



TOWN COUNCIL MINUTES - OFFICIAL

Regular Meeting

Wednesday, February 28, 2018

6:00 PM

Safety Center 15 Legends Drive Hooksett NH 03106

1. CALL TO ORDER

Chairman James Sullivan called the meeting to order at 6:04 p.m.

2. PROOF OF POSTING

Donna Fitzpatrick provided the proof of posting.

A quorum was not yet available. Chairman Sullivan called on Fire Chief Burkush to provide a brief narrative about the Safety Center and the artifact placed outside of the center. Chief Burkush welcomed everyone on behalf of himself and Police Chief Bouchard. He was accompanied by Assistant Chief Colburn and Captain Robie. He said that several years ago the Fire Fighters Association worked with the Hooksett Happy Helpers in sponsoring an outside park that includes a piece of the fallen World Trade Center on 9/11/01. He said the work is still in progress. \$18,000 was given to the project and they hope to include the artifact as part of a commemorative monument. Assistant Chief Colburn said a number of communities in NH were successful in getting pieces from the World Trade Center. It is unknown whether the piece received by Hooksett was from the first or second tower but it did support a building window.

Chief Burkush said the Safety Center doubles as an Emergency Operations Center when needed that Fire and Police share. When activated, town officials have direct contact with the state WEBEOC. Assistant Chief Colburn said EOC has to have backup and be sustainable for an undetermined amount of time. He said a year ago they applied for a grant of \$67,000 for equipment. The building required substantial upgrades in IT, furniture and the like, and they wanted the ability to use the room for training so the tables can be stacked as necessary. Some equipment was donated and DPW helped with painting. The building had to be rewired for new computers and communications systems.

Assistant Chief Colburn said that Al Dionne, former EOC Director, was very instrumental in setting up and designing WebEOC which was considered state-of-the-art technology in the 1990s. He said they are now trying to get one more grant from the state to add an additional dispatch terminal. Chairman Sullivan asked if the town has ever had to activate the system. Assistant Chief Coburn said the system was activated for the Mother's Day flood a few years back and two or three other times.

3. ROLL CALL #1

In attendance: Councilor John Giotas, Councilor Timothy Tsantoulis, Councilor James Levesque, Councilor Alex Walczyk, Councilor Robert Duhaime, Councilor David Ross [arrived at 6:30 p.m.], and Chairman James Sullivan.

Missed: Councilor Donald Winterton, Councilor Marc Miville

4. PLEDGE OF ALLEGIANCE

After the pledge, Chairman Sullivan adjusted the agenda to take up Scheduled Appointments, the Public Hearing, Consent Agenda, and the tour of the center.

5. SPECIAL RECOGNITIONS

5.a Hooksett Municipal Employees – New Hires

6. SCHEDULED APPOINTMENTS

6.a Town Clerk, Todd Rainier and Moderator - March 13, 2018 Town Elections

Todd Rainier, Town Clerk, and Cindy Robertson, Moderator, came forward stating that ballots have arrived for the March 13th election; absentee ballots have all been sent out. The Supervisors of the Checklist will hold their mandatory meeting on Saturday before the election where people can register to vote. Registering to vote will then only be possible at the polls. Voting will take place at the Cawley Middle School from 6:00 a.m. to 7:00 p.m. Mr. Rainier said he will need one Councilor at the polls during the day and three at the end of the day. Councilor Duhaime said he will be at the polls during the day since he is not on the ballot.

At 6:27 p.m., Chairman Sullivan opened the public hearing (**Agenda Item 9.a**) and read the public hearing notice to notify and explain to the public that the following warrant article has been placed on the March 13th, 2018 ballot for the town elections: Article 22 "To see if the town will vote to allow the operation of KENO within the town pursuant to the provisions of NH RSA 284:41 through 51". No comments were made on the matter. Chairman Sullivan will close the hearing later in the meeting.

The Chairman adjusted the agenda to receive **Public Input (Agenda Item 12)**.

John Cooperider, along with two of his neighbors, all residents of Brook Ridge Community, came forward to ask the Council to consider installing a traffic regulating device at the junction of State Route 3 and either Dartmouth Street or Hunt Street. Dartmouth Street is adjacent to the Brick House. Mr. Cooperider said that Brook Ridge is a 55-plus community with 93 homes. Most residents are in their 70s. He said getting in and out onto Route 3 has become more hazardous with the increased traffic, and especially so in the wintertime. Mr. Cooperider said he understood Route 3 is a state road and asked for the Council's guidance in the matter. Chairman Sullivan asked Mr. Cooperider to get in touch with Administration who can help him and his neighbors work through the process. Administration can then get back to the Council with recommendations. Mr. Cooperider left a petition which is attached to these minutes.

