

**Town of Hooksett
Town Council Meeting Minutes - Official
Wednesday, May 8, 2019**

The Hooksett Town Council met on Wednesday, May 8, 2019 at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 08 May 2019 to order at 6:00 pm.

PROOF OF POSTING

Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor John Durand, Councilor John Giotas, Councilor James Levesque, Councilor David Ross, Councilor Timothy Tsantoulis, and Councilor Alex Walczyk. Councilor Robert Duhaime arrived at 6:03 pm.

Missing: Councilor Clark Karolian

PLEDGE OF ALLEGIANCE

Chair Sullivan called for the Pledge of Allegiance.

SPECIAL RECOGNITION

Hooksett Municipal Employees - New Hire

Chair Sullivan: I am pleased to announce the selection of Andre L. Garron as Hooksett's Town Administrator.

Chair Sullivan motioned that the Town Council Chair sign the three-year appointment agreement with Andre L. Garron, the appointment beginning May 30, 2019. T. Tsantoulis seconded the motion.

Voted unanimously in favor.

Chair Sullivan: This is the press release announcing the appointment of Mr. Garron:

The Hooksett Town Council is pleased to announce that a new Town Administrator has been selected and hired. Andre Garron, will begin as Town Administrator on May 30, 2019. Garron was selected from a group of candidates who applied during the recent recruitment process coordinated and conducted by Municipal Resources Inc. Garron has spent over thirty years working with local governments in New Hampshire. He began his municipal career as the Community Relations Specialist in City of Lee's Summit, MO. In 1988, he relocated to NH and continued his municipal government career serving NH communities as Planning and Economic Development Coordinator in Goffstown, Community Development Director in Londonderry, State Specialist, Economic Development at the University of NH Cooperative Extension and recently as Community Development Director/Assistant Town Manager in Salem. He earned his Bachelor's Degree from the University of New Hampshire (Community Development), and Master's Degree from Southern New Hampshire University (Community Economic Development). Garron commented: "I thank Town Council for selecting me and am very excited for the opportunity to serve as Hooksett's Town Administrator. I've always respected the community and think it has a very promising future. I look forward to being a part of it." Garron will start work for the Town

with an annual salary of \$115,000.00. Garron and his wife Cindy of 32 years live in Bedford, NH and have two sons, Andre Jr. and Jordan.

The Town Council will host a reception in June for the public to meet their new Town Administrator. The date will be announced soon to “kick-off” this event. Did I mention Mr. Garron was a running back and kick returner for the Kansas City Chiefs?

D. Ross: I think we did really well with the selection process this time. I like the way we did it, having multiple candidates for the whole Council to meet. The candidates were all exemplary. Kudos to MRI.

Hooksett Citizen of the Year

Chair Sullivan: The Lions Club has chosen Michael Horne as Hooksett Citizen of the Year. A dinner in his honor will be held on Friday, May 17, 2019 at the Puritan Conference Center.

R. Duhaime motioned to authorize the Chair or his designee(s) to present the Citizen of the Year Proclamation to Michael Horne at the 2019 Citizen of the Year Dinner and Ceremony. A. Walczyk seconded the motion.

Voted unanimously in favor.

Chair Sullivan: Nick Germain will put together the proclamation.

SCHEDULED APPOINTMENTS

Cindy Robertson, Chair of Conservation Commission-Phase II of the Hooksett Riverwalk Trail

C. Robertson: You have handouts describing our plans for Phase II of the Riverwalk Trail. We acquired 126 acres along the Merrimack River and Phase I of its development is complete. Stantec put out an RFP for Phase II and received two bids. Solid Earth Technologies of Amherst, NH was the low bidder and will be doing the project; Stantec will provide oversight. Steve Couture, in his new role with Bear Paw, will be involved as well. On the map you have, we are looking at the Brick Kiln Historic Loop. The plan is for two sections of wooden boardwalk and two rest areas, as indicated. We are limited as to what we can do because of cost. Eventually, several areas will be gravel-packed. At our next meeting we will be looking at the cost and how it will be covered. Solid Earth Technologies bid a base price of \$276,603. The Parks & Rec Impact fund will probably provide \$50,000; another \$30,000 will come from the Administration fund and the rest will come from the Conservation fund. I defer to Bruce Thomas on technical questions.

