



AGENDA

Town of Hooksett Town Council

Wednesday, April 10, 2019 at 6:00 PM

A meeting of the Town Council will be held Wednesday, April 10, 2019 in the Hooksett Municipal Building commencing at **6:00 PM**.

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| 15.1. Town of Hooksett NH and Teamsters Local 633 Collective Bargaining Agreement (approved by voters 03/12/19 for effective date 07/07/19- | |

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

06/30/2021)

- 15.2. The Town of Hooksett and Hooksett Permanent Firefighters Association, Local 3264, IAFF (approved by voters 03/12/19 for effective date 07/01/19-06/30/2020)
- 15.3. Police Station Renovations 53 - 54
[Staff Report - SR-19-063 - Pdf](#)
- 15.4. Recycling at the Transfer Station 55 - 56
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- 15.5. District #5 Town Council Seat
- 15.6. Town Administrator Search Update

16. NEW BUSINESS

- 16.1. Acceptance of Hills Road extension 57 - 60
[Staff Report - SR-19-055 - Pdf](#)
- 16.2. Hackett Hill Estates - Future Access D 61 - 64
[Staff Report - SR-19-062 - Pdf](#)
- 16.3. Police Emergency Radio Communication upgrade and replace end of life radio equipment. 65 - 67
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- 16.4. Command Vehicle purchase for Fire-Rescue 69 - 75
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- 16.5. Asphalt Hot Box 77 - 80
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- 16.6. 6 Wheel Plow Truck 81 - 91
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- 16.7. Heritage Day Proclamation 93 - 94
[Staff Report - SR-19-061 - Pdf](#)
- 16.8. House Bill 365 relative to net energy metering limits for customer generators - Future of Hooksett Hydro Facility Expansion 95 - 102
[Staff Report - SR-19-060 - Pdf](#)
- 16.9. District #6 Town Council Seat

17. SUB-COMMITTEE REPORTS

18. PUBLIC INPUT

19. NON-PUBLIC SESSION

20. ADJOURNMENT

PUBLIC INPUT

1. Two 15-minute Public Input sessions will be allowed during each Council Meeting. Time will be divided equally among those wishing to speak, however, no person will be allowed to speak for more than 5 minutes.
2. No person may address the council more than twice on any issue in any

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meeting. Comments must be addressed to the Chair and must not be personal or derogatory about any other person.

3. Any questions must be directly related to the topic being discussed and must be addressed to the Chair only, who after consultation with Council and Town Administrator, will determine if the question can be answered at that time. Questions cannot be directed to an individual Councilor and must not be personal in nature. Issues raised during Public Input, which cannot be resolved or answered at that time, or which require additional discussion or research, will be noted by the Town Administrator who will be responsible for researching and responding to the comment directly during normal work hours or by bringing to the Council for discussion at a subsequent meeting. The Chair reserves the right to end questioning if the questions depart from clarification to deliberation.
4. Council members may request a comment be added to New Business at a subsequent meeting.
5. No one may speak during Public Input except the person acknowledged by the Chair. Direct questions or comments from the audience are not permitted during Public Input.

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

Town Council
STAFF REPORT



To: Town Council
Title: Scheduled Activity Update - Cemetery Commission
Meeting: Town Council - 10 Apr 2019
Department: Administration
Staff Contact: Nick Germain, Project Coordinator

BACKGROUND INFORMATION:

Hooksett's Town Charter **Sec. 11.1., E.** states:

"At least annually, and more often if Town affairs warrant, the Town Council shall meet with the chairs of all standing town committees to review significant actions taken by the committees, projects currently under discussion, and anticipated activity for the coming year."

The Cemetery Commission has requested April 10th for their scheduled appointment.

FINANCIAL IMPACT:

n/a

POLICY IMPLICATIONS:

n/a

RECOMMENDATION:

Listen to the Cemetery Commission deliver their annual update.

SUGGESTED MOTION:

None

**Town of Hooksett
Town Council Meeting Minutes - Unofficial
Wednesday, March 13, 2019**

The Hooksett Town Council met on Wednesday, March 13, 2019 at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 13 March 2019 to order at 6:05 pm.

PROOF OF POSTING

Acting Town Administrator, Don Winterton, provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor Robert Duhaime, Councilor John Durand, Councilor John Giotas, Councilor James Levesque (arrived at 6:25 pm), Councilor David Ross, Councilor Timothy Tsantoulis, Councilor Donald Winterton, and Councilor Alex Walczyk

PLEDGE OF ALLEGIANCE

SPECIAL RECOGNITION

Hooksett Municipal Employee - New Hires

D. Fitzpatrick: We have two new employees, both in Public Works. Christopher Porter is a new Truck Driver/Laborer and Denise Cummings is the new Secretary for the Recycling and Transfer Station. Both started on February 11, 2019.

SCHEDULED APPOINTMENTS

Todd Rainier, Town Clerk and Marc Miville, Town Moderator - March 12, 2019 Elections

T. Rainier: We have 10,398 voters on the checklist, of which 1,031 (10%) voted. Last year 826 people voted during the snowstorm and the year prior to that 531 ballots were cast, also during a snowstorm. There were 21 new voters added to the checklist and 22 absentee ballots were cast. There were no challenges; everyone had ID. For District 6, there were no candidates on the ballot and 13 single vote write-ins were recorded. Therefore, it is up to the Council to appoint someone for one year. Today, I sent letters of congratulations to the those elected yesterday. The Charter amendment passed, which will change the terms of office and will mean that some terms will end before the successors take office. I'm sure we can work that out.

M. Miville: The day started slow, but we had a strong surge at the end. Only four warrant articles failed. The roundabout was soundly defeated 204 to 792; the Old Town Hall article was defeated 367 to 637; the Recreation Director was defeated 406 to 600; and the Conservation Land article lost 473 to 511. Thanks to Councilors who helped, but I want to say there was no coverage for first five hours. The presidential primary is a year from now and we will have to band together for that.

T. Rainer: For the presidential primary, we will be looking closely at the capacity of the gym and the parking lot.

D. Winterton: Todd, what have we done, traditionally, if we don't elect a councilor?

T. Rainier: That would be a one-year appointment by the Town Council.

M. Miville: Ms. Fitzpatrick would send out a letter through the Banner to see if there is interest.

T. Tsantoulis: What is the tax impact of the articles which passed?

M. Miville: I don't have that figure. If all of the warrant articles had passed, it would have been \$6.08 but some of the ones which did not pass were 'big ticket' items.

D. Ross: For the primary, will there be a plan that will work better than last time? We need close coordination with the school.

T. Rainier: We learn from each election. We do lots of planning with the Police Department and school leadership.

M. Miville: People need to have patience. We will probably have more police presence.

D. Ross: The new bus service could help, especially with seniors.

M. Miville: That is a good idea. We have the bus on Tuesdays.

SPECIAL RECOGNITION (continued)

Hooksett Police Officer Kristopher Dupuis – Retirement

Chief Bouchard: Kris began his career in law enforcement in Bradford in 1997. He then worked for the Bow police department before joining Hooksett in 2004. He has worked in Hooksett as a patrol officer, in the detective division, and as a firearms instructor. He is retiring after 22 years and two months in law enforcement. Kris has a high level of knowledge and experience. The other officers looked up to him. He made us laugh and we will miss him. He will work part-time for the Hooksett Police Department, filling in on shifts, and has a full-time job as a public safety officer with SNHU.

APPROVAL OF MINUTES

R. Duhaime motioned to approve the minutes of the February 27, 2019 public session. T.

Tsantoulis seconded the motion.

Voted unanimously in favor.

T. Tsantoulis motioned to approve the minutes of the February 27, 2019 non-public session. J.

Giotas seconded the motion.

Voted unanimously in favor.

CONSENT AGENDA

Motion to accept the donation of one grooming service for K9 Timber valued at \$80.00 from Four Paws Only, to the Town of Hooksett for the Hooksett Police Department (K9 program) per RSA 31:95-e:II.

Donation of \$50.00 from Beverly & David Muzeroll in appreciation of EMS services rendered.

R. Duhaime motioned to approve the Consent Agenda items. T. Tsantoulis seconded the motion.

Voted unanimously in favor.

Chair Sullivan: Thank you for these donations. We appreciate them.

TOWN ADMINISTRATOR'S REPORT

D. Winterton: We have posted a job for a part-time recreation coordinator. Ms. Fitzpatrick and I made a conditional offer to an applicant this week and hopefully this person will begin work on March 25th, with the job ending June 30th. This position will be 24 hours per week with no benefits. The employee will act as a liaison with the YMCA and will make schedules for the fields and the gym, not creating programs but coordinating and facilitating. We have made a prudent decision which is within the budgets and addresses the needs of the town.

Chair Sullivan: As I understand it, the funds have always been there but have not been used.

D. Fitzpatrick: It was posted for seven calendar days on the town website, with the New Hampshire Municipal Association (NHMA) and on department notice boards. We did not use the Union Leader to advertise the position because of the high cost.

D. Winterton: Regarding the DES causeway construction fine for the pedestrian bridge, we are proposing paying the \$60,000 fine all at once instead of in three payments of \$20,000. This will get it off our books, and we have the funds. This is the recommendation of the Finance Director.

D. Ross: Does this make the probationary time go away? Why pay all at once if there is no benefit? We could earn interest on the money.

D. Winterton: We might realize about \$240 in interest. I don't know if the probationary time will go away because of this payment in full.

Chair Sullivan: We can hold off until the Finance Director learns what we discussed in non-public and until Mr. Winterton finds out how this affects the probation period.

T. Rainier: I discussed with Mr. Winterton having a sign placed in front of town hall to remind residents about dog license renewal. Chief Bouchard has a few pictures of Timber with Officer McClusky which could be placed on the sign. The 3 X 4 or 3 X 5 sign would be posted from the end of January through the end of April.

J. Levesque: This is a good idea.

D. Ross: Hooksett Road has more traffic. Main Street is not a main thoroughfare. The Safety Center is another good location. Another is the Dog Park.

D. Winterton: Merchant Motors and the Library might be willing to have the information on their electronic signs.

T. Tsantoulis: It will make things easier for Town Clerk. I am totally in favor.

R. Duhaime: Maybe we should consider an electronic sign for Town Hall.

D. Winterton: Todd and I will work on this and bring something more formal back to the Council.

157 **NOMINATIONS AND APPOINTMENTS**

158
159 **Nominations and Appointments for February-March 2019**

160
161 N. Germain: Robert Better was nominated as an alternate to the Conservation Commission at the last
162 meeting. I have learned from the NHMA that you can appoint as many alternates as you wish.

163
164 R. Duhaime: I wish to nominate John Pieroni as an alternate to the Conservation Commission.

165
166 D. Winterton: The Conservation Commission had a meeting scheduled for Monday of this week, but
167 they did not make quorum. Both Mr. Better and Mr. Pieroni were there. In an informal discussion after
168 the meeting, I learned that either Mr. Better or Mr. Pieroni might want to be a full member.

169
170 Chair Sullivan: I had concerns about a possible conflict of interest because Mr. Better is a member of
171 Bear Paw Greenway.

172
173 D. Ross: It would be different if he were an officer. Many people are members of Bear Paw. I also want
174 to inform the Council that I am interested in becoming a member of the Conservation Commission after
175 my term as Town Councilor ends.

176
177 ***D. Ross motioned to approve the appointment of Robert Better as an alternate member of the***
178 ***Conservation Commission, term ending June 30, 2021. R. Duhaime seconded the motion.***
179 ***Voted unanimously in favor.***
180

181 Mr. Germain said that Brett Scott has submitted applications for membership on the Economic
182 Development Advisory Committee and the Planning Board. These will probably be brought forward at
183 your next meeting.

184
185 **OLD BUSINESS**

186
187 **Projects Status Report**

188
189 B. Thomas: I have a Police Station construction update, including a floor layout and pictures of the
190 various stages of progress. The contractor is doing a great job; everything is going smoothly. They do
191 neat, clean work. I have a really good feeling about the project. They are well within budget.

192
193 J. Giotas: We should keep notes about this contractor for future reference.

194
195 B. Thomas: I keep notes on all contractors. Regarding the Hackett Hill and Route 3A roundabout
196 project, there are two easements totaling about \$26,000 which have not paid for. Should we pay for
197 them? Are easements part of the design?

198
199 Chair Sullivan: Is the cost of the easement part of the warrant article or is it part of the design phase?
200 We need an answer to that because the warrant article did not pass.

201
202 B. Thomas: We should pay bills related to the design phase and see if the State will reimburse us for
203 two-thirds of the design costs.

204
205 D. Ross: We have found that we can pay easement costs through impact fees. The price changes later
206 sometimes.

207
208 R. Duhaime: Mr. Ross has swung me over to his side.

209

210 T. Tsantoulis: The project isn't going anywhere in the immediate future. We may not need the
211 easements.

212
213 J. Giotas: Something is going to have to be done in that area. Having the easements gives us flexibility
214 in the future.

215
216 R. Duhaime: Exit 11 is going to be developed.

217
218 D. Ross: Remember that impact fees have a shelf life.

219
220 B. Thomas: I want to clarify that some of this is land taking, not just easements.

221
222
223 J. Levesque: There is a lot of State property. Why take private property?

224
225 B. Thomas: The Old Town Hall warrant article failed. Heating the building is the biggest issue. Maybe
226 we could use some form of temporary heating.

227
228 R. Duhaime: That would mean keeping the building at 45 degrees to protect our investment and avoid
229 ice damming on the roof.

230
231 D. Ross: Ice damming won't be a problem if the building is not heated. There are no water-bearing
232 pipes.

233
234 B. Thomas: The Sewer District warrant article did pass. I would like to apply for State Revolving Loan
235 Funds. That would get us a really good rate versus a bond. I need to hire a consultant to help us apply
236 for funds. I have begun drafting an RFP. The deadline is sometime in May, which is coming up soon.
237 The design would be complete in October of 2020. I plan to meet with Sewer Commission next
238 Monday.

239
240 D. Winterton: Bruce is asking for the authority to send out an RFP for a consultant. We are looking for a
241 consensus, not a motion.

242
243 D. Ross: We've been bitten by contracts in the past. It doesn't hurt to have other eyes on the contract,
244 so we should review it ourselves.

245
246 B. Thomas: I plan to have a team to review the proposals.

247
248 D. Ross: Wouldn't Sewer be in charge?

249
250 D. Winterton: I don't think the Sewer Commission has the ability to bond. This is a cooperative project.
251 We are trying to do this together.

252
253 D. Fitzpatrick: Just a friendly reminder that if anyone other than staff serves on the committee, meetings
254 will have to be posted and minutes taken.

255
256 **NEW BUSINESS**

257 **Request to allow Scouts to Construct Picnic Tables and/or Informational Kiosks for the Town**

258
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260
261 B. Thomas: I know a couple of Boy Scouts who want Eagle projects – picnic tables, kiosks, benches,
262 and message signs, such as the dog licensing one. I have designs here for you to see. I plan to work
263 with Parks & Rec and the Conservation Commission.

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D. Ross: We need to have a standard with kiosks. The one at Pinnacle Park was done by professionals. Kiosks are at a level that needs to look professional and last 15 to 20 years. They need to be done to certain specifications.

B. Thomas: I have examples of many successful Scout projects

R. Duhaime: Mr. Thomas will be supervising them, and this won't cost the town anything.

J. Giotas: They should be similar but don't need to be exactly identical.

T. Tsantoulis: Let's not make too much of something that has no cost to the town. We are fulfilling the needs of youngsters who want to be Eagle Scouts. It's a win/win.

J. Levesque: They will be working with drawings and with supervision. This is educational, too.

***J. Levesque motioned to allow the Town Engineer to coordinate with a local Scout Troop to have picnic tables, kiosks and other like projects made, repaired, replaced or installed at appropriate locations in Town as approved by the Conservation Commission, the DPW and the Town Council. D. Ross seconded the motion.
Voted unanimously in favor.***

Ladder Truck Purchase

Chief Burkush: We have a hold on the ladder truck we talked about at the last meeting. Assistant Chief Colburn is going to Alabama on Tuesday to inspect it.

A. Walczyk motioned to waive Administrative Code 5.3.5 "Competitive Bid Process" (RFP) and Authorize the Fire Chief to execute a contract to purchase a used Aerial Truck from Brindlee Mountain Fire Apparatus of Alabama not to exceed \$400,000 for the Fire Rescue Department. J. Giotas seconded the motion.

T. Tsantoulis: What is the price as it now sits at the dealership? We don't want to go crazy with add-ons. Is there anything on the existing truck which can be used?

Assistant Chief Colburn: Depending upon how many things need to be done, we may be able to negotiate a lower price. We don't have a price for the truck as it exists now. Some of the seats are ripped so they will need to be repaired. We also have to be able to carry our EMS equipment. We reuse things as much as we can. Anything that is mobile will be moved from the existing truck.

Chief Burkush: We have done all of the due diligence we can.

R. Duhaime: We are putting our trust in you.

Chair Sullivan called for a roll call vote on the motion.

Roll Call Vote #1

***J. Giotas Yes
T. Tsantoulis Yes
J. Levesque Yes
A. Walczyk Yes***

315 **R. Duhaime** Yes
 316 **J. Durand** Yes
 317 **D. Ross** Yes
 318 **J. Sullivan** Yes
 319 **Voted unanimously in favor (8-0).**

320
 321

322 Chief Burkush: We have started working with Drummond Woodsum regarding the existing truck. I have
 323 provided the background information and we are proceeding down the road of settlement.

324

325 **Motion to spend \$66,432.89 out of the Emergency Radio Communication Capital Reserve Fund**
 326 **to upgrade and replace end of life radio equipment.**

327

328 This item will be on the agenda for the next meeting.

329

330 **Town Administrator Search Update**

331

332 D. Winterton: MRI has received 27 resumes. The candidates are from 12 different states and one is
 333 from Germany. MRI claims they have been successful with retired military candidates from Germany
 334 because of their leadership skills. Ten applicants are from New Hampshire. One has a PhD, 15 have
 335 Master's degrees, three have law degrees and four have Bachelor's degrees. Essay questions have
 336 been sent to the top 12 to 15 candidates. The essays will be reviewed and phone interviews will be
 337 conducted. We are hoping that on a date in April MRI will bring between six and twelve applicants to a
 338 location in Hooksett where they can be interviewed by Chair Sullivan, Ms. Fitzpatrick and myself. Of
 339 these, between three and six will be presented to the Council for a final selection. The goal is to make
 340 an offer by mid to late April. MRI is impressed with the pool of candidates.

341

342 A. Walczyk: Is it too late to provide input?

343

344 D. Winterton: No, it is not. MRI wants as much input as possible.

345

346 D. Fitzpatrick: You can call Don Jutton directly or use the email address which is on the town website
 347 and also posted on a blue sheet at the entrance of the building.

348

349

350 **SUB-COMMITTEE REPORTS**

351

352 J. Giotas: The Assessors met today and will meet again Friday.

353

354 R. Duhaime: I attended the recent Planning Board meeting. Osborne Agway is moving to a location in
 355 front of Cine Magic. A house there is being torn down. It is supposed to be tree-lined because it is in the
 356 performance zone. Consistency is lacking at the Planning Board. An example is Smokers Haven, which
 357 has storage boxes at the back of building. Some businesses are required to have trees; some are not.
 358 The idea is to have it look as if it was all created at the same time. Onyx, which is leaving, was not
 359 required to plant trees. They should be slowly adhering to the ordinance regarding the performance
 360 zone. When there is a change of use, the code enforcement officer should go there.

361

362 Chair Sullivan: It is not our role to make their decisions but you make a good point. The EDC wants to
 363 work with Zoning and Planning to encourage development. A joint meeting of the three groups is a
 364 good idea. We had a good meeting when the water and sewer people attended an EDC meeting. We
 365 had good, open communication.

366

367 D. Ross: I am concerned about the number of storage containers in the area. A 40-foot storage
368 container is a non-taxable warehouse. These are stacking up in certain parts of town. We need some
369 kind of control. We don't know what is in them.

370
371 J. Levesque: Dunbarton taxes them.

372
373 J. Levesque: At the ZBA meeting, we learned that the customer, Good Morning Sales, pulled out, which
374 is too bad because it would have been good for that spot. The Sports Dome on Benton Roads was
375 granted a special exception & variance for a wetlands crossing. There was some opposition by
376 neighbors.

377
378 D. Winterton: A couple of projects are starting soon in the area of Smyth Road and 28 By-Pass. Trees
379 have been cleared and blasting will begin soon. They have notified residents and businesses in a much
380 greater circumference than is required. I live in the area and they will test my well before, during and
381 after blasting. They will put in 32 little construction condos. Also, next to Heritage Credit Union is going
382 to be a new O'Reilly Auto Parts.

383
384 **PUBLIC INPUT**

385
386 M. Miville: Speaking as a moderator, we are a passionate group. We take our jobs seriously. Three of
387 the four failed warrant articles were discussed again tonight: Old Town Hall, the Roundabout, and the
388 Rec Director, which failed for the third time. You seem to be trying to find a way around the vote. You
389 should honor the spirit and intent of the voters.

390
391 ***T. Tsantoulis motioned to adjourn at 8:25 pm. J. Levesque seconded the motion.***
392 ***Voted unanimously in favor.***

393
394 Respectfully submitted,
395

396 *Kathleen Donnelly*
397 Kathleen Donnelly
398 Minutes Clerk
399

1

**Town of Hooksett
Town Council Meeting Minutes - Unofficial
Wednesday, March 27, 2019**

2

3 The Hooksett Town Council met on Wednesday, March 27, 2019 at 6:00 in the Hooksett Municipal
4 Building.

5

6 **CALL TO ORDER**

7 Chair Sullivan called the meeting of 27 Mar 2019 to order at 6:05 pm.

8

9 **PROOF OF POSTING**

10 D. Fitzpatrick provided proof of posting.

11

12 **ROLL CALL**

13 **In Attendance:** Councilor James Sullivan, Councilor Robert Duhaime, Councilor John Durand,
14 Councilor John Giotas, Councilor James Levesque, Councilor David Ross, Councilor Timothy
15 Tsantoulis, and Councilor Alex Walczyk

16

17 **Missing:** Councilor Donald Winterton

18

19 **PLEDGE OF ALLEGIANCE**

20 Chair Sullivan called for the Pledge of Allegiance

21

22 **PUBLIC INPUT – 15 MINUTES**

23 Vincent Lembo, 56 Main Street: At the last Town Council meeting, the Town Clerk and Town Moderator
24 explained the results of the town election. They said that only four warrant articles did not pass, one of
25 which was the one for a recreation director, which was voted down for the third time. However, the
26 voice of the people was not heard because the Acting Town Administrator announced that he had hired
27 a part-time recreation coordinator. I am discouraged that this happened. I am a veteran. I and other
28 veterans are upset that the voice of the voters was not honored.

