



**TOWN COUNCIL MINUTES - OFFICIAL  
Regular Meeting  
Wednesday, September 19, 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 Durand, John Giotas, James Levesque, David Ross, Donald Winterton, Tim Tsantoulis, and Alex Walczyk.

Excused: David Ross

Town Administrator Dr. Dean Shankle

**PLEDGE OF ALLEGIANCE**

**BUDGET REVIEWS**

**WASTEWATER – Bruce Kudrick, Superintendent, Rte. 3A Sewer River Crossing Project**

B. Kudrick, Superintendent of Hooksett Wastewater Department: The River Crossing Project cost 2 million dollars to put the sewer under the river and set up a pump station. A contractor looked at the site and surveyed the site from the Ice Arena and got an easement to set the pump station. They did borings across the river to find the material. It was determined to be mostly sand. Then they set a boring machine and they went thirty feet below the river. They have to hire a special company to shoot straight lines and a cable is run across the land down to the river bottom and tied into the controller running the drill rig. It only took a day to go 1400 feet. Once that is done, you have a 3-4 inch hole. We are putting in 8 inch pipes. Using a reeler they auger it and slid the pipe. They should be done by 10 pm tonight. Odor control will be managed if needed. They will meet with the State for the design build at the end of October for the bid.

J. Durand: Will the building be staffed?

B. Kudrick: No

T. Tsantoulis: Will the electric be run underground or overhead?

B. Kudrick: I do not know yet.

This system will be ready to start in the spring of 2019.

**Wastewater (Tab 17)**

B. Kudrick: There is a 2% raise for employees as well as base grade increases for employee who

obtain additional licenses. Electric increased by 25% because we are looking at doing a test at the treatment plant so the engineer can design a new plant. Line 21, manganese hydroxide is part of the upgrade. We need it to get the ammonia down to .1% going down the river.

We are the only treatment plant that has the discs so doing it is a variable. The disks are there so you don't need the larger tanks. That is why the year of testing.

Line 25 is a new line. We had problems with PH so we added caustic soda. The foaming is because the treatment plant is get older. The manholes and manes have a new treatment plant with the new sewer lines on the bridge. To run TV lines which we will do for two years (per the engineers) and then every 5 years, we will need to take the deck off to run it because the pipes are on the inside of the bridge unlike the old bridge which was on the outside of the bridge.

The commissioner's line and office supply lines went down. All the backup is available along with pictures.

D. Winterton: Did you calculate the retirement with the new numbers?

B. Kudrick: No so that number will do down.

This is not the official budget because we are waiting for the rates from Village Water.

J. Giotas: What is the condition of the vehicles?

B. Kudrick: The van use to be used more but now we have a pickup truck we use more. The 2011 Peterbilt is the main truck to haul bio-solids to Merrimack. If it goes down it goes down for 2 weeks. I have the original 10 wheeler for backup.

### **Police (Tab 8)**

There are two open positions and hopefully they will be filled by the end of the year.

I raised the hourly rate for the part time officers. The only part time position we have is the SRO.

There is one officer planning on retiring and he will also be offered the same rate.

We still have part time positions unfilled which are not practical to fill.

Education is contractual. We didn't use it in the past but have two people pursuing their masters so it will be used.

It cost \$6000 to outfit each officer including bullet proof vests.

There is a slight increase in training and dues based on actuals.

The selection process was lowered based on actuals.

Cope Sync was removed because we no long subscribe to that.

EZ pass was lowered to actuals

Communication was lowered and the recorded phone line contract increased.

Pro Technology was a contractual increase.

Business management was reduced by \$5000 because it is for the old system.

Vehicle maintenance is an increase of \$500 because oil is going up.

Rentals and leases went down because we negotiated lower leases and the postage machine decreased due to actuals.

Cell phones increased for actuals.

Printing was lowered for actuals

With fuel usage of 21,000 gallons we used the average of what is spent every month.