R. Duhaime: I notice the rest area in the dry upland area has a bike guard rail.

D. Ross: The guard rail is probably because of the stream channel below – to prevent bikers from falling into the river.

A. Walczyk: Thanks for putting this together. It is great. About how long do you think this is going to take, roughly?

C. Robertson: We plan to start July 1, 2019, and our goal is to get it done by the end of the year.

A. Walczyk: There is a bike rail along the trail, right?

C. Robertson: Just on the bridge; not on the whole trail.

R. Duhaime: The width of eight feet is a lot.

C. Robertson: This is for consistency with Phase I, which is also eight feet wide. This allows passing room. We considered twelve feet at first, but that would be too costly.

D. Ross: A lot of work was put into this for a long time. I'm pleased that the people involved from the beginning are still involved.

D. Ross motioned to award the second phase of the Hooksett Riverwalk Trail project to Solid Earth Technologies, Inc. in an amount not to exceed \$276,603. A. Walczyk seconded the motion.

A roll call vote was taken on the motion.

Roll Call Vote #2

R. Duhaime Yes

J Durand Yes

D. Ross Yes

J. Levesque Yes

A. Walczyk Yes

J. Giotas Yes

T. Tsantoulis Yes

J. Sullivan Yes

Voted unanimously in favor (8-0).

APPROVAL OF MINUTES

Public: 04/17/2019

D. Ross motioned to approve the minutes of the April 17, 2019 public session. T. Tsantoulis seconded the motion.

Voted unanimously in favor.

Public: 04/18/2019

D. Ross motioned to approve the minutes of the April 18, 2019 public session. J. Durand seconded the motion.

Voted unanimously in favor.

Public: 04/24/2019

D. Ross motioned to approve the minutes of the April 24, 2019 public session. T. Tsantoulis seconded the motion.

D. Ross motioned to approve the amendments of the April 24, 2019 public session.

D. Ross motioned to approve the minutes of the April 24, 2019 public session as amended. T. Tsantoulis seconded the motion.

Voted unanimously in favor.

Non-Public: 04/17/2019

***T. Tsantoulis motioned to approve the minutes of the April 17, 2019 non-public session. J. Levesque seconded the motion.
Voted unanimously in favor.***

Non-Public: 04/18/2019

***T. Tsantoulis motioned to approve the minutes of the April 18, 2019 non-public session. R. Duhaime seconded the motion.
Voted unanimously in favor.***

Non-Public: 04/24/2019

T. Tsantoulis motioned to approve the minutes of the April 24, 2019 non-public session. J. Durand seconded the motion.

A. Walczyk: There is a misspelling to be corrected.

***A. Walczyk motioned to table this motion, to be dealt with in non-public session. R. Duhaime seconded the motion
Voted unanimously in favor.***

Scheduled Activity Update - Library Trustees

H. Rainier: Good evening and thank you for having us. I am Heather Rainier, the Director of the Library; beside me is Mac Broderick, a Library Trustee; and on the end is Mary Farwell, Chair of the Library Trustees. In the audience are Library Trustees Barbara Davis, Tammy Hooker, and Linda Klensmidt. We have a slide show presentation for you, put together by myself and our expert IT specialist Mark Glisson. Our statistics are for FY 2018. We had 111,611 visitors to the library – an average of 7.87 visits per resident. 195,801 items were borrowed, including 8,801 eBooks and 5,739 eAudios. We have 16 discount passes for local attractions, which we lent out 1,099 times, saving our residents \$44,190. Program attendance numbers show that 4,388 adults and 9,456 youth participated in various programs. We have added more Saturday morning programs and attendance at these is skyrocketing.

M. Farwell: For one activity, we were expecting 30 and had 78. The staff handled that smoothly.

H. Rainier: Wildlife encounters are popular, drawing 300 participants. We had 580 children at our Easter Egg Hunt.

M. Farwell: They are staggered by age, so they move through in an orderly fashion.

J. Giotas: Are these events for Hooksett residents only?

H. Rainier: We don't limit anyone on the big events. Honestly, we struggle with this, but feedback indicates that allowing some non-Hooksett residents to participate is not impacting the events.