29

30 Ray Miclette, 9 Evelyn Street: I also feel strongly about the issue of a recreation director. To overturn
31 the vote of the people is a slap in the face to the voters. I would like to have this position eliminated.
32 There are a lot of people who are not here who would be here if they knew what had happened. I am a
33 former board member of HYA. I have questions about what is going on with Parks & Recreation. The
34 Parks Department went to an HYA meeting to ask them for money to take care of the town fields. HYA
35 is non-profit and all volunteer. This is beyond me. They have also collected money for a piece of
36 equipment. These are things the town should be paying for. You can fill out a form to use a field. Some
37 groups such as travel soccer and lacrosse teams are doing this. We should charge them to use the
38 field. Bedford rents its turf fields for \$175 per hour.

39

40 Bob Ehlers, 14 Arden Drive: I want to share my feelings about what happened at the last meeting.
41 There were political mechanizations going on. The position of recreation director was not voted in for
42 the town, but a similar position was filled anyway. I would like to see that vote overturned.

43

44 Alan Leborgne: (Mr. Leborgne could not be at the meeting but sent the following letter which was read
45 into the record by Councilor Durand.)

46 "Hello, my name is Alan Leborgne. I've been a homeowner at 8 Carmel Way in Hooksett, NH for over
47 21 years and I've been an active voter for all of them. I am writing to make a formal complaint regarding

the hiring of a part time Recreational Coordinator. We voted on March 12, 2019 for Recreational Director. This article (12) got shot down 600 to 406 votes. Now, I understand that one week prior to the vote, someone was hired as a part time Recreational Coordinator. I want to go on record to say this position should be terminated as soon as possible. Yours Truly, Alan Leborgne.”

D. Ross motioned to overturn the Acting Town Administrator's decision to hire a part-time Recreation Coordinator. J. Durand seconded the motion.

D. Ross: These things should not be happening. We heard about this after the fact. The hire took place after the voting. This is an affront to the voters. I was so stunned I didn't say anything. We tried to have a meeting last week, but it did not happen.

J. Durand: My phone rang off the hook the next day with citizens who were irate. They were upset with me because I didn't say anything. Like Councilor Ross, I was in shock. This was shot down for the third time. I had no idea what was going on. The Acting Town Administrator said a liaison was needed with the YMCA, but when his friend, the representative of the YMCA was here, he said they did not need a liaison.

D. Fitzpatrick: First, I want to state that I am not speaking for the Acting Town Administrator. My role is to explain policy. Reading from the Hooksett Personnel Plan, under the section, **Creating an additional full-time permanent position**, I quote, “Additional part-time and temporary full-time positions may be added by the Town Administrator within the scope of the same fiscal year without the approval of the Town Council.” This Hooksett Personnel Plan is, and has been, available to all public on our town website, www.hooksett.org. The Acting Town Administrator also wanted to have in this packet an excerpt from the Administrative Code. Under **Section 3.7 Public Works Department**, it says, the Parks, Recreation & Cemeteries Division, and I quote, “...is responsible for the planning and coordination of recreational activities.” The Administrative Code is also, and has been, available on the town website. The next document in this packet is the actual posting of the Recreation Coordinator part-time, seasonal position. This was on the town website for the required seven days. This was an external posting because we only post internally-only when we believe there could be a promotion or transfer of an internal candidate. This was also posted on all department bulletin boards for seven days and on the website of the NHMA. We used to post with the Union Leader but that became costly and the electronic postings involve no cost and meet all legal requirements. The next page is a description of the position, approved by the Acting Town Administrator on March 5, 2019. The final document, which is not related to the part-time, temporary position in question, was approved by the Town Council on May 20, 2016, and it describes the job of a **Contracted Temporary Full-time “Recreation Director”**. This is the last job description of this type presented to the Council for approval because the Council gave the Town Administrator authority to create or amend job descriptions on January 24, 2018. The Town Council has the authority to amend the town personnel plan.

D. Ross: Speaking to the motion, all of that has nothing to do with what we are talking about here. We have the authority to override any decisions or actions of the Town Administrator. We are the boss. It is our duty to honor the voters. The Acting Town Administrator is the administrator, not the manager. His job is to carry out the will of the Council. This wasn't even mentioned to us. We were told after the fact. His predecessor did this a couple of times too, but it's not going to happen now, not if I have anything to say about it. This is sticking our fingers in the eyes of the voters.

T. Tsantoulis: I don't care to sit here and participate in what appears to be a public lynching. Acting Town Administrator Winterton is on a pre-planned vacation. It appears that he did what he was allowed to do. If we need to argue the point, it should be done in his presence. This doesn't have to be done tonight. I believe we would all be better served if the Acting Town Administrator were here to tell us why

99 he decided to do what he did. It is questionable that we are not acting upon the will of voters. This is a
 100 part-time, temporary position without benefits. The warrant article which was voted down was for a full-
 101 time position with benefits. There is a considerable amount of difference in what it will cost the town. I
 102 will be voting 'no' on the motion.
 103
 104 R. Duhaime: I would like to point out to the voters that this position only runs from April 1st to June 30th,
 105 which is within this fiscal year. Technically, it does not go against the will of the voters. The voters were
 106 considering an item for the next fiscal year. The intent was that we would not be looking for a full-time
 107 director on July 1st. We can wait and find the intent of the Town Administrator.
 108
 109 J. Durand: This is about how it looks. It was a week prior to the vote. What you said gets my goat. The
 110 part-time person would slide into the new position, never giving anyone else a chance for the job. It was
 111 snuck in. Councilor Winterton said it. Because of the timing, it looks bad. The Acting Town
 112 Administrator has already said that he will talk to the new Town Administrator about the need for this
 113 position to be more permanent. We tried to have a meeting last week.
 114
 115 D. Ross: We wanted to do this quietly. It wouldn't be interfering with the work we have to do tonight.
 116
 117 Chair Sullivan: It would not have been done quietly because meetings have to be posted publicly. We
 118 have not violated any rules of the charter. In the past, we have not been informed of other part-time
 119 positions. Is that correct, Ms. Fitzpatrick?
 120
 121 D. Fitzpatrick: That is correct. You are not informed about any positions except department heads and
 122 full-time positions approved by the voters.
 123
 124 Chair Sullivan: If the position had been approved by the voters...
 125
 126 D. Ross: That's a hypothetical question. I want to move the question and have a roll call vote.
 127
 128 Chair Sullivan: The consensus is not to move the question. Please speak one at a time. What we are
 129 doing is within the rules of the Charter. Would a new posting be made if the warrant article had passed?
 130
 131 D. Fitzpatrick: Yes. It is a totally different position than what this one is. My responsibility is to the
 132 process, following the policy. I look at the black and white. The Town Administrator determines the
 133 complement.
 134
 135 J. Giotas: Should we put this on the agenda for the next meeting when the Town Administrator is
 136 present?
 137
 138 Chair Sullivan: There is nothing stopping us from voting now.
 139
 140 T. Tsantoulis: Common courtesy would stop me.
 141
 142 J. Durand: Common courtesy stops when he hires people without telling anybody.
 143
 144 T. Tsantoulis: He has the authority to do that.
 145
 146 Chair Sullivan: We have the authority to change the personnel plan.
 147

148 D. Fitzpatrick: You also have the option of adding an addendum to the contract with the Acting Town
149 Administrator.

150
151 J. Giotas: If we want to know about all full-time and part-time openings, maybe we should change the
152 personnel plan to require all of these to come before the Council.

153
154 ***J. Levesque motioned to table this item. J. Duhaime seconded the motion.***

155
156 D. Ross: Councilor Winterton was appointed as a temporary, interim administrator just to keep the train
157 on the track. This is the second time he has created/filled a part-time position after the fact. We should
158 be focusing on hiring a new Town Administrator. He doesn't have to be here because he doesn't have
159 a vote on the Council. If he had something to say, he could have said it in writing.

160
161 T. Tsantoulis: This is a common courtesy. If I go away on vacation, I would expect the same courtesy.
162 Mr. Winterton has served as a Councilor without pay, as we all do. This is not a dire emergency at this
163 time.

164
165 R. Duhaime: It's interesting to see how adamant and passionate Councilors Durand and Ross are.
166 Sometimes we are passionate about issues that aren't as important to you. It's about mutual respect.
167 Per Roberts Rules of Order, we should be addressing the Chair. We need to respect that.

168
169 J. Durand: Personally, I lost a lot of respect on the vote in December when you reversed a legitimate
170 vote.

171
172 **Roll Call Vote #1**

173 ***J. Giotas No***

174 ***T. Tsantoulis No***

175 ***J. Levesque No***

176 Chair Sullivan: I am going to rule that we will not vote on tabling the motion because we are halfway
177 through the roll call. If someone wants to overrule me on that, they can. I apologize for missing that.

178 ***A. Walczyk Yes***

179 ***R. Duhaime No***

180 ***J. Durand Yes***

181 ***D. Ross Yes***

182 ***J. Sullivan No***

183 ***Motion defeated (3-5).***

184
185 J. Giotas: I would like to hear more from Mr. Winterton before making a decision.

186
187
188 **SPECIAL RECOGNITION**

189 **Hooksett Municipal Employee - New Hire (Postponed)**

190
191
192 **SCHEDULED APPOINTMENTS**

193 **Appointment with the Village & Central Hooksett Water Precincts**

194
195
196 Chair Sullivan: Both of these precincts have recently made presentations to the Economic Development
197 Advisory Committee and we welcome them here tonight.

199 Commissioner Todd Smith: Thank you for having us here. I am the Chairman of the Hooksett Village
200 Water Precinct. We have made a lot of good infrastructure changes in the three years I have been with
201 the Village Precinct and are working hard to provide quality water.

202
203 Superintendent Mike Heidorn, Village Precinct: I have a brief presentation for you, and I thought a few
204 pictures might help. Our precinct has 1,200 water services, providing water for between 3,000 and
205 4,000 people. We have a low pressure zone in the village and a high pressure zone up on the hill
206 behind the library. We have four large gravel wells which produce hundreds of gallons per minute, three
207 water treatment plants and two water storage tanks. A pond provides an artificial source for recharge.
208 We add a minimum amount of chemicals such as chlorine, soda ash and mixed phosphate. Corrosion
209 and iron and manganese are what we are most concerned with. We do not add fluoride to the water.
210 We are trying to make things better. One of our tanks is fairly new and the other is from the 1950's and
211 needs to be replaced. We have an emergency connection with Central. Our storage area is messy, so
212 we are starting to digitize everything. We are working on a mapping project, thanks to a grant from
213 DES. We can now start to look on our cell phones to see what is going on at the wells. We have a new
214 12-inch water main under the Lilac Bridge, and are grateful for your support on that project. We now
215 have a Capital Improvement Plan for addressing the projects we need to complete. We have hydrants
216 which need to be repaired or replaced, and we have meters to be upgraded.

217
218 D. Ross: Do you get revenue from the cell towers on your property?

219
220 Mr. Heidorn: We don't get much. That was done with developer funds and a deal was made at that
221 time.

222
223 Superintendent Jay Smith, Central Water Precinct: Unlike the Village Water Precinct, Central just
224 purchases water from Manchester Water Works. Our water is fluoridated. We have two interconnection
225 agreements with Manchester and one with the Village. We have 2.8 million gallons of storage
226 capability. We have upgraded a lot of meters, and we just paid off a bond in January, so we will now
227 have approximately \$40,000 a year for capital improvements.

228
229 Chairman Todd Smith: We have a lot of old pipes which need to be replaced. One initiative we took
230 was the development of our Capital Improvement Plan. We need to work together to keep costs down.
231 We plan to have monthly meetings of all of the utilities. As an example of what happens without
232 communication, if we had known that the Sewer Department was planning a river crossing, we could
233 have worked with them and saved a lot of money. We need communication. It was sticky with the
234 hydrant fees, but we are as transparent as they come. We have projected our rates out for the next five
235 years and shared this schedule with our customers.

236
237 Chair Sullivan: Thank you. We should have the water and sewer utilities report to us like this at least
238 once a year.

239
240
241 **APPROVAL OF MINUTES**

242 There were no minutes presented for approval.

243
244
245 **CONSENT AGENDA**

246
247 Motion to accept the donation of five bags of dog food for K9 Timber valued at \$229.95 from Osborne's
248 Farm & Garden Center, to the Town of Hooksett for the Hooksett Police Department (K9 program) per
249 RSA 31:95-e: II.

250
251 *R. Duhaime motioned to approve the Consent Agenda item. T. Tsantoulis seconded the motion.*

Voted unanimously in favor.

Chair Sullivan: Thank you for the donation. An appropriate note will go out.

NOMINATIONS AND APPOINTMENTS

Nominations and Appointments March 2019

N. Germain: We have a request to nominate Brett Scott as an alternate to both the Economic Development Advisory Committee and the Planning Board. Also, at the last Town Council meeting, you nominated Mr. John Pieroni as an alternate to the Conservation Commission.

D. Ross motioned to appoint John Pieroni as an alternate to the Conservation Commission, term expiring June 30, 2022. J. Giotas seconded the motion.

Voted unanimously in favor.

Brett Scott: In my business, I have dealt with quite a few towns, flipping properties on the seacoast and throughout the State. I have been self-employed since I was 12 years old, and I make a point of getting involved in the communities I work in. Hookset is my home town and I have always planned to get involved here. Now is the time.

A. Walczyk nominated Brett Scott as an alternate for the Economic Development Advisory Committee and the Planning Board.

N. Germain: I have a letter from Nicholas Williams in which he says that on March 20, 2019 the Economic Development Advisory Committee approved creating an alternate position. He requested that the Town Council waive the rules and appoint Mr. Scott at this meeting.

D. Ross: Why do we need to appoint at this meeting.?

N. Germain: I understand they have had quorum issues.

Chair Sullivan: The consensus is not to waive the rules, so we will vote on this nomination at our next meeting on April 10, 2019.

TOWN ADMINISTRATOR'S REPORT

D. Fitzpatrick: I want to read into the record a letter from the Hooksett Community Food Pantry. It is dated February 2, 2019 and addressed to Mr. Winterton and the Hooksett Town Council.

"The Hooksett Community Food Pantry (HCFP) operating committee would like to extend our appreciation for the continued generosity of the Town of Hooksett for use of space within the Town Hall facility and hosting the Hooksett Community Food Pantry, which is a huge part of the success of the HCFP in our mission to provide food assistance to our neighbors needing help. Hosting a collection bin in the Town Hall lobby and allowing us to extend our workspace into the gymnasium and kitchen areas during the holiday food basket programs are also invaluable.

Hunger takes no specific form and unpredictably affects many in our community. In 2018, HCFP distributed over 62,000 items to our Hooksett neighbors in need and 2019 is initially trending to be

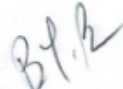


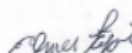
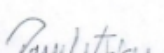
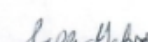
...continued to see investment for our community neighbors.

Food donations to the HCFP are distributed in Hooksett and all financial donations are used in Hooksett stores to obtain additional food items and to cover our other operating expenses as we continually help our Hooksett neighbors in need.

Thank you from all of us.

Sincerely,

The HCFP Operating Committee

 Barb Brennan
  Deb Sgro
  Kevin Lane
  Elmer Lajoie
  Randy Evans
  Sally Gehris

It is the mission of the Hooksett Community Food Pantry to help those of the local community who are hungry by providing food items- thereby enhancing the quality of life in our community.

OLD BUSINESS

2019 MS-232 Report of Appropriations Actually Voted

C. Soucie: The Town is required to complete the State Form MS-23, Report of Appropriations Actually Voted. This informs the State of the gross appropriations passed at town meeting. The total is \$22,923,397. We have \$9 million in revenue to offset this.

***T. Tsantoulis motioned to sign the "2019 MS-232 Report of Appropriations Actually Voted" totaling \$22,923,537. J. Giotas seconded the motion.
Voted unanimously in favor.***

NEW BUSINESS

Establish New Banking Relationship with Primary Bank

C. Soucie: The Town Treasurer, Carol Anderson, would like to open a new relationship with Primary Bank to be able to invest excess funds. Primary Bank is a chartered bank and will provide 100% FDIC insurance coverage as collateral.

C. Anderson: Primary Bank has a 180-day CD rate of 2.55%, the highest of any of the banks with which we have relations.

***T. Tsantoulis motioned to authorize the Town Treasurer to establish a banking relationship with Primary Bank for the Town of Hooksett. D. Ross seconded the motion.
Voted unanimously in favor.***

Town Administrator Search Update

D. Fitzpatrick: As reported to us by Municipal Resources Inc. (MRI), they received 27 applications for the Town Administrator position. Of these, MRI moved eleven applicants to next step, which is the essay. Two candidates dropped out, so nine will participate in interviews scheduled for April 8th with Acting Town Administrator Don Winterton, Chair Sullivan and myself. I need to know how many the Council would like to interview.

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R. Duhaime: I would suggest a minimum of four and up to six.

D. Fitzpatrick: The meeting will be posted in terms of where and when, but it will be a non-public session.

D. Ross: It would be good if we could get packets, including the essays, ahead of time.

Mini Excavator

E. Labonte: We are looking at a vehicle item to be paid for out of the DOT grant received in 2016. We reviewed our currently assigned assets and our projected workload and determined that acquiring a mini excavator would be beneficial to the town. It would enhance our ability to do certain repairs, use our time more efficiently and do less collateral damage to the sites we are working on. We called four manufacturers and chose the one with the best price. We added a couple of options and extended the warranty. This brought the machine to \$72,177. We are looking for permission to purchase this vehicle and to use the DOT grant money. The vehicle is a track machine with rubber pads, as opposed to solid rubber, which deteriorates fairly quickly. The rubber pads will protect our roads and town property.

R. Duhaime motioned to approve and consent for the purchase of the mini excavator for \$72,177 from Chadwick Baross using the NH DOT Highway Block Grant. T. Tsantoulis seconded the motion.

J. Giotas: What is the purpose of the hot box?

E. Labonte: That is not part of this request, but it will be put forward at a future meeting. It would allow us to keep two tons of asphalt at the proper temperature for up to two days. It can be used to re-heat old asphalt for patching, and since there is a plant in Massachusetts which makes asphalt year-round, we could pick up a load and patch potholes with hot, not cold asphalt.

J. Durand: Does this have tracks or wheels?

Labonte: It has tracks, but the one in the brochure has wheels.

D. Ross: How often will this be used?

E. Labonte: We will use it enough in the summer to make it worthwhile. We have a large excavator which we can't use. The cost to transport the large one to a work site is \$500. Since we have a back hoe, with the mini excavator, we could work on two projects at the same time.

D. Ross: Even though there is no cost to the town for this purchase, there will be expenses for insurance and maintenance. We have lots of equipment in this town. I see this as a 'want' not a 'need.' Won't this vehicle require transportation to work sites?

E. Labonte: Yes, but it can be transported on a town-owned trailer.

D. Ross: I'm concerned about cost/benefit analysis. It is easy to rent these and doesn't cost much.

E. Labonte: The Highway Block Grant is restricted to uses which support highways. The funds have been sitting since 2016.

411
 412 D. Ross: Another need may arise and the funds will not be available.
 413
 414 J. Giotas: Is there a deadline by which the funds must be used?
 415
 416 E. Labonte: There is not.
 417
 418 R. Duhaime: What is the weight of this vehicle?
 419
 420 E. Labonte: It is about five tons.
 421
 422 R. Duhaime: This vehicle is employee friendly, stable, and flexible. It has good balance and is safe.
 423
 424 J. Giotas: Do you have a plan to reduce the fleet?
 425
 426 E. Labonte: We are working on a plan, and part of that will be a decision about the large excavator. I
 427 am concerned that if we rent instead of buy the mini excavator, there might be a time that we need one
 428 and there will not be one available.
 429
 430 Chair Sullivan: We want you to come back to us when your fleet plan is complete, preferably before the
 431 next budget cycle.
 432
 433 A. Walczyk: Thank you for putting this together. What does your current workload include?
 434
 435 E. Labonte: I don't yet know all that needs to be done because I have been here only five months. I
 436 know we have catch basins and storm basins. With the mini excavator, we could probably do more
 437 inhouse repairs.
 438
 439 T. Tsantoulis: Mr. Labonte was brought in to run his department. On this Council, only Councilor
 440 Duhaime has knowledge and experience in this area. I don't like to pick apart the thoughts and
 441 processes of those we have hired for their expertise. We expect department heads to spend
 442 reasonably. We need to be careful, especially with vague statements about renting a vehicle 'pretty
 443 cheap.'
 444
 445 D. Ross: I am not pleased with the people who talked us into buying the large excavator which isn't
 446 getting much use.
 447
 448 Chair Sullivan: There must be a balance between the Council asking questions and respecting the
 449 abilities of department heads to make good decisions.
 450
 451 D. Ross: Mr. Labonte acknowledged that this is more of a 'want' than a 'need.' We can't say 'yes' all of
 452 the time.
 453
 454 R. Duhaime: I wish we had gotten rid of the big one.
 455
 456 Chair Sullivan called for a roll call vote.
 457
 458 **Roll Call Vote #2**
 459 **R. Duhaime Yes**

460 **J Durand No**
 461 **D. Ross No**
 462 **J. Levesque Yes**
 463 **A. Walczyk Yes**
 464 **J. Giotas Yes**
 465 **T. Tsantoulis Yes**
 466 **J. Sullivan Yes**
 467 **Voted in favor (6-2)**

468
 469 **Police Emergency Radio Communication upgrade and replace end of life radio equipment**
 470 This item will be taken up at the next meeting. The bids are coming in March 29, 2019.

471
 472
 473

474 **Town Personnel Plan Updates**

475

476 D. Fitzpatrick: Since the Police Commission was dissolved in 2014, we have been working on
 477 combining Police Department policies with Town policies for non-union employees. After several
 478 meetings, we have come up with the proposals before you tonight. The first item under Section 3
 479 Employment Conditions is about call-back. The Police Department has agreed to change from four to
 480 three the number of hours paid when called back.

481

482 Captain Robie: This is fair. We are willing to compromise. When promoted out of the union, employees
 483 go from four to three hours, but this is a concession we are willing to make.

