

**Town of Hooksett
Town Council Meeting Minutes - Official
Wednesday, May 22, 2019**

The Hooksett Town Council met on Wednesday, May 22, 2019 at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 22 May 2019 to order at 6:16 pm.

PROOF OF POSTING

Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL-NON-PUBLIC SESSION #1

In Attendance: Councilor James Sullivan, Councilor Robert Duhaime, Councilor John Durand, Councilor James Levesque, Councilor David Ross, Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk

Missed: John Giotas

NON-PUBLIC SESSION #1

NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself.

J. Sullivan motioned to enter non-public session #1 of 05/22/19 at 6:16 pm per NH RSA 91-A:3 II (c). Seconded by C. Karolian.

Roll Call #2

R. Duhaime – yes
J. Durand – yes
D. Ross – yes
J. Levesque – yes
A. Walczyk – yes
J. Giotas – not present
C. Karolian – yes
T. Tsantoulis – yes
J. Sullivan - yes

Vote in favor (8-0).

J. Sullivan motioned to exit non-public session #1 of 05/22/19 at 6:34 pm. Seconded by T. Tsantoulis.

Vote unanimously in favor (8-0).

J. Sullivan motioned to seal the non-public session #1 minutes of 05/22/19. Seconded by R. Duhaime.

Vote unanimously in favor (8-0).

CALL TO ORDER - PUBLIC SESSION

Chair Sullivan called to order the public session of 22 May 2019 at 6:41 pm.

ROLL CALL- PUBLIC SESSION

In Attendance: Councilor James Sullivan, Councilor Robert Duhaime, Councilor John Durand, Councilor James Levesque, Councilor David Ross, Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk

Missed: John Giotas

PLEDGE OF ALLEGIANCE

Chair Sullivan called for the Pledge of Allegiance.

SPECIAL RECOGNITION

Hooksett Youth Achiever of the Month

T. Tsantoulis: The Hooksett Youth Achiever award recognizes young people who step up and go above and beyond to give of themselves to help others. To me, this is a big deal. This month we recognize Austin Leborgne for this distinction. Austin regularly donates his time to the Hooksett Congregational Church's Community Kitchen. He is involved with the Boys and Girls Club of Derry's Future Business Leaders of American. Recently, he helped the Hooksett Police and Fire Department with their Active Shooter exercise at Cawley School. While engaged in all of these activities, Austin has maintained honors or high honors at Pinkerton Academy where he is a junior. He has the support of his two parents, who must be very proud of him. Austin, we are proud to present you with the Hooksett Youth Achiever Award.

Chair Sullivan: Congratulations, Austin, to you and your parents. Thank you. The town of Hooksett is proud of you for all that you do. Good luck.

SCHEDULED APPOINTMENTS

Cindy Robertson, Chair of Conservation Commission, ATV use on Chester Turnpike

Chair Sullivan: We asked the Conservation Commission to come before the Council to offer its recommendation regarding ATV use on the Class VI portion of Chester Turnpike.

C. Robinson: We were charged with looking at the three mile stretch of the Class VI road on Chester Turnpike. This runs from the gate to the Allenstown border. First, ATV use is not allowed on conservation land. Our Stewardship Plan was approved in 2015. The conservation land is closed to wheeled motorized vehicles. When we held a hearing on this, two gentlemen came before us representing the Southern NH ATV Off Road Club. This club is not recognized by the State because they have no trails. They gave information which later proved to be inaccurate. All they could offer was trail maintenance and signage. Parking is an issue because the parking area is not part of our stewardship plan. It is an easement on private property. We invited abutters, including Manchester Water Works and Bear Paw. The consensus was that ATVs do damage to the land and to vernal pools. The Fish & Game Department reported complaints from hunters. The Hooksett Police Department said it does not get a lot of calls because calls go to Fish & Game, which claims that one employee monitors eight to ten towns, and he is not able to sufficiently monitor all of them. Town Clerk Todd Rainier corrected information from the ATV club regarding the need for ATVs to be trailered. Our recommendation is that ATV use not be allowed on Chester Turnpike. Because our stewardship plan does not cover the parking lot, there has been a blending of issues which is not correct.