Chairman Sullivan then took up **Agenda Item 10 Consent Agenda**.

Councilor Duhaime moved to remove item 10.c from the Consent Agenda.

Councilor Giotas moved, second by Councilor Levesque to approve Consent Agenda items 10.a and 10.b as presented. Motion passed unanimously, 7-0.

Councilor Duhaime moved, second by Councilor Ross to approve Consent Agenda item 10.c to approve the recommendation of the Board of Assessors for Case Nos. 17-002 and 17-003. Motion passed unanimously, 7-0.

Chairman Sullivan adjusted the agenda to address **Agenda Item 16.b Well Radius Encroachment Easement Request by Lamontagne Builders, Inc. on a town Right of Way – 48 Pine Street.**

Jim Donison, Assistant Director of Public Works and Town Engineer, through the staff report, indicated that a request was made for a well radius encroachment easement by Lamontagne Builders, Inc. (LBI) onto the Pine Street right-of-way as part of the construction of a residential house located at 48 Pine Street, Map/Lot 5/86. The existing lot is narrow and the 75 foot well radius will extend onto the roadway right-of-way.

Steven Keach, President of Keach-Nordstrom Associates came forward stating that 48 Pine Street came to exist in its current dimension and configuration several decades ago as a result of takings by the state for construction of I-93 and associated realignment of Pine Street. An entity of LBI acquired the parcel in 2017 with the intent of constructing a single family dwelling on the land. Prior to taking title, LBI contracted with a local septic system designer who updated the design plan which was approved by the NH Department of Environmental Services (NHDES). Hooksett's Code Enforcement Officer issued LBI a building permit for residential construction in 2017.

Mr. Keach does not believe that either NHDES or the town erred. He suggested a remedy could entail LBI executing and recording a NHDES Standard Release Form which both acknowledge the protective well radius at 48 Pine Street extending beyond the boundaries of the parcel and holds the owners of the abutting property harmless in the event the well becomes contaminated as a result of the decreased setback distance. Mr. Keach asked that the Council review and approve a draft copy of the Easement Deed. If acceptable, he will have LBI sign and record the original at the Merrimack County Registry of Deeds. Mr. Keach said this action is consistent and fully compliant with applicable statute.

Councilor Ross moved, second by Councilor Duhaime, to approve a water well radius encroachment easement on the Pine Street right-of-way, with easement language to be approved by the Town Attorney and brought back to the Council, for a proposed well to be located on Map/Lot 5/86, 48 Pine Street. The well is to be constructed by Lamontagne Builders, Inc. as part of a new residential house. Councilor Tsantoulis asked if there could be ramifications later for the homeowner and whether septic was private. Mr. Keach said it's a sanitary radius; if road is discontinued it would foreclose the ability of the successor owner and that the septic is private. A vote on the motion was called. Motion passed unanimously, 7-0.

Chairman Sullivan then took up **Agenda Item 16.d Hooksett Village Water Precinct Easement Across Town Land, Map 7/Lot 18.**

Mike Heidorn, Superintendent of the Hooksett Village Water Precinct, came forward. He was accompanied by Todd Smith, Chair of the Water Precinct, and Kent Brown of Brown Surveying and Engineering, who remained in the audience. Mr. Heidorn sought the Council's support in approving an agreement between the Hooksett Village Water Precinct and the

town to acquire an easement across the town land designated at Tax Map 7, lot 18. The easement will provide for the construction of a proposed water main extension from a new tank on the west side of Route 93 to Route 3A. Councilor Duhaime said he appreciated the precinct coming before the Council and asked for more cooperation from the precinct going forward. Mr. Heidorn said they do want to get out in front of the Council a lot more than has been the case in the past. He said they have also had public information sessions held at the library. In response to Councilor Tsantoulis, Mr. Heidorn said the purpose for the construction is twofold: pressure and storage. He said the tank will hold one million gallons – five times what they currently have – and water use triples in the summertime. There is already an easement allowing another tank.

Councilor Ross moved, second by Councilor Duhaime, to approve a 30-foot wide water main easement with Hooksett Village Water Precinct across town land, Map 7, Lot 18, upon review and approval by the town attorney. Motion passed unanimously, 7-0.

