

**Town of Hooksett
Town Council Meeting Minutes - Official
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.

NOMINATIONS AND APPOINTMENTS

Nominations and Appointments for February-March 2019

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

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

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

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

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

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

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

OLD BUSINESS

Projects Status Report

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

NEW BUSINESS

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

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

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

R. Duhaime Yes

J. Durand Yes

D. Ross Yes

J. Sullivan Yes

Voted unanimously in favor (8-0).

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

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

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

Town Administrator Search Update

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

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

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

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

SUB-COMMITTEE REPORTS

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

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

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

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

J. Levesque: Dunbarton taxes them.

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

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

PUBLIC INPUT

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

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

Respectfully submitted,

Kathleen Donnelly

Kathleen Donnelly
Minutes Clerk