Chair Sullivan: On May 13, 2019, the Conservation Commission heard a subcommittee report on ATV use on the Class VI road on Chester Turnpike in Hooksett. At that meeting Deb Miville made a motion, which was seconded by Joanne Woodburn, stating that the Conservation Commission agrees with the subcommittee recommendation to ban ATV use on this Class VI road.

T. Tsantoulis: What is the next step?

J. Bouchard: I will remind you that, on December 12, 2018, Councilor Winterton made a motion to allow ATV use on this right of way until June 30, 2019.

T. Tsantoulis: Are we required to have another public session?

Chair Sullivan: I don't believe it is required.

D. Ross: We have spent an exhaustive amount of time on this subject. Town Clerk Rainier gave a full explanation of what is and is not allowed on NH roads. It takes five minutes to cover this three-mile stretch. Who would drive three miles, turn around and drive three miles back? These people brag about going where they are not allowed. There is no benefit to allowing ATV use on this road. The Manchester Water Works property is a watershed for Massabesic drinking water. Kudos to the Conservation Commission members who worked on this.

D. Fitzpatrick: We do not need a public hearing. There will be an opportunity for public input tonight under item #14 of the agenda, which is before the Council takes up #18.1 under new business.

C. Karolian: I assume trail bikes are not included as ATVs.

C. Robinson: Two-wheeled trail bikes are not allowed on conservation land.

Chair Sullivan: I assume that emergency vehicles are allowed.

C. Robinson: Yes.

R. Duhaime: Are there any other privately-owned lots besides those on Wiggins Roads?

C. Robinson: Not that I know of.

R. Duhaime: Was it the Clay Pond area where damage such as the cutting of trees occurred?

C. Robinson: Yes.

Chair Sullivan: On the second page of the report, there is one misrepresentation, saying that ATV's are permitted on the Allenstown side.

C. Robinson: That was a claim made by the Southern NH ATV Club. The Conservation Commission checked with the Allenstown police and verified that they do not allow it.

Chair Sullivan: How did the ATV club know about the January 4, 2019 meeting?

C. Robinson: Steve Couture reached out to the abutters via email, asking for input. I do not know how the ATV club knew about the meeting. Perhaps it was from the December 12, 2018 Town Council meeting.

Chair Sullivan: I assume that the NH ATV Club has continued to do what they agreed to in 2001.

C. Robinson: This was not conservation land in 2001.

D. Ross: In 2001, this was a temporary agreement which could be terminated with a 30-day notice.

C. Karolian: What about a electric bicycles?

D. Ross: They have a motor.

A. Walczyk: Motor does not mean gas.

Sue Wiley, Treasurer for Hooksett Kiwanis - Regarding a Hooksett 5k Road Race

Sandra Mack, President-elect and chair for Hooksett 5K Road Race: The race will be on Saturday, September 21, 2019 beginning at Head's Pond. The start time is 8:30 am. This is the ninth annual race. No changes have been made to the trail. We are asking for a police patrol for traffic control, emergency response personnel, traffic cones and barricades. We have porta-potties and waste receptacles. A kids' run will follow the 5K race. Mt. St. Mary's has been notified and will post it.

T. Tsantoulis motioned to authorize the use of town land for the described event, and empower town staff to appropriately facilitate its conduct. Clark Karolian seconded the motion.

Voted unanimously in favor.

Ms. Mack: Thank you for allowing me to speak and for your approval.

Scheduled Activity Update - Economic Development Advisory Committee

Dave Scarpetti: We have ten members on this committee. I am the chairman. Other members include Paul Scarpetti, Matt Barrett, Ivan Gult, Dan Lagueux, Alden Beauchemin, Mark Chagnon, Roger Duhaime, Jim Sullivan, and Brett Scott as an alternate. We have a really good committee. We meet on the third Wednesday of the month at 5:00 pm. We have been attending Hooksett Sewer Commission meetings regarding the Route 3A TIF district. Steve Mara and Jared Reynolds of the Merrimack County Business Administration Office have met with us to discuss ways to assist us with state funding of infrastructure construction. We are hoping that the new Town Administrator will help us and advise us on this. We helped the Sewer Commission with its non-binding agreement with Jeff Larrabee and the investors for the Hackett Hill project at Exit 11. We supported the Sewer Commission as it dedicated two million dollars for the cost of two eight-inch sewer lines running under the river to the Tri-Town Ice Arena parking lot. The pump station has not been built yet. This year we sent a letter to Kathie Northrup in support of her application for a state grant to help fund the preservation and interior refurbishing of the Old Town Hall, in hopes that some meetings could be held there in the future. We also supported the request for a grant to purchase a one-million-gallon water tank. Roger Duhaime became a member of our committee this year, representing the ZBA. We heard from the USDA regarding a Water and