M. Broderick: Remember that a Hooksett resident might be the grandparent of a child participating in an event.

H. Rainier: Through the STEAM program (Science, Technology, Engineering, Arts, Mathematics), we have programs which are extensions of what students are doing in school. This collaboration is

beneficial to the students. We even received a grant to get equipment and materials to match those for the schools. Turning to the seniors, we have the Ash Street Photography group which meets twice a month. We also have knitting classes, a PC Interest program and Mahjong.

M. Farwell: The photography of the seniors is professional quality. Four times a year we display their work in the library.

H. Rainier: A few years ago, we asked for, and received, increased funding in order to staff the children's room full-time. This has been wonderful, and we have students from Cawley Middle School who help with the programs for children.

H. Rainier: Our IT specialist hosted 500 tech support sessions. Our various meeting rooms were used 1,172 times via reservation and accommodated 13,613 attendees. Our patrons can access popular magazines at home, including Consumer Reports with no cost for the articles. Creativebug provides instructional videos in scrapbooking, knitting and other crafts. Universal Class provides instruction for baking bread, starting a business, obtaining teacher certification, and many other subjects. Hooksett's access to the resources of many libraries is available through membership in the GMILCS consortium. Hooksett Library has 50,000 resources, but with the consortium, has access to 1.2 million. The Library keeps track of the money patrons save by using its resources; Mary Farwell's receipt shows an annual savings of \$11,042 because she uses library resources instead of purchasing books, etc.

J. Giotas: The library is such an asset to our community.

J. Levesque: Mark Glisson is phenomenal and has a wealth of information. He has helped me with projects and he also helped my wife with her iPhone.

D. Ross: Kudos to the library.

CONSENT AGENDA

Accept the donation of \$500.00 from the Rice Family Charitable Fund to the Town of Hooksett Conservation Commission fund per RSA 31:95-b: III(b).

Accept the donation of \$500.00 from the Rice Family Charitable Fund to the Town of Hooksett Heritage Commission fund per RSA 31:95-b: III(b).

Dion/Walnut Hill Avenue (off Goffstown Road) Bond Partial Release

T. Tsantoulis motioned to accept the Consent Agenda items. J. Durand seconded the motion.

R. Duhaime: The reduction of the Dion/Walnut Hill Avenue Bond Release is substantial.

B. Thomas: The value of the work which has been completed is \$237,002.06; the present value of the work still to be done is \$147,440.06.

Chair Sullivan called for a vote on the motion to accept the Consent Agenda.

Voted unanimously in favor.

TOWN ADMINISTRATOR'S REPORT

J. Bouchard: Leeann Fuller assisted me in finding the RSA which indicates that the Heritage Commission may meet on an 'as needed' basis.

J. Bouchard: A note of thanks was sent to Mark Stebbins of PROCON for the use of their facility for meetings on April 17th and 18th. We also sent a note and a gift card to Kirk, who stayed late both evenings to assist us and lock up.

J. Bouchard: I would like to introduce our K-9 Officer Timber and Officer McCluskey.

Officer McCluskey: Timber has completed 14 weeks of Patrol training and six weeks of Narcotics training, so he is certified in both areas. He is a dual-purpose dog. He turned two years old in April. He is active but very well behaved. He does not like motorcycles.

J. Bouchard: We have two Boy Scouts here tonight, Duncan Korkosz and Alex Gannon, to present their Eagle Scout projects.

D. Korkosz: My project is to build a concrete wall for developing lacrosse skills. I have the support of the Lacrosse Board and the Parks & Rec Board. The estimated cost is \$9,000; I have added \$1,000 because my project must include a plaque. It is my responsibility to raise the funds, so I will be soliciting donations from the lacrosse community and the Hooksett Youth Athletic Association (HYAA). I also have ad space on the wall to incentivize donations. I have worked with Mr. Arbone to select the location of the wall and he approves of this project. Daniel Sinotte has provided the estimates and will do the actual work.

J. Giotas: Is concrete the only material used for this?

D. Korkosz: It could be wood, but it is very loud and we don't want noise complaints.

D. Ross: How have you addressed safety issues regarding vertical stability?

D. Korkosz: I won't be building this myself, but rebar will be used.

R. Duhaime: I assume you have talked with our Town Engineer.

D. Korkosz: No, I have not, but I will.

R. Duhaime: Why have you chosen a free-standing wall instead of a retaining wall?

D. Korkosz: The free-standing wall is safer with a multi-function field. Retaining walls present a tripping hazard and might interfere with track runners.