484

485 D. Fitzpatrick: We have noted the fiscal impact for each change; this one results in a reduction of fiscal
 486 impact. The next change is a new section regarding overtime and relates only to sergeants. It says that
 487 hours paid but not worked, except for unscheduled sick leave, shall be considered hour worked for the
 488 purpose of computing overtime. This has no fiscal impact. The third item under Employment Conditions
 489 is a new section regarding Detail Rate. It states that non-union, sworn employees will earn \$50.00 per
 490 hour for a detail assignment; time and a half for a detail longer than eight hours and holidays. Since
 491 details are paid by outside sources, this change has no fiscal impact. Moving to changes under Section
 492 9 Leaves of Absence, the first is a change regarding vacation time. It states that Town non-union
 493 employees will match the Police Department union accrual rate, which is higher. Of the 47 non-union
 494 full-time employees, 32 are not Police Department employees.

495

496 J. Giotas: Did the employees have a say in this?

497

498 D. Fitzpatrick: At a Management Team meeting, which includes department heads and other
 499 management personnel, Ms. Soucie presented a great information chart which she had created. She
 500 wanted to know how increasing the amount of vacation time would affect workloads in the various
 501 departments, aware that some positions have fill-ins while others do not. Where there is no fill-in, there
 502 is no fiscal impact; where fill-ins are needed, such as in the Police Department, there is additional cost.

503

504 C. Soucie: Employees will have more vacation time, based on years of service. This is not been
 505 presented to all employees, but we have heard back from a lot of them.

506

507 J. Giotas: Does this affect when they can take vacation?

508

509 C. Soucie: There are no restrictions except for those on the seven DPW employees during the winter,
 510 which is not new.

511

512 R. Duhaime: What about the change from annual to monthly vacation accruals?
 513
 514 C. Soucie: Town employees have always had monthly accruals; it is the 15 Police Department non-
 515 union employees who will now have monthly versus annual vacation accruals.
 516
 517 J. Giotas: I would like to table this because I am concerned about the seven employees who cannot
 518 take vacation when they want to.
 519
 520 C. Soucie: This is not a change. It has always been this way for DPW workers.
 521
 522 Captain Robie: It is my understanding that department heads have the right to approve or disapprove
 523 vacation time at their discretion.
 524
 525 D. Fitzpatrick: The Teamsters will be at the next Council meeting. We are hoping that allowing more
 526 flexibility will aid in recruitment and retention.
 527
 528 C. Soucie: These changes bring all non-union employees onto the same plan. It benefits the Police and
 529 Fire Departments because now, when being promoted from a union to a non-union position, they lose
 530 benefits. When we interview candidates for positions, we often hear that they want more vacation time.
 531
 532 J. Giotas: I just want more information.
 533
 534 J. Durand: Almost any job has restrictions on when vacations can be taken.
 535
 536 C. Soucie: The current vacation bank will be frozen; the time can be used or taken with the employee.
 537 The new bank only allows 80 hours to be carried over. This encourages employees to use their
 538 vacation time. If the Council wishes to table parts of this proposal, I would suggest tabling the entire
 539 item to avoid having two updates.
 540
 541 D. Fitzpatrick: You could table all except the vacation section and I can wait to distribute the revisions
 542 until after April 10, 2019.
 543
 544 Captain Robie: Our six sergeants work eight and a half shifts and accrue sick leave based on eight and
 545 a half hour days. This action just adds this to the policy.
 546
 547 ***R. Duhaime made a motion to approve Section 3 changes and Section 9 sick leave changes***
 548 ***only. D. Ross seconded the motion.***
 549 ***Voted unanimously in favor.***
 550
 551 Chair Sullivan: Please let Ms. Fitzpatrick know if you have questions you want answered at the next
 552 meeting.
 553
 554 **SUB-COMMITTEE REPORTS**
 555
 556 T. Tsantoulis: Tonight, we received a youth achiever application.
 557
 558 J. Giotas: I attended the Transfer Station meeting. The bins at the transfer station all are going to trash,
 559 except for metal, aluminum cans, and cardboard. They are still taking no brush. The trash rate is
 560 \$71.77 and the recycle rate is \$133; it may hit \$150. The Transfer Station will be closed April 25, 26
 561 and 27 for the scale replacement. They are planning to buy new barrels and recycling containers.

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R. Duhaime: The Planning Board approved the new Osborne Agway in front of Cinemagic. There will be a row of pear trees. The old building there will be taken down. Prior to this, CMC couldn't have a sign because Cinemagic took all the space. Now there is extra frontage and they can have signage. I see the Route 28 By-Pass as a commercial zone, whereas DW Highway is getting re-developed. When properties are being demolished, that is the only opportunity to do an update. Some regulations have been enforced and some have not. We need consistency. For example, where four feet of masonry is required, if one property adheres to that and another does not and is not forced to, the one following the rules will be looking for an abatement.

Chair Sullivan: We can try to make sure they follow through. I told the Economic Development Advisory Committee that the water companies were coming to make presentations before the Town Council. We had a good meeting when Central Water came to the EDAC to give us an update. We need additional members and now have an alternate. The committee will continue its visitation program and continue to encourage development in certain areas by advising developers of federal and state programs with incentive funding.

PUBLIC INPUT

Vincent Lembo, 56 Main Street: I want to thank the Councilors who voted to overturn the hiring of a Parks and Recreation Coordinator. Thanks for standing up for the voters. I am disappointed in the other Councilors who want to hold off and have it happen. In December, I was talking to a Councilor about your December 19th meeting. Two Councilors voted not to appoint Don Winterton. It was a legitimate vote. That Councilor said that only a Councilor who voted in the affirmative could ask for another vote. The original vote was overturned wrongfully. Everything mushroomed after December 19th. If Mr. Winterton had not been chosen to be the Acting Town Administrator, this issue regarding the Recreation Coordinator would not be happening. You don't have time to wait until the next meeting because I am going to the Superior Court sometime this week and have it overturned. It was illegal because it was on the ballot. No means no. This is similar to when the voters voted down an article for an ambulance. The Council used impact fees to purchase a medical transport vehicle instead. I feel like I am living in a third world country where a dictator overturns the decisions of the voters and does what he wants to do. It is a problem for me and for 600 other people. You could have overturned the action tonight. I am disappointed in the action of the Council. Mr. Winterton had the right to hire an employee, but when this item was on the ballot, that right was taken away. One other item, when one councilor was questioning the DPW employee tonight, another councilor reprimanded him. That bothers me. It is the job of the councilors to ask questions and make sure tax dollars are wisely spent.

ADJOURNMENT

***Chair Sullivan motioned to adjourn. T. Tsantoulis seconded the motion.
Voted unanimously in favor.***

Respectfully submitted,

Kathleen Donnelly
Kathleen Donnelly

Town Council
STAFF REPORT



To: Town Council
Title: Public Hearing for Acceptance of the extension of Hills Road
Meeting: Town Council - 10 Apr 2019
Department: Community Development
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

ACCEPTANCE OF STREET

Pursuant to RSA 674:40-a, a notice is hereby given of a public hearing to be held by the Hooksett Town Council on Wednesday, April 10th, 2019 @ 6:00pm at the Hooksett Town Hall Council Chambers, 35 Main Street, Hooksett, NH.

The Town Council shall hold the public hearing under RSA 674:40-a for the acceptance of a new portion of Hills Road that was built to connect the previous end of Hills Road in Auburn to Park Lane in Hooksett. This plan is available for viewing in the Community Development office at the address above.

RECOMMENDATION:

Open public hearing, receive public input and close the public hearing.

SUGGESTED MOTION:

See New Business item for Street Acceptance.

Town Council

STAFF REPORT



To: Town Council
Title: Hills Road Surety Release
Meeting: Town Council - 10 Apr 2019
Department: Community Development
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

Hills Road was built to connect the previous end of Hills Road in Auburn to Park Lane in Hooksett. The acceptance of Hills Road is a separate Public Hearing and New Business agenda item.

RECOMMENDATION:

Recommend release the cash surety #0185 of \$36,417.00 to the developer.

SUGGESTED MOTION:

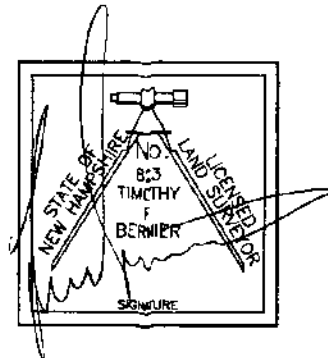
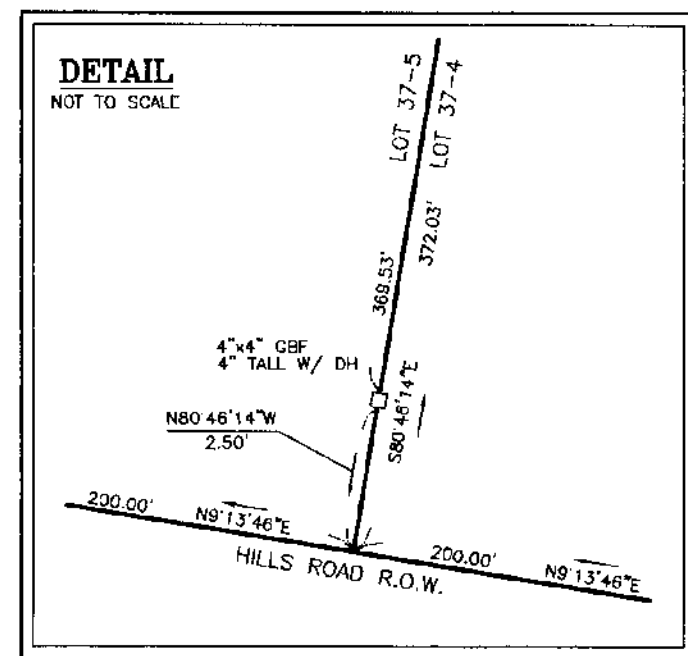
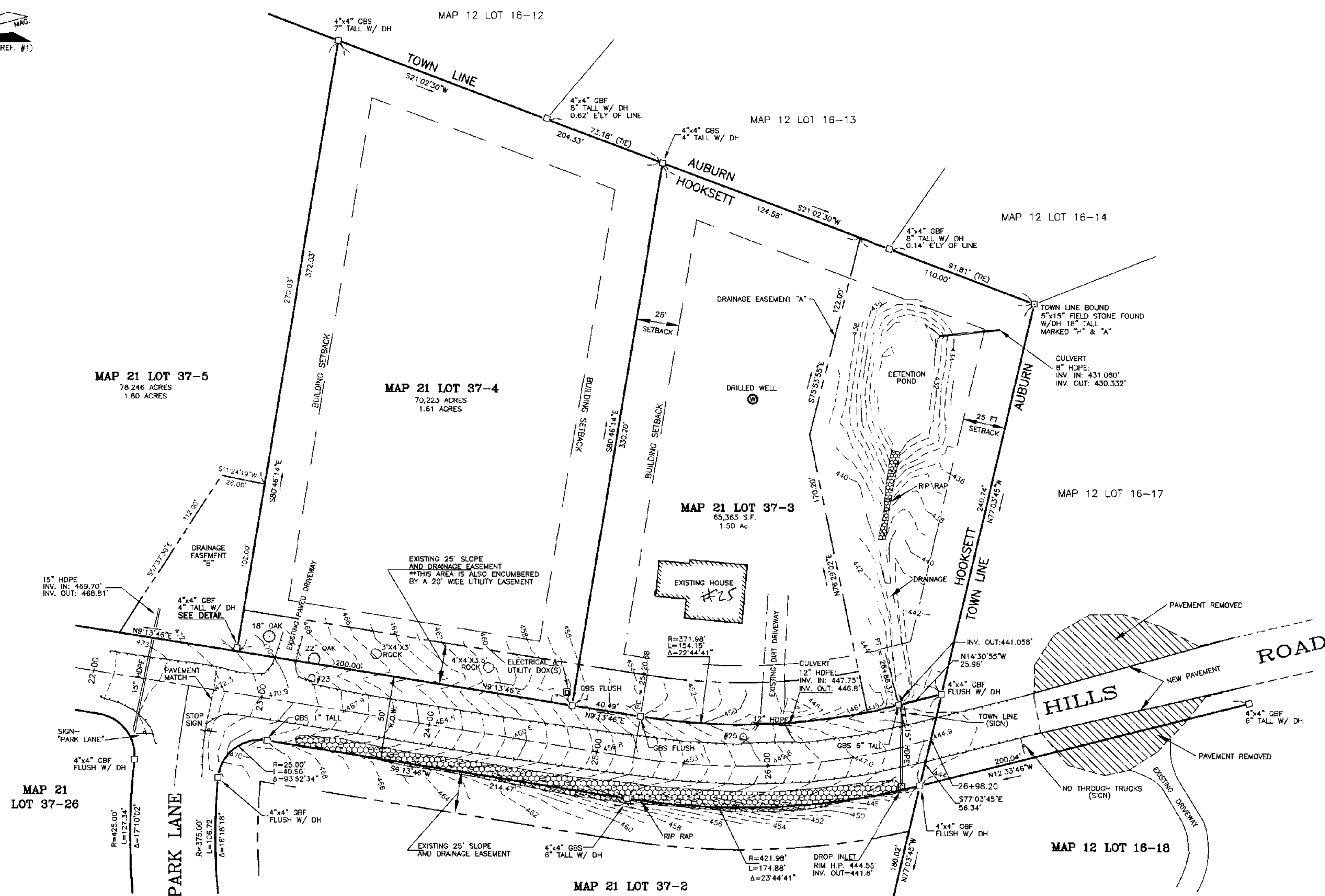
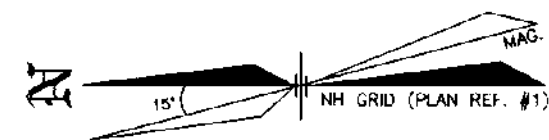
Motion to release the cash surety #0185 for Hills Road in the amount of \$36,417.00 to the developer.

ATTACHMENTS:

[Hills Road As-Built](#)

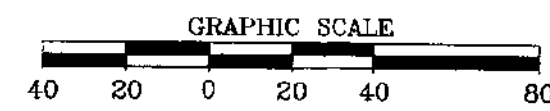
[Hills Road KNA Comments](#)

[Hills Road Town Engineer Comments](#)



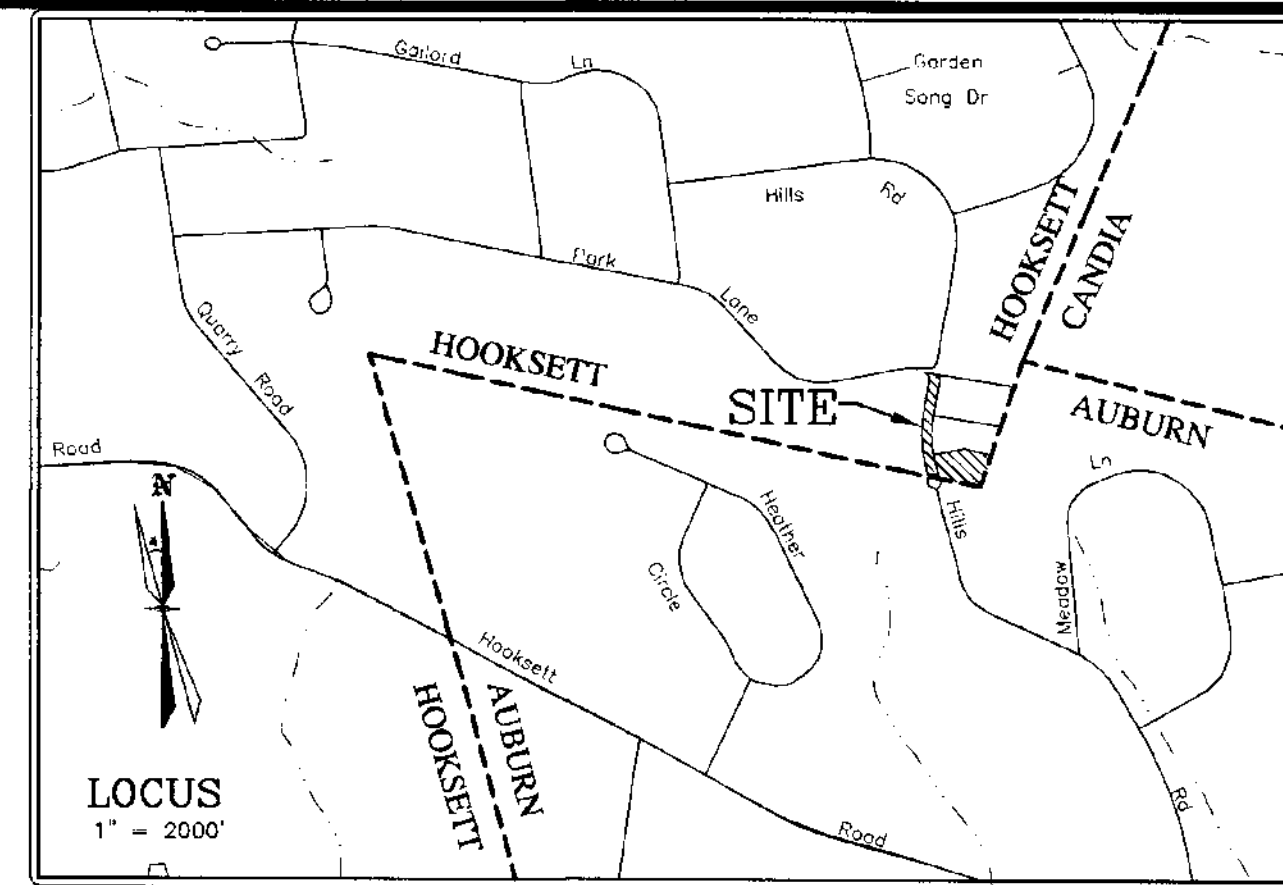
LEGEND

- GRANITE BOUND OR SET
- CATCH BASIN
- MAILBOX
- WELL
- SIGN
- DECIDUOUS TREE
- AS-BUILT SPOT GRADE
- BUILDING SETBACK/BUFFERS
- EDGE OF PAVEMENT
- EXISTING 5 FT CONTOUR
- EXISTING 1 FT CONTOUR
- WETLAND
- EASEMENT BOUNDARY
- GBF GRANITE BOUND FOUND
- DH DRILL HOLE
- 4"x4" GRANITE BOUND SET BY THIS OFFICE 12/2018-1/2019



| NO. | REVISION | DATE |
|-----|----------------------|---------|
| 1 | PLAN REVIEW COMMENTS | 1/28/19 |

| | | | | | |
|--------------|----------|------------|------|-----|--------|
| DESIGNED BY | DRAWN BY | CHECKED BY | F.B. | PG. | JOB # |
| | TFB | BRK | 199 | 72 | 572-05 |
| DRAWING NAME | | | | | |
| 01_488v1 | | | | | |



PLAN REFERENCES

- RESIDENTIAL SUBDIVISION PLAN "HERITAGE ESTATES V" FOR THE LAND OF MOUNT MINER ASSOCIATES INC. WITH A SCALE OF 1"=100' DATED 11/25/1998 PREPARED BY KEACH-NORDSTROM ASSOCIATES, INC. AND RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS AS PLAN #15793 ON MARCH 7, 2002.
- ROADWAY PLAN AND PROFILE HILLS ROAD "HERITAGE ESTATES V" FOR THE LAND OF MOUNT MINER ASSOCIATES INC. MAP 21 LOT 37 IN HOOKSETT NEW HAMPSHIRE WITH A SCALE "AS SHOWN" DATED SEPTEMBER 1969, PREPARED BY KEACH-NORDSTROM ASSOCIATES, INC. NOT RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS.

NOTES

- THE PURPOSE OF THIS PLAN IS TO SHOW THE AS-BUILT CONDITION OF A NEW PORTION OF HILLS ROAD BUILT TO CONNECT THE PREVIOUS END OF HILLS ROAD IN AUBURN NH TO PARK LANE IN HOOKSETT NH.
- THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND BY THIS OFFICE IN NOVEMBER AND DECEMBER 2018 USING A TOTAL STATION. THIS SURVEY WAS COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF A STANDARD PROPERTY SURVEY AS DEFINED IN THE NH CODE OF ADMINISTRATIVE RULES LAM 500. THE TRAVERSE HAS AN ERROR OF CLOSURE OF 1:15,000 OR BETTER.

AS-BUILT PLAN
HILLS ROAD

HOOKSETT, NH

SCALE: 1"=40' DATE: DECEMBER 2018

SHEET 1 OF 1



T. F. BERNIER, INC.
Land Surveyors - Designers - Consultants

50 PLEASANT STREET - P.O. BOX 3464
CONCORD, NEW HAMPSHIRE 03302-3464
Tel:(603)224-4148 - Fax:(603)224-0507



*Town of Hooksett
Department of Public Works*

210 West River Road
Hooksett, NH 03106
P-603-668-8019 F-603-668-6850

CONSTRUCTION MONITORING

Ref Location Hill Road Extension
Date _____
Report No. _____
Report By _____

Job # 15-0430-4
Developer SCOTT Bussier
Contractor SAME

| CLASSIFICATION OF WORK | | | | |
|------------------------|------------|------------------|---|--|
| Clearing & Grubbing | Curb | Slope Work | | |
| Erosion Control | Drainage | Final Acceptance | ✓ | |
| Subgrade/Fills | Sewer | | | |
| Bank Run Gravel | Water | | | |
| Crushed Gravel | Utilities | | | |
| Pavement | Punch List | ✓ | | |

Developer Representative: _____
Monitor's Time Hours on Site: 1 1/2

PLAN REVIEW ON 1-22-19 OF AS BUILTS. CORRECTIONS
HAVE BEEN MADE. PROJECT IS COMPLETE ON THE
HOOKSETT SIDE.

By: _____

Office Review:_____



Town of Hooksett

COMMUNITY DEVELOPMENT DEPARTMENT
Bruce A. Thomas, P.E., Town Engineer

Memo

To: James Sullivan, Chairman, Town Council
From: Bruce A. Thomas, P.E., Town Engineer (BAT)
Cc: Donald Winterton, Town Administrator
Nicholas Williams, Town Planner

Date: March 21, 2019
Re: Heritage Estates- Hills Road
Roadway Acceptance and Bond Release

Please be advised that all work on the referenced project has been completed and approved by me.