Waste Disposal Grant Program for which Hooksett is eligible because it is a rural town. The Planning Department has had a lot of inquiries regarding variances and relocating to Bypass 28. After careful consideration and debate, on Monday evening this week, we recommended rezoning the Bypass to commercial only as far as Farmer Road. Nicholas Williams, our Town Planner has checked with other towns regarding architectural guidelines as part of the design review process. We don't have regulations regarding materials and designs. Most buildings are steel constructed because it is the cheapest. We used to have a Beautification Committee and the Planning Board used to have an architect. We suggested that the Planning Board establish a subcommittee represented by various board, committee and staff members to develop a regulations manual in order to put teeth in the guidelines/requirements.

Chair Sullivan: We only have minimum standards now.

D. Scarpetti: Matt Lavoie and Nick Williams have formed a utilities committee so that all utilities are informed about development on Route 3A, including water and gas, not just sewer. Nick has done a great job. The EDAC wants to make things happen and to have better communication among committees, boards and staff. Bruce Thomas, who worked as an engineer in Manchester, is a great asset. We have five water companies, which is often confusing. We have interviewed two of them – Village and Central – and it is possible that they will merge. Bridgett Beckwith of State Economic Affairs met with us regarding Economic Revitalization Zones. Developers could receive \$240,000 in tax credits through this program. We try to have someone come to present to us once a month. Kathy Lawrence does a great job with the agendas and minutes. We look forward to working with new Town Administrator Andre Garron, who has a great track record.

C. Karolian: I thoroughly agree with you about the looks of buildings. For the future, they should be more aesthetically pleasing; no more same old, same old.

D. Scarpetti: We need residents to vote on it.

C. Karolian: It would be beneficial to the town of Hooksett.

D. Scarpetti: There are some nice buildings. We have CMC and the Regency Building. Across from Zapora Road, there will be a 12,000 square foot building like Giovanni's on Route 3A. It is the same owner. On Smyth Road, there are plans for 33 commercial townhouses. Nick Williams has been asking developers to come in with color renderings and specific materials to be used. Landscaping and parking spaces are a challenge because the developer agrees to certain things and it is later learned that more parking has been added or trees are missing. How do you regulate that?

Chair Sullivan: Follow-up is needed.

D. Scarpetti: There is a two-year bond for landscaping, but someone needs to regulate that.

C. Karolian: We need to go beyond rent-a-space centers lined up.

D. Ross: This is tricky because you don't want them to scare developers away. Regarding revitalization zones, isn't the Council supposed to deal with those? At the TRC meetings, all of that is supposed to be brought up.

D. Scarpetti: We want signage for the five zones, but DOT says we can't put signs in the right of ways.

D. Ross: Hooksett Road needs revitalizing. Let's deal with the existing properties. What about the proliferation of storage containers which are replacing warehouses? This is taxable property that is not getting taxed. Don't we need some regulations on that?

Chair Sullivan: The EDAC is trying to do this. When developers come in, we want them to know what they have to do. We are working with Planning and Zoning.

D. Scarpetti: People have asked about low-interest loans to improve storefronts. Manchester has this, but we do not.

D. Fitzpatrick: When I worked in Community Development, we had an Aesthetics Committee. Walmart is a good example of the results that were achieved because of that committee.

R. Duhaime: Thanks for coming in. We need to have a level playing field.

A. Garron: I like the things you have been talking about. Architectural review is challenging. It will be great to work with you on this. All of this can be accomplished. The best way to eat an apple is one bite and a time. If they are not already noted, we should have the revitalization zones noted on our GIS.

Eagle Scout Project – Lacrosse Practice Wall (moved up to accommodate the presenter)

D. Korkosz: The plan you see now has not been finalized but is pretty much complete. Mr. Thomas wants to have someone on his staff double check it before adding the PE stamp.