D. Ross: You might use our awesome library to reach lots of potential donors.

Chair Sullivan: This item will be on the Consent Agenda of our next meeting.

A. Gannon: My project is to explore the untapped potential of Lamberts Park. I have listed seven possible projects. One of these I will do myself, the detailing of the flag pole, and I hope that the others will serve as inspiration for future Eagle Scout projects. The projects include the following items: a recreational field, three areas for opening trees for a water view, benches and a possible gazebo modification, flag pole detailing, and picnic tables. Benches from another Eagle Scout project have been stolen, so it would be good to replace those. For the flagpole, I plan to construct a brick base and add a self-maintaining garden.

T. Tsantoulis: This is a well-thought-out concept and I wish you well.

R. Duhaime: I don't see your details for the lighting of the flagpole.

A. Gannon: It depends upon the amount of money I raise. I plan to have a car wash, which should raise \$700 to \$800. I am lucky to have a lot of family connections. My mother is in real estate and my father is a cop. I have a limited time to complete my project, so I am hoping to get approval to begin as soon as possible.

J. Giotas: What about the other items on the list?

A. Gannon: I hope they will serve as inspiration for other scouts.

J. Bouchard: Alex has been nominated to and accepted by the Naval Academy.

***D. Ross motioned to waive the rules and vote this evening on this project. T. Tsantoulis seconded the motion.
Voted unanimously in favor.***

***D. Ross motioned to approve the Eagle Scout project for Lamberts Park as presented by Alex Gannon. T. Tsantoulis seconded the motion.
Voted unanimously in favor.***

R. Duhaime: I don't think there is a flag on the flagpole now.

A. Gannon: I plan to negotiate with the American Legion for display of the flag.

J. Bouchard: We have three employees leaving: Leeann Fuller, the Administrative Assistant for Community Development, is going to Concord. Matthew Tropiano and Brendan Tagniani of the Fire and Rescue Department are leaving. Retired firefighter Dennis Derochers is returning as a call firefighter. Amanda Nagle has been hired as a truck driver/laborer for the Parks & Rec Division of the Highway Department. Andre Gannon has been hired as the Town Administrator.

J. Bouchard: There has been an issue regarding the Cawley Middle School baseball field. Parks & Rec was called to prepare the field for the season. The field was not ready, nor was it safe, because the School had contracted to have some work done by an outside contractor in the fall, and this work was not completed. Parents are blaming Parks & Rec, but it is not their fault. I just want to set the record straight. Parks & Rec does a lot of fantastic work and gets blamed a lot.

J. Bouchard: On May 17th, Chair Sullivan and I will be attending the Hooksettites Golden Age luncheon at Fratellos. On that same day in the evening is the Citizen of the Year dinner. Chair Sullivan will attend but I cannot. I will send my congratulations to Mike Horne.

J. Bouchard: Code Enforcement Officer Matt Lavoie has been asked to serve on the Bear Brook Steering Committee. The Committee will advise the State Department of Natural and Cultural Resources as it updates and revises the 1994 Management Plan for Bear Brook State Park.

J. Bouchard: The soon-to-be open position of District 6 Town Councilor should be posted on the website soon so that the new Councilor can be seated by July 1st. Councilor Giotas did not run for re-election and there were no candidates on the March ballot.

J. Bouchard: Heritage Day is Saturday, May 18, 2019 and begins at 9:30 am.

J. Bouchard: Earl Labonte and Christine Soucie have learned how to post items on the Gov Deals online auction site. They have sold a truck for \$4,500 and a car for \$750. This is a good way to clear out unused items and make a little money for the town.

J. Bouchard: At the last meeting, I agreed to provide the Canine Trust balance, which stands at \$37,685. We are expecting \$4,000 in grant money for Timber's completion of his training and another \$3,000 from other fund raising. No taxpayer dollars have been used for Timber's training/maintenance.

J. Bouchard: Chief Burkush is in the process of contacting SNHU to inform them of progress on the new ladder truck and to ask about having a SNHU decal on the truck.

