



**TOWN COUNCIL
Regular Meeting
Wednesday, October 24, 2018
6:00 PM
Council Chambers
Minutes-Official**

CALL TO ORDER

Chairman James Sullivan called the meeting to order at 6:12 pm.

PROOF OF POSTING

Proof of posting was provided by Dr. Dean E. Shankle, Jr.

ROLL CALL

Chair James Sullivan, John Durand, John Giotas, David Ross, Timothy Tsantoulis, Donald Winterton, Robert Duhaime, Alex Walczyk

Missed: James Levesque, due to illness

PLEDGE OF ALLEGIANCE

SPECIAL RECOGNITION

- 5.1. Hooksett Municipal Employee - New Hire
Dr. Shankle introduced the new Records Clerk, Kathleen Donnelly

SCHEDULED APPOINTMENTS

- 6.1. Hooksett Kiwanis- Sandra Mack, President-Elect - Community Winter Carnival

Bob Willey, 3 Morningside Drive: I am the president of Hooksett Kiwanis, filling in for President-Elect Sandra Mack. We are planning a Community Winter Carnival and have had preliminary talks with Dr. Shankle and others in town about it. We would like to hold the event at Donati Park because it is not used much in the winter. We will have as little impact as possible on town employees. The need for police and fire/EMT services is not as great as it is for Olde Home Day. This is the same concept as Olde Home Day, but in the winter. The Boy Scouts, Girl Scouts and Hooksett Youth Association (HYA) have been contacted to help; the Lions Club is still considering involvement but is not yet committed. The Chamber may help as well. Quite a few groups are willing to help. Possible events include ice sculptures, sleigh riding, snow fort competition, curling demonstrations by a resident from Canada, and ice skating. Tri-Town Ice Arena might be used for curling and ice skating. Vendors

inside Town Hall might include those promoting equipment for winter activities such as snowmobiling, as well as food vendors. There will be no fireworks or burning of holiday trees. There may be a bonfire and a chili cookoff. Admission will be free of charge; the vendors and professional ice sculptors will be charged. We would just like to break even. The event is scheduled for January 26, 2018, which is the off week for professional football. In case there is not a lot of snow, we plan to have activities such as winter softball and corn hole toss.

Chair Sullivan: Thank you.

6.2. Corri Wilson – day camp speaker/consultant

C. Wilson, 42 Joanne Drive: Good evening. Thank you for the opportunity to share with you my qualifications to review, assess, and offer recommendations on the future of Hooksett's Fun in The Sun Day Camp. The town will benefit from my academic studies and research, industry knowledge, practical experience, familiarity with the community, and organization and time management skills. I have a strong understanding of organizational governance and program administration at various levels in sport and recreation. My education and experience have taught me the business foundations and industry content of recreation and sport. I regularly attend conferences, workshops, and webinars to stay current in the industry. I have a bachelors' degree in Sociology with a minor in Criminal Justice from State University of New York. I paid my way through my undergraduate studies working as an American Red Cross-certified lifeguard and swim instructor. I was on the waterfront staff at a residential summer camp and managed a private swim club for three years. I also provided lifeguarding services and swim lessons at a health and fitness club. Upon moving to New Hampshire, I became the Waterfront Director and Assistant to the Camp Director at a summer day camp for Dorchester youth. I earned a masters' degree in Sport Management from Southern New Hampshire University *on campus* while raising two children, managing a household and personal business, and providing volunteer services to the Hooksett schools and community. In that time, I worked as a research assistant for the Sport Management Department and completed an internship with the New Hampshire Interscholastic Athletic Association, where I provided the research and presentation that led to the adoption of *Bowling* and *Boys' Volleyball* as state-recognized high school sports. I also worked with the 92 member high schools to assess the potential impact of *Loss of Instruction Time* in schools due to sport activities. My background helped in co-founding with Barb Brennan the Fitness Fridays program at Cawley Middle School which expanded to Memorial School and has continued to run in various iterations over the years. These skills, as well as use of my personal network, were also instrumental in the founding of Club Field Hockey at Cawley Middle School which later became a recognized program in the Tri-County League. My desire to provide opportunity for girls to participate in fitness and recreational activities led to the founding of *All Girls, All Sports*, an event that has served hundreds of girls in the greater Manchester area, including dozens from Hooksett. My experience includes coaching and sport program administration in the local community and at the state level -- and coaching and athletic director at schools in Hooksett, Auburn, and Manchester. For the past nine years, I taught future sport and recreation professionals at both the undergraduate and graduate level. I have taught

many courses including: Introduction to Sport Management, Sport and Recreation Law, Ethics in Sport and Recreation, Event Management, Facilities Management, Sport and Recreation Marketing, Recreation and Sport Tourism, and Governance of Sport and Recreation Organizations. I initiated a partnership with the Boys & Girls Club of Manchester through which we developed a service-learning version of the Governance course. I was part of the process through which New Hampshire Technical Institute gained approval for a major program in Recreation & Leisure Studies to address the growing need for such professionals in our state and around the country. I have worked with many individuals in Hooksett, some sitting here in this room right now. These people can attest to my intentions and abilities. I have learned many valuable lessons over the years that allow me to approach this work with an open heart and an open mind. My children did not go to Fun in the Sun Day Camp, but they did go to camp for many years, as did I growing up. I know there is value in children going to summer camp, but thorough research should determine whether the town continues to provide that opportunity or that service shifts elsewhere for Hooksett families. My motivation to serve you is to ensure that the town protects itself and its taxpayers while providing the best possible camp experience for the children, if warranted, or to help families find other options if it is not. I seek no pre-determined results; I just want to see that thorough research is conducted and all options considered before a decision is made.

I have kept up with the discussion about Fun in the Sun Day Camp since June, 2017. Since submitting my proposal a month ago, more ideas and discussion have occurred on the topic of camp. I am prepared to jump in and move quickly. While my initial proposal from a month ago states a five to six- week period for research to come to fruition, given imminent deadlines, this can certainly be contracted. Whatever your decision after tonight and moving forward, I know you will keep in mind two things: If for any reason a camp is **not offered** in Hooksett – whether by Hooksett or another organization - parents will need time to research, interview, and visit camps and other options for their children. This process must start early in 2019 as spaces fill quickly with camp expos and registrations occurring in that timeframe. In this scenario, it would be a goodwill gesture to have someone assist the parents of current Fun in the Sun campers in finding other options. If Hooksett **does** continue to offer camp in some form, staff will need time to ensure proper hires and complete paperwork and preparations well in advance of the season. This includes the time needed for background checks and proper training of staff before any individuals are working with the children. I urge this council to quickly move forward at this point. While there are discussions of revising town departments and hiring a Recreation Director, the decision of how to move forward with camp cannot necessarily wait for town voting in March to see if this will happen. I have the qualifications necessary to complete a thorough review and assessment of Fun in The Sun Day Camp. I know the questions that need to be asked and will find the answers so that I can provide an objective report on all possible options. I thank you for your consideration and look forward to supporting the work of this council and our community. Thank you.

