



**TOWN COUNCIL MINUTES - OFFICIAL
Regular Meeting
Wednesday, September 12, 2018
6:00 PM
Council Chambers**

.....CALL TO ORDER

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

PROOF OF POSTING

Proof of Posting was provided by Dr. Dean Shankle.

ROLL CALL

Chairman James Sullivan, Robert Duhaime, John Giotas, James Levesque, Donald Winterton, Tim Tsantoulis, and Alex Walczyk.

Excused: John Durand and David Ross

Town Administrator Dr. Dean Shankle

PLEDGE OF ALLEGIANCE

SPECIAL RECOGNITIONS

Hooksett Municipal Employee - New Hire

Dr. Shankle introduced the new town engineer, Bruce Thomas.

Bruce was with the City of Manchester for 31 years.

He started in Hooksett on Monday.

SCHEDULED APPOINTMENTS

Todd Rainier, Town Clerk and Marc Miville, Moderator - September 11, 2018 primary Elections

Todd Rainier, Town Clerk report on the State Primary held on September 11, 2018.

Of the 10,553 registered voters, 2508 ballots were cast (20% increase from 2016).

There were 115 new voter registrations (90 more than 2016).

It was a steady day. Thank you to the DPW crew for setting up and breaking down as well as removing the political signs on the school property. The Hooksett Police Department was also present throughout the day. Thank you to Matt Benson, Principal at Cawley Middle School as well as the school staff for their support and cooperation.

APPROVAL OF MINUTES

Public: 07/11/18 (tabled from 08/22/18 Town Council Meeting pending review of non-public attendance)

***R. Duhaime motioned to remove the regular minutes of July 11, 2018 and the non-public minutes of July 11, 2018 from the table. Seconded by D. Winterton
Vote unanimously in favor.***

D. Winterton motioned to approve the minutes of July 11, 2018. Seconded by R. Duhaime

***Correction: Remove Mr. Durand from non-public roll call
Vote unanimously in favor***

Non-Public: 07/11/18 (tabled from 08/22/18 Town Council Meeting pending review of non-public attendance)

D. Winterton motioned to approve the non-public minutes of July 11, 2018. Seconded by J. Giotas.

***Correction: Remove Mr. Durand from non-public roll call
Vote unanimously in favor***

Public Minutes of 08/22/18

***T. Tsantoulis motioned to approve the minutes of August 22, 2018. Seconded by R. Duhaime
Vote unanimously in favor***

Non-Public Minutes of 08/22/18

***R. Duhaime motioned to approve the non-public minutes of August 22, 2018. Seconded by J. Giotas
Vote unanimously in favor***

Public Minutes of 08/27/18

***J. Levesque motioned to approve the minutes of August 27, 2018 as amended. Seconded by R. Duhaime.
Vote unanimously in favor.***

PUBLIC HEARINGS

Public hearing to accept a \$25,000.00 grant from the Stanton Foundation, to the Town of Hooksett for the Hooksett Police Department at the Town Council meeting for the acceptance of this grant under RSA 31:95-b, III (a) and to return said amount to the police department K-9 trust fund.

J. Sullivan opened the public hearing at 6:29 pm.

Dr. Shankle asked that the public hearing notice will be listed on a staff report.

Chief Bouchard: The entire department is humbled by the support of the Council and the community. We raised \$51,751.43 and we are scheduled to receive \$18,000 from the grant after training. The car has been converted for the dog. The K-9 and equipment have been purchased for \$15,000. We still have \$36,066 which does not include the \$18,000 after training. We anticipate the yearly cost of \$5000. We continue to fundraise for unanticipated expenses. Last week the officer drove to RI to choose the dog. Timber is the K-9 who was the best fit. They recommend 2-3 weeks to bond. He is brought to work and there is a kennel at the station. We would like to remind

people that he is an animal and will have to go through a stringent training process. He must complete it successfully. Councilman Walczyk added that K-9 Timber does come with a – year health and performance guarantee and can be exchanged if he is not a good fit. Timber has been

bite trained in Poland. He is bonding well with Officer McCluskey. He will not be at Old Home Day. He is not ready for that. He will have 14 weeks of obedience and tracking training and then 4 more weeks of narcotics training. Thank you to the Town for all their support.