6.b Town of Hooksett Fire-Rescue Dept. Administration - Emergency Operations Center Tour and CPR/AED/First Aid Town Council Training

6.c Town of Hooksett Police Dept. Administration - Proposed Renovations Tour

Councilors toured the facility and were provided with abbreviated CPR/AED training by Captain Stalker. Captain Stalker went over what CPR does and that CPR is used 360,000 times a year countrywide; Hooksett does approximately 24 to 30 per year. He said increased research has shown that chest compressions, and not so much mouth-to-mouth, are keeping people alive. He said the Fire Department conducts 15 to 20 classes for the public every year and that CPR instruction is now built into the curriculum at Cawley Middle School, done when students are in the 7th grade.

Captain Stalker said that AEDs help the chance of survival when someone goes into cardiac arrest. He said if an AED is deployed within the first minute of cardiac arrest, chances are 90 percent. Hooksett has doubled the number of AEDs; they are at the town offices, in patrol cars, schools, courthouse, library and at SNHU. Chris McMurray came up to provide a demonstration on how AEDs work. He said the first thing to do is call 911 for help; they will know if an AED is accessible, then check for responsiveness; and position hands one over the other and compress to the beat of the song Staying Alive [100 compressions per minute].

7. APPROVAL OF MINUTES

7.a Public: 02/14/18
[TC Minutes 021418-U.docx](#)

Councilor Levesque moved, second by Councilor Tsantoulis, to approve the Town Council meeting minutes of February 14, 2018, as amended. Motion passed, 6-0 [Councilor Giotas abstained].

7.b Non-Public: 02/14/18

Councilor Levesque moved, second by Councilor Duhaime, to approve the Town Council meeting minutes of February 14, 2018, as presented. Motion passed 6-0 [Councilor Giotas abstained].

8. AGENDA OVERVIEW

9. PUBLIC HEARINGS

9.a Public Hearing for the Town Council to notify and explain to the public that the following warrant article has been placed on the March 13, 2018 ballot for the town elections: Article 22 "To see if the town will vote to allow the operation of KENO within the town pursuant to the provisions of NH RSA 284:41 through 51".

[022818 KENO Public Hearing.doc](#)
[KENO 2018.pdf](#)

10. CONSENT AGENDA

10.a Accept the donation of a \$250.00 donation from the Vietnam Veterans of America, Inc. to the Town of Hooksett, NH for the Hooksett Fire Rescue Department under RSA 31:95-b III (b).

[Staff Report - VVA_donation.docx](#)

10.b Motion to accept the reimbursement of \$972.98 from the State of New Hampshire Department of Safety, Homeland Security and Emergency Management Training & Exercise, to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b: III(b) and to return the funds to the Police Department's 2017-2018 fiscal budget under the training and dues line 400-4210-294-000.

[Staff Report - Reimbursement.docx](#)
[20180215134656402.pdf](#)

10.c Assessing - Abatement(s) & Deferral(s)

[Abatements 02282018.docx](#)

11. TOWN ADMINISTRATOR'S REPORT

In Dr. Shankle's absence, Christine Soucie, Finance Director, reported the following:

- 1) Health Trust will be hosting two public meetings on rate setting.
- 2) The age-friendly community project went to Bedford, Chester, and Goffstown. AARP NH will be reaching out separately.

Lee Ann Moynihan said the revaluation will start shortly, within the next couple of weeks. A press release will be issued to explain the process to the public and information will be available on the town website. In response to Councilor Ross, Ms. Moynihan said property values have gone up an estimated 80 percent.

12. PUBLIC INPUT - 15 MINUTES

13. NOMINATIONS AND APPOINTMENTS

14. 15 MINUTE RECESS

15. OLD BUSINESS

16. NEW BUSINESS

16.a RFP for Telephone Services

[SR Telephone Services 2018.docx](#)

Councilor Ross moved, second by Councilor Levesque, to waive the Council rules requiring three bids. Motion passed unanimously, 7-0.

Councilor Tsantoulis moved, second by Councilor Duhaime, to accept OTT Communications' three year bid for telephone services and have the Town Administrator enter into a contract with them. Motion passed unanimously, 7-0.

16.b Well Radius Encroachment Easement Request by Lamontagne Builders, Inc. (LBI) on Town Right of Way – 48 Pine Street – **Taken Up Earlier**
[staff report - 2-28-18 Well Radius Encroachment easement on Town right-of-way Pine Street - for lot 48 Pine Street.docx](#)
[48PineStreet.Well.020218.pdf](#)
[ISDS_eCA2017060501_Approved_Plan.pdf](#)

16.c Accept College Park Drive Sidewalk Project as complete
[staff report - feb 28 2018 Accept College Park Drive Sidewalk project as Complete.docx](#)

Councilor Tsantoulis moved, second by Councilor Duhaime, to accept the College Park Drive Sidewalk Project as complete. Motion passed unanimously, 7-0.