PUBLIC INPUT

Nicole Letendre, 26 Benton Road: The portion of the Planning Board meeting on Monday regarding the Sports Dome had a discouraging twist of events. We felt steamrolled. I had collected almost 100 signatures just in my neighborhood. Councilor Duhaime is the only one who looked at the list, and is the only one who stood up for the residents. We are looking for guidance as to what we can do. This project did not meet regulations and zoning requirements, yet it was approved. What will be approved next?

Chair Sullivan: I apologize, but we can't answer any questions because this project is not under the jurisdiction of the Town Council. I would suggest you talk with the Town Planner to explore your options. Our new Town Administrator has a lot of knowledge in this area and perhaps will be able to help when he assumes the position.

Mark Miville, 42 Main Street: I want to advise the Council that this is blowing up on social media. We need to fix the road and it will cost half a million dollars.

D. Fitzpatrick: As Chair Sullivan so graciously explained, Town Attorney Matt Serge has advised the Town Council that decisions of the Planning Board are not within their jurisdiction.

15 MINUTE RECESS

OLD BUSINESS

General Project Status Report

B. Thomas: The Police Station project is going smoothly and is well-under budget. We hope it will finish a bit ahead of schedule. The AC units on roof might go beyond the scheduled end date.

J. Bouchard: The contractors have been fantastic to work with.

B. Thomas: The Grant Drive project is complete and we have not heard from any residents. It went well and quickly. I think everyone is happy.

B. Thomas: We received five proposals for the TIF west side sewer project. These were independently reviewed by six staff members, and Underwood Engineering was selected unanimously. The bid amount was \$1.6 million. We will sign to the 30% design level. Construction will start in 2021. I met with the Sewer Commission on Monday. As you will recall, they will go ten feet deeper with the pump station. They are asking if TIF funding could be used if they exceed their \$2 million estimate.

Chair Sullivan: Is this eligible for TIF funding?

B. Thomas: It is for infrastructure, so it is eligible.

D. Ross: I thought that at the time of their presentation they were working with hard numbers.

Chair Sullivan: Someone should check the video of that meeting to review what was said.

B. Thomas: The Water Works Treatment Plant would like to have a handshake agreement that waste water from Bass Pro Shop, Walmart and Poultry Products will go to Manchester. Other communities have formal intermunicipal agreements for this, but there is precedent for the informal handshake agreement. This flows downhill to Manchester and would save on infrastructure.

D. Ross: They make money handling the sewer. Would we be giving up revenue forever on this?

Chair Sullivan: We should ask the Sewer Commission to attend a meeting.

B. Thomas: Regarding the library columns, I have pictures demonstrating the wear and tear on them. They need to be resurfaced. The low bid for this was \$14,580. The contractor will be starting within a couple of weeks. I told them that once they start, they should stay with the project until it is complete.

Town Personnel Plan Update(s) - Vacation Leave

D. Fitzpatrick: Ms. Soucie, Captain Robie and myself were last before you on March 27th. We now have an update. We held another meeting on April 16th and Acting Town Administrator Bouchard suggested that we have another meeting to go over employee comments received from department heads. We next met on April 23rd and are ready with our proposal regarding vacation leave. The only difference is the time-frame for carrying over vacation hours. This has been changed from 80 hours to 100 hours. July 1, 2019 is the effective date.

J. Bouchard: Employees are going to get more vacation time. We have fantastic employees who don't make a lot. This is a way to give them something at little cost to the town.

T. Tsantoulis motioned to approve the Town Personnel Plan updates for Vacation Leave effective July 1, 2019. J. Giotas seconded the motion.

J. Levesque: Will this affect long term employees who are saving vacation time?

J. Bouchard: First, vacation time is not a retirement plan, and second, they will not lose accumulated hours.

D. Fitzpatrick: To clarify, the old bank will be frozen as of June 30, 2019. The new bank will start on July 1, 2019. No one will lose the hours accumulated up to June 30th, but going forward, will only be able to carry 100 hours forward in the new bank. Hours from the old bank may be used or saved at the discretion of the employee.

Chair Sullivan called for a vote on the motion to approve the town Personnel Plan updates for vacation leave.

Voted unanimously in favor.