Chair Sullivan: Thank you. If we want to move forward, we will schedule this as an agenda item.

Dr. Shankle: There will be another speaker tonight on this subject and the town may put out an RFP. This item is not part of my Town Administrator's Report, but the subject will be part of the proposed reorganization discussion.

R. Duhaime: Ms. Wilson has been at many meetings of the Parks and Rec Advisory Committee, and we enjoy her input.

PUBLIC HEARINGS

9.1. Public Hearing on 2019 Proposed Charter Amendments (moved up to accommodate attendees)

Chair Sullivan: Per the 1989 Town Charter, the Council has budget workshops every year in July and August where they recommend possible charter changes. There are four 2019 Proposed Charter Amendments. I will read the required notice for public hearing: "In accordance with RSA 49-B:5, the Hooksett Town Council hereby provides notice that it will hold a Public Hearing in regards to a number of proposed amendments to the Town's Charter at their next regularly scheduled meeting, which will take place at the Hooksett Municipal Offices (35 Main Street, Hooksett, NH 03106) on October 24, 2018 at 6:00PM." Now, I will read the background information for the first proposed amendment relative to removal of the Budget Committee from Town Budgeting processes. "To see if the town will vote to rescind the adoption of a Budget Committee in accordance with RSA 32:14, and remove all mentions of the Budget Committee in Hooksett's Town Charter." Finally, I will read the explanation. "A Budget Committee is a supplementary option available to the Town of Hooksett's budgetary process offered by statute. By voting to rescind the option, and removing all mentions of a Budget Committee from the Town Charter, the Budget Committee's statutory role in town budget-making would be removed. This would not affect a Budget Committee's role in other local political subdivisions, such as the School District."

D. Winterton: My recollection is that the budget which was sent to the Budget Committee last year was returned with a reduction of only 0.47%, a difference of \$47,000. This means that the Budget Committee agreed with 99.53% of the budget. This process involved 16 meetings of the Budget Committee, which meant 16 meetings with town staff, who are paid to be part of the process. This is an outdated part of the budget process. Yes, it is good to have another set of eyes, but we have vacancies on the Budget Committee because not enough people run. Ultimately, the voters approve the budget. Also, a budget committee is not required by the RSAs.

Chair Sullivan: I have asked Dr. Shankle to review the adjustments made by the Budget Committee over the past ten years.

D. Shankle: For the 2018-19 budget cycle, the reduction by the Budget Committee was \$71,000, which is about 0.5%. In the past several

years, reductions have mostly been small. For the 2018-2019 budget, there was a \$16,500 reduction for Fun in the Sun assistance, \$11,500 for part-time employees and \$10,000 for the fuel line. Other reductions were small amounts. For the prior year, the reduction was \$64,000, which is less than 0.5%. In prior year it has generally been less than 0.5%. There have been no net reductions for several years, between 2012 and 2017. Prior to that, there was a time when the Police Department budget was reduced by \$364,000, but I don't know the circumstances.

D. Ross: The Budget Committee isn't based on reducing; it's for validating. It is another set of eyes to go line by line in case mistakes have been made and overlooked. Just because we can't get people to run doesn't mean we get rid of it. The Budget Committee is supposed to make it hard to spend money. Past performance is not indicative of future results. I don't support this. It's a lead balloon.

T. Tsantoulis: The Budget Committee is redundant and wastes the time of Budget Committee members and others. It is complicated, and ultimately, it's the voters who pay taxes. We don't need to make it more complicated.

Peter Farwell, 24 Grant Drive: Why not listen to public? This is supposed to be a public hearing.

Chair Sullivan: We want to hear the rationale of the Council members first because it was their decision to place these on the ballot. Now we will hear from members of the public.

Joanne McHugh, 14 Jefferson Drive: I have served on the School Board, the Budget Committee and many other boards and committees in the community. The Budget Committee has the special job of maintaining fiscal responsibility for the town, to review budgets, to review the requests for funding, and to verify their validity. The biggest experience of my life was when I served as the School Board representative to the Budget Committee and \$687,000 was taken from our budget. Thereafter, I did my homework and knew the answers to questions, looking out for the best interests of the town, the school and the taxpayers. It is a sad day when we decide we don't need the Budget Committee, which ensures accurate accounting and fiscal responsibility to the town and its voters.

Jason Hyde, 36 Edgewater Drive: I am the current chairman of the Budget Committee. We once took \$20,000 out of an electric budget; the town was paying electric bills that didn't exist. Someone missed it! We never rubber stamp the Council's budget. In the five years I have served, it has never come out the way it went in. I don't believe the numbers you said didn't change. This is nine people with a variety of backgrounds and abilities. Some are appointed and some are elected. I take no stipend. I enjoy it; I am a taxpayer. I have served on the Town Council in the past. The Budget Committee is an intelligent

group of eyes from all walks of life. We sometimes make small trims here and there. We don't always cut. You aren't perfect. Nobody is. You need another set of eyes to hold you accountable. Government is not about expediency. In one situation, you were going to overpay on phone lines, and we caught the error. I do this to hold the School budget in line. Once, we took a million dollars out of the School budget and the voters put it back in at the Deliberative Session. They were underspent by more than a million dollars that year. They are underspent every year and so is the town budget. Budget Committee members have experience from different parts of life and have different levels of experience. Sometimes it is little things, like consolidating printing projects or shopping with Amazon. The Budget Committee holds the town and the school accountable. Eliminating it is asking for trouble. New council members might spend recklessly. Taxes skyrocket and we are out of luck. Counselor Winterton, I have never seen you at a Budget Committee meeting.