E. Labonte: As the staff report indicates, we recommend approval, subject to the PE stamp. You will see that the footers are larger. Rebar and spacing have been increased. The location is on land included in the DOT lease. The wall is fine as long as it can be removed in 90 days.

Chair Sullivan: According to the terms of the November 3, 1972 lease, there can be no permanent improvements, nothing can be installed that cannot be removed in 90 day, the DOT is to be held harmless in terms of liability, and the town must be prepared to vacate with a 90-day notice.

E. Labonte: This wall is not a community center or a building.

D. Ross: I am concerned about the expense if this needs to be removed. You will need an excavator and a dump truck. Maybe a bond is needed. Also, the DOT may up the price of the lease if they look into this. We don't want to poke a sleeping bear.

C. Karolian: I appreciate everything you are trying to do. If the footing is five feet underground, is it considered permanent?

E. Labonte: It is no different than the scoreboards and football posts. It is not much different from what is already there.

D. Korkosz: If the DOT gets involved, their first concern will not be this Eagle Scout project.

A. Walczyk: I notice that you have changes in the plan from your last presentation, so the costs may go up. Will you be able to take care of extra costs if they are incurred? Do need to consider the additional cost of removal? Getting an estimate on that might help move things along.

B. Thomas: If the wall has to be removed, we would bury the footing and remove the vertical. It would take a few hours. It is not that big of a deal. To ask a Scout to do a bond is overkill.

J. Durand: I commend you for your work on this project. My concerns are that it could be a giant graffiti wall, someone might try to climb it and get injured, or the concrete may break down and need repair.

D. Korkosz: Mr. Arnone has suggested painting it green, so it will not be an eyesore. It will have various logos on it, too. It is not in a bad neighborhood, so I don't think graffiti is a big concern.

T. Tsantoulis: I agree with Mr. Thomas and Mr. Labonte. Removal would not be a big project. The lease has been in effect since 1972, so I do not expect the DOT to take interest any time soon. An Eagle Scout gets to do his project and the skills of lacrosse players will improve.

C. Karolian: Can it be placed on town property?

E. Labonte: Phil Arnone says this is the best location.

R. Duhaime: The wall is located to prevent injury. The green paint will preserve it. We cannot get a roundabout, so DOT is not coming here. Concrete can be ground on site and used as subsurface material.

R. Duhaime motioned to approve the construction of the Lacrosse Wall as proposed by Duncan Korkosz, subject to the receipt of a PE stamped design. A. Walczyk seconded the motion.

R. Duhaime: If we wait for a DOT response, it will be a long wait.

C. Karolian: I commend you and am not negative on your project, but I feel compelled to ask these questions. I would be remiss if I did not.

D. Ross: Do we have to contact the State? We got fined once when we thought that what we were doing was okay.

J. Durand: It wouldn't hurt to make a phone call.

D. Ross: There is a definition issue here. Is it permanent or not?

T. Tsantoulis: The engineer said it is not permanent.

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

Roll Call Vote #3

D. Ross abstain

A. Walczyk Yes

J. Durand No

R. Duhaime Yes

T. Tsantoulis Yes

J. Levesque Yes

C. Karolian Yes

J. Sullivan Yes

Voted in favor (6-1; one abstention).

PUBLIC INPUT

Chair Sullivan: I am going to read comments from Gianna Valentino into the record.

Cindy never reached out to any of the residents or asked for feedback from them. I am the one who pushed the issue last fall. The original contract with the ATVs was with ATV of NH and also involved the Hooksett Fire Department. I got an oral history from the past president and the current president of ATV of NH that stated the Hooksett fire department wanted to make sure fire trucks go down the Class VI portion of the road to Allenstown in case there was a forest fire.

Chair Sullivan: That was the question that I asked and I was told that it would be available. Now I will continue with what she said.

This was very important to the Hooksett fire department at the time the 2001 ATV contract was signed. Allenstown was beyond thrilled with the fact that fire trucks could access the road; you can see on the original documents that the Hooksett fire department was involved with the contract and agreement with ATV of New Hampshire. I assume that the town will not be continuing any ATV use due to the fact there is no club which has worked out a plan with the town. An escape route on Chester Turnpike for the residents is vital. If there's a natural disaster we would either have to drive to the left to Route 43 or to the right to Route 28. If there was a forest fire blocking our access to Whitehall Road, we would have no way out except the class six road.