I recommend accepting the roadway and releasing the bond being held for the project (in the amount of \$36,417.00) to the developer.

The resulting recommended motion would be to *"Accept Hills Road from the Hooksett Town Line to Park land and to approve the release the bond of \$36,417.00 to the developer"*.

I will be available at the next Town Council meeting scheduled for April 10, 2019 with a copy of the construction plans to answer any questions you may have. Please don't hesitate to contact me with any questions that you may have before the meeting as well.

Town Council

STAFF REPORT



To: Town Council
Title: Nominations and Appointments - April 2019
Meeting: Town Council - 10 Apr 2019
Department: Administration
Staff Contact: Nick Germain, Project Coordinator

BACKGROUND INFORMATION:

Brett Scott, a resident of Hooksett, submitted an application in March for consideration to be appointed as an Alternate for the Planning Board and Economic Development Advisory Committee. Mr. Scott owns and manages several businesses in the region and has expressed interest in getting more involved in serving his local community.

David Hess is a longtime resident and volunteer in Hooksett with an extensive legal background. Mr. Hess has been a long serving member on the Conservation Commission in various capacities, and feels called to return as an Alternate to help support the Commission's mission given recent quorum challenges and the departure of Mr. Couture.

Alden Beauchemin is a member of the Economic Development Advisory Committee and has expressed interest in serving on the Tax Increment Financing Advisory Board for Route 3A. He is a land owner in the Route 3/A TIF District, and there is currently a confirmed seat open due to the resignation of Mr. Audley.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

There are two foreseeable policy implications to consider: 1. The EDAC currently has no Alternates appointed. 2. While this is not currently an issue, the Conservation Commission should be careful not to appoint more Alternates than full-commissioners currently serving on the Commission. Even if a full-commissioner position is unfilled, Council should refrain from appointing

RECOMMENDATION:

Appoint Mr. Scott to the EDAC and Planning Board as an Alternate
 Nominate Mr. Hess to the Conservation Commission as an Alternate
 Nominate Mr. Beauchemin as a member of the Tax Increment Advisory Board

SUGGESTED MOTION:

"I vote to appoint Brett Scott to an Alternate seat on the Economic Development Advisory Committee expiring 6/30/2022" Second and affirmative vote required.

"I nominate David Hess to an Alternate Position on the Conservation Commission to a term expiring 6/30/2020," No vote or second required.

"I nominated Mr. Beauchemin as a member of the Tax Increment Advisory Board," No vote or second required.

ATTACHMENTS:

[Nominations and Appointments - March 2019](#)

[Open Appointed Board and Committees \(2019\)](#)

[D. Hess](#)

[A. Beauchemen](#)

[Application for appointed town board position](#)

[Fraud policy](#)

| |
|----------------------------|
| Nominations – March |
|----------------------------|

| |
|-----------------------------|
| Appointments - March |
|-----------------------------|

Better – Conservation Commission – Alternate - Term Expiring 6/30/2021

Pieroni – Conservation Commission – Alternate – Term Expiring 6/30/2022

| |
|---|
| <p style="text-align: center;">Town of Hooksett Available Appointed Positions</p> |
|---|

| Entity | Available Positions | Expiration | Contact Town Staff |
|--|------------------------|------------|---------------------------------------|
| | | | |
| Conservation Commission | Alternate Commissioner | 6/30/2021 | Community Development |
| | Commissioner | | |
| Heritage Commission | (x2) Commissioner | 6/30/2021 | Administration |
| | (x2) Alternate | 6/30/2021 | Administration |
| | | | |
| Town Hall Preservation Committee | (x4) Committee Member | 6/30/2021 | Administration |
| | | | |
| Planning Board | (2)Alternate Member | 6/30/2019 | Community Development |
| | | | |
| Southern New Hampshire Planning Commission | (1) Representative | 6/30/2022 | Community Development |
| | | | |
| Zoning Board of Adjustment | 1 Alternate | | Community Development |
| | | | <div> Last updated 3/22/19 </div> |

These are unpaid volunteer positions. If interested in being nominated for an appointed position, please fill out the volunteer application form and send it to:

Town of Hooksett, Administration Department, 35 Main Street, Hooksett, NH 03106



Town of Hooksett

APPLICATION FOR APPOINTED TOWN BOARD POSITION

Date Submitted: 3/18/19

Name: David Hess Phone: 603-485-9027

Address: 18 Pine Street

Email Address: davehess@comcast.net

Signature: [Handwritten Signature]

Return completed form to: Town of Hooksett, 35 Main Street, Hooksett NH 03106,

Attn: Administration Department or email to NGermain@hooksett.org

I am willing to serve on the following Town Boards/Committees/Commissions. I understand if appointed, I am required to attend the regular meetings.

BOARDS, COMMISSIONS & COMMITTEES

Role Preference
Alternate, Regular, or None?

| | |
|--|------------------|
| <input checked="" type="checkbox"/> Conservation Commission | <u>Alternate</u> |
| <input type="checkbox"/> Economic Development Advisory Committee | _____ |
| <input type="checkbox"/> Heritage Commission | _____ |
| <input type="checkbox"/> Parks & Recreation Advisory Board | _____ |
| <input type="checkbox"/> Planning Board | _____ |
| <input type="checkbox"/> Recycling & Transfer Advisory Committee | _____ |
| <input type="checkbox"/> Town Hall Preservation Committee | _____ |
| <input type="checkbox"/> Zoning Board of Adjustment | _____ |
| <input type="checkbox"/> Other (Please specify.) | _____ |

2

How long have you been a resident of Hooksett?

Since 1972

Why are you seeking this position?

Interested in conservation
Past member 10+ years
Member of Bear-Paw & NH Forest Society 30+ years

Do you have any specific goals or objectives?

AG

Please list special skills, talents or experience pertinent to the position sought:

See above

Please list any potential conflicts of interest you may have if appointed for a board or commission:

None

Please list any work, volunteer, and/or educational experience you would like to have considered:

Please list any current/prior Town board membership and the dates of service:

Town Moderator: 1986-91?
Budget Committee: 1975-8?
Conservation Commission: 2006-18?
Master Plan Committee: 2004
Charter Commission: 1989-90?

Town of Hooksett

35 Main Street
Hooksett, NH 03106

FRAUD POLICY

Recognition & Awareness Form

Acknowledgement:

My signature signifies that I have read the Town of Hooksett's Fraud Policy and that I understand my responsibilities related to the prevention, detection and reporting of suspected misconduct and dishonesty.

Signature: _____



Print Name: _____

David W. Hess

Date Signed: _____

3/8/19

Department Head Signature: _____

Town of Hooksett

35 Main Street
Hooksett, NH 03106

FRAUD POLICY

Section 1. Introduction

1.1 Financial accountability is a top priority for the Town of Hooksett. The Town's fraud policy formalizes the expectations of personal honesty and integrity required of Town officials and employees. The Town of Hooksett is committed to protecting its revenue, property, information and other assets from any attempt, either by members of the public, contractors, sub-contractors, agents, intermediaries or its own officials and employees, to gain by deceit, financial or other benefits at the expense of the Hooksett taxpayers.

Section 2. Purpose

2.1 The purpose of this document is to communicate municipal policy regarding the deterrence and investigation of suspected misconduct and dishonesty by officials or employees, and to provide specific instructions regarding appropriate action in case of suspected violations.

Section 3. Definition

3.1 There are three major categories of fraud, Asset Misappropriation, Corruption and Fraudulent Statements.

1) Asset Misappropriations – Theft or misuse of an asset.

- **Cash**
 - **Fraudulent Disbursements** – Perpetrator causes the Town to disburse funds through some trick or device (e.g. submitting false invoices, timesheets, expense reimbursement schemes, check tampering, etc.), or prevents the timeliness of the disbursement of funds.
 - **Embezzlement** – Perpetrator appropriates monies fraudulently to one's own use, as money or property entrusted in one's care.
 - **Skimming** – Cash is stolen from the Town before it is recorded on the Town's books and records.
 - **Cash Larceny** – Cash is stolen from an organization after it has been recorded on the Town's books and records.



Town of Hooksett

APPLICATION FOR VOLUNTEER POSITION

Date Submitted: MARCH 20, 2019

Name: ALDEN BEAUCHEMIN / KEYLAND PROPERTIES Phone: 603-344-9371

Address: 181 WINDING POND ROAD, LONDONDERRY, N.H. 03053

Email Address: KEYLAND412@COMCAST.NET

Return completed form to: Town of Hooksett, 35 Main Street, Hooksett NH 03106, Attn: Nicholas P. Germain, Project Coordinator or email to ngermain@hooksett.org.


Why are you seeking this position?

MY WIFE AND I OWN COMMERCIAL PROPERTY AT EXIT#11, AND I WOULD LIKE TO HELP ON THE "NEW" TIF ADVISORY COMMITTEE THAT IS BEING FORMED TO BENEFIT EXIT#10&11.

Do you have any specific goals or objectives?

TO HELP FACILITATE THE FUTURE ECONOMIC DEVELOPMENT OF HOOKSETT.

Days & Time Available: ANY TIME

SIGNED: 

Town of Hooksett

35 Main Street
Hooksett, NH 03106

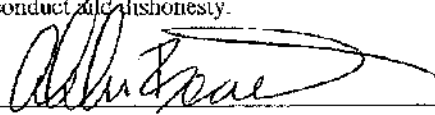
FRAUD POLICY

Recognition & Awareness Form

Acknowledgement:

My signature signifies that I have read the Town of Hooksett's Fraud Policy and that I understand my responsibilities related to the prevention, detection and reporting of suspected misconduct and dishonesty.

Signature: _____



Print Name: _____

ALDEN BEAUCHEMIN

Date Signed: _____

3/20/2017

Department Head Signature: _____

APPLICATION FOR APPOINTED TOWN BOARD POSITION

Signature: _____

| | |
|---|------------------------------|
| <input type="checkbox"/> Conservation Commission | <hr/> |
| <input checked="" type="checkbox"/> Economic Development Advisory Committee | <hr/> Alternate <hr/> |
| <input type="checkbox"/> Heritage Commission | <hr/> |
| <input type="checkbox"/> Parks & Recreation Advisory Board | <hr/> |
| <input checked="" type="checkbox"/> Planning Board | <hr/> Alternate <hr/> |
| <input type="checkbox"/> Recycling & Transfer Advisory Committee | <hr/> |
| <input type="checkbox"/> Town Hall Preservation Committee | <hr/> |
| <input type="checkbox"/> Zoning Board of Adjustment | <hr/> |
| <input type="checkbox"/> Other (Please specify.) _____ | <hr/> |
| _____ | <hr/> |

2

How long have you been a resident of Hooksett?

I have been a resident for nearly 5 years, since the summer of 2014.

Why are you seeking this position?

I recently attended a planning board meeting and it inspired me to get involved. I would like to have a role in helping to grow and develop Hooksett.

Do you have any specific goals or objectives?

I would like to help Hooksett welcome and encourage business development.

Please list special skills, talents or experience pertinent to the position sought:

I have owned and currently own several successful businesses including, retail, service and real estate. I have owned and redeveloped over 30 properties. These properties include single family homes, multi-unit apartments, and various commercial properties.

Please list any potential conflicts of interest you may have if appointed for a board or commission:

The only potential conflict of interest would be if there was a project abutting one of my properties. In that event, I would ask to exclude myself.

Please list any work, volunteer, and/or educational experience you would like to have considered:

I have my real estate license for personal real estate purchases only (currently inactive but current on all courses).

Please list any current/prior Town board membership and the dates of service:

N/A

Town of Hooksett

35 Main Street
Hooksett, NH 03106

FRAUD POLICY

Recognition & Awareness Form

Acknowledgement:

My signature signifies that I have read the Town of Hooksett's Fraud Policy and that I understand my responsibilities related to the prevention, detection and reporting of suspected misconduct and dishonesty.

Signature: _____

Print Name: Brett Scott

Date Signed: 3/12/2019

Department Head Signature: _____

Town of Hooksett

35 Main Street
Hooksett, NH 03106

FRAUD POLICY

Section 1. Introduction

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- Cash
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 - Embezzlement – Perpetrator appropriates monies fraudulently to one's own use, as money or property entrusted in one's care.
 - Skimming – Cash is stolen from the Town before it is recorded on the Town's books and records.
 - Cash Larceny – Cash is stolen from an organization after it has been recorded on the Town's books and records.

- Inventory and all other assets.
 - Misuse – Misuse, misappropriation, misapplication, destruction, removal, or concealment of the Town's inventory or assets for personal use (e.g. Town vehicles, computers, supplies, etc.)
 - Larceny – Inventory or other assets are stolen from the Town.
- 2) **Corruption** – Wrongfully use influence in a business transaction in order to procure some benefits for themselves or another person, contrary to duty to employer or the rights of another.
 - Conflicts of Interest – An undisclosed economic or personal interest in a transaction that adversely affects the Town.
 - Bribery – The offering, giving, receiving or soliciting of anything of value to influence an official act or a business decision.
 - Illegal Gratuities – A party who benefits from an official act or a business decision gives a gift to a person who made the decision. An illegal gratuity does not require proof of intent to influence.
 - Economic Extortion – An official or employee demands that a vendor/contractor/etc. pay to influence an official act or a business decision.
- 3) **Fraudulent Statement** – Falsification of a Town record. Other similar irregularities is defined as any activity involving questionable behavior or business dealings by member of the public, contractors, vendors, agents or Town officials and employees, that put Town revenue, property, information and other assets at the risk of waste or abuse.

Section 4. Zero Tolerance

4.1 The Town of Hooksett has adopted a zero tolerance policy regarding fraud. No official or employee of the Town shall remove any Town of Hooksett assets from the property without proper authorization from the Town Administrator, misuse any Town assets for ones personal gain, or willfully misappropriate any Town of Hooksett asset. Any evidence supporting fraud, theft or embezzlement of Town of Hooksett assets and equipment may be subject to the following personnel actions including but not limited to: suspension, termination, and restitution.

Section 5. Reporting of Fraud or Corruption

5.1 Officials and employees shall read and understand this policy. Department Heads shall be responsible to communicate this policy to their staff.

5.2 Any Town of Hooksett official or employee who suspects or is aware of fraud being committed against the Town by anyone shall immediately report such activity to the Town Administrator. (If the Town Administrator is the alleged perpetrator the report shall be directed to the Hooksett Police Chief. If this occurs, the Chief will take the place of the Administrator in the process described below.)

Upon receiving such a report, the Town Administrator will immediately take the allegation to the Town's Legal Counsel and the Hooksett Police Prosecutor. The Administrator, Counsel and Prosecutor will decide the most prudent way to proceed. This may include, for example, parallel investigations for personnel or criminal issues or a decision that the investigation should be completely turned over to the Hooksett Police Department or the NH State Police.

Once a plan of action has been developed, the Town Council will be apprised of the situation in a non-public session.

5.3 All investigations will be conducted in confidence insofar as reasonably possible. The names or names of those communicating information about a fraudulent act or the name or names of those suspected of a fraudulent act will only be revealed when required by law in conjunctions with the investigation or legal action.

Section 6. False Allegations

6.1 False allegations of suspected fraud with the intent to disrupt or cause harm to another may be subject to disciplinary action up to and including termination of employment.

6.2 NH Whistleblowers' Protection Act (RSA 275-E) was established to protect the rights of officials or employee who report violation of law, or refuse to execute illegal directives, participate in investigations or hearings. For a full explanation of these rights the remedies, officials and employees should review this policy which should be displayed in a prominent location in their place of work.

Section 7. Prevention

7.1 Each department will maintain an internal control environment to protect the department and the Town from loss or other damages as a result of a fraudulent act.

Section 8. Corrective Actions and Discipline

8.1 Appropriate and timely action will be taken against those proven to have committed fraudulent act. These remedial actions may include, but are not limited to:

1. Disciplinary action (up to and including immediate termination of employment).
2. Restitution for all losses, including investigation and legal expenses, to the fullest extent of the law.
3. Institution of civil action to recover losses.
4. Where the Town of Hooksett elects to take corrective or disciplinary action, it will proceed under the procedures in place under the Personnel Plan or under any collective bargaining agreement for the respective employment classification.
5. The Town of Hooksett may take corrective or disciplinary action without awaiting the resolution of criminal or civil proceedings arising from fraudulent conduct.

Adopted by vote of the Council on this date, 5.23.12

James A Sullivan
McComa
Y.H.H.
Keith A. Bownd
Mr. James
Devint St. Lemet
James J. Levesque
John E. Lyth

Town Council

STAFF REPORT



To: Town Council
Title: Police Station Renovations
Meeting: Town Council - 10 Apr 2019
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

Police Station Renovation Project

The project is progressing and going smoothly. As of March 28, 2019, the interior excavation and pipework installation down the main hallway has been completed. The proposed dispatch area (adjacent to the main entrance) and other areas near the main entrance have been gutted, reworked, and sheet rocked. A few photos of the work will be shown at the Council meeting scheduled for April 10th, 2019.

The project completion date is estimated to be August 19th.

Meridian Construction Company Contract:

- a. The **Guaranteed Maximum Price (GMP)** is \$645,753.31 (does not include preconstruction fee as defined in their contract and noted below).
- b. All work will be within the established budget.
- c. All work is on schedule (with a project completion date estimated to be August 19th).

POLICE STATION BUDGET OVERVIEW

B.A.T. 3/27/19

| | | |
|---------------------------------|--------------------|------------------------------|
| SMP Contract: | \$54,125.00 | |
| SMP Amendment No. 1: | \$14,800.00 | |
| SMP Contract (Total): | \$68,925.00 | |
| Budget Available (Impact Fees): | \$82,000.00 | Approved by Council 10/28/15 |
| Amount Remaining: | \$13,075.00 | |
| Meridian Guar. Max. Price: | \$645,753.31 | |
| Preconstruction Fee: | \$3,780.00 | |

| | |
|---|-------------------------------------|
| Total Meridian: | \$649,533.31 |
| Total Funds Available (Budget): | \$752,000.00 |
| Total Project Amount Remaining (Under budget): | \$102,466.69 See Note below. |

Note: Police and Public Works staff are investigating the use of the remaining funds to replace aged equipment (such as air conditioner units) or perhaps make roof repairs.

FINANCIAL IMPACT:

The project budget is \$752,000. The GMP of \$645,753.31 will be expended from the budget to renovate the Police Station.

POLICY IMPLICATIONS:

None.

RECOMMENDATION:

Make motion to approve GMP.

SUGGESTED MOTION:

Motion to approve GMP of \$645,753.31 as recommended by the Town Engineer and the Police Chief and authorize the appropriate person to sign the GMP Contract.

Town Council

STAFF REPORT



To: Town Council
Title: Recycling at the Transfer Station
Meeting: Town Council - 10 Apr 2019
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

Recycling costs have continued to sky rocket. The price for recyclables has jumped to \$133/ton. Trash disposal has remained constant at approximately \$72/ton. Only separated cardboard, aluminum, and metal are practical to continue recycling. At the [Recycle & Transfer Advisory Committee](#) meeting this topic was discussed and the consensus was to discontinue processing all recyclables except separated cardboard, aluminum and metals. Curb side recycling had been discontinued last fall. At that time residents were advised that they could still separate their recyclables and take them to be processed at the Transfer and Recycling Center. Now it is cost prohibited to continue processing single stream recyclables. The residents could still take their recyclable materials in to the transfer station, separate them in to the different bins as always, but the only livable materials would go on to be recycled.

FINANCIAL IMPACT:

Reduces cost for tipping fees from single stream disposal rates.

POLICY IMPLICATIONS:

Reduced recycling.

RECOMMENDATION:

To modify recycling process and discontinue single stream recycling.

SUGGESTED MOTION:

Motion to change the recycling process and discontinue single stream recycling due to high costs.

ATTACHMENTS:

[recycling talking 2019](#)

**TALKING PAPER
ON
RECYCLING AT THE TRANSFER STATION**

SUBJECT: Recycling at the Transfer Station

PURPOSE: To obtain Town Administrator's concurrence to discontinue single stream recycling at the transfer station

BACKGROUND: As we continue to monitor trash disposal and recycling cost, it has become apparent that recycling costs have continued to sky rocket. The price for recyclables has jumped to \$133/ton. Trash disposal has remained constant at \$72/ton. Only separated cardboard, aluminum, and metal are practical to continue recycling.

DISCUSSION: At the Recycle & Transfer Advisory Committee meeting this topic was discussed and the consensus was to discontinue processing all recyclables except separated cardboard, aluminum, and metals. Curb side recycling had been discontinued last fall. At that time residents were advised that they could still separate their recyclables and have them processed at the Transfer and Recycling Center. Now it is cost prohibited to continue processing these waste streams as recycling. In January we processed 6 tons of single stream recycling at a cost of \$798, if it had been process as trash the fess would have been \$432, an additional cost to the town of \$366. Currently this fiscal year we processed 45 tons of single stream recyclables (\$5,985). If this had been processed as thrash the fees would have been \$3,240 and additional cost of \$2,745 to the town.

SUMMARY: The residents could still take their recyclable materials in to the transfer station, separate them in to the different bins as always, but the only ones that would go on to the recyclers are ones that either cost less that trash or are profitable.

RECOMMENATIONS: Recommend the Town Administrator concur with only processing recyclable materials that either cost less that trash or are profitable. We will continue to monitor the fees associated with recycling and trash for market shifts and adjust the policy as needed.

Town Council

STAFF REPORT



To: Town Council
Title: Acceptance of Hills Road extension
Meeting: Town Council - 10 Apr 2019
Department: Community Development
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

A new portion of Hills Road was built to connect the previous end of Hills Road in Auburn to Park Lane in Hooksett.

RECOMMENDATION:

Accept Hills Road extension from the previous end of Hills Road in Auburn to Park Lane in Hooksett.