16.d Hooksett Village Water Precinct easement across Town of Hooksett land - Tax Map 7 Lot 18 – **Taken Up Earlier**
[staff report - feb 28 2018 HVWP easement across town land.docx](#)
[4100-02 Overall Proposed Pipeline 50-scale.pdf](#)
[4100-02 Overall Proposed Pipeline 100-scale.pdf](#)
[Letter to JDonison.pdf](#)
[Town of Hooksett Easement .pdf](#)

16.e Town Personnel Plan - Professional Development Policy for Town Employees

16.f Community Profile - 1) Pavillion and 2) Blight Properties
[Community Profile.pdf](#)

Councilor Levesque moved, second by Councilor Tsantoulis, to table agenda items 16.e and 16.f until such time that Councilor Miville is in attendance since these items were placed on the agenda at his request. Motion passed unanimously, 7-0.

Councilor Ross brought up the fact that the Animal Crackers building that has been vacant since 2001 has a roof hanging by itself and what is left of the building is a danger and something must be done about it. Chairman Sullivan asked that Administration review the regulations on properties considered abandoned and report back to the Council.

Chairman Sullivan closed the public hearing on KENO at 8:57 p.m.

17. SUB-COMMITTEE REPORTS

Councilor Levesque said the Recycle and Transfer Committee met last night. A gentleman from Casella attended and reported they changed their rules on what they will accept in recycled material. He said everyone is stuck with what to do with recycled material. They discussed a number of ideas but will continue with two separate pick ups. The feeling is that

eventually things will ease up. Perhaps there will be no more recycling of glass because of its weight which is more expensive - \$45 a ton. Councilor Giotas said the town never made money on glass and Diane Boyce, DPW Director, is working up some sort of public notification.

Councilor Ross again expressed his disagreement with having taken the recycling program in-house. He said it has been a "big waste of money" and has not "saved the town a dime". He asked if any research had been done to privatizing the program. Councilor Levesque said that "once we privatize, we will never go back because we won't have the set-up in place". In addition, a private company will have to make a profit. Chairman Sullivan said the matter will require more discussion with Administration and the Advisory Committee and, at an appropriate time, he'll ask the committee to be prepared for a discussion with the Council on the issue.

Councilor Giotas said that Kathie Northrup, Chair of the Heritage Commission, has done a lot of work on getting medallions done of the Lilac Bridge that come in three different colors and are for sale at \$10 each. Chairman Sullivan said the funds raised from the sale of the medallions and other items are used to finance other endeavors that the Heritage Commission has done over the years. Councilor Giotas also reported that the town has the copyright for the Hardy Book and the Commission has authorized 100 copies be printed. Chairman Sullivan said that May 20th has been designated Hooksett Heritage Day with activities planned from 11:00 to 2:00 to include a tour of the Old Town Hall and acknowledgement of Governor Head's 100th birthday. He said Governor Head kept all the records on all veterans who served in the Civil War, he was friendly with a number of presidents, and instrumental in changing child labor laws while he was Governor. He ran for State Senate in 1878 and lost because people were writing in the wrong name Nate instead of Nathaniel, and those votes for Nate were not valid. Councilor Giotas said Joymark will convert DVDs to digital files at a lesser (more than half) cost than previously expected. Kathie Northrup has done a lot of work on this. Chairman Sullivan said Administration has been very helpful on working out the copyright issue.

Councilor Walczyk said they met with SNHU on February 15th. Brought up the issue of lights at nights and they were not aware; they are going to look into it. It was a good meeting that lasted about an hour. They will tour the facilities to see what they may have to offer the town. They do want to work with the town more and keep the dialogue open. They have Career Services which might be an area to leverage. Dr. Shankle and Councilor Winterton were also in attendance.

Chairman Sullivan said two new window installations at the Old Town Hall came out very nice; a third window will be in very soon. The committee is looking at next steps and cost estimates for electrical, wall, and plumbing work before the end of the year. Things are moving along at a good pace.

Councilor Duhaime thanked Nick Germain for his Right-to-Know and Roberts Rules presentation to the Parks and Recreation Advisory Committee who have a number of new members. There was a lot of emotion surrounding the fact that the Hooksett Youth Association has no one running for office. The survey is finished; there were 130-plus respondents.

Chairman Sullivan thanked Chiefs Burkush and Bouchard for hosting the meeting.

18. PUBLIC INPUT

19. NON-PUBLIC SESSION

20. ADJOURNMENT

Councilor Tsantoulis moved, second by Chairman Sullivan, to adjourn the meeting at 9:20 p.m. Motion passed unanimously, 7-0.

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, reading "Suzanne Beauchesne".

Suzanne Beauchesne
Recording Clerk