Chair Sullivan: This is my comment. They could access it because it could be removed.

If the town ends up putting in boulders or makes the road inaccessible with gates and locks, it is a safety hazard to residents. In 2003, when there were monsoon rains during the Mother's Day storm, the bridge gave way. The people who lived at the other side of the bridge could not access our side of Chester Turnpike that connected to civilization. Those residents had two choices, to either take a canoe across Clay Pond or go down the class six portion of Chester Turnpike. Cindy did not get the history from the past president and she didn't ask any residents. Cindy did not show concern for residential input. It is my job to advocate for the residents on this road and for the safety of us in case there is a natural disaster, fire, or flood. No one plans for a disaster. We cannot have the class six blocked with boulders or locks. I don't care if ATVs are continued or not. What I care about is whether or not permanent fixtures are put in that make it that residents on this road cannot flee in case there's a fire or flood. Make sure you put in a plan to keep the road accessible to residents and the fire department. Based on the December 12th vote, any ATV club has until June 30th to work out an acceptable plan with the town. There are 30 days left.

NEW BUSINESS

Conservation Commission- Recommendation for Right of Way Trail Easement on Chester Turnpike

D. Ross motioned to cease the allowed use of motorized wheeled vehicles on the Class VI portion of Chester Turnpike, effective July 1, 2019. J. Durand seconded the motion.

D. Ross: The reason for making this effective as of July 1st is so we do not undo the previous permission granted until the end of June.

T. Tsantoulis: In as much as I respect the rights of some of those impacted by this, it is in fact an environmentally sensitive area, mainly because of the effect on drinking water. A lot of ATV drivers have zero respect for the land. Unfortunately, those who do have respect get punished. I want this in the public record, that we have to do what is best for the majority of people.

J. Duhaime: The town is invested in this conservation land and Bear Paw has a stewardship responsibility. We are obligated to take this action. There is a lot of ATV use on this road. Things have

changed and there is not as much open land as there was 30 years ago. We are concerned about aesthetics here just as we are concerned about aesthetics regarding commercial development.

J. Bouchard: Is there a plan for signage or notification? This would give us something to enforce.

C. Robinsons: Bear Paw will take care of this. It will be posted at the kiosk.

D. Fitzpatrick: I would like to ask Nick Germain if this could be included in the Newsletter.

C. Karolian: Can it be posted by July 1st?

C. Robinson: I can't vouch for that. A list of rules is posted on all of our properties.

N. Germain: This could be included in the newsletter, but I must caution that there is no precedent for this.

Chair Sullivan: It will be in the minutes of this meeting and can be on the home page of the town website.

R. Duhaime: Could you ask Bear Paw to do this faster than normal?

C. Robinson: I know they are working on it.

E. Labonte: We could put a sign up because it's a Class VI road. Would you like us to do that?

A. Walczyk: Yes, please.

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

Roll Call Vote #4

A. Walczyk Yes

J. Levesque Yes

D. Ross Yes

R. Duhaime Yes

J. Durand Yes

C. Karolian Yes

T. Tsantoulis Yes

J. Sullivan Yes

Voted unanimously in favor (7-0).

APPROVAL OF MINUTES

Public: 05/08/2019

T. Tsantoulis motioned to approve the minutes of the May 8, 2019 public meeting. R. Duhaime seconded the motion.

Chair Sullivan called for a vote on the amendments to the May 8, 2019 public meeting minutes.

Voted in favor, with C. Karolian abstaining due to absence.

Chair Sullivan called for a vote on the motion to approve the minutes as amended.

Voted in favor, with C. Karolian abstaining due to absence.