SUGGESTED MOTION:

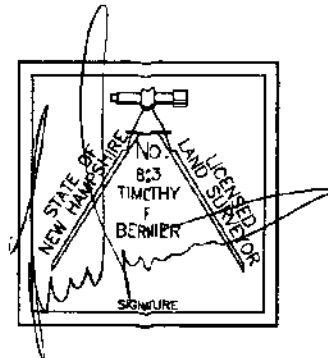
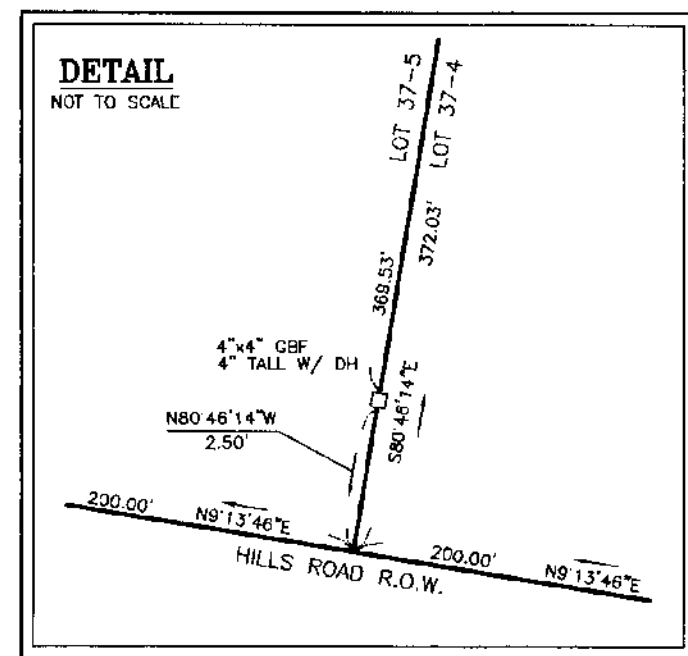
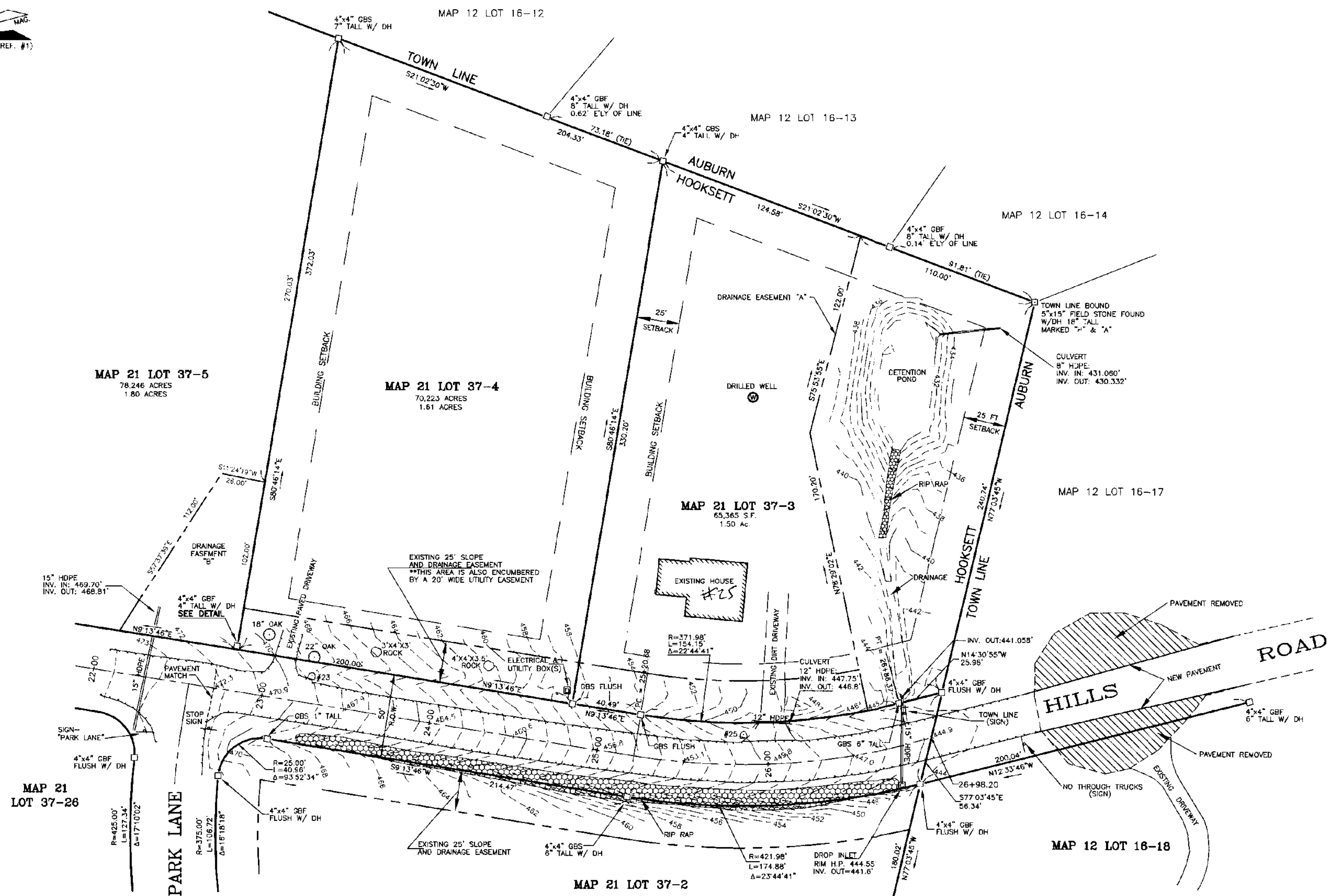
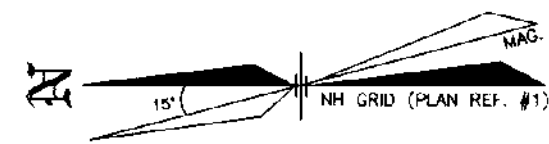
Motion to accept the extension of Hills Road from the previous end in Auburn to Park Lane in Hooksett.

ATTACHMENTS:

[Hills Road As-Built](#)

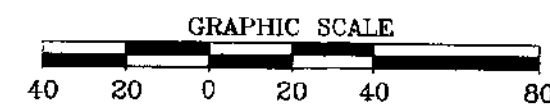
[Hills Road KNA Comments](#)

[Hills Road Town Engineer Comments](#)



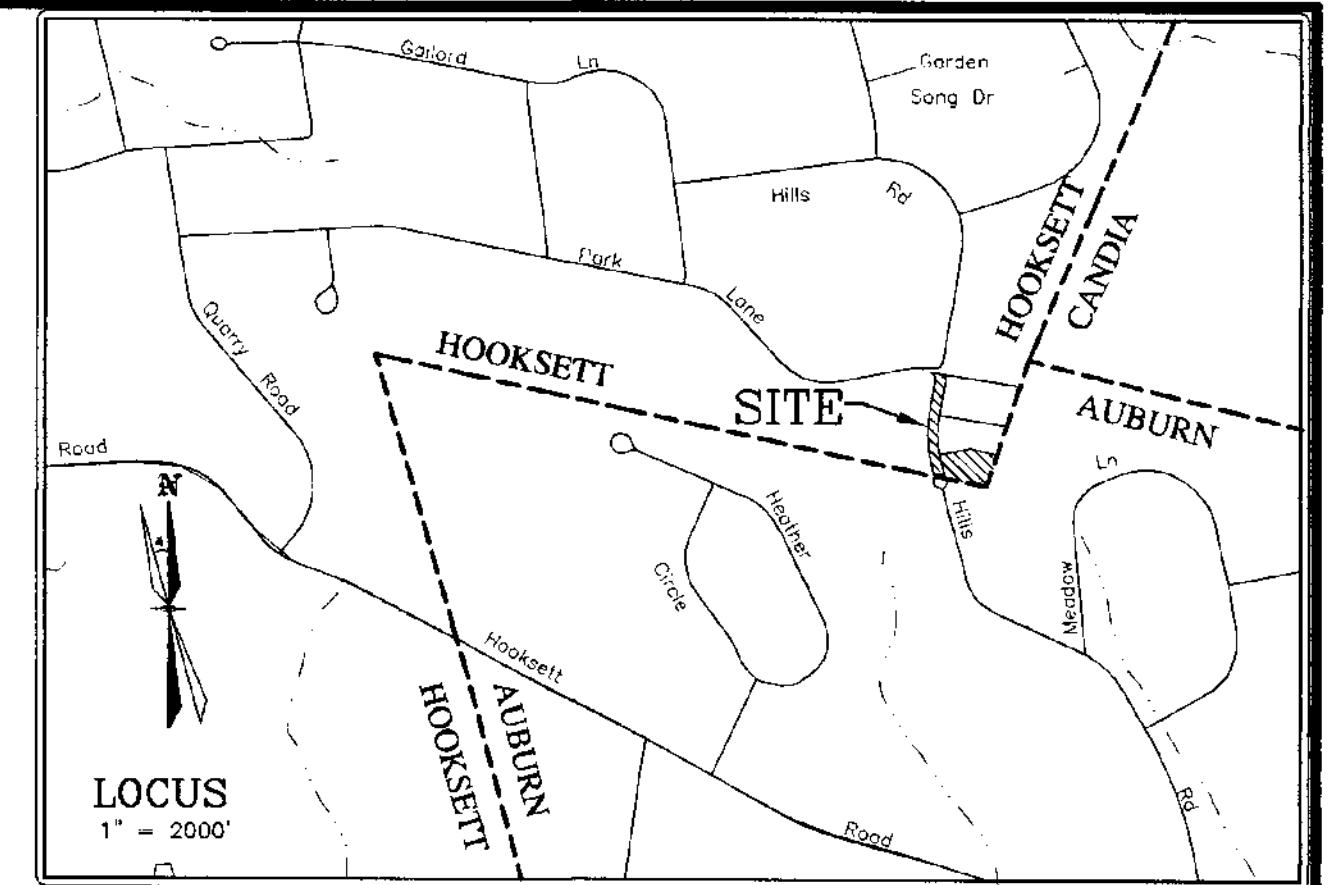
LEGEND

- GRANITE BOUND OR SET
- CATCH BASIN
- MAILBOX
- WELL
- SIGN
- DECIDUOUS TREE
- AS-BUILT SPOT GRADE
- BUILDING SETBACK/BUFFERS
- EDGE OF PAVEMENT
- EXISTING 5 FT CONTOUR
- EXISTING 1 FT CONTOUR
- WETLAND
- EASEMENT BOUNDARY
- GBF GRANITE BOUND FOUND
- DH DRILL HOLE
- 4x4" GRANITE BOUND SET BY THIS OFFICE 12/2018-1/2019



| NO. | REVISION | DATE |
|-----|----------------------|---------|
| 1 | PLAN REVIEW COMMENTS | 1/28/19 |

| | | | | | |
|--------------|----------|------------|------|-----|--------|
| DESIGNED BY | DRAWN BY | CHECKED BY | F.B. | PG. | JOB # |
| | TFB | BRK | 199 | 72 | 572-05 |
| DRAWING NAME | | | | | |
| 01_488v1 | | | | | |



PLAN REFERENCES

- RESIDENTIAL SUBDIVISION PLAN "HERITAGE ESTATES V" FOR THE LAND OF MOUNT MINER ASSOCIATES INC. WITH A SCALE OF 1"=100' DATED 11/25/1998 PREPARED BY KEACH-NORDSTROM ASSOCIATES, INC. AND RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS AS PLAN #15793 ON MARCH 7, 2002.
- ROADWAY PLAN AND PROFILE HILLS ROAD "HERITAGE ESTATES V" FOR THE LAND OF MOUNT MINER ASSOCIATES INC. MAP 21 LOT 37 IN HOOKSETT NEW HAMPSHIRE WITH A SCALE "AS SHOWN" DATED SEPTEMBER 1969, PREPARED BY KEACH-NORDSTROM ASSOCIATES, INC. NOT RECORDED AT THE MERRIMACK COUNTY REGISTRY OF DEEDS.

NOTES

- THE PURPOSE OF THIS PLAN IS TO SHOW THE AS-BUILT CONDITION OF A NEW PORTION OF HILLS ROAD BUILT TO CONNECT THE PREVIOUS END OF HILLS ROAD IN AUBURN NH TO PARK LANE IN HOOKSETT NH.
- THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND BY THIS OFFICE IN NOVEMBER AND DECEMBER 2018 USING A TOTAL STATION. THIS SURVEY WAS COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF A STANDARD PROPERTY SURVEY AS DEFINED IN THE NH CODE OF ADMINISTRATIVE RULES LAM 500. THE TRAVERSE HAS AN ERROR OF CLOSURE OF 1:15,000 OR BETTER.

AS-BUILT PLAN HILLS ROAD

HOOKSETT, NH

SCALE: 1"=40' DATE: DECEMBER 2018

SHEET 1 OF 1



T. F. BERNIER, INC.
Land Surveyors - Designers - Consultants

50 PLEASANT STREET - P.O. BOX 3464
CONCORD, NEW HAMPSHIRE 03302-3464
Tel:(603)224-4148 - Fax:(603)224-0507



*Town of Hooksett
Department of Public Works*

210 West River Road
Hooksett, NH 03106
P-603-668-8019 F-603-668-6850

CONSTRUCTION MONITORING

Ref Location Hill Road Extension
Date _____
Report No. _____
Report By _____

Job # 15-0430-4
Developer SCOTT Bussier
Contractor SAME

| CLASSIFICATION OF WORK | | | | |
|------------------------|------------|------------------|---|--|
| Clearing & Grubbing | Curb | Slope Work | | |
| Erosion Control | Drainage | Final Acceptance | ✓ | |
| Subgrade/Fills | Sewer | | | |
| Bank Run Gravel | Water | | | |
| Crushed Gravel | Utilities | | | |
| Pavement | Punch List | ✓ | | |

Developer Representative: _____
Monitor's Time Hours on Site: 1 1/2

PLAN REVIEW ON 1-22-19 OF AS BUILTS. CORRECTIONS
HAVE BEEN MADE. PROJECT IS COMPLETE ON THE
HOOKSETT SIDE.

By: _____

Office Review:_____



Town of Hooksett

COMMUNITY DEVELOPMENT DEPARTMENT
Bruce A. Thomas, P.E., Town Engineer

Memo

To: James Sullivan, Chairman, Town Council
From: Bruce A. Thomas, P.E., Town Engineer (BAT)
Cc: Donald Winterton, Town Administrator
Nicholas Williams, Town Planner
Date: March 21, 2019
Re: Heritage Estates- Hills Road
Roadway Acceptance and Bond Release

Please be advised that all work on the referenced project has been completed and approved by me.

I recommend accepting the roadway and releasing the bond being held for the project (in the amount of \$36,417.00) to the developer.

The resulting recommended motion would be to *"Accept Hills Road from the Hooksett Town Line to Park land and to approve the release the bond of \$36,417.00 to the developer"*.

I will be available at the next Town Council meeting scheduled for April 10, 2019 with a copy of the construction plans to answer any questions you may have. Please don't hesitate to contact me with any questions that you may have before the meeting as well.

Town Council

STAFF REPORT



To: Town Council
Title: Hackett Hill Estates - Future Access D
Meeting: Town Council - 10 Apr 2019
Department: Community Development
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

Please reference attached plans dated 05/03/1983 titled Hackett Hill Estates. The owner of tax map 27 lot 4 is requesting permission from the Council to construct a driveway along the area noted as Future Access D on the plans. This driveway is necessary to serve as an access point to the otherwise landlocked parcel onto Corriveau Drive. The specifications of the proposed driveway are not known and have not been discussed with owner of tax map 27 lot 4.

RECOMMENDATION:

Future Access D is a dedicated, but not yet accepted, street and thus is a paper street. As a matter of law, a landowner has an implied easement to access his or her property using the paper street, if that is the means of accessing the lot. If the land owner intends to use this paper street for access, the Council has the authority to require that certain standards are followed for improving the street. It is recommended that Council grant this request, subject to the Town's current construction specifications and guidelines for driveway and street construction.

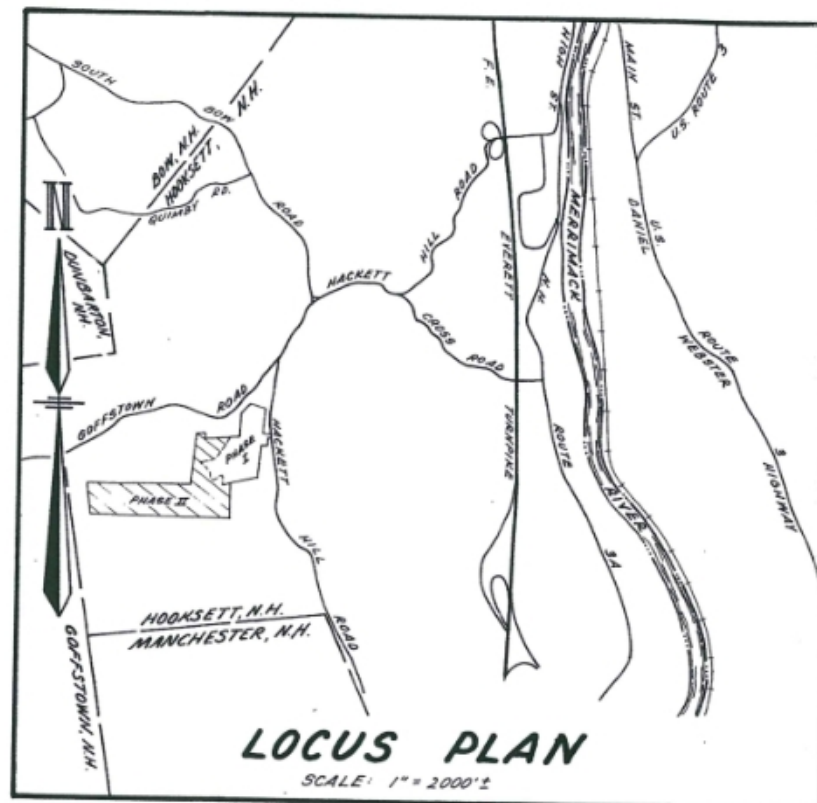
SUGGESTED MOTION:

Motion to allow the property owner of Map 27, Lot 4 to construct a driveway to Town specifications in the area labeled Future Access D on the plans titled Hackett Hill Estates.

ATTACHMENTS:

[Plan #7722 - Hackett Hill Estates](#)

77.22 Recorded Jan 18, 9-50 A.M. 1984
 Sheet 1 of 3 Attest: *Marjorie B. Hackenm*, Register.



REFERENCE PLAN:

"PHASE I - SUBDIVISION - PLAN OF LAND -
 HACKETT HILL ESTATES - HOOKSETT, N.H."
 SCALE: 1" = 100' DATED FEB. 21, 1979 BY THIS
 OFFICE.

NOTES:

1. OWNER OF RECORD IS 101 REALTY INC., 429
 AMHERST STREET, NASHUA, N.H. DEED REF-
 ERENCE TO PARCEL IS VOL. 1296 P. 124 DATED
 MAY 27, 1977.
2. TOTAL AREA OF PORTION BEING SUBDIVIDED
 IS 92.685 ACRES.
3. ZONING FOR ENTIRE PARCEL IS RURAL-
 RESIDENTIAL.
4. THE FIREPOND EASEMENT #2, THE 20' WIDE
 DRAINAGE EASEMENT ON LOT 22-46-B AND
 THE TEMPORARY TURN AROUND AT THE FORMER
 END OF CORRIVEAU DRIVE ALL AS SHOWN ON
 THE PHASE I REFERENCE PLAN CITED ABOVE
 ARE HEREBY ELIMINATED.

INDEX OF SHEETS

| | |
|-------------|--|
| SHEET NO. 1 | COVER SHEET |
| SHEET NO. 2 | LOTS 22-46-7, 9, 16, 17 AND LOTS 27-46-8, 18, 19, 34, 35 & 36. |
| SHEET NO. 3 | LOTS 27-46-20 THRU 33. |
| SHEET NO. 4 | SITE IMPROVEMENTS PLAN, LOTS 22-46-11, 9, 16 & 17 & 27-46-8 |
| SHEET NO. 5 | SITE IMPROVEMENTS PLAN, LOTS 27-46-18 THRU 36 |
| SHEET NO. 6 | PLAN & PROFILE - CORRIVEAU DRIVE - 20196 TO 34100 |
| SHEET NO. 7 | PLAN & PROFILE - CORRIVEAU DRIVE - 34100 TO 48100 |
| SHEET NO. 8 | PLAN & PROFILE - CORRIVEAU DRIVE - 48100 TO 58125 |
| SHEET NO. 9 | PLAN & PROFILE - VALLEY VIEW DRIVE - 0100 TO 614.77 |

APPROVED BY THE HOOKSETT PLANNING BOARD
 ON: 18 JULY 1983 CERTIFIED BY
 CHAIRMAN: *C. Hamilton* AND
 SECRETARY: _____

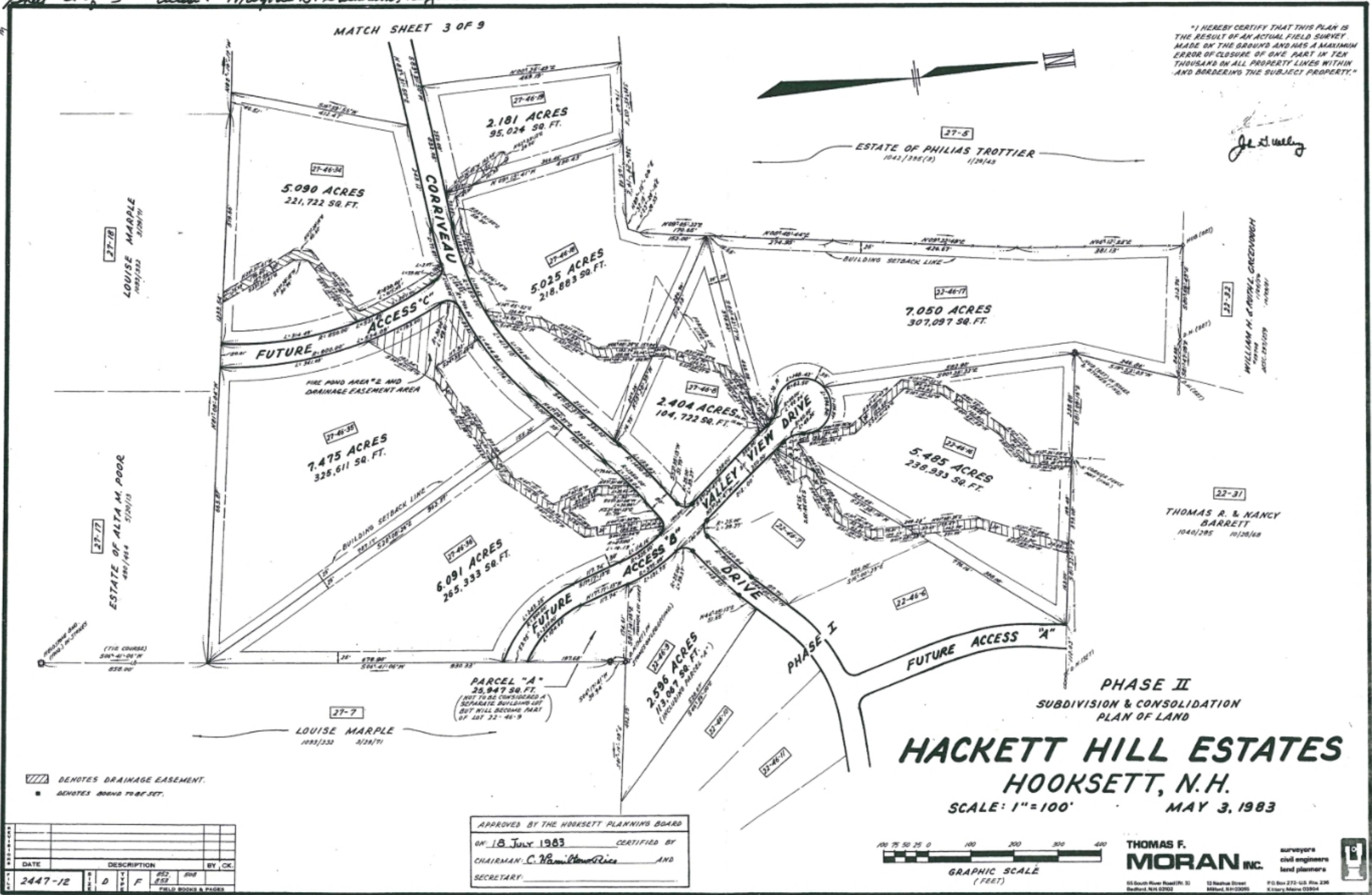
| DATE | DESCRIPTION | BY | CHK |
|---------------------|-------------|----|-----|
| 2447-11 | D F KFB | | |
| FIELD BOOKS & PAGES | | | |