Chair replacements are consistent and they are used 24 hours. The Dispatch chairs are very

expensive. There is one due for replacement this year and one next year.

We budgeted for upkeep of the shooting range.

Tactical gear - We have 24 vest and we need 7 more. We have 16 helmets and need 15 more.

The goal is to buy 2 vest each year and 3 helmets.

Replacement of a radar unit.

There is New line for the K-9 although not need because of the money in the trust.

We pay membership to the Central New Hampshire Special Operations Unit and they refused to come because they didn't feel the situation warranted it.

***D. Winterson motioned to increase the line by \$2000 so that the Chief could choose a different swat team than the Central New Hampshire Special Operations Unit. Seconded by J. Levesque. Vote unanimously.***

C. Soucie stated that adjustments will be made to all the departments for the retirement at the end.

***D. Winterton motioned to approve the police budget with the addition of \$2000 for a total of \$4,659,780. Seconded by T. Tsantoulis. Vote unanimously in favor***

### **Fire-Rescue (Tab 7)**

The changes to the Budget reflect actuals and items changed in category.

Part time - Chief and 3 call members and we asked for a part time administrative position which was denied \$113,816

Overtime is \$369,000 and level funded at \$280,000

Health Insurance was provided by Finance.

Surviving Spouse benefit is \$6000

Uniforms are contractual and the increase is due to the contract requirements.

Training and dues- this is hazards material mutual aid dues which was moved from another line.

Employment testing is currently in Administration's budget and was moved to fire budget for \$5000

Software and Programs are based on actuals and some lines were moved.

Vehicle maintenance is the biggest problem in our budget. With the default, we only have \$50,000. The ladder truck is 15 years old and is out of service for rust. We have a warrantee with this vehicle and we will pursue that to get it repaired. The manufacturer has not been responsive and has not given us an estimate to fix the truck. The ladder truck is very expensive to replace; upward of a million dollars. The truck has been sitting for a month. We are not going to buy a pumper from K & E when we can't get a response on the ladder truck. We put \$60,000 in the past 2 years into the other two pumpers. Last year the Council and the Budget Committee approved \$100,000 but it went to \$50,000 on default.

If we need a ladder truck today, we need to go the City or Mutual Aid. The town had a height requirement of 35 feet prior to getting the ladder vehicle in 2003. The requirement is now 75 feet.

T. Tsantoulis: What impact on the lack of the working ladder could it have on the insurance rates?

in the town?

Chief: The insurance companies understand that there are times that the trucks are out temporarily and there is no change in rating.

Rental and leases were moved into one line.

Forest Fire Mutual Aid wages is for volunteer mutual aid.

Telephones are actuals

Internet, printing and postage and office supplies \$2500

Fuel used - 12,000 gallons and used \$3.00/gallon for \$25,000

New Equipment - PPE have a 10 year replacement and hose replace 20 years, mobile radios 15 years, forestry firefighting suits and fixtures and furniture for the station

D. Winterton stated that there were 2 lieutenants that made over \$30,000 in overtime last year. The overtime budget is 22% of our full time budget. For police it is 7%.

***D. Winterton motioned to reduce \$50,000 from the overtime line. Seconded by A. Walczyk.***

Chief: I don't think I can keep both stations open if this goes through. I have minimum staff requirements. Last year we had some vacancies and administrative leave issues that drove up that overtime costs.

***Roll Call***

***J. Durand*** *Yes*

***J. Levesque*** *Yes*

***A. Walczyk*** *Yes*

***J. Giotas*** *Yes*

***D. Winterton*** *Yes*

***T. Tsantoulis*** *No*

***J. Sullivan*** *No*

***Vote 5:2 motion carried***

A. Walczyk: The Software and Programs, the totals are \$3970 not \$4050 which is off \$80.

Chief: That is because those are actuals and they are projecting an increase.