CONSENT AGENDA

10.1 Acceptance of Emergency Management Performance Grant in the amount of \$5,325.00 to the Town of Hooksett for the Hooksett Fire-Rescue Dept. for the back-up EOC located at Station I per RSA 31:95-b III (b).

10.3 Donation of \$50.00 from Joanne M. Folan to the Town of Hooksett for the Hooksett Fire-Rescue Department designated for the miscellaneous donation fund per RSA 31:95-b III (b).

10.4 Surety Release of \$50,480.00 to the owners of 15 Cross Road

J. Sullivan motioned to approve to approve items 10.1, 10.3 and 10.4 listed above. Seconded by D. Winterton

Vote unanimously in favor

10.2 Lion's Club Centennial Bench

J. Sullivan motioned to accept the money for the Centennial Bench. Seconded by D. Winterton.

The Lions celebrate its centennial in 2017 as the largest organization in the world. The bench is in recognition of 100 years in Hooksett. We made the bench out of granite from the Belisle Quarry in Hooksett. We are talking about where to place it. We are looking for a place where it is visible and can be used.

The Lions will work with the Town Administrator and DPW to find a mutually agreed location. It will be installed by Belisle Quarry.

Vote unanimously in favor.

TOWN ADMINISTRATOR'S REPORT

- A reminder that the laborers, truck drivers, mechanics and assistant crew chief will vote to join the Teamsters union. You may need a negotiation team.
- This week I sent an email to the DPW Director regarding the maintenance at Veterans Park. We have directed staff to do more than general maintenance on the property.
- I received an email from Christine Soucie that the New Hampshire Retirement for group 1 and police and fire went down.
- Last year when we were going to do Fun In the Sun I was concerned about safety. Staff and parents convinced you (the Council) that it was fine. Today I say the same thing that I don't think we can keep kids safe. This year we had 2 kids leave at 9:30 and not return

until 3:00 pm and no one noticed. We proved that we can't run that program. Unless you overrule me, that program will not run next year.

J. Sullivan suggested placing Fun In the Sun on the agenda for the next meeting.

D. Winterton: I agree and would like the opportunity to have a roll call vote to show our agreement or lack of support for that decision. We need to inform the public but we also need a vote by this Council.

J. Levesque: The Fun In the Sun was a good idea in the past but we can't control it anymore. We don't have the staff or people to control it anymore. The liability is too great for this town. We need to state the example of the incident last year to the public so they understand why the decision is being made.

T. Tsantoulis: We are heading in the right direction. That word has already gotten out to the public although this is the first public statement regarding the program. We need to properly handle this information and give it the attention it deserves.

R. Duhaime: This is where a Rec. Director would have made a difference. The residents must vote for what they want in the community.

- This Saturday is Old Home Day with a Kiwanis 5K Race starting at Heads Pond Trail and ends at the Library. There will be fireworks in the evening.
- Our new Public Works Director is starting October 1st and he sent along the Virginian Municipal League which awarded Clifton Forge in the category of community and development.
- The new contract with the State of NH for the court went up a little and we now have a 5 year signed contract with the State.
- The 3A Sewer is moving ahead. The pipes should be done next week and there is still no commitment from the private sector so the pump is on hold. I met with Regional Planning on the contract to work on researching each parcel. We need contact information for each parcel, and we need to know what structures are on the parcel so we are ready when the sewer is ready.

T. Tsantoulis asked what the capacity of the pump is.

D. Winterton will provide the information at the next meeting.

- The employee picnic is October 5 which is the Friday of Columbus Day weekend.

J. Levesque: The issue of using the Gym; I've received calls from the public regarding access to the gym.

Dr. Shankle: The head of HYAA, Marc Chagnon spoke to me and we established that there should either be someone in the building or access would be available as long as they do not need access to the bathrooms. We can lock the gym on the weekend but they will have no access to the rest of the building. That is my recommendation if we don't charge people.

D. Winterton: I'd like to ask the Council to request a letter be sent to our State Representative to change the advertising requirement for a public notice to accept a gift or grant. This costs us \$400 to accept a grant. It doesn't make sense but it is a legislative issue. This advertising requirement would cost over \$10,000.