COVER SHEET
 PHASE II
HACKETT HILL ESTATES
HOOKSETT, N.H.
 MAY 3, 1983

THOMAS F. MORAN INC.
 10 South River Road (Rt. 31)
 Bedford, N.H. 03023
 11 North Street
 Milford, N.H. 03055
 PO Box 272 U.S. Rte. 236
 Littleton, Maine 03594
 surveyors
 civil engineers
 land planners

SHEET 1 OF 9
** ch. to only*

7722 Recorded Jan. 18, 9-50 H.M. 1984
 Sheet 2 of 3 Artist: Marjorie B. Gathum, Registered

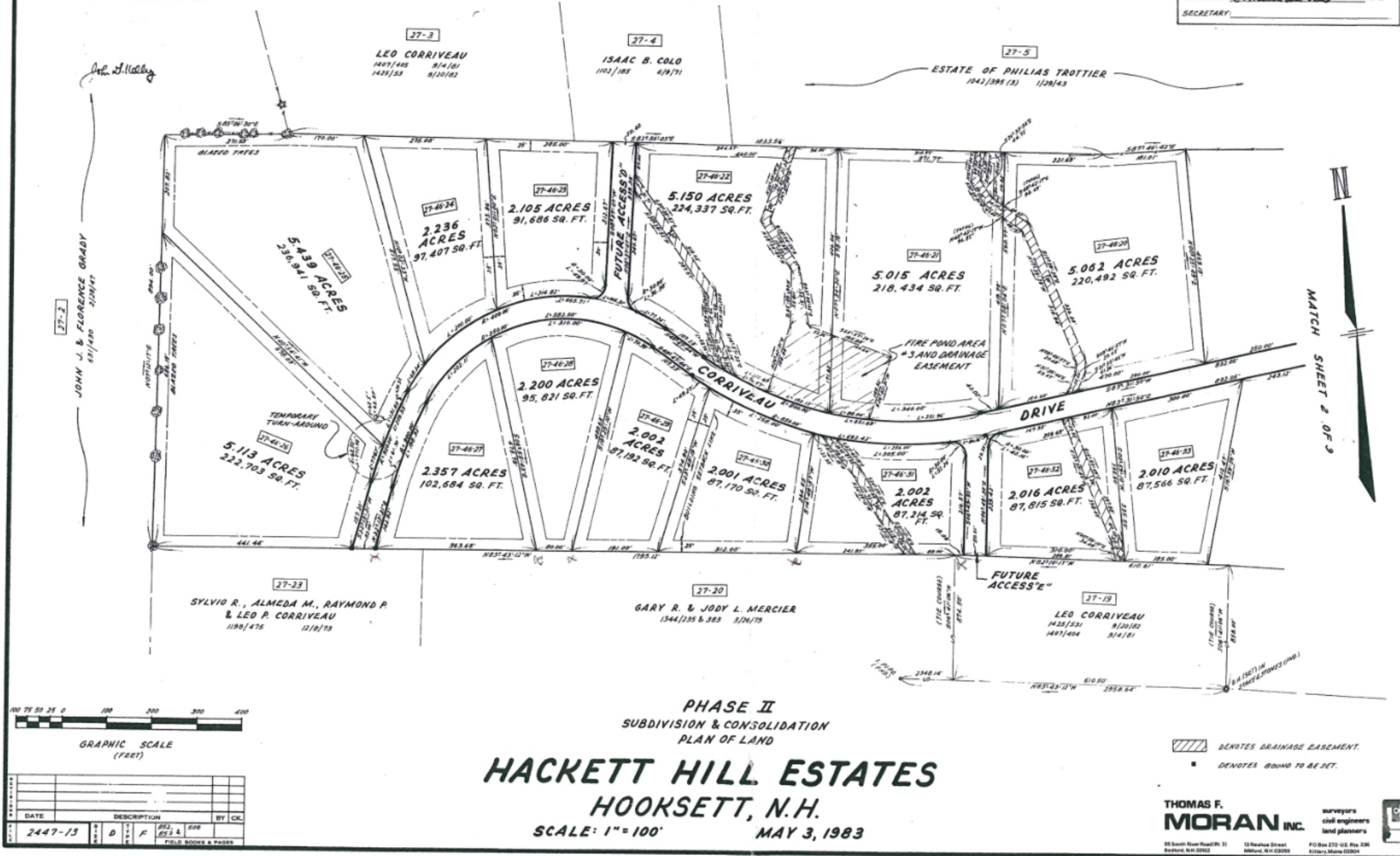


SHEET 2 OF 3

Sheet 3 of 3 of: Marine B. Hooksett Register.

"I HEREBY CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS A MAXIMUM ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND ON ALL PROPERTY LINES WITHIN AND BORDERING THE SUBJECT PROPERTY."

APPROVED BY THE HOOKSETT PLANNING BOARD
ON 18 July 1983 CERTIFIED BY
CHAIRMAN: C. Hamilton Rice AND
SECRETARY:



Town Council

STAFF REPORT



To: Town Council
Title: Police Emergency Radio Communication upgrade and replace end of life radio equipment.
Meeting: Town Council - 10 Apr 2019
Department: Police Department
Staff Contact: Janet Bouchard, Police Chief

BACKGROUND INFORMATION:

Each year a warrant article is presented to the voters adding \$50,000 into a Capital Reserve Fund for radio equipment. Last replacements made to the system were in 2014, as a result of a lightning strike. It was initially thought to add \$50,000 per year in order to afford a brand new complete system in 2024 (\$500,000 over 10 years). Due to rapidly changing technology and our current equipment that is outdated and at its end of life, it was recommended to us by our vendor to begin making replacements in phases opposed to one complete replacement. The items being replaced in this phase were NOT replaced during the 2014 incident. The major components that will be replaced now are two Quantar Radios and one Digital Interface Unit (DIU). Hardware and Software will be upgraded, as well as the components will be relocated to the new dispatch center. This price also includes adding an additionally required radio antenna to the existing tower. All equipment, parts, software, hardware and labor for installation are included.

RFP FOR EQUIPMENT INSTALLATION IN PROCESS - UPDATED STAFF REPORT WILL BE PROVIDED AT THE 04/10/19 TOWN COUNCIL

FINANCIAL IMPACT:

66,432.89 to be taken from the Emergency Radio Communication Capital Reserve Fund

SUGGESTED MOTION:

Motion to spend \$66,432.89 out of the Emergency Radio Communication Capital Reserve Fund to upgrade and replace end of life radio equipment.

ATTACHMENTS:

[20190325142921213](#)



Ossipee Mountain Electronics, Inc.

Quote QTE011479

Date 3/4/2019

Page 1 of 1

| |
|--|
| Bill To |
| Hooksett Police Dept 15 Legends Dr. Hooksett, NH 03106 |

| |
|---|
| Ship To |
| Hooksett Police Dept. Attn: Chief Janet Bouchard 15 Legends Dr. Hooksett, NH 03106 |

| Customer No. | Salesperson | Shipping Method | PAYMENT TERMS |
|--------------|------------------|-----------------|---------------|
| H00460 | Stephanie Parust | INSTALL | Net 30 |

| Item | Quantity | Item Number | Description | Unit Price | Ext Price |
|---|----------|---------------------------------|--|---------------------|-----------|
| 1 | 1.00 | ANTENNA SYSTEM | Sinclair SD212 high gain base station antenna, 1/2" antenna hardline, 3 foot antenna tower mount, hardline connectors, cable grounding kit, lightning protection, cable snaps, holsting grip/shackle, radio jumpers, grounding cable and hardware, tower clamps, (6) 12V batteries for power backup, heavy duty battery shelves and installation of 3 new base stations and 1 antenna system. | 8,999.00 | 8,999.00 |
| 2 | 1.00 | UPGRADE/INSTALL/RELOCATE SYSTEM | Provide and install 12" cable runway from IT room to new dispatch location. Run operator position cables and terminate. Provide and install HP switch for new location. Extend back up radio to dispatch. Provide and install 25 pair cabling for gate control and Aux I/O's. Provide and install all grounding for new operator positions. Relocate 2 existing MCC7500 operator positions to new dispatch location. | 19,750.00 | 19,750.00 |
| Quoted By: _____ Accepted By: _____ Date: _____ | | | | Subtotal | 28,749.00 |
| | | | | Additional Discount | 0.00 |
| | | | | Freight | 0.00 |
| | | | | Total | 28,749.00 |

Ossipee Mountain Electronics, Inc. PO Box 950 832 Whittier Highway Moultonboro, NH 03254
 TEL: (603) 476-5581 Toll Free: (800) 639-5081 Fax: (603) 476-5587
 www.omeshs.com



Quote Number: QU0000460853
Effective: 03 DEC 2018
Effective To: 01 FEB 2019

Bill-To:
HOOKSETT POLICE DEPT, TOWN OF
15 LEGENDS DR
HOOKSETT, NH 03106
United States

Ultimate Destination:
HOOKSETT POLICE DEPT, TOWN OF
15 LEGENDS DR
HOOKSETT, NH 03106
United States

Attention:
Name: Rick Belanger
Phone: 603 624 1560

Sales Contact:
Name: Stephanie Porusta
Email: steph@omesbs.com
Phone: 603-476-5581

Contract Number: NASPU ValuePoint
Freight terms: FOB Destination
Payment terms: Net 30 Due

| Item | Quantity | Nomenclature | Description | List price | Your price | Extended Price |
|------|----------|--------------|---|-------------|-------------|----------------|
| 1 | 1 | L30KSS/PW1DR | CONSOLETTES 50 VHF MP | \$1,534.00 | \$3,324.42 | \$3,324.42 |
| 1a | 1 | W082AM | ADD: CONTROL STATION DSK GCAL MIC | \$169.00 | \$113.37 | \$113.37 |
| 1b | 1 | L999AB | ADD: FULL PP W/04/KIT/PA/CLOCK/VU | \$789.00 | \$115.97 | \$115.97 |
| 1c | 1 | QA00233AD | ADD: SY ESSENTIAL ACCIDENTAL DAMAGE | \$306.00 | \$196.00 | \$196.00 |
| 1d | 1 | QA00306AA | ADD: VHF MP PRIMARY BAND | - | - | - |
| 1e | 1 | QB06BB | ADD: ASTRO DIGITAL CAL OPERATION | \$345.00 | \$375.95 | \$375.95 |
| 1f | 1 | CA01508AB | ADD: AC LINE CORD US | - | - | - |
| 1g | 1 | Q480D | BRIL CONVENTIONAL OPERATION | \$800.00 | \$384.00 | \$384.00 |
| 1h | 1 | W120K | ADD: RF PREAMP | \$66.00 | \$48.18 | \$48.18 |
| 2 | 1 | TKN623JC | AFX CONSOLETTES RACK MOUNT KIT | \$200.00 | \$146.00 | \$146.00 |
| 3 | 1 | T7029A | GTR 6000 Base Radio | - | - | - |
| 3a | 1 | X113AW | ADD: RACK MOUNT HARDWARE | \$50.00 | \$40.00 | \$40.00 |
| 3b | 1 | CA00714AA | ADD: ASTRO SYSTEM RELEASE 7.14 | - | - | - |
| 3c | 1 | X530BG | ADD: VHF (135-174 MHz) | \$6,300.00 | \$5,040.00 | \$5,040.00 |
| 3d | 1 | X265AM | BR PRESELECTOR, 150-174 MHz | \$500.00 | \$400.00 | \$400.00 |
| 3e | 1 | CA01504AA | ADD: ANTENNA RELAY | \$250.00 | \$280.00 | \$280.00 |
| 3f | 1 | CA01948AA | ADD: CONVENTIONAL SOFTWARE | \$12,500.00 | \$10,000.00 | \$10,000.00 |
| 3g | 1 | CA01505AA | ADD: ASTRO 25 CONVENTIONAL VOTING SOFT | \$300.00 | \$240.00 | \$240.00 |
| 3h | 1 | CA01406AA | ADD: POWER CABLE, DC | - | - | - |
| 4 | 1 | T7039A | GTR 5010 Base Radio | - | - | - |
| 4a | 1 | X113AW | ADD: RACK MOUNT HARDWARE | \$10.00 | \$10.00 | \$10.00 |
| 4b | 1 | CA00714AA | ADD: ASTRO SYSTEM RELEASE 7.14 | - | - | - |
| 4c | 1 | X265AM | BR PRESELECTOR, 150-174 MHz | \$500.00 | \$400.00 | \$400.00 |
| 4d | 1 | X530BG | ADD: VHF (135-174 MHz) | \$6,300.00 | \$5,040.00 | \$5,040.00 |
| 4e | 1 | CA01504AA | ADD: ANTENNA RELAY | \$250.00 | \$280.00 | \$280.00 |
| 4f | 1 | CA01948AA | ADD: CONVENTIONAL SOFTWARE | \$12,500.00 | \$10,000.00 | \$10,000.00 |
| 4g | 1 | CA01505AA | ADD: ASTRO 25 CONVENTIONAL VOTING SOFT | \$300.00 | \$240.00 | \$240.00 |
| 4h | 1 | CA01406AA | ADD: POWER CABLE, DC | - | - | - |

Total Quote in USD

\$37,683.89

Town Council

STAFF REPORT



To: Town Council
Title: Command Vehicle purchase for Fire-Rescue
Meeting: Town Council - 10 Apr 2019
Department: Fire and Rescue
Staff Contact: James Burkush, Chief of Hooksett Fire&Rescue

BACKGROUND INFORMATION:

At 2019 Town Meeting, voters approved Warrant to purchase a Command vehicle for Fire-Rescue. MacMulkin Chevrolet is the NH State Bid dealer. The vehicle cost with an extended Warranty is \$36,445.00. The remaining funds (\$18,555.00) will be used for Emergency Lighting, Radios and Equipment. 2 vehicles will be traded-in; 2004 and 2005 Ford Expeditions thus reducing fleet by 1 vehicle.

FINANCIAL IMPACT:

Warrant Article Total \$55,000.00

SUGGESTED MOTION:

Motion to Approve purchase a 2019 Chevy Tahoe for \$36,445.00 from MacMulkin Chevrolet for the Town of Hooksett Fire- Rescue Department.

ATTACHMENTS:

[State Bid for Command Vehicle](#)

[Command Car Quote from MacMulkin Chevrolet](#)

STATE OF NEW HAMPSHIRE
 Department of Administrative Services
 Division of Procurement and Support Services
 Bureau of Purchase and Property
 State House Annex
 Concord, New Hampshire 03301

NOTICE OF CONTRACT

DATE: NOVEMBER 20, 2018

COMMODITY: 2019 MODEL YEAR VEHICLES

CONTRACT #/: 8002449

NIGP CODE: 071-0000 & 072-0000

CONTRACTOR: MACMILKIN CHEVROLET CONTRACTOR ID# 154262 3001
 3 MARMON DRIVE
 NASHUA NH 03060

CONTACT PERSON: PAUL LAROCHE
 Telephone No.: 603-888-1121
 Facsimile No.: 603-424-2040
 E-mail: paul@thompsonauto.net

EFFECTIVE FROM: DECEMBER 1, 2018 through Contractor notification of "Manufacturers Build Down Date" or the vehicle is no longer available at the contract price.

STATE AGENCIES ONLY:
 PLEASE REVIEW THE STATE OF NEW HAMPSHIRE CLEAN FLEETS POLICY FOR VEHICLE SELECTION AND ORDERING PROCEDURES PRIOR TO SUBMITTING AN RQ10

AGENCY TO SUBMIT AN RQ10 AGENCY ORDER WITH AN ATTACHED COPY OF THE COMPLETED P11 (DECLARATION OF SURPLUS PROPERTY) AND WAIVER IF NECESSARY

OR

G & C APPROVAL TO INCREASE THE FLEET
 TO THE BUREAU OF PURCHASE AND PROPERTY.

WHEN ORDERING

CONTRACTOR, CONTRACTOR CODE, CONTRACT NUMBER, CONTRACT PRICE, NH SPECIFICATION NUMBER, VEHICLE NUMBER / MODEL AND INTERIOR / EXTERIOR COLOR MUST APPEAR ON THE RQ10

AND

VEHICLE MANUFACTURER, MODEL, YEAR, ENGINE (4, 6, 8 CYLINDER), MILEAGE, CONDITION OF THE VEHICLE AND BRIEF MECHANICAL HISTORY MUST APPEAR ON THE P11 DECLARATION OF SURPLUS

Questions: Alan Hofmann, Purchasing Manager
 Phone: 603-271-2550
 E-Mail: alan.hofmann@nh.gov



MacMulkin Chevrolet

Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

Town Of Hooksett Fire Department

Prepared For: Chief James Burkish

603-623-7272

jburkish@hooksettfire.org

[Fleet] 2019 Chevrolet Tahoe (CK15706) 4WD 4dr (48)





MacMulkin Chevrolet

Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

MacMulkin Chevrolet

Dealership Information

Your price for an ordered unit as per specs in accordance with NH State Bid contract # 8002449 is \$35,850.00

Trade amount 2004 Ford Expedition Vin #1FMPU16L14LB78557 \$1000.00

Trade amount 2005 Ford Expedition Vin# 1FMPU16525LA37743 \$1300.00

Sub Total \$ 33,550.00

Extended GM warranty Majorguard \$0 deductible 84 months/100,000 miles \$2895.00

Total \$36,445.00 Thank You Paul


Paul LaRoche Jr
Commercial Sales Manager
MacMulkin Chevrolet-Cadillac
Nashua NH 03060
603-562-6741 Cell
paul@thompsonauto.net

Paul LaRoche Jr
Commercial Sales Manager
MacMulkin Chevrolet-Cadillac
Nashua NH 03060
603-562-6741 Cell
paul@thompsonauto.net

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 7980. Data Updated: Mar 27, 2019 10:02:00 PM PDT.

Mar 28, 2019

Page 2



MacMulkin Chevrolet
 Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

[Fleet] 2019 Chevrolet Tahoe (CK15706) 4WD 4dr (48)

Window Sticker

SUMMARY

[Fleet] 2019 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial

MSRP:\$49,700.00

Interior:Jet Black, Premium Cloth seat trim
 Exterior 1:Siren Red Tintcoat
 Exterior 2:No color has been selected.
 Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing
 Transmission, 6-speed automatic, electronically controlled


OPTIONS


| CODE | MODEL | MSRP |
|----------------|---|--------------|
| CK15706 | [Fleet] 2019 Chevrolet Tahoe (CK15706) 4WD 4dr Commercial | \$49,700.00 |
| OPTIONS | | |
| 1FL | Commercial Preferred Equipment Group | \$0.00 |
| 5W4 | Identifier for Special Service vehicle | (\$4,535.00) |
| 9U3 | Seats, Driver and passenger front individual seats in cloth trim | \$0.00 |
| ATD | Seat delete, third row passenger | Inc. |
| AZ3 | Seats, front 40/20/40 split-bench | \$0.00 |
| BTV | Remote vehicle start | \$300.00 |
| C6A | GVWR, 7300 lbs. (3311 kg) | \$0.00 |
| G1E | Siren Red Tintcoat | \$495.00 |
| GU6 | Rear axle, 3.42 ratio | Inc. |
| H0U | Jet Black, Premium Cloth seat trim | \$0.00 |
| IO5 | Audio system, 8" diagonal color touch-screen with Chevrolet Infotainment | \$0.00 |
| JL1 | Trailer brake controller, integrated | Inc. |
| K4B | Battery, auxiliary, isolated, 730 CCA | Inc. |
| KW7 | Alternator, 170 amps | Inc. |
| L83 | Engine, 5.3L EcoTec3 V8 with Active Fuel Management, Direct Injection and Variable Valve Timing | \$0.00 |
| MYC | Transmission, 6-speed automatic, electronically controlled | \$0.00 |
| NC7 | Emissions override, Federal | \$0.00 |

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
 Data Version: 7980. Data Updated: Mar 27, 2019 10:02:00 PM PDT.