D. Winterton: I served one year as the Council's representative and made every meeting.

J. Hyde: Thank you. Fair enough. I said I hadn't seen you.

David Hess, 68 Pine Street: I have lived in Hooksett since 1972. I served on the Budget Committee for three years and was the Chair for two years. We made numerous cuts to the budgets that came before us. I appreciate that Chair Sullivan gave the Council members a chance to explain why they are for or against this amendment. I don't think this is adversarial. All parties involved have the best interest of the town and all of its boards and committees at heart. Our Founding Fathers did a profound thing when they instituted checks and balances, which was a novel concept in 1787, a time when monarchies reigned supreme. A monarch maybe didn't know all of the facts, consequences and alternatives. They established a bicameral legislative system so that two groups were looking at each issue. Forty-nine states have done this. The Budget Committee provides that second group. Changes have been minimal in last several years, perhaps because the Budget Committee has been unduly obsequious. In many years, there have been major differences, and there will be in the future. Removing that second set of eyes is not good. The Budget Committee looks at all budgets and has an overall picture. When I am voting on items involving spending at the Deliberative Session and Town Meeting, I look at the recommendations of the Town Council and the Budget Committee. If an overwhelming majority support an item, they are probably right and I feel confident in voting for the item. If only the Town Council is looking at the budget, they might be interested in adding more money to the budget to have a little wiggle room in May when an unexpected event occurs. Churchill said that democracy is the worst form of government known to mankind, except for all of the others.

Tom Lizotte, 21 Post Road: My first insight regarding budgets was when there were issues with the police commission and its

extravagances, which were hidden deeply. We need to dig down because there are times when people have taken advantage. We called that 'Cinderella spending.' Then there was a tranquil time, with new councilors and with the tenure of Dr. Shankle and his more conservative bent. Voters have a chance to come before the Budget Committee, and sometimes it's an opportunity to explain things. People like to say the budget is level, but the valuation of my house has doubled. I compared the school and town budgets since 1951. At one time the school budget was equal to that of the town; now it is double. One year we cut the school budget by \$900,000 and they still had a surplus of \$400,000. The Rule of 72 says to divide 72 by the percentage increase to determine the number of years it will take the budget to double.

Mary Farwell, 24 Grant Drive: I have served on the Charter Commission, the Budget Committee, and am a Library Trustee. The Council has many other responsibilities in addition to the budget. For some on the Budget Committee, it is their only responsibility. It is a thankless job. One year the school proposed a renovation of Underhill and the cost was way too much. It was cut, and the voters were not able to put it back in at the Deliberative Session because they can't vote to spend more than 10% above the Budget Committee's recommended budget. They then established a building committee, and the proposal was two million less the next year. The Sewer Commission is a department of the town, but no one is looking at their budget. I urge you to reconsider. The Budget Committee members are passionate, and they love what they do. A number of years ago, there was a 'slash and burn' Council and the Library budget was cut willy-nilly. Some was restored by the Town Council.

Chair Sullivan: The second proposed charter amendment is relative to the end of term dates for elected officials. "To see if the town will vote to amend the Hooksett Town Charter by voting to change Article 10.2.B to the following: '*Unless otherwise set forth in this Charter, all elected officials in the Town shall take or continue in office on the first day of July next following their election and shall hold office until their successors are elected and qualified.*'" The explanation reads: "This amendment would align the terms of elected officials to the start of the town's fiscal year with that of the Council and officials appointed by Council."

P. Farwell, 24 Grant Drive: The problem with this is that the incumbent might decide not to run or might lose to a challenger and thus either not attend meetings or attend without the best interests of the town at heart. When someone challenges an incumbent, it is often an indication that people want change. This amendment would reduce the time for the new official to get involved. Why not get them sworn in as soon as possible?

J. McHugh, 14 Jefferson Drive: On the school side, elections are held in March and members are sworn in for the next meeting. Isn't it good to start planning right away? I would have thought that when the town

voted to be on the same schedule with the School Board for the election, you would have followed suit.

D. Shankle: The Council is the only group now starting in July; all others start May 1st. What you are suggesting is the opposite of this: moving the Council terms to start May 1st with all others.

Chair Sullivan: The next proposed amendment is relative to Councilor-At-Large Residency Limits. "To see if the town will vote to amend the Hooksett Town Charter Article 3.2 by removing the third paragraph," which says that no two Councilors elected at large or appointed to fill an at-large position shall be residents of the same district. I will read the explanation: "The current charter text limits the number of potential candidates for Councilor-At-Large elections by prohibiting more than three representatives from each district being on the Council. Eliminating said paragraph would open elections to candidates normally barred from doing so as a result of an At-Large Council seat being occupied and unavailable to a candidate due to their residency in a voting district matching an At-Large Councilor not up for election." The incubus for this was in 1988 and 1989 when the Charter was being created. There was concern that the Granite Hills development could direct all benefits to that area. Three individuals came to us recently wanting to eliminate the districts. This is a compromise. Instead of eliminating the district, this amendment would guarantee that no more than four individuals would come from the same district.

D. Ross: Different parts of town have different interests. This is a rare occasion when Councilor Tsantoulis and I agree with each other. There is a wide variation in income levels and needs from one to another. It is a bad idea.

M. Farwell, 24 Grant Drive: Councilor Ross, my district is not a true neighborhood. Making districts is a difficult task, which I was part of. I would prefer to go all the way and eliminate districts, giving more people the opportunity to run, but this is a good step. The School Board members are all elected at-large. Also, in your explanation, it should say this prohibits more than two, not three, at-large members from one district.

D. Shankle: Mrs. Farwell is correct regarding her correction. It should say two rather than three.

Chair Sullivan: The fourth and last proposed amendment is relative to Council roll call votes. "To see if the town will vote to amend the Hooksett Town Charter Article 3.5.D by removing the final sentence" which says that all votes shall be recorded by roll call except those on procedural matters. I will read the explanation: "This amendment is intended to clarify and streamline the Council procedure for voting on its business." We have not been taking roll call votes. Ms. Fitzpatrick, please read the applicable section of the Rules of Procedure.

D. Fitzpatrick: Section Five of the Rules of Procedure, which are on the website, states that all votes requiring a public hearing, requiring spending in excess of \$10,000, or at the request of a councilor shall be roll call votes. It also requires random order for the roll call, with the Chairman voting last.

J. Hyde, 36 Edgewater Drive: On the Budget Committee, we have been following the rules you are trying to eliminate. We take a roll call vote on all items except adjournment. We don't vote on procedures, just budget amounts. Fix your mistake; don't institutionalize it. Scrap this one as well.

Chair Sullivan: Ms. Fitzpatrick, please clarify that when no roll call is taken and the vote is not unanimous, the minutes list the nay votes.

Ms. Fitzpatrick: That is correct; they should.

T. Lizotte, 21 Post Road: The charter is clear. There is no need to change this. Leave it alone. Look at Roberts Rules of Order to determine which items are procedural. Roll call votes force members to think about why they are voting for or against items. It is about accountability. It also ensures that members abstaining from a vote state the reason.

Ms. Fitzpatrick: We have Consent Agenda items which sometimes are small donations.

Chair Sullivan: That is not a problem. Also, when members recuse themselves, they must explain why, so that is not part of this.