D. Winterton motioned to direct The Town Administrator to send a letter to our legislative delegation for a change in posting especially for donation grants. Seconded by T. Tsantoulis. Vote unanimously in favor

Dr. Shankle: A few weeks ago you talked about the requirements for fire lanes. The Chief suggested, changing the ordinance to support handicap parking by allowing access to 3 sides of a building rather than 4. I could move forward with the change to the ordinance and schedule public hearings.

The Council agreed by consensus.

PUBLIC INPUT

No comments

NOMINATIONS AND APPOINTMENTS

September Nominations and Appointments

D. Winterton motioned to appoint Christopher Stelmach to the Planning Board with a term expiring 6/30/2021. Seconded by R. Duhaime.

Vote unanimously in favor

Sasha DeJong: I am a UNH grad and was born and raised in NH and would like to give back to Hooksett. I would love the opportunity to give back to the community. I have a degree in Business and Marketing.

D. Winterton motioned to appoint Sasha De Jong to the Zoning Board of Adjustment as an alternate with a term expiring 6/30/2019. Seconded by A. Walczyk.

Vote unanimously in favor.

OLD BUSINESS

NEW BUSINESS

J. Sullivan declared the Public Hearing on Stanton Foundation Grant closed at 7:25 pm.

Stanton Foundation Donation

J. Giotas motioned to accept a \$25,000.00 grant from the Stanton Foundation, to the Town of Hooksett for the Hooksett Police Department at the Town Council meeting for the acceptance

*of this grant under RSA 31:95-b, III (a) and to return said amount to the police department K-9 trust fund. Seconded by A. Walczyk.
Vote unanimously in favor*

Stop the Bleed Campaign Presentation - Hooksett Fire-Rescue Administrative Captain, Joseph Stalker

At the Town Council on August 22, 2018, the Council accepted the donation of twelve (12) “stop the bleed” kits from Catholic Medical Center. These kits were distributed around the Town of Hooksett buildings to include the schools, the library, town offices and the transfer station. The intention of these kits is to provide bystanders with life-saving medical equipment in the event of an active shooter event. The value of the kits is under \$5000.

Captain Stalker gave a presentation on the use of the kits and where they would be located in town to Council.

Hooksett Fire-Rescue Cardiac Monitor-LUCAS Purchase

J. Stalker: We now have three (3) ambulances, two (2) ambulances have the LifePak 15, and one (1) has the LifePak 12. The manufacturer has discontinued making parts for it. This is the most used equipment on calls. We purchased one with a grant and one came with the ambulance. It performs similar to an AED and also is a monitor for the heart. We can determine if someone is having a heart attack and we can transmit the data to the hospital. It can set a pace and has Bluetooth.

We currently have two LUCAS devices which is the chest compression portion. We would like to have one for the third ambulance. It provides the correct rate and pressure and the device doesn't get tired. We are required to be belted in the ambulance but we cannot do chest compressions while we are seated. Having this device during a cardiac arrest can be done while we remain belted.

Purchase of the Physio-Control LifePak 15 cardia monitor/defibrillator and LUCAS 3 device for the Fire Rescue Department includes trading in our current LifePak 12 towards the purchase of the LifePak 15. The cost is \$41,927.44 total (\$26,868.08 for the cardia monitor/defibrillator and \$15,059.36 for the LUCAS device) to be charged to the Ambulance/EMS line.

T. Tsantoulis: We have three (3) ambulances with two (2) fully equipped and one (1) has a unit that works with some commercial value. How often have the three (3) machines been used at one time?

J. Stalker: We run two (2) ambulances at all times and a third ambulance is a back-up. We are required by the State to have a cardia defibrillator to get certified by the State. We still need one (1) in the ambulance regardless of how many we are running.

T. Tsantoulis: What happens if the questionable unit fails?

J. Stalker: We have service contracts for all three (3) devices. They would provide us with a loaner and long term they would try and fix it but if they don't have the parts, we're in trouble.

Chief: This is coming out of the Ambulance Revenue account and not the General account.