Non-Public: 04/24/2019 (tabled at 05/08/19 TC Meeting)

***R. Duhaime motioned to remove the minutes of the April 24, 2019 non-public session. T. Tsantoulis seconded the motion.
Voted unanimously in favor.***

***R. Duhaime motioned to approve the minutes of the April 24, 2019 non-public session as amended. D. Ross seconded the motion.
Voted unanimously in favor.***

Non-Public: 05/08/2019

***T. Tsantoulis motioned to approve the minutes of the May 8, 2019 non-public session. J. Durand seconded the motion.
Voted in favor, with C. Karolian abstaining due to absence.***

CONSENT AGENDA

Partial Surety Release – Summit View Development

R. Duhaime motioned to approve the release of surety in the amount of \$46,574.00 to the “Summit View of Hooksett, LLC” Development. T. Tsantoulis seconded the motion.

B. Thomas: When I started with the town, people expressed concerns about this subdivision not progressing and there was some mistrust of the developer. There were two partial bond releases before I started working for Hooksett. Now the developer has asked for another one. I did a site walk, along with the Public Works Director, the Town Planner and the Assistant Fire Chief. I have added a 15% contingency and returned \$10,000 to the bond because of items which might need more work. With these adjustments, I have calculated the amount requested for this partial release.

Chair Sullivan called for a vote on the motion for a partial surety release for Summit View Development.
Voted unanimously in favor.

TOWN ADMINISTRATOR'S REPORT

J. Bouchard: This is my last meeting as Acting Town Administrator. I did not accomplish everything that I had hoped to, but my goal was to keep the town running smoothly. What I enjoyed most was getting to know town employees. They are dedicated to our residents. Thanks for this opportunity. It has been enjoyable and I have learned a lot on many subjects. I especially want to thank Donna Fitzpatrick, who works incredibly hard and has the best interests of the town at heart at all times.

J. Bouchard: The construction team for the Safety Center met today and has been meeting every other week during the project. We feel that new rooftop AC units should have been included in this project, and we are hoping to add them, paying for them out of surplus dollars from the project. Bruce Thomas, who has been extremely helpful during this project, has kept a close watch on the costs and it now appears sure that it will be completed well under budget. Earl Labonte has also done a great job assisting with this project. A lot of electrical work that was not included in quote had been completed, and the project is still significantly under budget. We are request permission from the Council to sign a change order to replace the three AC units which are close to 30 years old and well beyond their life expectancy of 20 to 25 years.

B. Thomas: The AC units were overlooked five years ago. We are far enough along in the project to be confident that will be well under budget. Earl LaBonte obtained a quote from Denron for the units and it was very close to the quote from Meridian. We are also requesting approval of a change order for some countertops requested by the Police Chief and for new doors because of compatibility issues with the egress hardware. The AC units will cost \$72,623.00 and the countertops and doors will cost \$7,559.00. After these expenses, we will still be about \$23,000 under budget for the project, not including the contingency amount.

J. Durand: Are the AC units just for the Police Department section or does it include the Fire Department units?

B. Thomas: It is just the Police Department.

C. Karolian: How close is the Denron quote to the one of RTH Mechanicals?

B. Thomas: It is with \$1,000; we are guessing on the freight. We are already under contract with Meridian, so I do not think we need to go through bids. Christine Soucy and I agree on this.

R. Duhaime: We should keep the old units, assuming they have no trade-in value, in case the Fire Department needs them.

E. Labonte: They have been breaking down a lot.

Chair Sullivan: The Administrative Code, Section 5.35 requires a bid process, but a Special Exception can be allowed by a two-thirds vote.

C. Karolian: The cost of \$72,623 is a substantial amount. I just want to be sure we are following the correct procedure.

D. Fitzpatrick: We have precedent regarding change orders from the bridge construction when many change orders were approved in excess of this amount. If the Council wishes, since the Administrative Code is your policy, you could look could look at it in the August workshop when you review policy set by Council, if you want to set a maximum amount for change orders.

D. Ross: This is not truly a change order because this is a completely separate item not covered in the original bid. The bridge was stuff that had to happen.

C. Karolian: So, the AC units were initially not part of the project?

J. Bouchard: The previous police chief knew about the AC units but chose to leave them out

D. Ross: Would it be a problem if you were required to follow the bid procedure?

J. Bouchard: It would delay the project.

***T. Tsantoulis motioned to table this item. D. Ross seconded the motion.
Voted in favor by a show-of-hands vote, (5-2).***

J. Bouchard: Bruce Thomas is working on a road service management program which is interesting. You will hear more about it in future meetings.