NEW BUSINESS

Budget Transfer #2019-03

C. Soucie: This is a transfer from the Police Department Health Insurance line in the amount of \$29,096 to cover the urgent technology fixes recommended by Block 5. From the long list of tech upgrades suggested by Block 5, these are the most urgent. They include Police IT projects recommended by Block 5 Technologies, replacement of two computers for the Police Department, and licenses for Town Hall Servers. Funds will be transferred to the Computer Software & Program and Computer New Equipment lines in Administration.

D. Ross motioned to have the Council Chair sign Budget Transfer #2019-03 in the amount of \$29,096 for IT projects and computers. R. Duhaime seconded the motion.

A. Walczyk: Looking at your handout, I assume the server hardware is completed.

C. Soucie: Actually, my checkmarks indicate what we are already doing.

A. Walczyk: Have any of these started yet?

C. Soucie: We have Purchase Orders for the replacement of the two Police Department computers and the Town Hall servers.

A. Walczyk: Are we not repurposing the server we have?

N. Germain: We are getting a refurbished server and keeping the old as a backup.

A. Walczyk: Are we going with the offsite backup?

N. Germain: Yes, we are.

A. Walczyk: Regarding the operating system upgrades, does that have to happen now?

N. Germain: Yes, it does. Block 5 is very responsive.

A. Walczyk: I know that the IT support is good, but you may need to have all hands on deck and be ready for everyone to have a problem. Regarding the Police Department wireless upgrade, it may not be possible, but can we fast track that since we are already tearing apart the room? The walls are already open.

N. Germain: We have just signed the quotes. They do know that this is a priority.

Chair Sullivan called for a Roll Call vote on the motion to approve Budget Transfer #2019-03.

Roll Call Vote #3

J. Giotas Yes

D. Ross Yes

A. Walczyk Yes

J. Durand Yes

R. Duhaime Yes

T. Tsantoulis Yes

J. Levesque Yes

J. Sullivan Yes

Voted unanimously in favor (8-0).

Budget Transfer #2019-04

R. Duhaime motioned to have the Council Chair sign Budget Transfer #2019-04 in the amount of \$4,787 for interest on the 2018 Safety Center Reconstruction and Fire Pumper loan. J. Levesque seconded the motion.

C. Soucie: This is the transfer of funds from the Workers' Compensation line to cover interest expense for the 2018 Safety Center Reconstruction and Fire Pumper loan. This is for the extra interest payment because the loan was taken out earlier than originally planned. Since Workers' Comp payments are based on actual, not projected, payroll, there are extra funds in this account.

Chair Sullivan called for a Roll Call vote on the motion to approve Budget Transfer #2019-04.

Roll Call Vote #4

A. Walczyk Yes

J. Levesque Yes

D. Ross Yes

R. Duhaime Yes

J. Durand Yes

T. Tsantoulis Yes

J. Giotas Yes

J. Sullivan Yes

Voted unanimously in favor (8-0).

Budget Transfer #2019-05

J. Giotas motioned to have the Council Chair sign Budget Transfer #2019-05 in the amount of \$2,600 for the Budget Committee overages. J. Durand seconded the motion.

C. Soucie: This is to transfer funds from Workers' Comp line to cover Budget Committee overages. In FY 2018-19, the Budget Committee meetings ran longer than anticipated, requiring additional cost to record minutes. Also, the Budget Committee purchased signs for the School Deliberative Session.

Chair Sullivan called for a roll call vote on the motion to approve Budget Transfer #2019-05.

Roll Call Vote #5

T. Tsantoulis Yes

D. Ross Yes

R. Duhaime Yes

A. Walczyk Yes

J. Levesque Yes

J. Durand Yes

J. Giotas Yes

J. Sullivan Yes

Voted unanimously in favor (8-0).

Civilian Part-Time Support Specialist Position

J. Bouchard: I would like to convert one of the six part-time police officer positions to a part-time civilian position titled Support Specialist. Historically, there are few applicants for the part-time police officer positions. This person would help with overseeing ordinance enforcement, driving cars for service,

coordinating programs such as RU OK, assisting with Old Home Day and dog licensing, among other tasks. This line is traditionally underspent, so there is no budget impact.

D. Ross motioned to approve the reclassification of one part-time sworn police officer position to a part-time civilian position titled Support Specialist. A. Walczyk seconded the motion.

