilor Tsantoulis-yes, Councilor Giotas-yes, Chairman Sullivan-yes. Motion passed 7-1 [Councilor Miville opposed].

16.c Deliberative Session - Motions and Seconds Assignments
[staff report - motions and seconds.docx](#)
[Town Warrant - Motions and Seconds.doc](#)

Finance Director Soucie said that traditionally members of Council are assigned to motion and second warrant articles at the deliberative session. Associated responsibilities generally include introducing the article in question and having first shot at answering questions directed from the public. The Council went through each warrant article and made assignments as follows:

Article 3	Moved: Councilor Winterton; Second: Councilor Tsantoulis
Article 4	Moved: Councilor Giotas; Second: Councilor Winterton
Article 5	Moved: Councilor Ross; Second: Councilor Tsantoulis
Article 6	Moved: Councilor Winterton; Second: Chairman Sullivan
Article 7	Moved: Councilor Winterton; Second: Councilor Levesque
Article 8	Moved: Councilor Tsantoulis; Second: Chairman Sullivan
Article 9	Moved: Councilor Winterton; Second: Councilor Ross
Article 10	Moved: Councilor Tsantoulis; Second: Councilor Walczyk
Article 11	Moved: Councilor Miville; Second: Councilor Giotas
Article 12	Moved: Chairman Sullivan; Second: Councilor Miville
Article 13	Moved: Councilor Duhaime; Second: Chairman Sullivan
Article 14	Moved: Councilor Levesque; Second: Councilor Giotas
Article 15	Moved: Councilor Miville; Second: Councilor Duhaime
Article 16	Moved: Councilor Duhaime; Second: Councilor Giotas
Article 17	Moved: Councilor Levesque; Second: Councilor Tsantoulis
Article 18	Moved: Councilor Duhaime; Second: Councilor Miville
Article 19	Moved: Councilor Winterton; Second: Councilor Miville
Article 20	Moved: Councilor Ross; Second: Councilor Winterton
Article 21	Moved: Councilor Ross; Second: Councilor Giotas
Article 22	Moved: Chairman Sullivan; Second: Councilor Walczyk

16.d Town Personnel Plan Updates

Donna Fitzpatrick, Administrative Services Coordinator, said that the Town Personnel Plan was last updated on March 23, 2017 and proposed a number of amendments as follows:

Section 1: Employee Classification – Job Descriptions – add “with the approval of the Town Administrator”

Section 2: Pre-Employment Conditions and Criteria – Vacancy – add “and/or online advertisement posting site(s) as appropriate for the position”.

Section 3: Employment Conditions – Policy on Hours of Work for Salaried Exempt Employees – remove town office as example from first bullet with safety center and dpw garage hours and add “town hall offices: between the hours of 8:00 am and 4:30 pm Monday, Tuesday, and Thursday, Wednesday 8:00 am-6:30 pm, and Friday 8:00 a.m.-12:00p.m.

Section 4: Workplace Conduct – Employment Driver’s Records Checks – remove entire section. Section was added in February 2015 at the request of Travelers Insurance, Property-Liability carrier at that time. Primex, current Property-Liability carrier, does not require this policy.

Section 9 – Leaves of Absence – sick leave “remove “the minimum amount of sick leave that may be used is one hour”.

Section 10 – Insurance – Disability – remove “eighth” and add “fifteenth”.

Councilor Miville moved, second by Councilor Tsantoulis, to extend the meeting. Motion passed unanimously, 8-0.

Chairman Sullivan moved, second by Councilor Tsantoulis, to approve changes in the Personnel Plan, as listed above, except for Section 4. Motion passed unanimously, 8-0.

Councilor Winterton moved, second by Councilor Tsantoulis, to remove Section 4 from the Personnel Plan. After some discussion, the vote on the motion was called. Motion passed unanimously, 8-0.

16.e Sub-Committee Regarding Southern New Hampshire University (SNHU)

Dr. Shankle indicated that the new Chamber of Commerce Executive Director was appointed to the Economic Development advisory committee. The Chamber has moved their meetings from Wednesday to Thursday nights. He’ll plan to attend all of their meetings.

Councilor Winterton suggested the establishment of a subcommittee to help enhance communications with SNHU. A mechanism to dialogue would include:

- Interaction with senior staff at SNHU
- Discuss long-term goals for future development of university
- University acquisition additional properties
- Act as buffer to prevent surprises to Planning Board

- Discuss all tax policies including potential payments in lieu of taxes
- Forum for Council input in discussions with the Town Administrator and Department Heads
- Planning
- Police
- Fire
- Public Works
- Discuss University involvement with the town
- Recreational cooperation
- Internship opportunities within town for students
- Job opportunities for Hooksett residents

Councilor Winterton suggested the subcommittee composition include the Town Administrator, two members of the Council appointed by the Chair, and relevant department heads related to the discussion. *Councilor Winterton moved, second by Councilor Tsantoulis, to approve the establishment of a subcommittee to enhance communications with SNHU. Motion passed unanimously, 8-0.*

Chairman Sullivan appointed Councilors Winterton and Walczyk to the subcommittee for a one-year term and asked that they provide an update on the subcommittee's progress at every Council meeting. He also indicated that meetings of the subcommittee should be posted.

17. SUB-COMMITTEE REPORTS

Councilor Giotas said the transfer station is fully staffed.

Councilor Miville said the Economic Development Committee met with Steve Marro, Merrimack County Administrator. It was a good meeting.

Chairman Sullivan said the Old Town Hall Committee is working on the windows and tweaking some changes.

Councilor Winterton said the Planning Board did not meet since the last Council meeting. The Sewer Commission met. They voted to look at preliminary engineering request to go across the river and pump station to see if its feasible and get some ballpark costs. They received the Council's letter and were very appreciative.

Councilor Ross said the Board of Assessors met. They discussed a mobile home abatement issue. He asked that a discussion on taxation for mobile homes be placed on the agenda of a future Council meeting.

Councilor Winterton and other Council members congratulated Councilor Ross on the birth of his first grandson.

Councilor Miville reminded everyone that sign-up for elective office is open through February 2nd. On February 2nd the Town Clerk's office will be closed from 12:00 to 3:00 and open from 3:00 to 5:00 p.m.

Donna Fitzpatrick announced that the pre-meeting event to be held at the Safety Center on February 14th must be postponed to a later date. The Council meeting will be held on February 14th to begin at 6:00 p.m. in Council Chambers as usual.

18. PUBLIC INPUT

19. NON-PUBLIC SESSION

20. ADJOURNMENT

Chairman Sullivan moved, second by Councilor Tsantoulis, to adjourn the meeting at 1:15 p.m. Motion passed unanimously, 8-0.

NOTE: The town website may have attachments to these Town Council minute 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,

Suzanne Beauchesne
Recording Clerk