J. Bouchard: School Resource Officer Gary Blanchette is retiring at the end of the school year. We have hired Jill Hamel as his replacement, and she will begin May 28th in order to shadow Officer Blanchette for a few weeks. Ms. Hamel is a retired full-time officer with a lot of experience and will be a part-time SRO.

J. Bouchard: It was previously decided that all non-union employees will receive a 2.25% pay increase on July 1, 2019. Four of these employees are maxed out, so we would like permission to increase the maximums for all of the 26 levels of the classification pay plan by 2.25% so that these employees can also get a raise.

C. Karolian: What is the cost for this?

J. Bouchard: I don't know. We did not break that down.

***T. Tsantoulis motioned to table this item until information is presented regarding the cost and how this is to be carried out. D. Ross seconded the motion.
Voted unanimously in favor.***

J. Bouchard: We are looking to cancel the June 5, 2019 meeting and to hold on that date a meet and greet event in Council Chambers for new Town Administrator Andre Garron.

***T. Tsantoulis motioned to cancel the June 5, 2019 Town Council meeting and to hold on that date a meet and greet event in the Council Chambers for new Town Administrator Andre Garron. C. Karolian seconded the motion.
Voted unanimously in favor.***

OLD BUSINESS

District #6 Town Council Seat - Vacancy effective 07/01/19

D. Fitzpatrick: At the March town election, there were nine write-in votes for the District #6 Council seat. No one received two votes, so I would suggest that someone make a motion to declare the seat vacant so that Nick Germain can post the one-year position, July 1, 2019 through June 30, 2019, with a June 11, 2019 deadline for candidates. Nominations can then be made on June 12, 2019, but you cannot wait for the June 26, 2019 meeting to appoint, so I am suggesting that you could waive the rules and appoint on June 12, 2019. Otherwise, you could vote on June 19, 2019.

Chair Sullivan: The seat is not vacant because Councilor Giotas serves through the end of June. Therefore, we do not need a motion to declare a vacancy and we do not have to follow the 30-day notice requirement. We can appoint on June 26, 2019.

J. Durand: Should someone contact the nine people who received write-in votes to see if anyone is interested?

D. Fitzpatrick: Town staff are not allowed to do electioneering.

Chair Sullivan: We can post the opening.

***T. Tsantoulis motioned to cancel the June 19, 2019 Town Council meeting. C. Karolian seconded the motion.
Voted unanimously in favor.***

NEW BUSINESS

100 Yard Live Bottom Floor Trailer

T. Tsantoulis motioned to purchase and provide consent to purchase a new 100 Yard Live Bottom Floor Trailer from M & T Solutions, LLC for \$80,129.19. J. Levesque seconded the motion.

E. Labonte: This was approved as a warrant article at the March Town Meeting, using funds from the Solid Waste Recycling Fund. We received two bids and this was the lowest. The bid exceeds the amount of the warrant article by \$129.00, so that amount will come from the regular operating budget.

A. Walczyk: When will the trailer be delivered?

E. Labonte: I do not know.

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

Roll Call Vote #5

T. Tsantoulis Yes

D. Ross Yes

R. Duhaime Yes

A. Walczyk Yes

J. Levesque Yes

C. Karolian Yes

J. Durand (stepped out of the meeting)

J. Sullivan Yes

Voted unanimously in favor (7-0).

Addition of Mass Buys to Cooperative Purchasing Program

E. Labonte: We would like to add Mass Buy to the approved Cooperative Purchasing Program as a vendor. This is actually Massachusetts Operation Services. We can often get better prices through them.

A. Walczyk motioned to approve the addition of Mass Buys to the Cooperative Purchasing agreement of the Commonwealth of Massachusetts. J. Durand seconded the motion. Motion carried unanimously.

Impact fee usage for Interoperability Radios

Chief Burkush: We would like to use impact fees to purchase interoperability radios for the new command vehicle and the new ladder truck. I have included in my report a letter from the Town Attorney approving this use of impact fees.

D. Ross motioned to approve Radio purchase using Impact Fees from OME for \$26,260.05. A. Walczyk seconded the motion.

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

Roll Call Vote #6

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J. Durand Yes
J. Levesque Yes
C. Karolian Yes
D. Ross Yes
T. Tsantoulis No
A. Walczyk Yes
R. Duhaime Yes
J. Sullivan Yes
Voted in favor (7-1).