D. Hess, 16 Pine Street: We shouldn't change this. I was in the House of Representatives for 25 years representing Hooksett. Some people didn't want a roll call vote because they didn't want to be on record. If it is in the charter, you can't change it. You may change the procedures from one Council to the next, but removing that from the Charter creates an opportunity for abuse. This is a sledgehammer for a minor issue.

M. Farwell, 24 Grant Drive. I agree with the other speakers. Jason made a good point when he said it is about accountability. What is your procedure after closing a public hearing?

D. Fitzpatrick: The final language must go to the Town Clerk within seven days. The Clerk then forwards it to the Secretary of State, the Attorney General, and the Department of Revenue. They review our language and send it back here to be placed on the ballot.

D. Shankle: If you make a substantive change, you will need to hold another public hearing. There is nothing more to be done at this point. When it comes back, you can decide

D. Ross: We could vote to remove any or all of these proposals.

D. Hess: If you can amend it, you can remove it.

Chair Sullivan: On behalf of the Council, I hereby close the public hearing at 8:05 p.m.

D. Ross motioned to remove the proposed amendment relative to the removal of the Budget Committee from the town's budgeting process.

R. Duhaime seconded the motion.

D. Shankle: Perhaps you should vote on the things you want to move on.

Chair Sullivan: According to our process, a motion should be stated in the affirmative. Then members can vote it down if they choose to. It would accomplish the same thing.

D. Ross: I have made a motion and it has been seconded. It is a legitimate motion. Buttressed by the speakers here tonight, I support having a second set of eyes. This was established with wisdom and budget committees are common across the State. This is a lead balloon, so why waste time putting it on the ballot?

R. Duhaime: This is my first time representing the Council on the Budget Committee. It is monotonous; it is all about numbers. Unfortunately, not enough people want to serve. After hearing the speakers tonight, I am going back the other way.

D. Winterton: I proposed this amendment for the reasons discussed tonight. I am not the type of guy to dig in my heels. I have listened to the speakers tonight and will vote yes. Let's hope we can recruit people to serve on the Budget Committee with the same enthusiasm and concern as those here tonight. When committee assignments were made, I volunteered for the Sewer Department, the Planning Board, and the Union Negotiations Committee, but not the Budget Committee. No one volunteered. The Water Precincts don't attend the Budget Committee meetings; the School Board representative rarely attends. I agree with the passionate people who spoke today. I respect them immensely.

Chair Sullivan: I recall frustration at a Deliberative Session when only 22 people who were not on the Budget Committee, the Town Council or department heads attended. Eleven of those people had the ability to increase the budget by up to ten percent. Part of my frustration is with SB2.

Roll Call Vote #1

D. Winterton Yes

J. Giotas Yes

T. Tsantoulis Yes

A. Walczyk Yes

R. Duhaime Yes

J. Durand Yes

D. Ross Yes

J. Sullivan Yes

Vote unanimously in favor (8-0)

R. Duhaime: Some of us are looking forward to staying on the Council, as long as we are re-elected. We can change the date of when elected officials are sworn in to July 1st, and if it doesn't work, we can change it back again.

D. Winterton: I echo what Councilor Duhaime just said. However, this Council does a performance review of the Town Administrator for July 1st. The new person should not be part of it.

D. Winterton motioned to remove the amendment regarding roll call votes. D. Ross seconded the motion.

J. Giotis: I have no problem with roll call votes.

D. Ross: The votes are already recorded because of the live stream. Everyone can see us.

Chair Sullivan: Yes, the key word is 'recorded,' and we are doing that.

Roll call vote #2

R. Duhaime Yes

J. Durand Yes

D. Ross Yes

A. Walczyk Yes

J. Giotas Yes

D. Winterton Yes

T. Tsantoulis Yes

J. Sullivan

Vote unanimously in favor (8-0)

5 MINUTE RECESS

APPROVAL OF MINUTES

7.1. Public: 10/10/2018

D. Winterton motioned to approve the minutes of the October 10, 2018

meeting with corrections. The motion was seconded by R. Duhaime.

Chair Sullivan: Does anyone have any corrections?

1. Walczyk presented an amendment:

Line 736: That sentence should read, "If we had a better understanding of what things cost on an ongoing basis, it may help."

2.D. Ross presented an amendment:

Line 671: That sentence should read, "There are certain precautions to prevent that from happening."

3. D. Ross presented an amendment:

Lines 398 & 399: That sentence should read, "When they talk about liability, this is not an unusual thing for towns to do and the insurance companies know that."

7 Non-Public: 10/10/2018

D. Winterton motioned to approve the 10/10/18 non-public minutes. J. Giotas seconded the motion.

Voted unanimously in favor. (7-0). R. Duhaime abstained because of absence.

TOWN ADMINISTRATOR'S REPORT

Dr. Shankle:

1. First I would like to address the winter carnival. I heard from the Kiwanis president, and a week or so ago, a few members came to see me. At the department heads meeting, we discussed concerns of the departments. There will be no burning of trees and no fireworks. They will need liability insurance. The restrooms at Donati Field will be closed, so they will have to set up Porta-Potties. Parking could be an issue. They are not concerned, but if there is snow, they might lose some parking spaces. Public Works is concerned if it is snowing because this can't be a priority. The roads come first. The question was raised about notifying the neighbors and how to do that. If you agree, I will contact Kiwanis about our concerns. If we can't get a town employee to volunteer to be in the gym, they will have to pay someone for that. The Fire Department will have a couple of people there for the bonfire, and Public Works will have trash barrels put out.

D. Boyce: We are not going to notify the neighbors ourselves, but it will be posted under Community Development.

T. Tsantoulis: The neighbors will have to take some initiative.

D. Ross: There will be advertising going on.

D. Winterton motioned to direct the Town Administrator to work with Kiwanis on the Winter Carnival regarding the concerns of department heads. A. Walczyk seconded the motion.

Ms. Fitzpatrick: I want to point out that if they want to push the event to the next week, town meeting is the following Saturday, February 2nd, at Cawley Middle School beginning at 9:00 a.m.

Chair Sullivan: Should we direct them to meet with Parks & Recs Advisory Committee?

R. Duhaime: They already did.

Chair Sullivan: Parks and Rec should forward items like this to the Town Council so that they can be placed on the agenda.

D. Shankle: The process would have been delayed if I had waited until after this meeting to have a discussion with the department heads. Notifying me is notifying the Town Council.

Chair Sullivan called for a vote on the motion.

Voted unanimously in favor. (8-0)

2. I received a letter about the great job Public Works did on Harvest Drive about a month ago. A resident had a sewer drain that was getting clogged with residue from a neighbor's yard, and they fixed the problem.

3. I received a letter from a law office addressed to the Town Council. I forwarded the letter to Public Works. BW Land Company is complaining about brush that needs to be cleared on South Bow Road.

D. Boyce: It is unusual that this went to a lawyer already. I received the letter today and we went immediately to the site. This can be addressed easily. It is just some brush. Because we are short-handed, we are a bit behind on some of the clean-up. It is unusual that this went so far so quickly.

4. I received a letter from Chief Bouchard, stating that she has completed a graduate certificate in Leadership and Public Service from Southern New Hampshire University.

D. Winterton: We would be remiss if we did not say that SNHU waived tuition and fees for this course.

5. Captain Robie has completed an intense seven-month Primex course in leadership development program. Identifying and Developing First Line Supervisors was his special project.

6. On October 4, 2018 the NH Public Utilities Commission approved a permanent 18.97% rate increase for Pennichuck Water; we were notified because they provide water to some residents in Hooksett.

7. The Southern NH Regional Planning Commission has approved our second application to be part of its age-friendly program for seniors. They will work with Nick Williams of Planning and Abby Reeves of Family Services to develop a program for

seniors in Hooksett. This fits nicely with my proposed reorganization plan, which includes developing a strategic plan for seniors.

8. I have been wanting to install GPS units on some, if not all, of our vehicles. Mr. LaBonte has jumped in and put together information from a couple of companies. I would like to put GPS units on between 20 and 40 vehicles. I would like to install them on most, if not all, DPW vehicles and some fire vehicles. There is a one-time installation cost of \$604 and an annual cost of \$4,548, which is less than \$10,000 per year. This will allow us to know where vehicles are, when they are there and what their speed is. When residents call to complain about the speed of our vehicles, we will be able to verify their true speed.

E. LaBonte: This won't take long. Verizon Connect will supply the harness and we will put them on. Vehicle activity can be viewed on a computer or on a Smartphone App. We would get a special contract price of \$18 per month, per vehicle.

D. Ross: I have been suggesting this for quite a while. Uplink, which has been in business for a long time, has GPS units that just plug in with no harness for \$15 per month, probably less with a volume purchase. These would not have to be installed in every vehicle, so not as many units would be needed. An employee can just take one when using a vehicle. I will provide information to Mr. LaBonte about Uplink.

E. LaBonte: The units from Verizon Connect can be shut off after six months with no disconnect fee.

***D. Winterson motioned to direct the Town Administrator to investigate GPS units for town vehicles. The motion was seconded by T. Tsantoulis.
Voted unanimously in favor. (8-0)***

R. Duhaime: When the units are on, the drivers know, so they will be discouraged from stopping at Dunkin' Donuts or a grocery store.

T. Tsantoulis: These also help with bad driving habits such as rapid stops and starts. This is money well-spent.

E. LaBonte: These devices also monitor gas mileage, maintenance requirements, and service alerts.

PUBLIC INPUT

Giana Valentino, 125 Chester Turnpike: I would like the Council to consider approving the use of OHRVs on Chester Turnpike. Dr. Shankle and Ms. Fitzpatrick have helped me research this, and we learned that Council approval is needed for Class 6 roads to have OHRVs. I don't want to spoil anyone's fun; I support those who hunt and fish and enjoy other outdoor activities in the area. I want them to have a place to park legally. Steve Couture of DES wants to cite those driving OHRVs on conservation land. The sign bans cars and trucks but not OHRVs.

Chair Sullivan: Thank you. We will have additional discussion on this subject in the future.

OLD BUSINESS

15.1. Paving - Hackett Hill Road

D. Boyce: Mr. LaBonte was asked at the last meeting to do some research on Hackett Hill Road; he has done a lot of work and has been busy with that.

E. LaBonte: I was asked to validate if tack coat was used on this project. There is no way to see this on the edge. However, I have a picture of the tack machine used and load slips from the inspector verifying the asphalt tonnage and the gallons of tack used. I checked a lot of the literature regarding the use of tack coat on milled roads. One report from the Virginia DOT says they never use tack coat on milled roads; the Asphalt Institute says to always use it. Our policy is to always use it. In our view it is necessary. You won't see it in core samples unless too much is used. And core samples put defects into the pavement. In the future, we will have better record keeping, more spot checks, and more precise reports. Inspectors need to document the temperature of the asphalt and the tack, not for every load but by spot checking. The inspector should be on site initially so the crew knows they are being watched. Tack coat should not be put down just before it rains. Traffic should not be allowed on the road right after applying the tack coat, and the road should be cleaned of debris before putting down tack coat. Milling and paving is not a complete reconstruction, which would cost up to ten times more than just milling and paving. However, some defects need additional attention. Factors such as the temperature of the asphalt and the tack coat need monitoring.

R. Duhaime: Scientifically, you could find out if tack coat was used. Cross Road did not have full-time supervision. Almost every town has full-time supervision. We did a sidewalk project where the State required a full-time PE on site. Was the compaction checked and was it correct?

D. Boyce: Yes, it was checked and it was correct.

R. Duhaime: There were little dips they failed to mill, due to undergrinding.

D. Ross: It seems they are blaming us for not keeping an eye on them.

D. Boyce: I don't think GMI blamed anybody for anything.

D. Ross: It is well-worth putting someone there from the town, even if it's not an engineer.

15.2. Old Town Hall

D. Boyce: I don't have the figures yet. I am waiting for more numbers. Hopefully, we will get bids in by the end of this week or the beginning of next week.

no 15.3. Reorganization of the Public Works Department and development of a Department of Natural and Cultural Resources

D. Shankle: As I suggested at the last meeting, instead of eliminating Fun in the Sun, we could do a reorganization of departments to give it the attention it needs. In the early 2000s, the Parks & Rec Director, Dale Hemeon, became the Public Works Director, and the Parks & Rec Department moved with him to Public Works. He ran it that way for a while with Jodi Pinard. I want to bring back what we had before. The State created a Department of Natural and Cultural Resources in 2017, which is a good name for this department. Parks & Rec is too limiting. The natural part would include such responsibilities as parks, trails, and working with the Conservation Commission. The cultural aspect would include items such as Old Town Hall, the Prescott Building, signage, monuments, and working with the Heritage Commission and the Historical Society. Ms. Soucie, the Finance Director, gave me the DRA code for Culture and Recreation, which includes parks, playground, walking paths, bike trails, swimming areas, tennis courts, golf courses, recreation and cultural buildings, and patriotic purposes. Right now, we split staff to support these functions. If you support this plan, first I will put together a job description and bring it to you. We are not going to add people, just move people up. We would eliminate a driver position and add a department head. Luckily, there are two openings there now, so we are not letting anyone go. Second, regarding Fun in the Sun, I spent an hour and a half with the gentleman from the Y who spoke to us this evening. He is willing to talk with his boss about the possibility of a Y program here, which would get us out of the liability responsibility. If this doesn't work, we need to get some sort of consulting service to set this up right and help us provide proper training. There is almost \$150,000 in the revolving fund account, and I can't think of a better use for it. If we have done proper training and have established policies, we will have a program we can be proud of. We will have done our due diligence if there is an event which ends up in court. Now I need your input.

D. Ross: The name bothers me. It should be Parks and Recreation. Cemeteries are parks. We already have a Conservation Commission to maintain conservation easements. We have a Heritage Commission and a

Historical Society. This creates an overarching item, which isn't what I thought was the intent. We should put Parks & Rec back to Parks & Rec. It should be a separate department. We could be stepping on other people's toes unnecessarily. We are always sharing people back and forth; it is something that we do. Natural and Cultural Resources is too vague. I don't like the name.

***At 9:35 Chair Sullivan motioned to extend the meeting. The motion was seconded by R. Duhaime.
Voted unanimously in favor. (8-0)***

Chair Sullivan: Regardless of the name, we could add language saying this department would **assist** other organizations like the Heritage Commission. Either way, it meets your requirements.

D. Ross: This department should not be responsible for the maintenance of all town-owned property. This doesn't belong here.

R. Duhaime: Is this department going to do building maintenance?

D. Ross: That is DPW.

Chair Sullivan: They do it already. If something is needed at the Prescott Building, they do it.

D. Ross: 'Expansion and maintenance of cultural buildings...' There is too much going into this.

T. Tsantoulis: You are spending a lot of time beating up names.

D. Shankle: Now we are using funds from DPW for maintenance of cultural buildings such as Old Town Hall and the Prescott Building. They should have separate funding, not fighting with the Safety Center for funding, which would be a DPW priority, but the people don't want the Prescott Building to fall down. It needs to be a separate, focused pot of money. We are not taking over anything that someone is already doing. We are not taking anything away from the Conservation Commission. For seven years or so, practically since I have been here, you have been asking for more control and knowledge of town-owned land. We don't have anyone to pursue that, and we need someone to do that.

R. Duhaime: Would Recreation Director be half of this person's job?

D. Shankle: Yes, that would be part of the job. The Y doesn't have any part-time directors; they are all full-time. We should be hiring now for Fun in the Sun, but instead we are getting snowplows ready. A former councilor said that a Recreations Director wouldn't have enough to do. I see this person being able to focus a lot more on the cultural resources end and on programs for seniors, because we would be giving them a fully-functioning parks department.

R. Duhaime: This person could deal with the Winter Carnival.

D. Shankle: Kiwanis didn't know who to contact. There should be a point of contact, and that person should be a full-time staff member.

J. Giotas: Would this department be in charge of maintaining historical buildings? If so, a lot of work the Heritage Commission and other groups have done would go out the window. There is a wealth of information at the Heritage Commission.

D. Shankle: This person would be assisting. If the Heritage Commission decides it wants to do something, this department could provide staff support. Some committees have great ideas which they have no way to implement.

R. Duhaime: They could also write grants; they would know what was available.

D. Winterton: What are we being asked to do tonight?

Chair Sullivan: We are being asked to approve an organizational change to remove Parks & Rec from the Department of Public Works so that it has its own department.

D. Shankle: I didn't do the Staff Report right. This is an amendment to the Administrative Code, adding Section 3.11.

D. Winterton: If we do this tonight, there is no director of this department.

D. Shankle: If you don't want to vote on it tonight, that is fine. I didn't want to do more work on a job description unless I knew that you wanted it.

D. Winterton: I would be in favor of this, but I would like to see a job description first. Also, would this department have its own bargaining unit?

D. Shankle: There would not be enough people to have a separate bargaining unit. I don't want to wait six months while negotiating a contract.

D. Winterton: My wish is to have the Town Administrator continue on this path.

J. Giotas: Are you saying that this person would be in charge of the Fun in the Sun program? It is the most important responsibility of the person hired for this job. We will have more problems if he or she can't run it.

J. Durand: I thought we were going in the direction of having the Y or some independent contractor doing Fun in the Sun to eliminate liability on the part of the town.

D. Ross: I thought the concept was to recreate the Fun in the Sun program and give it the attention it deserves, not to add more to the job. This department

head would organize the program or sub it out. The job hasn't been getting done, according to the reports of what happened last year. It shouldn't be our job. This should be limited to Parks & Rec. This is a very important function; only fire, police and road clearing are more important. We don't want to overwhelm another person with extra duties. If the program fails, we will be in the same position again. It should not include cultural activities. Our employees get along and work well together, helping each other get things done. How much can one person take on?

Chair Sullivan: This department is going to be doing the same things. The main goal is to remove nine or ten things that others are doing, and they will be done by this department. This is similar to when we separated Planning and Building Codes.

D. Winterton: If we charge the Town Administrator to come back with a job description, this is a discussion we can have we have when we have a job description in front of us.

D. Shankle: I can do that. Keep in mind we have to act quickly if we want to run Fun in the Sun. Should I have parallel plan? We shouldn't run the program if we don't have someone.

R. Duhaime: This is structural. Who will be in charge? You are the town manager, so we should let you handle it. Will Natural and Cultural Resources tell Parks & Rec what to do? Show me a job description. Will this new department head need an assistant?

D. Shankle: We are not going to do that. We have part-time administration now. There should be someone working full time here to oversee everything. If we don't have that, we shouldn't run the program. Even if we farm this out, someone has to watch it. Anything we don't put under this department just stays with Public Works.

R. Duhaime: We have had citizen input here and at the Parks & Rec Advisory Committee meetings who want this program. We shouldn't end the program because of liability concerns if we have made no effort to fix the problem.

***D. Winterton motioned to direct the Town Administrator to continue the investigation of a Natural and Cultural Resources Department and to bring back a job description of the department head because these areas are important to the Town, and Fun in the Sun is important to the citizens of Hooksett. R. Duhaime seconded the motion.
Voted unanimously in favor. (8-0)***

D. Shankle: I will do a job description and at the same time move ahead with Fun in the Sun, with the presumption that we will end up with someone to oversee it.

15.4. FY 2019-2020 Budget and Warrant Articles

C. Soucie, Finance Director: The budget you recommended to the Budget Committee was \$18,896,365. Since then, three items needed to be reconsidered to be included in the recommended budget. First, 2019 health and dental rates increased an average of nine percent across all plans. The increase is really only 7.6 percent because some employees change plans and things like that. The total increase is \$139,962. Second, Property & Liability Insurance declined from \$224,127 to \$220,810, which is a reduction of \$3,713. The third item is an increase in the budget for Unemployment Compensation from \$4,000 to \$4,939, an increase of \$939. The new budget amount is \$19,033,949.

R. Duhaime motioned to amend Town Council's recommended budget by adding \$139,962 to the Health and Dental Insurance lines; by reducing the Property & Liability Insurance line by \$3,713 and by adding \$939 to Unemployment Compensation. The motion was duly seconded by D. Winterton.

D. Winterton: Does that include all bargaining groups?

C. Souci: Yes, it does.

R. Duhaime: I thought we budgeted part of the increased for health and dental insurance already.

C. Souci: No, it was level funded.

Roll Call Vote #3

J. Giotas Yes

D. Ross Yes

A. Walczyk Yes

J. Durand Yes

R. Duhaime Yes

T. Tsantoulis Yes

D. Winterton Yes

J. Sullivan Yes

Vote unanimously in favor. (8-0)

C. Souci: Regarding warrant articles, we did an overview at the October 10th meeting. At this meeting and on November 7th, we can discuss the proposed articles. Then, on December 12th you can choose to move articles to the ballot or not. On January 19th we can look at petition or union warrant articles, and on January 23rd, you can sign the warrant and make recommendations as to who will speak on each article at the Deliberative Session. I have provided you with a list of possible warrant articles. There are several warrant articles under construction. Unless you have questions about the eight Capital Reserve articles, we can look at these at the next meeting. I have no new information, but have provided history on these accounts for you. We can look at just three warrants this evening: non-union wages, a 100-yard live bottom trailer, and a fire command vehicle.

D. Shankle: There is another possible article for engineering for the Route 3A sewer project.

C. Souci: I will add it to the list.

D. Winterton motioned to raise non-union salaries 2.25% and to give that entire amount to the Town Administrator to distribute. The motion was seconded by R. Duhaime.

D. Winterton: I'd like to speak to my motion. If we don't ask for an increase for participation on the health insurance line, that figures out to one dollar per hour, per employee. Some of the bargaining agreements are not public yet. Per their bargaining agreement, which is public, the Police have an increase equal to the increase in the CPI written into their contract. The Police with non-contributory plans are not going to be asked for more funds. To be fair to our non-union employees, as we are to our union employees, this number makes sense. There is a supply and demand situation with no-union employees. This allows the Town Administrator to remedy situations that need to be remedied and to reward situations that need to be rewarded.

R. Duhaime: This is a percentage, but do you have a dollar amount?

C. Souci: I will have that number for you at the next meeting.

D. Ross: Saying 2.25% is not going to be true for all non-union employees. It should be a dollar amount, not a percentage, because not all employees will get 2.25%.

D. Winterton: I will amend my motion to say \$92,000 instead of 2.25 percent.

C. Souci: It will be a dollar amount on the ballot anyway; the percentage will be in the notes but not on the ballot. No vote is needed at this time.

C. Souci: The next warrant article is the 100-yard live bottom trailer. The cost is \$80,000, and it is replacing a 2004 trailer. It will be paid from the Solid Waste Disposal fund, which has a balance now of \$470,000. The scale system will be paid from this fund as well. That amount is \$65,000.

Chair Sullivan: Fourteen years is a good life for this type of trailer.

C. Souci: The third warrant article I want to present this evening is \$55,000 for a new Fire Rescue (Command) Vehicle. This will replace Car 5, which is a 2003 Ford Expedition with more than 115,000 miles. Its condition is Out of Service (OOS) and it failed inspection.

D. Winterton: Could this come from the Fire Apparatus fund?

C. Souci: That is not for small vehicles, and there is not enough money in the fund for this anyway.

J. Giotas: Does \$55,000 cover everything or does the vehicle need modifications as a command vehicle?

Chief Burkush: \$55,000 includes all modifications.

NEW BUSINESS

16.1. Use of Unassigned Fund Balance to lower 2018 Tax Rate

C. Souci: I recommend using \$300,000 of the Unassigned Fund Balance to reduce the tax rate, which would leave that balance at 5.4% of the General Fund amount. We need to raise \$1.5 million more in 2018 than in 2017. Our policy is to have a minimum of 5% in the unassigned balance, with a target goal of 8%. The Unassigned Fund balance is \$3,367,636. This is 6.8% of our total budget. I have provided you with other options and some history. Last year we designated \$1,000,000 of the unassigned balance to reduce the overall tax burden and the prior year was \$500,000. It is good to do something to reduce the tax burden. The options I have presented represent worst case scenarios because we are not able to determine growth due to the revaluation. The options assume there was none, but we know that there was growth.

R. Duhaime: We would be doing better if we hadn't dipped into this fund for the bridge.

R. Duhaime motioned to use \$300,000 of Unassigned Fund Balance to reduce the amount of taxes that need to be collected. The motion was seconded by D. Ross.

D. Winterton: What amount would we return to the taxpayers if we want to be at 5%?

C. Souci: That would be \$600,000.

D. Winterton motioned to amend the amount to be returned to the taxpayers to \$600,000. The motion was seconded by Chair Sullivan.

D. Winterton: Our taxpayers are going to get whacked this year, even though we don't know what is coming back from DRA. This takes us to 5%, which is within DRA guidelines.

C. Souci: And it is within your own policies.

D. Ross: Our target is 8% and we reached that once. We are going in the wrong direction. This affects our financial standing and how we appear to lenders. We finally got the percentage to where it belongs and now are going back. In 2017 we returned \$1,000,000 and were at 9%. Perhaps this was not wise. I prefer to stay with the original \$300,000. I'd like to get us back to 8%.

D. Winterton: We heard from public comments tonight that the Budget

Committee believes we overbudget. This is taxpayer money.

R. Duhaime: Actually, the recommendation is a balance between 8% and 17% of the General Fund budget. I don't think another \$300,000 will get three new Budget Committee members or more people here at our meetings voicing concerns.

D. Shankle: We do not overbudget. We only have extra money because of positions which haven't been filled. We don't know how the tax rate will be affected because we don't know what the DRA will come back with or the results of the revaluation.

C. Souci: We actively tried to fill all positions; they are not left vacant intentionally.

R. Duhaime: The economy is good now. This is the time to put more money away. When we get to 8%, we can give some back to the taxpayers. That money is invested.

Chair Sullivan called for a vote on the amendment to increase the amount returned to taxpayers from \$300,000 to \$600,000.

The motion failed. (2-6) J. Durand, J. Giotas, D. Ross, T. Tsantoulis, R. Duhaime and A. Walczyk voted in opposition.