J. Levesque: Would the officer lose certification?

J. Bouchard: It is the position which is being converted, not a sworn officer. Upon retirement, officers lose certification anyway.

T. Tsantoulis: Are you required to bring this to us?

J. Bouchard: Per my contract as ATA, I am not supposed to hire anyone without approval.

R. Duhaime: That was a good presentation. You should see cost savings.

Chair Sullivan called for a vote on the motion to convert one part-time police officer position to a civilian position.

Voted unanimously in favor.

Chair Sullivan: Are you addressing the petition presented at the last meeting regarding SRO's?

J. Bouchard: Yes, I have. If it is done, the School will fund it.

Volunteer Appreciation Night

N. Germain: According to the records we have, June was chosen as the month for Volunteer Appreciation Night because it is when terms typically expire. Volunteers on municipal boards, along with other government entities and groups, are invited as a small token of appreciation for their efforts. The Council needs to select a Friday in June, finalize details, and select a speaker. I am wondering if you want to consider any changes to the event format. Attendance has dropped off in the last few years.

R. Duhaime: We have been doing this the same old way. What can we do to encourage attendance?

Chair Sullivan: Maybe something more informal like a BBQ cookout would be better. The Councilors could do the cooking.

J. Levesque: I don't think we advertise this enough. The American Legion can change the menu.

J. Bouchard: I know there has been discord about who does and does not get invited.

N. Germain: I would suggest Friday, June 21, 2019 for the date.

Chair Sullivan motioned to hold a Volunteer Event on Friday, June 21, 2019. J. Levesque seconded the motion.

Voted unanimously in favor.

Consideration of a Tax Bill Newsletter

Chair Sullivan: Nick Germain has prepared a draft Tax Bill Newsletter.

N. Germain: I welcome your additions or changes. We will also need a motion to approve enclosing a newsletter with the spring tax bill.

D. Fitzpatrick: The Hooksett Youth Achiever program needs nominations. Also, we met with Community Development today and they suggested the need for education regarding viewing meetings on line and navigating the website.

D. Ross: The newsletter could include information about bus service.

D. Ross: Do you use the library to get nominations for the Hooksett Youth Achiever program?

D. Fitzpatrick: Not as often as we should. That is a good idea.

J. Bouchard: How does one go about nominating a Youth Achiever?

D. Fitzpatrick: The form is on the website, www.hooksett.org. It can be downloaded, filled out, and faxed back to me.

R. Duhaime: The newsletter could include an item about Phase II of the Hooksett Riverwalk Trail.

Chair Sullivan motioned to include a Newsletter with the Spring tax bills. R. Duhaime seconded the motion.

Voted unanimously in favor.

SUB-COMMITTEE REPORTS

T. Tsantoulis: The Youth Achiever Committee met and selected a Hooksett Youth Achiever of the Month. The parents will be notified and we will attempt to schedule the presentation at the next meeting.

R. Duhaime: At the Planning Board meeting, a couple of votes changes. I couldn't get a second on my motion for a traffic study. I thought they would represent the citizens more. The Board also approved a three-lot subdivision. The Town Engineer will begin attending a Southern NH Regional Planning Commission meeting. When he worked in Manchester, he attended regularly.

D. Ross: My suggestion to those who do not like the recent decision of the Planning Board is to lobby your appointed planning board members. Ask them to reconsider.

NON-PUBLIC SESSION

NH RSA 91-A:3 II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.

J. Sullivan motioned to enter non-public session of 05/08/19 at 9:06 pm per NH RSA 91-A:3 II (I). Seconded by J. Levesque.

Roll Call #6

J. Durand – yes

TC Minutes 050819 - O

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

Vote in favor (8-0).

J. Sullivan motioned to exit non-public session of 05/08/19 at 9:50pm. Seconded by D. Ross. Vote unanimously in favor (8-0).

J. Sullivan motioned to seal the non-public session minutes of 05/08/19. Seconded by D. Ross. Vote unanimously in favor (8-0).

ADJOURNMENT

J. Sullivan motioned to adjourn the public session of 05/08/19 at 9:55 pm. Seconded by D. Ross. Vote unanimously in favor (8-0).

Respectfully submitted,

Kathleen Donnelly

Kathleen Donnelly