***D. Winterton motioned to accept the Fire Rescue budget in the amount of \$4,078,049.***

***Seconded by J. Giotas.***

***Vote 7:1***

***D. Winterton motioned to reduce the departments as listed for retirement adjustment in the amount of \$88,734. Seconded by J. Sullivan.(see attached)***

***Vote unanimously in favor***

**CAPITAL IMPROVEMENT PLAN**

Dr. Shankle: This is done annual. The process according to the Charter is it is prepared by me in consultation with the Planning Board. (see attached)

### **OTHER**

Dr. Shankle: This is the last budget meeting before the budget goes to the Budget Committee. A member of the Park and Rec Committee came in with a plan to request you agree to hire a part time Rec Director now and put it on as a warrant article. That is not a plan I am in favor of. I don't think a part time Rec. Director works. We had past part time directors that quit. I feel a need to give you options. I am going to suggest two options that will protect the safety of the children. 1. Don't run a Fun In the Sun Program. 2. A two-step process; it has been the practice of the Council to bring new positions and put them on as a warrant article. If you think the Rec Director is important then all you need to do is put money in Park and Rec budget because under the State DRA System it is the most logical place to put it in the budget. This would be to establish a

Recreation and Cultural and Heritage Coordinator. If it is in the budget, there is no way to take that out. If you think the program is that important, it can't be lost. If that is the case and we know that will be a position next year; we have enough money now to hire someone now as Fun in the Sun Director.

T. Tsantoulis: How will this relieve the problem we had this year with children leaving the program. With a full time Recreation Coordinator, does that change the liability for the town? Still a lot can go wrong in running the camp.

Dr. Shankle: If you want the camp, you must allow me the ability to hire a full time person. The Rec. member asked for the policy. Jodi Pinard put together a policy manual that was 30 pages long and the new manual has been reduced to 15 pages. I don't know how to run a summer camp. Even though staff said they know how to do it but they don't. We need to hire someone that knows how. There will still be a risk but we need to do the best we can do and the best is to hire someone with the knowledge.

J. Durand: The Program is only as good as the people who work there. The YMCA, as good as they are, lost a 5 year old. Things happen. If we get rid of the program, we get rid of the liability.

D. Winterton: I don't want to put this in budget. The voters said no to this last year and I don't want to be part of a Council that does an end run around the voters. Personally, I will have to be thoroughly convinced that Hooksett should be holding a camp. Maybe we can lease the space or allow another organization to run a camp but we shouldn't expose the town to that liability. We shouldn't do anything tonight.

J. Sullivan: Perhaps the voters said no but it wouldn't be the first time a project is brought back to the voters a second or third time. If we are going to have a recreational facility like Donati and Peterbrook that our only responsibility is to maintain them and the resources are handled by private organization. I would be inclined to support this but if we can't get a Park and Rec director then I would not support any increased recreation facilities with no one running them.

Dr. Shankle: To hire someone now to run a program in July and the article fails in March; they

will be gone in April. The only way to get the right person is to hire now and know they will have a job.

C. Soucie: The Fun in the Sun revolving fund can be used for recreational purposes. There is no tie to Fun in the Sun. To get rid of the revolving fund it would take an act of the voters to dissolve it. Most of the money has come from Fun in Sun Program. The reason the program is making money is the before and after care program.

C. Soucie: All operating budget were motioned except Wastewater.

***J. Sullivan motioned to approve the Wastewater Budget \$2,066,392. Seconded by T. Tsantoulis.***

***Vote unanimously in favor***

C. Soucie: This budget will be submitted next Friday to the Budget Committee. I will bring back the final budget and the working default next week for you as well as the warrant articles. We still have to get the insurance numbers.

J. Giotas requested an update on the NH Interlocal reimbursement.

#### **ADJOURNMENT**

***J. Sullivan motioned to adjourn at 9:14. Seconded by J. Giotas.***

***Vote unanimously in favor***

Respectfully submitted,

Lee Ann Moynihan