J. Stalker: We like to have everything standardized for training as well.

J. Stalker: A year warrantee comes with the unit. We had service plan for all three (3) LifePak so financially there would be no increase for the maintenance contracts. The town policy states we cannot sign a service policy longer than 3 years. The cost of the contract is about \$1800/year per unit.

D. Winterton: With the staffing situation, you can't run three (3) ambulances at the same time. This is the substitute ambulance when one is out.

J. Stalker: We do rotate the use of the ambulances, so they get equal use.

D. Winterton motioned to purchase the Physio-Control LifePak 15 cardiac/defibrillator and LUCAS 3 device for the Fire Rescue Department in the amount of \$41,927.44 total (\$26,868.08 for the cardia monitor/defibrillator and \$15,059.36 for the LUCAS device) to be charged to the Ambulance/EMS line. Seconded by J. Giotas

Roll Call Vote

R. Duhaime Yes

J. Levesque Yes

A. Walczyk Yes

J. Giotas Yes

D. Winterton Yes

T. Tsantoulis Yes

J. Sullivan Yes

Unanimously in favor

Forestry Firefighting Vehicle

Fire Impact Fees (for Purchase of Forestry Firefighting Vehicle)

Chief: We acquired an Oshkosh Military truck forestry vehicle last year and Mario went through it and had it painted. We are ready to put the skid unit on as well as lights and radios. To use impact fees, I contacted our attorney. Fire-Rescue is currently building a forestry firefighting vehicle. Due to the recent increase in developments that interface with forest lands and trails throughout the Town, approval was requested and approved to use a portion of Impact Fees for the project. Fire-Rescue is requesting \$30,000, which is about 50% vehicle cost. This was approved by Attorney Matthew Serge.

Harold Murray explained how this began at the Hooksett Fire Department during the time when Chief Leduc was in Hooksett.

S. Coburn: This is a truck that is still in production so we can still get parts and will be used for many years. We worked with a few different vendors. Our recommendation is Macy's Industries in Hooksett. We are hoping to get lights and radios off the State contract.

We have the truck here. The \$60,000 is for everything. Everything we are asking for tonight is re-usable. With the Mother's Day flood, we had issues getting to some areas. We could use this truck in high water. In the past, we used vehicles that are not designed for that.

T. Tsantoulis: I have been receiving a lot of calls about the town spending a lot of money and it is going to start to run them out of town. I can't support this right now.

J. Giotas: To get this type of quality truck from the State is great. What does it replace?

S. Colburn: We took one off the road. We have two (2) forestry vehicles, one at each station.

D. Winterton motioned to approve the expenditure of \$30,000 from Fire Apparatus Reserve Fund appropriate and \$30,000 from Fire Impact Fees for the Forestry Firefighting Vehicle. Seconded by R. Duhaime

J. Levesque: Is the Honda engine just the engine or is also a pump assembly?

S. Colburn: It is the skid unit with the engine, the foam cell, all plumbed. It's the entire unit. The price from Fire Tech and the price from IPS is actually for the same unit. CET gives a breakdown.

R. Duhaime: There is a \$750 delivery charge from Massachusetts.

S. Colburn: Fire Tech which we recommended included shipping.

Chief: There is \$380,000 in the Fire Reserve with \$250,000 being removed per the approval of the town. With removing this \$30,000, there will remain \$80,000 in reserve. The Chief stated that going forward they will be requesting \$100,000 each year to be added to capital reserve fund rather than \$50,000 due to the increased cost of equipment.

Roll Call

<i>J. Giotas</i>	<i>Yes</i>
<i>A. Walczyk</i>	<i>Yes</i>
<i>R. Duhaime</i>	<i>Yes</i>
<i>T. Tsantoulis</i>	<i>No</i>
<i>J. Levesque</i>	<i>Yes</i>
<i>D. Winterton</i>	<i>Yes</i>
<i>J. Sullivan</i>	<i>Yes</i>

Purchase a New 2019 Plow Truck

The Public Works Department would like to purchase a 2019 International 6 wheel plow truck. This vehicle would replace a 1997 plow truck will be used as a trade. This is a State bid. This bid includes truck, radio, plow package, heavy duty springs and 7 year extended warrantee, and \$7500 for trade of 1997 plow truck.

This would be \$167,150. from the Public Works Capital Reserve line for vehicles. As of 8/30/18 there is a balance of \$183,432.70 in the account.

Liberty International (with Donovan Plow Package) \$167,150.- Interchangeable

Liberty International (with Fairfield Plow Package) \$167,029.

We are recommending the Donovan Package which is not the low bid because it is interchangeable. We will be getting a new sander with this truck as well.

J. Sullivan motioned to approve the purchase of a 2019 Plow Truck (Liberty International with Donovan plow package) in the amount of \$167,150. Funds to come from Public Works Capital Reserve for vehicles. Seconded by J. Levesque

D. Winterton: Does this come with GPS?

D. Boyce: No and I don't know how much it would cost. We are in discussion on trying to get GPS on the units.

Roll Call Vote

<i>A. Walczyk</i>	<i>Yes</i>
<i>J. Levesque</i>	<i>absent</i>
<i>J. Duhaime</i>	<i>Yes</i>
<i>D. Winterton</i>	<i>Yes</i>
<i>T. Tsantoulis</i>	<i>Yes</i>
<i>J. Giotas</i>	<i>Yes</i>
<i>J. Sullivan</i>	<i>Yes</i>

Vote 6:0 motion carried 1 absent

Street Name Approval of Ritchie Brothers Redevelopment

T. Tsantoulis motioned to name the new street Palazzi Drive. Seconded by R. Duhaime
Vote unanimously in favor

Town Administrator Report

Dr. Shankle: There was an Old Town Hall Meeting today and a discussion on how to handle funding. We considered a warrant article for all the money at once. One of my goals is to move the project forward. This year there is money for the old town hall and maintenance because of the default budget. We requested \$100,000 from surplus for work on the structure. After that vote I wrote to the engineer and asked what is needed. I'm asking you instead of a warrant article, to put \$50,000 in the budget next year for building maintenance. That is the only way the project will move forward.

J. Sullivan: The Chair, Kathy Northrup stepped down from the committee. The engineering costs for the 1938 addition came to \$100,000. We believe that the 1938 section needs more man hours and will take up \$50,000 estimated. We did look through for what we already put into it. We have that information. After the engineering items are addressed, there are other aspects that still need to be done which are plumbing, heating, and electrical. The preference is to put splits. We estimate the cost for the project at \$250,000; so \$50,000 this year plus \$50,000 increase in building maintenance. The project is now at \$150,000. We looked through an extensive list of things to be done and compiled a list of what has been accomplished and 75% of that is complete.

Zen City Presentation

Dr. Shankle presented a display of what information is provided by Zen City Software. This picks up everything out on social media including Facebook, twitter, etc. and breaks it down into topics.

SUB-COMMITTEE REPORTS

J. Levesque - ZBA: Space center wants a new sign and a 9 x 5 sign was approved.
The Airbnb on Hackett Hill withdrew their application. Rowes Corner which was separate into two lots now would like a variance for a duplex and was approved.
A gentleman wanted a garage which was 5 ft. short on a setback was passed.

PUBLIC INPUT

NON-PUBLIC SESSION

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.

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 into non-public at 9:30 pm. Seconded by R. Duhaime

Roll Call

<i>T. Tsantoulis</i>	<i>Yes</i>
<i>R. Duhaime</i>	<i>Yes</i>
<i>A. Walczyk</i>	<i>Yes</i>
<i>J. Levesque</i>	<i>Yes</i>
<i>D. Winterton</i>	<i>Yes</i>
<i>J. Giotas</i>	<i>Yes</i>
<i>J. Sullivan</i>	<i>Yes</i>

T. Tsantoulis motioned to exit non-public session of 09/12/18 at 9:41pm. Seconded by J. Sullivan.

Vote unanimously in favor (7-0).

J. Sullivan motioned to seal the non-public session minutes of 09/12/18. Seconded by J. Levesque.

Vote unanimously in favor (7-0).

ADJOURNMENT

J. Sullivan motioned to adjourn the public session of 09/12/18 at 9:42pm. Seconded by J. Levesque

Vote unanimously in favor (7-0).

Respectfully submitted,

Lee Ann Moynihan