Mar 28, 2019

Page 5

| | | |
|---|---|----------|
|  MacMulkin Chevrolet Paul LaRoche Jr 603-888-1121 paul@thompsonauto.net | | |
| [Fleet] 2019 Chevrolet Tahoe (CK15706) 4WD 4dr (48) | | |
| NE1 | Emissions, Connecticut, Delaware, Maine, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements | \$0.00 |
| NHT | Max Trailering Package | \$580.00 |
| NQH | Transfer case, active, 2-speed electronic Autotrac | Inc. |
| NZZ | Skid Plate Package | Inc. |
| PZX | Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) aluminum with high-polished finish | \$600.00 |
| R9Y | | |
| RKX | Tires, P265/65R18 all-season, blackwall | \$0.00 |
| UN9 | Radio Suppression Package, with ground straps | \$423.00 |
| UT7 | Ground Studs, auxiliary, cargo area inside liftgate opening, left and right sides | \$88.00 |
| VPV | Ship Thru, Produced in Arlington Assembly | Inc. |
| VQ2 | Fleet processing option | \$0.00 |
| XCQ | Tire, spare P265/70R17 all-season, blackwall | \$0.00 |
| Z85 | Suspension Package, Standard, increased capacity, Premium Smooth Ride | Inc. |
| ZY1 | Paint scheme, solid application | \$0.00 |
| — | Safety belts, 3-point, driver and front passenger in all seating positions | Inc. |
| — | Capless fuel fill | Inc. |
| — | Recovery hooks, standard removed | Inc. |
| — | Door handles, body-color | Inc. |
| — | Instrumentation, analog | Inc. |
| — | Key, 2-sided | Inc. |
| — | Luggage rack, delete | Inc. |
| — | Exterior ornamentation delete | Inc. |
| — | Power outlets, 4 auxiliary, 12-volt | Inc. |
| — | Power supply, 100-amp, auxiliary battery, rear electrical center | Inc. |
| — | Power supply, 50-amp, power supply, auxiliary battery | Inc. |
| — | Power supply, 120-amp, (4) 30-amp circuit, Primary battery | Inc. |
| — | Theft-deterrent system, vehicle, PASS-Key III | Inc. |
| <p>This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.</p> <p>Data Version: 7980. Data Updated: Mar 27, 2019 10:02:00 PM PDT.</p> | | |
| Mar 28, 2019 | | Page 6 |



MacMulkin Chevrolet
 Paul LaRoche Jr | 603-888-1121 | paul@thompsonauto.net

[Fleet] 2019 Chevrolet Tahoe (CK15706) 4WD 4dr (48)

| | |
|--------------------|--------------------|
| SUBTOTAL | \$47,617.25 |
| Adjustments Total | \$0.00 |
| Destination Charge | \$1,295.00 |
| TOTAL PRICE | \$48,912.25 |

FUEL ECONOMY

Est City:15 MPG
 Est Highway:21 MPG
 Est Highway Cruising Range:546.00 mi

YOUR PRICE IS ON PAGE (2)

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 Data Version: 7980. Data Updated: Mar 27, 2019 10:02:00 PM PDT.

Mar 26, 2019
 Page 3

Town Council

STAFF REPORT



To: Town Council
Title: Asphalt Hot Box
Meeting: Town Council - 10 Apr 2019
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

As you all know there was funding available in a NH DOT Highway Block grant for expenditures, the only restriction of the use of these funds was that they could only be expended on items in support of highways authorized areas. \$260,243.87 was provided to the town in 2016. Earlier we requested and were approved to purchase a sidewalk tractor and additional service warranty (\$163,115.37). While reviewing the fleet, we realized that that the town would be better served if we attempted to acquire a mini excavator and an asphalt hot box. We provided a package to the council on the 27th of March requesting authorization and consent to purchase the excavator. Council consented to the purchase at that meeting. This left \$24,951 in the NHDOT Highway Block Grant. We have reviewed the Sourcewell approved contactors for a Hot Box and are requested approval and consent to purchase the Falcon Asphalt Hot Box Machine for \$27,424. \$24,951 will come from the NH DOT Highway Block Grant and the remaining \$2,473 would come out of our current Highway budget line.

FINANCIAL IMPACT:

\$2,473 from current Highway budget.

POLICY IMPLICATIONS:

None.

RECOMMENDATION:

Approve and consent to purchase the Hot Box from Fairfield's for \$27,424 (\$24,951 will come from the NH DOT Highway Block Grant and the remaining \$2,473 would come out of our current Highway budget line.)

SUGGESTED MOTION:

Motion to approve and consent the purchase of Falcon Asphalt Hot Box Machine from HP Fairfield's for \$27,424. \$24,951 will come from the NH DOT Highway Block Grant and the remaining \$2,473 would come out of our current Highway budget line.

ATTACHMENTS:

[BACKGROUND hot box 2019final](#)
[dump-box-technical-data-sheet-1-1](#)
[Hooksett 2019 Falcon 2 REV1](#)

BACKGROUND
Hot Box Purchase

SUBJECT: NH DOT Highway Block Grant Donation

PURPOSE: To obtain approval to purchase a Hot Box for Hooksett Highway.

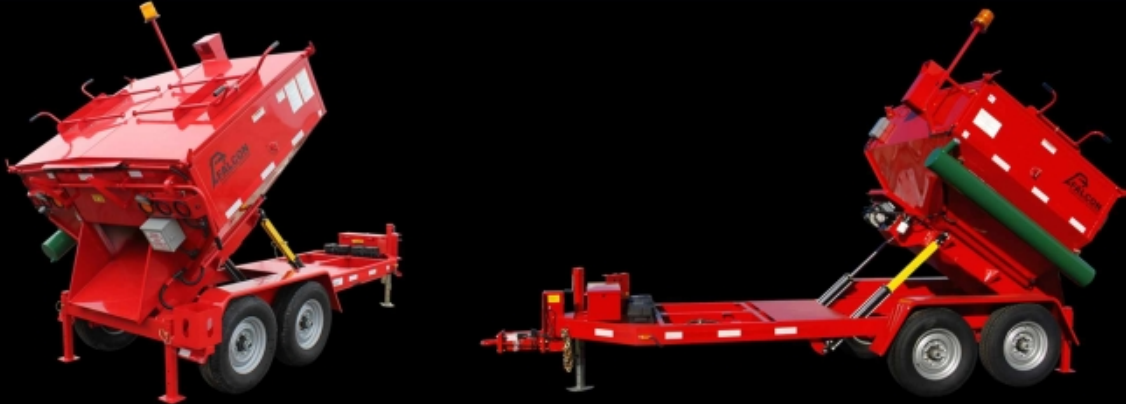
BACKGROUND: There was funding available in a NH DOT Highway Block grant. There was \$260,243.87 that was provided to the town in 2016. We requested and were approved to purchase a sidewalk tractor and mini excavator leaving \$24,951 available. The only restriction of the use of these funds was that they could only be expended on items in support of highways.

DISCUSSION: We have reviewed the needs of the Public Works Department and have determined that it would be beneficial to the department to now acquire an asphalt hot box. Currently to repair pot holes the Highway Department uses a dump truck, in the winter a cold patch material is used. This material does fill the hole however, it is short lived. Due to the constant freeze thaw cycles and rain, the cold patch material migrates out of the hole, often times within the next few days. During spring and summer, hot asphalt material is used to restore the pavement. Again due to the time that the material is in the truck, it often cools down and is no longer usable. With a hot box, even during the winter, hot asphalt material can be used to fill pot holes. In the summer the material can be kept at a usable temperature longer. This material will remain in the hole longer than cold patch or cool hot material.

CONCLUSION: The purchase of this hot box will provide a better response for repairs to the pavement

RECOMMENDATIONS: Concur with the department's request and authorize the purchase of the hot box with the DOT Highway Block Grant Donation with a small supplement from the current highway budget.

DUMP BOX MODEL



Standard Technical Data:

- Dump box with 12-volt electric over hydraulic system tilts the hopper
- 2, 3, 4 and 6 ton capacity
- One piece, seamless, ceramic combustion chamber
- 92% Fuel Efficiency (uses less than 3 gallons of diesel fuel per 8-hour shift)
- 105,000 BTU diesel or propane fuel source
- Automatic temperature control
- 12-volt battery
- Tandem axle trailer with electric brakes and safety breakaway
- Triple wall construction
 - Inner wall - 10 gauge steel
 - Middle wall - 16 gauge steel
 - Outer wall - 16 gauge steel
- Hopper - fully insulated
- Rectangular tubing trailer frame
 - 2, 3 and 4 ton: 2" x 6" x 3/16"
 - 6 ton: 2" x 8" x 1/4"
- 8-bolt wheels
- Trailer axles
 - 2, 3 and 4 ton: slipper spring
 - 6 ton: torsion
- Floor and all four walls are heated
- 10 gauge capping channel and corner molding add structural integrity to the hopper preventing it from becoming out of square
- All wiring external to hopper
- Paint: sandblasted with two coats of epoxy primer and urethane finish
- FMCSA and NATM compliant
- Operating controls located on curbside whenever possible

2, 3 and 4 Ton Measurements:

- Total length: 14'
- Hopper length: 64"
- Hopper width: 83"
- Width of frame: 48"
- Unloading door dimensions: 16" H x 33" W
- Loading door dimensions: 64" L x 41" W
- 2 ton overall height: 68"
- 3 and 4 ton overall height: 72"
- Shoveling platform height: 28"
- Height from top of frame to ground: 27"
- Diesel fuel tank size: 15 gallons

6 Ton Measurements:

- Total length: 18' 6"
- Hopper length: 80"
- Hopper width: 83"
- Width of frame: 48"
- Unloading door dimensions: 16" H x 33" W
- Loading door dimensions: 80" L x 41" W
- Overall height: 75"
- Shoveling platform height: 32"
- Height from top of frame to ground: 28"
- Diesel fuel tank size: 20 gallons

WWW.FALCONRME.COM - (989) 495-9332



NEW HAMPSHIRE
94 Sheep Davis Rd
Pembroke, NH 03275
P: (603) 225-9576
F: (603) 228-5246

Sales Quote

| | | | |
|---|-------------------------------|---------------|---|
| IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods. LATE CHARGE: A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date. | | | |
| CUSTOMER NO | 825367 | TERRITORY | 393 |
| ORDER DATE | 03/18/2019 | CUSTOMER PO | 79328Kaulbach |
| QUOTE DATE | 03/20/2019 | SHIPPED VIA | |
| SALES ORDER | 5258637 - SQ | FREIGHT TERMS | FCA FACTORY- FRT ARRANGED & PREPAID, TRANSFER AT ORIGIN |
| PAYMENT TERMS | Net 30 Days(Override)/Invoice | CODE | 002 |
| DELIVERY INSTRUCTIONS: | | | |
| REQUESTED SHIP DATE | | | 03/18/2019 |

SOLD TO:
TOWN OF HOOKSETT CHP
35 MAIN ST
HOOKSETT NH 03106

SHIP TO:
TOWN OF HOOKSETT CHP
35 MAIN ST
HOOKSETT NH 03106

| DESCRIPTION/REMARKS | | | | | | | |
|---|--------|-----------------------|-----------------------|------------------|------------|--------|-----------------|
| <p>**2-Ton Falcon Asphalt Hot Box Base Machine -1ea 12-Volt Battery-Triple Wall Construction and -One-Piece, Seamless Ceramic Combustion Chamber-Independently Certified 92% Fuel Efficiency -Tubular Steel -Single Propane Burner Transporter Package -Battery Charger -Single Axle Frame 16" Tires S -Standard Falcon Red. -Tandem Axle Frame (required for Dump Chassis) 9810 GVWR -Standard Dump Chassis-Power Up Gravity Down -Single Frame Extension Required for Basket and Hoist -Hoist with 12V Winch -24" x 24" Compactor Basket -Service Manual -Two-Year Machine Warranty and Lifetime Frame Warranty</p> <p>HPF Price \$27,383.00 SOURCEWELL Price \$27,424.00</p> | | | | | | | |
| ITEM NUMBER | BRANCH | DESCRIPTION | PICK SLIP#/LOT/SERIAL | QUANTITY SHIPPED | LIST PRICE | DISC % | EXTENDED AMOUNT |
| HOTPATCHERHPF | 9958 | 306 HPF - HOT PATCHER | | 1 | 27,383.00 | 0 | 27,383.00 |

| | | | | | |
|---------------------------------|-----------|------------|------------|--------------------|-----------|
| R E M A R K S | NET DUE | CASH DISC. | IF PAID BY | SUB-TOTAL | 27,383.00 |
| | 27,383.00 | 0.00 | 04/19/2019 | FREIGHT & HANDLING | 0.00 |
| | | | | SALES TAX | 0.00 |
| | | | | TOTAL(USD) | 27,383.00 |
| | | | | PREPAID AMOUNT | |

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group.

Town Council

STAFF REPORT



To: Town Council
Title: 6 Wheel Plow Truck
Meeting: Town Council - 10 Apr 2019
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

Earlier this year, prior to budget review and the approval of warrant articles one of the town's plow trucks failed state inspection. It was determined that the existing truck was not practical to be repaired. The truck was 20 years old and beyond economical repair. There currently weren't sufficient funds available in the capital reserve fund to purchase a replacement. Council asked what would be the ramifications if this truck was not replaced. The answer was that plow routes would need to be extended, creating longer time spans between services on the roads, a decreased level of services. The Town council recommended developing a warrant article for the replacement of this truck. Warrant article was approved to be placed on the ballot at the Deliberative Session on the 2nd of February and the voters approved the article. At the Town Election on the 12th of March the voters approved the article. The current average lead time for delivery of this type asset is 10 to 12 months from order date. We have a proposal for the replacement truck from Liberty International using state bid pricing for \$179,955.00.

FINANCIAL IMPACT:

There was an estimated tax rate impact of \$0.09.

POLICY IMPLICATIONS:

None.

RECOMMENDATION:

Recommend approval and consent to purchase.

SUGGESTED MOTION:

Motion to purchase and provide consent to purchase a new 6 wheel plow truck from Liberty International for \$179,955.00.

ATTACHMENTS:

[6 Wheel Plow Truck](#)



HV507 SFA

Sales Proposal For:

TOWN OF HOOKSETT

Presented By:

LIBERTY INT'L TRKS OF NH

INTERNATIONAL®

March 21, 2019

Prepared For:
TOWN OF HOOKSETT
Mario Desaulniers
Highway Dept.
Hooksett, NH 03106-
(603)396 - 1424

Presented By:
LIBERTY INT'L TRKS OF NH
James C Ramsay
1400 S. WILLOW STREET
MANCHESTER NH 03103 -
(603)623-8873



Model Profile
2020 HV507 SFA (HV507)

| | |
|----------------------------------|--|
| AXLE CONFIG: | 4X2 |
| MISSION: | Requested GVWR: 39000. Calc. GVWR: 37780 |
| DIMENSION: | Wheelbase: 171.00, CA: 96.00, Axle to Frame: 63.00 |
| ENGINE, DIESEL: | {Cummins L9 330} EPA 2017, 330HP @ 2000 RPM, 1000 lb-ft Torque @ 1400 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max) |
| TRANSMISSION, AUTOMATIC: | {Allison 3500 RDS} 5th Generation Controls, Wide Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway |
| CLUTCH: | Omit Item (Clutch & Control) |
| AXLE, FRONT NON-DRIVING: | {Dana Spicer I-160W} Wide Track, I-Beam Type, 16,000-lb Capacity |
| AXLE, REAR, SINGLE: | {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends Gear Ratio: 5.38 |
| CAB: | Conventional, Day Cab |
| TIRE, FRONT: | (2) 12R22.5 Load Range H HSC1 (CONTINENTAL), 482 rev/mile, 75 MPH, All-Position |
| TIRE, REAR: | (4) 11R22.5 Load Range H HDR2 (CONTINENTAL), 491 rev/mile, 75 MPH, Drive |
| SUSPENSION, REAR, SINGLE: | 31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs |
| PAINT: | Cab schematic 100WK Location 1: 9219, Winter White (Std) Chassis schematic N/A |

INTERNATIONAL®**Vehicle Specifications**
2020 HV507 SFA (HV507)**March 21, 2019**

| <u>Code</u> | <u>Description</u> |
|--------------------|---|
| HV50700 | Base Chassis, Model HV507 SFA with 171.00 Wheelbase, 96.00 CA, and 63.00 Axle to Frame. |
| 1ANA | AXLE CONFIGURATION {Navistar} 4x2 |
| | <u>Notes</u> : Pricing may change if axle configuration is changed. |
| 1CAJ | FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL |
| 1LLA | BUMPER, FRONT Swept Back, Steel, Heavy Duty |
| 1WDS | FRAME EXTENSION, FRONT Integral; 20" In Front of Grille |
| 1WEV | WHEELBASE RANGE 146" (370cm) Through and Including 195" (495cm) |
| 2AEU | AXLE, FRONT NON-DRIVING {Dana Spicer I-160W} Wide Track, I-Beam Type, 16,000-lb Capacity |
| 3ACP | SUSPENSION, FRONT, SPRING Multileaf, Shackle Type, 16,000-lb Capacity, Less Shock Absorbers |
| 3WAJ | SPRINGS, FRONT AUXILIARY Air Bag, Right Side Only, Driver Control |
| 4091 | BRAKE SYSTEM, AIR Dual System for Straight Truck Applications |
| | <u>Includes</u> : BRAKE LINES Color and Size Coded Nylon : DRAIN VALVE Twist-Type : GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SLACK ADJUSTERS, FRONT Automatic (with Air Cam Brakes) : SLACK ADJUSTERS, REAR Automatic (with Air Cam Brakes) : SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6 |
| 4193 | BRAKES, FRONT, AIR CAM 16.5" x 6", Includes 24 SqIn Long Stroke Brake Chambers |
| 4619 | TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck |
| | <u>Notes</u> : When electronic stability control is ordered with trailer connections on a 4x2 truck, please check the operator manual for trailer weight restrictions. |
| 4732 | DRAIN VALVE {Berg} with Pull Chain, for Air Tank |
| 4AZA | AIR BRAKE ABS {Bendix AntiLock Brake System} Full Vehicle Wheel Control System (4-Channel) |
| 4EBS | AIR DRYER {Bendix AD-9} with Heater |
| 4EXU | BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 Spring Brake |
| 4EXV | BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqIn |

INTERNATIONAL®

Vehicle Specifications
2020 HV507 SFA (HV507)

March 21, 2019

| <u>Code</u> | <u>Description</u> |
|--------------------|--|
| 4NDB | BRAKES, REAR, AIR CAM S-Cam; 16.5" x 7.0"; Includes 30/30 Sq.In. Long Stroke Brake Chamber and Spring Actuated Parking Brake |
| 4SPA | AIR COMPRESSOR {Cummins} 18.7 CFM |
| 4VKC | AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab |
| 4WBX | DUST SHIELDS, FRONT BRAKE for Air Brakes |
| 4WDM | DUST SHIELDS, REAR BRAKE for Air Brakes |
| 4WZJ | AIR TANK LOCATION (2) : One Mounted Under Each Frame Rail, Front of Rear Suspension, Parallel to Rail |
| 5710 | STEERING COLUMN Tilting and Telescoping |
| 5CAW | STEERING WHEEL 4-Spoke; 18" Dia., Black |
| 5PTB | STEERING GEAR (2) {Sheppard M100/M80} Dual Power |
| 7BEU | AFTERTREATMENT COVER Aluminum |
| 7BKS | EXHAUST SYSTEM Single Horizontal Aftertreatment Device, Frame Mounted Right Side Under Cab; for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab |
| 7WBA | TAIL PIPE (1) Turnback Type, Bright, for Single Exhaust |
| 7WBS | MUFFLER/TAIL PIPE GUARD (1) Bright Stainless Steel |
| 7WCM | EXHAUST HEIGHT 8' 10" |
| 8000 | ELECTRICAL SYSTEM 12-Volt, Standard Equipment |
| | <u>Includes</u> |
| | : DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab |
| | : HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel |
| | : HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever |
| | : PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light |
| | : STARTER SWITCH Electric, Key Operated |
| | : STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector |
| | : TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature |
| | : WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever |
| | : WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted |
| | : WIRING, CHASSIS Color Coded and Continuously Numbered |
| 8518 | CIGAR LIGHTER Includes Ash Cup |
| 8GXD | ALTERNATOR {Leece-Neville AVI160P2013} Brush Type; 12 Volt 160 Amp. Capacity, Pad Mount, with Remote Sense |
| 8HAB | BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/ Accessory Power/Ground and Sealed Connector for Stop/Turn |

INTERNATIONAL®**Vehicle Specifications**
2020 HV507 SFA (HV507)**March 21, 2019**

| <u>Code</u> | <u>Description</u> |
|--------------------|---|
| 8HAH | ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Combined Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake Accommodation Package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket |
| 8MJU | BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 2850CCA Total, Top Threaded Stud |
| 8RMP | RADIO AM/FM/WB/Clock/3.5MM Auxiliary Input |
| 8RMV | SPEAKERS (2) 6.5" Dual Cone Mounted in Doors |
| 8THJ | AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications |
| 8TKK | TRAILER AUXILIARY FEED CIRCUIT for Electric Trailer Brake Accommodation/Air Trailer ABS; with 30 Amp Fuse and Relay, Controlled by Ignition Switch |
| 8VAY | HORN, ELECTRIC Disc Style |
| 8VUM | BATTERY BOX Aluminum, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Left Side Back of Cab |
| 8WGL | WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time |
| 8WPH | CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade |
| 8WPZ | TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights |
| 8WRB | HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn on if Windshield Wipers are turned on |
| 8WTK | STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt; less Thermal Over-Crank Protection |
| 8WWJ | INDICATOR, LOW COOLANT LEVEL with Audible Alarm |
| 8WXD | ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened |
| 8XAH | CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses |
| 8XGT | TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender |
| 8XHN | HORN, AIR Black, Single Trumpet, with Lanyard Pull Cord |
| 9AAB | LOGOS EXTERIOR Model Badges |
| 9AAE | LOGOS EXTERIOR, ENGINE Badges |
| 9ANG | HOOD, HATCH (01) for Servicing |
| 9HAN | INSULATION, UNDER HOOD for Sound Abatement |