***T. Tsantoulis motioned to extend the meeting. A. Walczyk seconded the motion.
Voted unanimously in favor.***

2019-2020 Town Council Meeting Schedule

Chair Sullivan: My concern is that if we cancel the July 10, 2019 meeting, there will be no officers elected until July 24, 2019.

D. Fitzpatrick: The Charter says you will elect officers at your first meeting in July. We usually cancel the second meeting in July for a summer break, but the Finance Director has requested that we cancel the first meeting instead to give her more time to prepare the Town Report and Financial Audits. If necessary, you could call a special meeting to elect officers.

C. Karolian: Could the Council elect officers on June 26, 2019?

D. Fitzpatrick: You could not do that because it must be the new Council, which starts July 1st.

Chair Sullivan: This seems to be the latest we have ever had the first meeting. Compared to July 10th, this would add 14 days.

D. Fitzpatrick: On whichever date in July the Council first meets, the Town Administrator calls the meeting to order.

Chair Sullivan: By consensus, who would like to have a meeting on July 10th? The consensus is that we would like to have a meeting on July 10th.

A. Walczyk: The Finance Director could still present her report on July 24th.

D. Fitzpatrick: You could have a special meeting so you would not be required to have public input and other agenda items required at a regular meeting.

Chair Sullivan: We would have to make committee appointments in case some committees are meeting.

C. Karolian: I don't like the idea of not having public input.

Chair Sullivan: If we eliminate the November 27, 2019 meeting, there will be one full month and five days between meetings. That will mean a lot of agenda items.

D. Fitzpatrick: November 27th is the night before Thanksgiving. A lot of staff will not be available. November 13, 2019 is the NH Municipal Association Annual Conference, so one third of the staff will be

gone. You could add a meeting on November 20, 2019. In December, you have the same scenario, with a long gap between meetings. However, you can always call a special meeting if necessary.

Chair Sullivan motioned to approve the Town Council meeting schedule for July 2019 to June 2020 as discussed. T. Tsantoulis seconded the motion.

Voted in favor with D. Ross abstaining as he will not be a Council member after June 30, 2019 (7-0; 1 abstention).

Chair Sullivan: The School Board is looking to have its deliberative session on the same Saturday as the Town deliberative session. If that is the case, one will be held in the morning and one in the afternoon.

Unsealing of Council Non-Public session minutes (June 2018-May 2019), if in the opinion of a majority of members, the circumstances that sealed the minutes no longer apply in accordance with RSA 91A:3 III.

T. Tsantoulis motioned to table this item until June 12, 2019. R. Duhaime seconded the motion. Voted in favor with one abstention (7-0; C. Karolian abstained).

Chair Sullivan: I would like to read to the Council a letter from Joan Holleran.

I would like to thank all those who helped work on the Senior Citizen Luncheon. It was a very special event and a delicious lunch. How fortunate we are to call Hooksett home! Thanks for your generosity and a lovely time.

NON-PUBLIC SESSION #2

NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself.

J. Sullivan motioned to enter non-public session #2 of 05/22/19 at 9:45 pm per NH RSA 93-A:3(c). Seconded by R. Duhaime.

Roll Call #7

D. Ross – yes

C. Karolian – yes

J. Levesque – not present (left meeting for the night)

R. Duhaime – yes

A. Walczyk – yes

J. Durand – yes

T. Tsantoulis – yes

J. Giotas – not present

J. Sullivan - yes

Vote in favor (7-0).

J. Sullivan motioned to exit non-public session #2 of 05/22/19 at 9:56 pm. Seconded by A. Walczyk.

Vote unanimously in favor (7-0).

J. Sullivan motioned to seal the non-public session #2 minutes of 05/22/19. Seconded by R. Duhaime.

Vote unanimously in favor (7-0).

ADJOURNMENT

J. Sullivan motioned to adjourn the public session of 05/22/19 at 9:57 pm. Seconded by D. Ross.

Vote unanimously in favor (7-0).

Respectfully submitted,

Kathleen Donnelly

Kathleen Donnelly
Records Clerk