Chair Sullivan: If we want to get closer to 8%, we shouldn't have given back \$1,000,000 last year.

Chair Sullivan called for a vote on the original motion of \$300,000.

Vote unanimously in favor. (8-0)

16.2. Discussion regarding HFR Ladder Truck 1

Chief Burkush: We asked to be on the agenda to keep you informed of the status of the ladder truck repair because it is an expensive repair. Steve Colburn is distributing a letter which our Town Attorney sent to the manufacturer of the truck. I had an email late today from the Town Attorney, saying that KME has asked for an extension of one week to answer that letter, which is a demand for warranty. The estimated repair cost is \$160,000. We will keep you up to date on the progress, and I would ask to be on the agenda for the November 7th meeting.

R. Duhaime: One of those things with these life-time warranties is that the company goes out of business.

Chief Burkush: The company was bought out by a large corporation.

S. Colburn: I went back a couple of years, and the original company first

denied the request. Then we produced the original, signed bid documents and the company made a decision to fix the ladder truck. With the new corporation, the rehearsed line is 'no' and we had to go down this route.

16.3. Scale Replacement for DPW - Recycling & Transfer Division

D. Boyce: We received four bids on our scale replacement; all include pit and site work. The DPW's responsibility is to remove what we have there now. We would have to hire a crane to get that one big piece of concrete and metal off the top. We have already contacted someone local for the crane. Fairbanks' bid came in under. I did some research and they have great reviews. They want our business. We have \$65,000 in the Solid Waste Disposable Special Revenue fund, which leaves a balance of \$2,112 which we will probably take from our budget someplace. It's difficult to estimate costs like this a year in advance, especially with steel and cement. It is better than we thought it might be.

D. Winterton motioned to accept the bid from Fairbanks in the amount of \$67,112 for the Recycling & Transfer Station vehicle scale. The motion was seconded by J. Giotas.

J. Giotas: Is it the pit and site work where most of the extra costs come in? Was Fairbanks lower on this part?

D. Boyce: Yes, that is the case.

D. Ross: Have you looked into leasing or renting portable scales like the State Police do?

D. Boyce: We would be pulling them up all of the time. No, we have not looked into leasing or renting.

D. Boyce: We will be down for three weeks and will try to avoid the holiday season. When this is approved, we can get a timeframe for the project.

Roll Call Vote #4

A. Walczyk Yes

D. Ross Yes

R. Duhaime Yes

J. Durand Yes

D. Winterton Yes

T. Tsantoulis Yes

J. Giotas Yes

J. Sullivan Yes

Vote unanimously in favor. (8-0)

16.4. Grant Drive Drainage Project

D. Boyce: This project was bid on two years ago. It was quite high at the time. Then, we needed an emergency fix, which took care of the immediate problem. Now, the corrugated pipe is starting to cave in and this needs to be done by the end of November, which is part of the bid. The funding will come from the Capital Reserve Drainage account

D. Ross motioned to accept the bid from Advanced Excavating in the amount of \$94,055 for the Grant Drive Drainage Project. The motion was seconded by T. Tsantoulis.

D. Ross: Is there anything in the contract which says we can be sure this will be done by winter?

D. Boyce: Yes, it is in the contract.

D. Ross: Is the penalty sufficient to get somebody else in to do it? That was the problem with the bridge. The penalty was so miniscule it was outrageous.

D. Boyce: I will double check on that.

R. Duhaime: Do you have oversight for the project?

D. Boyce: Our Town Engineer will oversee the project. If he can't be there, someone else will be.

Roll Call Vote #5

T. Tsantoulis Yes

D. Ross Yes

R. Duhaime Yes

A. Walczyk Yes

D. Winterton Yes

J. Durand Yes

J. Giotas Yes

J. Sullivan Yes

Vote unanimously in favor. (8-0)

16.5. Municipal Legal Services (RFP #18-06)

-

D. Ross motioned to approve the Mitchell Municipal Group, PA for the Town of Hooksett municipal legal services, effective October 25, 2018.

The motion was seconded by D. Winterton.

Vote unanimously in favor. (8-0)

16.6. Health Insurance Renewal Rates Effective January 1, 2019

-

D. Winterton motioned to keep the current structure for both medical and dental plan types and employee premium contributions, effective January

1, 2019. The motion was seconded by T. Tsantoulis.

D. Winterton: This is part of a total employment benefits package. By granting the non-union employee increase we just voted on, this combines into a very attractive benefits package for our loyal and dedicated employees.

Vote unanimously in favor. (8-0)

16.7. Fall Tax Bill Newsletter

Chair Sullivan: Mr. Germain has created a newsletter to be enclosed with the November tax bills. I had a phone call about the shuttle, not the shopper one but the other one. I would suggest highlighting or underlining 'limits and restrictions on ridership criteria.'

R. Duhaime: Would you add that we are searching for three Budget Committee members.

N. Germain: Bear in mind that these will be delivered sometime in November.

R. Duhaime: We will take them any time we can get them.

D. Fitzpatrick: I'm wondering when in November this is going out because some of these items are time-sensitive. Do you have a backup to replace this?

N. Germain: I can do a replacement.

D. Shankle: Instead of a replacement, if it is going to arrive after November 16th, it could say to call Abby Reeves. I think she could still use help. You should check with Abby about that.

16.8. Police Union Collective Bargaining Agreement 07/01/17-06/30/20 = Sidebar for Union Pay Scale to include amounts for NECPI +.5%

D. Fitzpatrick: This is just a housekeeping item. No discussion is needed. When we negotiated the Police Union Contract, one item in the wage chart wasn't filled in because the NECPI was not available until December of 2017, and was given on July 1, 2018. They said they would be coming back with updated charts. There are two originals of the documents already signed by the Police Union. All of you have to sign both copies. This was approved via negotiations a couple of years ago.

16.9. Fire-Rescue Union Collective Bargaining Agreement 07/01/19

SUB-COMMITTEE REPORTS

R. Duhaime: The Parks & Rec Advisory Committee recommends either Lambert Park

or Donati Park for the location of the pergola (pavilion) if we go ahead with the warrant article. These are the only locations where it will fit.

D. Ross: Regarding the parking issue at the Clay Pond area, there are only five, and maybe seven, parking places. Originally, there were ten parking places. The Conservation Committee still has to bring this before the Council.

NON-PUBLIC SESSION

Chair Sullivan motioned to enter non-public session under NH RSA 91-A:3 II (a) & (c). The motion was seconded by D. Ross.

Roll Call Vote # 6

J. Durand 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. (8-0)

ADJOURNMENT

Respectfully Submitted,

Kathleen Donnelly
Recording Clerk