INTERNATIONAL®**Vehicle Specifications**
2020 HV507 SFA (HV507)**March 21, 2019**

| <u>Code</u> | <u>Description</u> |
|--------------------|---|
| 9HBM | GRILLE Stationary, Chrome |
| 9HBN | INSULATION, SPLASH PANELS for Sound Abatement |
| 9WBC | FRONT END Tilting, Fiberglass, with Three Piece Construction; for WorkStar/HV |
| 10060 | PAINT SCHEMATIC, PT-1 Single Color, Design 100 |
| | <u>Includes</u> : PAINT SCHEMATIC ID LETTERS "WK" |
| 10761 | PAINT TYPE Base Coat/Clear Coat, 1-2 Tone |
| 10SLV | PROMOTIONAL PACKAGE Government Silver Package |
| 11001 | CLUTCH Omit Item (Clutch & Control) |
| 12703 | ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection |
| 12EHV | ENGINE, DIESEL {Cummins L9 330} EPA 2017, 330HP @ 2000 RPM, 1000 lb-ft Torque @ 1400 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max) |
| 12THT | FAN DRIVE {Horton Drivemaster} Direct Drive Type, Two Speed with Residual Torque Device for Disengaged Fan Speed |
| | <u>Includes</u> : FAN Nylon |
| 12UWY | RADIATOR Cross Flow, Series System; 1228 SqIn Aluminum Radiator Core and 1167 SqIn Charge Air Cooler |
| | <u>Includes</u> : DEAERATION SYSTEM with Surge Tank : HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps : RADIATOR HOSES Premium, Rubber |
| 12VBC | AIR CLEANER Single Element |
| 12VGZ | FEDERAL EMISSIONS {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2019 |
| 12VXT | THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel |
| 12VYL | ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use |
| 12WUL | BLOCK HEATER, ENGINE {Phillips} 120V/1000W, with "Y" Cord From Socket in Standard Location, For a Dealer Installed 120V/300W Max Oil Pan Heater |
| | <u>Includes</u> : BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door |
| 12WZE | EMISSION COMPLIANCE Federal, Does Not Comply with California Clean Air Idle Regulations |

INTERNATIONAL®**Vehicle Specifications**
2020 HV507 SFA (HV507)**March 21, 2019**

| <u>Code</u> | <u>Description</u> |
|--------------------|--|
| 12XAT | ENGINE CONTROL, REMOTE MOUNTED Provision for; Includes Wiring for Body Builder Installation of PTO Controls; with Ignition Switch Control for Cummins ISB/B6.7 or ISL/L9 Engines |
| 13AVG | TRANSMISSION, AUTOMATIC {Allison 3500 RDS} 5th Generation Controls, Wide Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway |
| 13WAW | OIL COOLER, AUTO TRANSMISSION {Modine} Water to Oil Type |
| 13WDT | SHIFT CONTROL PARAMETERS {Allison} 3 Speed S1 Secondary Shift Schedule for 5 or 6 Speed Allison Gen4/Gen 5 3000 & 4000 Series Transmissions |
| 13WET | TRANSMISSION SHIFT CONTROL for Column Mounted Stalk Shifter |
| 13WLP | TRANSMISSION OIL Synthetic; 29 thru 42 Pints |
| 13WUC | ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS); General Purpose Trucks, Construction |
| 13XAL | PTO LOCATION Customer Intends to Install PTO at Left Side of Transmission |
| 14ARB | AXLE, REAR, SINGLE {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends . Gear Ratio: 5.38 |
| 14SAL | SUSPENSION, REAR, SINGLE 31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs |
| 15DYP | DEF TANK 9.5 US Gal (36L) Capacity, Frame Mounted Outside Left Rail, Under Cab |
| 15LLZ | LOCATION FUEL/WATER SEPARATOR Mounted Outside Left Rail, 41" Back of Cab |
| 15LMN | FUEL/WATER SEPARATOR {Racor 400 Series,} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor |
| 15SWE | FUEL TANK Top Draw, Non-Polished Aluminum, 26" Dia, 70 US Gal (265L), Mounted Left Side, Under Cab |
| 16030 | CAB Conventional, Day Cab |
| 16BAM | AIR CONDITIONER with Integral Heater & Defroster |
| 16GDC | GAUGE CLUSTER Base Level; English with English Speedometer and Tachometer, for Air Brake Chassis, Includes Engine Coolant Temperature, Primary and Secondary Air Pressure, Fuel and DEF Gauges, Oil Pressure Gauge, Includes 3 Inch Monochromatic Text Display |
| 16HGH | GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission |
| 16HKT | IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster |
| 16JNT | SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 1 Chamber Lumbar, with 2 Position Front Cushion Adjust, -3 to +14 Degree Angle Back Adjust |

INTERNATIONAL®**Vehicle Specifications**
2020 HV507 SFA (HV507)**March 21, 2019**

| <u>Code</u> | <u>Description</u> |
|--------------------|--|
| 16RPV | SEAT, PASSENGER {National 2000} Air Suspension, High Back with Integral Headrest, Vinyl, Isolated, 1 Chamber Lumbar, 2 Position Front Cushion Adjustment, -3 to +14 Degree Back Adjust |
| 16SJX | MIRROR, CONVEX, HOOD MOUNTED (2) {Lang Mekra} Bright, Heated, Left and Right Sides 7.44" Sq |
| 16SNN | MIRRORS (2) Thermostatically Controlled Heated Heads, Bright Heads, Black Brackets and Arms, 7.55" x 14.1" Flat Glass, 7.48" x 6.77" Convex Glass Both Sides |
| 16VKB | CAB INTERIOR TRIM Classic, for Day Cab <u>Includes</u> : CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger : DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted : SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap |
| 16VSL | WINDSHIELD Heated, Single Piece |
| 16WBY | ARM REST, RIGHT, DRIVER SEAT |
| 16WJU | WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature |
| 16WSK | CAB REAR SUSPENSION Air Bag Type |
| 16XJN | INSTRUMENT PANEL Flat Panel |
| 16ZBT | ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab |
| 27DUK | WHEELS, FRONT {Accuride 29169} DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs |
| 28DUK | WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs |
| 60AAG | BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack with Latched Switches |
| 7382135423 | (4) TIRE, REAR 11R22.5 Load Range H HDR2 (CONTINENTAL), 491 rev/mile, 75 MPH, Drive |
| 7382155419 | (2) TIRE, FRONT 12R22.5 Load Range H HSC1 (CONTINENTAL), 482 rev/mile, 75 MPH, All-Position |

Services Section:

INTERNATIONAL®

Vehicle Specifications
2020 HV507 SFA (HV507)

March 21, 2019

| <u>Code</u> | <u>Description</u> |
|--------------------|--|
| 40128 | WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A |
| 40KMD | <p>SERVICES, TOWING {Navistar} Service Call to 60-Month/Unlimited Mileage to the Nearest Navistar Dealer for Navistar Warrantable Failure as Contract Defined; Includes Engine Failure if Supplier Declines Tow Coverage & ESC Supplied thru Navistar; \$550 (USA) Maximum Benefit per Incident</p> <p>Body and plow equipment by Donovan at \$90,236.00 (included in this proposal)</p> <p>Radio installed by Ossipee radio At \$1,622.27 (Included in this proposal)</p> <p>Additional spring work by Donovan Equipment At \$800.00 (Included in this proposal)</p> <p>Extended warranty for L9 Cummins engine 7 years OR 150,000 miles includes turbo and injectors</p> <p>* * * State of NH Contract 8002356 is applied to the pricing of this chassis * * *</p> |

INTERNATIONAL®

Financial Summary
2020 HV507 SFA (HV507)

March 21, 2019

| <u>Description</u> | (US DOLLAR) | <u>Price</u> |
|---------------------------|--------------------|---------------------|
| Net Sales Price: | | \$179,995.00 |

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

Authorized Signature and Date

**This proposal is not binding upon the
seller without Seller's Authorized
Signature**

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

Town Council

STAFF REPORT



To: Town Council
Title: Heritage Day Proclamation
Meeting: Town Council - 10 Apr 2019
Department: Administration
Staff Contact: Nick Germain, Project Coordinator

BACKGROUND INFORMATION:

The Town of Hooksett traditionally aligns with the state in declaring May "Heritage Month" and selecting a particular day as Hooksett Heritage Day. Saturday, May 18th has been identified as an attractive date for events and festivities that month. Kathie Northrup, Heritage Commission Chair, is helping to coordinate some of the events that would take place that day.

Town staff will post a listing of events and activities being put on May 18th and during the rest of the May Heritage Month.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Vote to proclaim May 2019 Heritage month and May 18th Heritage Day

SUGGESTED MOTION:

"I motion to proclaim May as National Preservation Month in Hooksett and May 18, 2019, as Hooksett Heritage Day, and call upon the people of Hooksett to join their fellow citizens across the United States in recognizing and participating in this special observance."

ATTACHMENTS:

[Heritage Day Proclamation May 2019](#)

PRESERVATION MONTH 2019

PROCLAMATION BY HOOKSETT TOWN COUNCIL

WHEREAS, historic preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that have shaped us as a people; and

WHEREAS, the National Trust for Historic Preservation has designated May 2019 as National Preservation Month; and

WHEREAS, in celebration of this occasion, the Hooksett Heritage Commission, Hooksett Historical Society, and Head School Society will sponsor Hooksett Heritage Day on May 18, 2019;

NOW, THEREFORE, I, James A. Sullivan, Chair, on behalf of the Town Council, do proclaim May as National Preservation Month in Hooksett and May 18, 2019, as Hooksett Heritage Day, and call upon the people of Hooksett to join their fellow citizens across the United States in recognizing and participating in this special observance.

Date: _____

James A. Sullivan Chair,
Hooksett Town Council

Town Council

STAFF REPORT



To: Town Council
Title: House Bill 365 relative to net energy metering limits for customer generators - Hooksett Hydro Facility
Meeting: Town Council - 10 Apr 2019
Department: Administration
Staff Contact: Donna Fitzpatrick, Administrative Services Coordinator

BACKGROUND INFORMATION:

The Town of Hooksett has received a request for a letter of support for HB365 relative to net energy metering limits for customer generators. This bill at this time would raise the current net metering cap of 1 MW to 5 MW. The request is from:

Todd Wynn
Hull Street Energy, LLC
CEO, Portfolio Companies
4920 Elm Street, Suite 205
Bethesda, MD 20814
Office: 301.664.7701
Cell: 603.686.3938
twynn@hullstreetenergy.com
www.hullstreetenergy.com

Mr. Wynn is hopeful to expand the Hooksett hydro facility and the passage of HB 365 would go a long way towards helping Hull Street Energy, LLC advance the project.

Attached are supporting documents and letters that other Towns have sent to State representatives. Mr. Wynn would be thankful if Hooksett would send a similar letter.

With respect to the voting on a similar net metering bill last year, Mr. Wynn's understanding is:

- Mr. Kotowski voted in favor
- Mr. Marple and Mr. Walsh voted against the bill
- Mr. Leavitt was absent from the vote. I understand Mr. Leavitt didn't run for re-election and Mr. Yakubovich was elected in the seat.

ATTACHMENTS:

[HB365](#)
[House Bill 365 - Net Metering](#)
[Franklin Testimony on HB 365 1 MW to 5 MW Net Meter Increase 3 10 19](#)

[Rep letters](#)

HB 365 - AS AMENDED BY THE HOUSE

20Mar2019... 0973h

2019 SESSION

19-0090
06/08HOUSE BILL **365**

AN ACT relative to net energy metering limits for customer generators.

SPONSORS: Rep. Moffett, Merr. 9; Rep. Backus, Hills. 19; Rep. Suzanne Smith, Graf. 8; Rep. P. Schmidt, Straf. 19; Rep. Danielson, Hills. 7; Rep. Wolf, Merr. 5; Rep. McWilliams, Merr. 27; Rep. O'Connor, Rock. 6; Rep. Hennessey, Graf. 1; Sen. Bradley, Dist 3

COMMITTEE: Science, Technology and Energy

ANALYSIS

This bill increases the electric generating capacity of customer generators who may participate in net energy metering and modifies the transition of tariffs applicable to certain customer-generators. The bill also clarifies the definition of eligible customer-generator for purposes of the utility property tax.

Explanation: Matter added to current law appears in ***bold italics***.
 Matter removed from current law appears ~~[in brackets and struck through]~~.
 Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.
 20Mar2019... 0973h 19-0090
 06/08

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Nineteen

AN ACT relative to net energy metering limits for customer generators.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Findings. The general court finds that:

- I. New Hampshire's electricity consumers, including municipalities, manufacturers, commercial businesses, and other large users, strongly support more competitive retail options to lower their energy costs.
- II. These same consumers deserve the freedom to invest their own capital to become more self-sufficient and energy independent and less reliant on out-of-state electricity companies that control our high electricity rates.
- III. ISO-New England, Inc., the independent, nonprofit regional transmission organization that oversees the operation of New England's bulk electric power system and transmission lines, has stated that infrastructure constraints could pose a challenge to the reliable operation of the regional power grid,

create price increases and volatility, and contribute to increased air emissions, all of which would adversely impact New Hampshire's citizens, businesses, and economy.

IV. The current size limit of one megawatt on customer-generators that may participate in net energy metering is an unnecessary barrier that denies larger electricity users the same rights that smaller users already have to produce and use local renewable power that reduces their energy costs, increases supply, and insulates all New Hampshire ratepayers from electric price volatility and higher transmission costs.

V. The current size limit is also a barrier to significant investment in existing and new small renewable energy projects, which would help keep our energy dollars in-state, drive economic activity, support good-paying jobs, and increase state and local business and property tax revenues.

VI. The federal Public Utility Regulatory Policies Act (PURPA) as amended by the Energy Policy Act of 2005 calls upon states to consider the adoption and implementation of net metering policies. PURPA as amended states that electricity generated by an eligible on-site generating facility may be used to offset electric energy provided by the electric utility, and allows states to define an eligible facility.

Furthermore, under ISO New England's rules, a generating facility of less than 5 megawatts that is connected to the distribution grid is not required to register with ISO New England as a generator or participate in the wholesale energy markets; rather, if the generating facility elects not to register as a wholesale market participant or retires from such status, the customer generator is to be treated by ISO New England as a retail load reducer.

VII. It is therefore in the best interests of all citizens of New Hampshire that the size limit on customer-generators that may participate in net energy metering and serve as retail load reducers be increased from one megawatt to up to but not including 5 megawatts to increase customer supply choice, foster a more robust retail market for local renewable energy, help mitigate the cost of electric service in the state, reduce the price volatility of that service, and reduce the potential for disruptions in electricity supply due to inadequate wholesale generating capacity in the New England marketplace.

2 Definition; Customer-generator. Amend RSA 362-A:1-a, II-b to read as follows:

II-b. "Eligible customer-generator" or "customer-generator" means an electric utility customer who owns, operates, or purchases power from an electrical generating facility either powered by renewable energy or which employs a heat led combined heat and power system, with a ~~[total peak generating]~~ **nameplate or maximum rated** capacity of ~~[up to and including one megawatt]~~ **less than 5 megawatts** and that is located behind a retail meter on the customer's premises, is interconnected and operates in parallel with the electric grid, and is used to offset the customer's own electricity requirements. Incremental generation added to an existing generation facility, that does not itself qualify for net metering, shall qualify if such incremental generation meets the qualifications of this paragraph and is metered separately from the non qualifying facility.

3 Net Energy Metering; Net Effects. Amend RSA 362-A:9, VII to read as follows:

VII.(a) A distribution utility may perform an annual calculation to determine the net effect this section had on its default service and distribution revenues and expenses in the prior calendar year. The method of performing the calculation and applying the results, as well as a reconciliation mechanism to collect or credit any such net effects with appropriate carrying charges and credits applied, shall be determined by the commission.

(b) For the purposes of accounting for any exports to the distribution grid by customer-generators, such exports shall be treated as offsets or reductions to retail load, within the same billing or rate time period, resulting in a reduction of the wholesale load obligation of each customer-generator's electricity supplier.

(c) A generator with a nameplate or maximum rated capacity of less than 5 megawatts that first became operational before July 1, 2019 and that has outstanding capacity commitments in the forward capacity market administered by ISO New England may elect to become a customer-generator, participate in net metering, and be treated as a retail load reducer provided that it undertakes the process of retiring from participation in wholesale energy markets administered by ISO New England by:

(1) Ceasing participation in such energy markets such as by receipt of payments for energy generation;

(2) Transferring to the customer-generator's electricity supplier, which may be the electric distribution utility providing default energy service, any payments received or due from ISO New England that are attributable to fulfillment of the generator's capacity commitment until such capacity commitments are fulfilled or otherwise retired; and

(3) Completing the process of retiring from wholesale energy and capacity markets administered by ISO New England once any such capacity commitments that were outstanding at the time the generator elected to become a customer-generator participating in net metering are fulfilled or otherwise retired.

(d) Any provisions of settlement agreements or orders that have been approved or issued by the commission that relate to a distribution utility's treatment of the output from qualifying facilities or independent power producers shall not apply to the output from an eligible customer-generator participating in net metering.

4 Net Energy Metering; Transition of Tariffs. Amend RSA 362-A:9, XV to read as follows:

XV. Standard tariffs that are available to eligible customer-generators under this section shall terminate on December 31, 2040 and such customer-generators shall transition to tariffs that are in effect at that time. *Alternative tariffs shall be applicable and have such grandfathering provisions as may be approved or adopted by the commission under this section. Customer generators with a nameplate or maximum rated capacity of more than one megawatt and less than 5 megawatts that are eligible for net metering before the commission adopts tariffs specifically for customer generators with a capacity of more than one megawatt shall:*

(a) Be eligible to receive the export credit rate approved by the commission in Order No. 26,029 (DE 16-576) for one megawatt sized customer generators on default service, namely, the applicable default energy service rate.

(b) Be grandfathered under the terms of the currently-applicable tariff for customer-generators with a capacity of one megawatt if the customer generator's electrical generating facility first becomes operational on or after July 1, 2019.

(c) Transition to such new tariffs as are specifically approved by the commission for customer-generators with a nameplate or maximum rated capacity of more than one megawatt if the customer-generator's electrical generating facility first became operational before July 1, 2019.

5 Utility Property Tax; Definition of Eligible Customer-Generator; Exclusion Clarified. Amend RSA 83-F:1, V(d) to read as follows:

(d) The electrical generation, production, and supply equipment of an "eligible customer-generator" as defined in RSA 362-A:1-a, II-b, up to and including one megawatt;

6 Effective Date. This act shall take effect 60 days after its passage.



CITY OF CONCORD

New Hampshire's Main Street™

City Manager's Office

Thomas J. Aspell, Jr.
City Manager

March 12, 2019

The Honorable Robert Backus
Chairman, House Science, Technology, and Energy Committee
Legislative Office Building, Room 304
Concord, NH 03301

RE: House Bill 365

Dear Chairman Backus and Members of the Committee:

I am writing to urge the House Science, Technology, and Energy Committee to strongly support HB 365, legislation that would raise the current net metering cap of 1 MW to 5 MW. Sending HB 365 to the House floor for a vote is a very important step in promoting the deployment of clean energy sources and providing economic opportunity for New Hampshire municipalities and our citizens.

Expanding clean energy options is central to ensuring that the City of Concord will be better able to control energy costs while protecting the quality of our environment. Current projects in development include significant solar arrays on City-owned land, such as our capped landfill and wastewater treatment plant, but the current 1 MW limit restricts the ability of these projects to achieve their true potential to benefit the citizens of our community. Increasing the net metering cap from 1 MW to 5 MW will allow municipalities across New Hampshire to attract additional private investments in clean energy, diversifying our energy supply and creating jobs in a growing industry.

The increased deployment of clean energy is an important strategy to help reduce rising energy costs while improving our environment. I urge the committee to strongly endorse HB 365.

Thank you for your attention to this important policy initiative. Please contact me with any additional questions.

Sincerely,

A handwritten signature in blue ink, which appears to read "Thomas J. Aspell, Jr.", is written over a horizontal line.

Thomas J. Aspell, Jr.
City Manager

City Hall • 41 Green Street • Concord, NH 03301 • (603) 225-8570
citymanager@concordnh.gov



CITY OF FRANKLIN, NEW HAMPSHIRE

316 Central Street
Franklin, New Hampshire 03235
Telephone (603) 934-3900
Fax (603) 934-7413

March 11, 2019

The Honorable Robert Backus
Chairman, House Science, Technology and Energy Committee
Legislative Office Building, Room 304
Concord, NH 03301

Dear Chairman Backus and Fellow Committee members,

I am writing to express my strong support for HB 365, a bill that would raise the net metering project size cap from 1 Megawatt up to 5 Megawatts (MWs). As Mayor of the City of Franklin, the ability to build net-metered renewable energy systems of this size in our City, as well as group net meter with existing systems such as small hydropower facilities, will offer long-term low-cost renewable energy options to our high energy users currently struggling with continuously upward spiraling electricity costs. In addition, it allows our City to monetize underperforming properties, reduce our dependence on fossil fuels, and enhance our tax and lease revenues. Any cost savings and energy project revenues are much welcomed in an area of the state where tax dollars are always stretched to the max.

As an example of why I strongly support the increase from 1 MW up to 5 MWs, we currently own a 28-acre former gravel pit that generates no income. With a net metering cap size of 1 MW, we are only able to utilize 5 of the 28 acres. The arbitrary 1 MW cap is severely limiting the amount of solar we can place on this very suitable solar site. Being able to fully utilize this site for a project of up to 5 MWs would result in lower electricity costs, increased tax revenues, and higher lease values. These results would translate into much needed taxpayer relief as well as additional revenues for our schools, municipal government, and necessary infrastructure improvements. I know that such opportunities for savings and new revenues would be vital for many other communities throughout the state as well.

In addition to the benefits already mentioned, net metered systems are retail projects that will expand competitive options and help not only my City, but all NH ratepayers by reducing the need for greater electrical transmission and central generation systems. Crediting the output from these net metered projects at the default energy rate is reasonable and will result in much needed new supply for both my City and the State. Furthermore, any consumers that net meter with projects in the 1 MW to 5 MW range will continue to pay their demand, transmission, distribution, and system benefits charges-thus continuing to contribute substantially to grid maintenance.

Franklin encourages the Legislature to support local innovative efforts to lower energy costs and increase revenues, and I see HB 365 as an important tool to reach these goals. I ask you to please support HB 365. Thank you for the opportunity to testify on this important bill.

Respectfully submitted,

A handwritten signature in cursive script, reading "Tony Giunta".

Tony Giunta-Mayor, City of Franklin

Franklin - The Three Rivers City

TOWN OF KINGSTON, N. H.

Office of the Board of Selectmen

PO Box 716, 163 MAIN STREET
KINGSTON, NEW HAMPSHIRE 03848-0716

February 25, 2019

Kenneth Weyler
23 Scotland Road
Kingston, NH 03848

Dear Representative Weyler,

We the undersigned Kingston Selectmen urge you to vote for and work for the passage of H. B. 365, which would raise solar net metering from 1MW to 5MW. As you are aware, the Kingston Landfill, now closed, could be an excellent site for Kingston to host a large commercial net metering project, which would benefit the town. Raising the cap would allow our town to entertain this possibility, and would be in Kingston's best interest.

Thank you in advance for your support.

Sincerely,

Kingston Selectmen:

