

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, February 26, 2020**

The Hooksett Town Council met on Wednesday, February 26, 2020 at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 26 Feb 2020 to order at 6:01 pm.

PROOF OF POSTING

Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor Robert Duhaime, Councilor John Durand, Councilor Avery Comai, Councilor James Levesque, Councilor Clifford Jones, Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk

PLEDGE OF ALLEGIANCE

Chair Sullivan called for the Pledge of Allegiance.

AGENDA OVERVIEW

Chair Sullivan: We have scheduled appointments with Mr. Rainier and Mr. Miville to discuss elections, and with Mr. Williams and Mr. Scarpetti to discuss Commercial and Industrial Construction Tax Exemptions.

SPECIAL RECOGNITION

Hooksett Youth Achiever of the Month

Chair Sullivan: We are pleased to recognize Alex Gannon as the Hooksett Youth Achiever for February. We know him from his Eagle Scout project presentation. Councilor Tsantoulis will present the award.

T. Tsantoulis: We are talking with Alex Gannon via Facetime because he is at the Naval Academy and cannot be here in person. Alex was nominated as a Youth Achiever in July 2019. He has a background with the Boy Scouts and will have his Court of Honor next Friday, March 6th. We know that he spoke before a large crowd at a Scout fundraiser and is now at the Naval Academy. I expect we will be hearing more about Alex Gannon in the years to come. His mother and sister are here with us tonight. I am proud of him, and I know that his mother is also. We have recognized many outstanding young individuals as Youth Achievers, and Alex deserves a place among them.

Chair Sullivan: Where are you now, Alex?

A. Gannon: I am in Newport, Rhode Island right now in the barracks.

Chair Sullivan: What is your rank?

47 A. Gannon: I am a midshipman candidate.

48

49 Chair Sullivan: How many are in your barracks?

50

51 A Gannon: There are 250 here.

52

53 T. Tsantoulis: We have an award for you and expect you will look back at this in future years. I am
54 proud of you and I know that your mother is also. This award goes to the parents also, because their
55 determination and support are important to the success of their children.

56

57 A. Gannon: Thank you very much for this award.

58

59 Chair Sullivan: Thank you for your service. Stay safe and good luck.

60

61

62 **Hooksett Municipal Employee - New Hire**

64

65 A. Garron: Jordan Fanny is a new hire as a truck driver/laborer in the Public Works department.

66

67

68

69

70

71

SCHEDULED APPOINTMENTS

Todd Rainier, Town Clerk and Marc Miville, Town Moderator - February 11, 2020 Federal Primary Election Results & March 10, 2020 Town/School/Special General Election Preparations

72 T. Rainier: I have a schedule for you to pass around to sign up to work at the polls at the Town Election.
73 If you are on the ballot, you can't touch ballots, but there are other things you can do. Regarding the
74 February 11th election, we began the day with 10,381 registered voters, and we registered 481 new
75 voters that day. The turnout was not as big as we were expecting. A total of 4,735 ballots were cast, of
76 which 230 were absentees. We instituted a new traffic pattern which worked well. We try to improve the
77 process from what we learn. We had many positive comments after the election. We want to thank the
78 Public Works employees who were out in the cold all day, as well as the Police and the School
79 custodial staff. We must count the ballots before and after each election to be sure the numbers
80 balance. A total of 100 people worked at the election to ensure that all went smoothly, and 20 people
81 worked with us at the end of the night. The State Primary will be on September 6th, the day after Labor
82 Day.

83

84 M. Miville: We opened a second door in the back so that people parking in the back don't have to walk
85 around the school to get into the building. It was successful, and we want people to be more aware of
86 this option.

87

88 Chair Sullivan: Hooksett was one town not reporting when the Union Leader was giving the results of
89 the election. Can you explain why?

90

91 T. Rainier: When the Moderator is comfortable, he lets those who are there at the election know the
92 results. He reads from the tape, so these are not official results. If a reporter is not there, they don't get
93 those unofficial results. Later, I return to Town Hall, scan the results, and respond to email requests.
94 This happened after midnight at this election. A lot of ballots were kicked out and had to be hand
95 counted, mainly because Michael Bloomberg had a lot of write-ins – about 40 - and many of these
96 could not be read by the optical scanner.

97

98 M. Miville: I have to be comfortable with the numbers before reading them.

99

100 T. Rainier: For the March 10th Town Election, we will be here Friday beginning at 1:00 pm to test the
101 tabulators. The Supervisors of the Checklist will hold a session here this Saturday, March 29th at 9:00
102 am to register voters and prepare the checklist. After that session, people cannot vote in Town Clerk's
103 office. Three elections will take place on March 10th - the Town, the School, and the Special Election for
104 a State Representative. The Town's ballot is two, double sided pages, 14 inches long. The School ballot
105 is one regular-size, double-sided page, and the Special Election ballot is one, one-sided regular-size
106 page. Thus far, we have 82 absentee requests. The wrap-up for last election will be at 10:00 tomorrow
107 here in the Council Chambers. It is a noticed, public session. We will need three Councilors at the end
108 of the night, which is a challenge since a lot of you are on the ballot.

109

110 **Nicholas Williams, Town Planner and David Scarpetti, EDAC Chair: RSA 72:80-83 Commercial**
111 **and Industrial Construction Exemption**

112

113 N. Williams: The State offers four statutory items which encourage commercial and industrial expansion
114 via tax relief incentives. Hooksett has adopted three of these. The fourth one, RSA 72-80, allows a town
115 to target specific properties which it would like to see developed by offering commercial & industrial
116 construction property tax exemption. EDAC is proposing that Hooksett adopt this exemption, which is
117 only for new construction or renovation, and would not be used in the TIF district. No motion is needed
118 tonight. This is just a proposal, and the Planning Board will be involved as well.

119

120 D. Scarpetti: We have the Economic Revitalization Zones (ERZ), but that is only six zones and is
121 funded by the State.

122

123 N. Williams: This is a local property tax exemption. The Town Council would set the parameters,
124 allowing up to a 50% tax exemption for up to ten years.

125

126 R. Duhaime: It's great to move this forward because we can get growth where we want it.

127

128 D. Scarpetti: This provides an incentive for businesses to come to Hooksett or to expand an existing
129 business here.

130

131 Chair Sullivan: If a business takes down a building and rebuilds on the site, only the new value is
132 exempted, correct? The Town doesn't lose the current valuation in the tax base.

133

134 N. Williams: That is correct.

135

136 T. Tsantoulis: Thank you for presenting this. Is it correct that the proposal will come back to the
137 Council?

138

139 N. Williams: Yes, it will.

140

141 T. Tsantoulis: Is there a timetable for this?

142

143 N. Williams: No, there is no timetable. There will be a formal recommendation with parameters
144 established.

145
146

148 A. Garron: I heard the presentation for this at the EDAC meeting. It is another tool in the toolbox, and a
149 good one to have. The number of years has to be determined, and the amount of the exemption. The
150 proposal goes to the taxpayers as well.

151
152 D. Scarpetti: We will bring this back to the Town Council sometime in the next 30 to 60 days.

153
154 N. Williams: It will probably be in late April

155
156 **A. Walczyk motioned to request a formal proposal from the Economic Development Advisory**
157 **Committee, after consultation with the Planning Board, which includes the following**
158 **information:**

- 159 **1. Recommended zones/parcels to be targeted in the motion**
160 **2. Recommended percentage of tax relief for approved projects**
161 **3. Recommended time limitation of tax relief for approved projects**
162 **T. Tsantoulis seconded the motion.**
163 **Voted unanimously in favor (9-0).**

164
165 **Appointment with Carrie Hyde, Chairwoman of the Hooksett Old Home Day Committee**

166
167 A Garron: Carrie Hyde cannot be here tonight, but she provided me with a map of the parade route and
168 the permit request.

169
170 Chief Bouchard: The request comes to me and I sign the permit.

171
172
173 **CONSENT AGENDA**

174
175 Motion to accept reimbursement not to exceed \$3,150.00 from the State of New Hampshire,
176 Department of Safety, to the Town of Hooksett for the Hooksett Police Department per RSA 31:91-b:
177 III(b) and return said funds to the police department's budget.

178
179 **R. Duhaimé motioned to approve the Consent Agenda item. J. Levesque seconded the motion.**
180 **Voted unanimously in favor.**

181
182
183 **TOWN ADMINISTRATOR'S REPORT**

184 A. Garron: I have received information from the NHMA about their annual policy review process. They
185 have set an April 17th deadline for receiving submittals of policy suggestions from cities and towns.
186 They are also looking for town councilors to volunteer to work on the process.

187
188 D. Fitzpatrick: We participated for the first time in 2018, but only joined in for the last part of the
189 process, with Councilor Walczyk volunteering to represent Hooksett. Now NHMA is asking about the
190 first part – the gathering of policy ideas. We are looking for your ideas and input by the March 11th
191 Town Council meeting. You may want to talk with your fellow Councilors about policies Hooksett might
192 want to propose. The orange handout in your packet includes a form for submitting ideas and a sample
193 to guide you. The NHMA submits to the NH legislature those policies voted upon favorably by the
194 group.

195
196 A. Garron: There will be three meetings between now and the deadline.

197

198 A. Garron: The Village Water Precinct is presenting *Get to Know Your Water System* on March 3rd at
199 the Hooksett Library, beginning at 6:00 pm.
200
201 A. Garron: I would like to commend Nick Germain for his work updating the Wi-Fi for Town Hall. He has
202 also been updating the building codes, and the mailroom is next to be done.
203
204 A. Garron: Earl Labonte's Public Works Department has prepared a snow event presentation, which will
205 go onto the website. It can be sent electronically to Town Councilors. It outlines procedures during
206 snowstorms for plowing, trash containers, and mailboxes.
207
208 J. Levesque: For the closing of Trail Bridge during the winter, could we have a set policy?
209
210 A. Garron: The intent was for it to be used during three seasons – or to be a 'use at your own risk'
211 venue.
212
213 C. Jones: There is a big safety issue in the winter.
214
215 R. Duhaime: Maybe this should go back to the Conservation Commission.
216
217 J. Levesque: It is best to have it open only three seasons and leave it closed in the winter. You can't
218 keep opening and closing it.
219
220 R. Duhaime: Because state and federal funds were used, do we have an obligation to keep it open
221 year-round?
222
223 A. Garron: It is a town decision regarding closing for the winter.
224
225 Chair Sullivan: At our last meeting, DES employees were here discussing the testing of well water and
226 they said they would be planning a workshop. Have you had any notice yet?
227
228 A. Garron: They are targeting April. The details have to be worked out.
229
230 C. Karolian: I have been called by numerous constituents. I have told them what the DES said: If their
231 well has been or will be tested, they will be notified by letter of the workshop.
232
233 Chair Sullivan: There will be a general invitation as well for anyone wishing to attend.
234
235 **OLD BUSINESS**
236 None.
237
238 **NEW BUSINESS**
~~239~~
242 **Town of Hooksett Town-wide Property Equalization Ratio**
243
244 Jon Duhamel, Town Assessor: The equalization ratio is also known as the assessment ratio. When a
245 property is sold, the information is sent to the State. Based on all of the sales in a year, the State sets
246 the ratio. The equalization year begins on April 1st of each year. It is based on data from the sales six
247 months prior to April 1st and six months after. For the data from October 1, 2018 through September 30,

248 2019, a ratio of 90.8% was set, meaning that properties in Hooksett are assessed at 90.8% of their
249 market value. The ratio now is at 88%. The State prefers that ratios fall between 90% and 100%. The
250 question is this: Do we want the percentage to keep dropping, or should we bite the apple and do
251 another revaluation earlier than 2023?

252
253 C. Karolian: What is the cost of a revaluation?

254
255 J. Duhamel: The last one cost \$114,000. It was done by KRT. However, I could do the residential
256 properties and we would only pay for the commercial properties.

257
258 A. Garron: It is a hot market right now.

259
260 C. Karolian: This does not mean necessarily that the tax rate will go up, does it?

261
262 J. Duhamel: No, it does not. It could go down.

263
264 R. Duhaime: Do the new home sales help?

265
266 J. Duhamel: The only development I know of is Berry Hill Estates. If we do a revaluation now, we don't
267 have to do one for five more years.

268
269 T. Tsantoulis: Is it safe to assume that many communities are in a similar situation?

270
271 J. Duhamel: Yes, that is a safe assumption.

272
273 C. Karolian: What are the pros and cons of doing the revaluation sooner than required by the State?

274
275 J. Duhamel: One pro is the mitigation of sticker shock. On the flip side, market values could go down.

276
277 Chair Sullivan: This would require some PR work to explain the benefits and the rationale.

278
279 J. Duhamel: The more PR, the better.

~~280~~
~~281~~
283 **Approval to utilize Police Impact Fees for the purchase and installation of 6 Patrol PC Mobile**
284 **Data Terminals (MDT's)**

285
286 ***C. Karolian motioned to authorize the purchase of six (6) Mobile Data Terminals from Patrol PC***
287 ***in the amount of \$27,558.39, as well as the installation of the units, including parts and labor***
288 ***from Ossipee Mountain Electronics, Inc. in the amount of \$5,396.50 for a total amount of***
289 ***\$32,954.89 to be taken from the Police Impact Fee Fund. J. Durand seconded the motion.***

290
291 Chief Bouchard: First I want to congratulate Alex Gannon, who is my son's best friend. They were in
292 ROTC together. These Mobile Data Terminals are used every day for every shift. We have been
293 looking at this issue for two years because of the issues we have with connectivity. Rick Belanger, who
294 is with me tonight, is the Communications Supervisor. The units being replaced are from 2013, which
295 means in the world of technology, they are out of date. We have checked with the Town Administrator
296 and the Town Attorney, and both confirm that this is an acceptable use of impact fees.

297
298 T. Tsantoulis: I see that it will cost \$295 to ship six units. There is no way that we should pay that for
299 shipping.
300
301 R. Belanger: I tried to get free shipping, but there was no way around it. Parts come from three different
302 locations.
303
304 Chief Bouchard: We did get a discount for buying six units and also were allowed to trade in the old
305 units. I have a lot of confidence in Rick; I know he got the best deal possible.
306
307 C. Jones: Are they going to be compatible?
308
309 R. Belanger: To stay compliant, we have to use Windows 10. Windows 7 is obsolete, so we can't
310 upgrade three of them.
311
312 R. Duhaime: Why not have one outside antenna?
313
314 R. Belanger: Going from 3g to 4g and then to 5g when it comes out, there will be no more card. I
315 researched several external modems and the cheapest one was the best. We will have 99.9%
316 connectivity. There is only one location in town where they don't work.
317
318 R. Duhaime: Why are you buying only six? What about the other two?
319
320 R. Belanger: One is almost up to date because it was replaced after a traffic accident, and the newest
321 one was purchased a year after that.
322
323 Chief Bouchard: Going forward, we plan to not buy six at once.
324
325 Chair Sullivan called for a vote on the motion to purchase six Mobile Data Units for the Police
326 Department.
327
328 **Roll Call Vote #2**
329 ***R. Duhaime Aye***
330 ***J Durand Aye***
331 ***C. Jones Aye***
332 ***J. Levesque Aye***
333 ***A. Walczyk Aye***
334 ***A. Comai Aye***
335 ***C. Karolian Aye***
336 ***T. Tsantoulis Aye***
337 ***J. Sullivan Aye***
338 ***Voted unanimously in favor (9-0).***
339
340 **Solid Waste/Recycling & Transfer Ordinance 00-31 Amendment**
341
342 E. Labonte: Ordinance amendments are done through the Town Clerk's office, so Mr. Rainier is with
343 me to present this.

344
345 T. Rainier: This is basically a housekeeping issue. Two ordinances are being combined.
346
347 D. Fitzpatrick: Pages 37-50 in your packets are the two old ordinances. Pages 51-62 is the new
348 combined one. Pages 63-85 are duplicate pages and should be ignored. There was a problem with the
349 software which prepares these packets.
350
351 Chair Sullivan: If the Council wishes to proceed after the discussion, we will need a motion for a public
352 hearing.
353
354 A. Walczyk: I have several questions. Do we do air conditioners without Freon?
355
356 E. Labonte: No, they all have Freon.
357
358 A. Walczyk: How do you price televisions over 19 inches?
359
360 Richard Blake, Crew Chief of Recycling and Transfer: We weigh them and take an average.
361
362 A. Walczyk: Is 'crew chief' removed on page 57?
363
364 R. Blake: Yes, it is. The line didn't go through as it should have.
365
366 A. Walczyk: On page 57 under Enforcement, are the statutory and regulatory items removed?
367
368 E. Labonte: Yes, they are.
369
370 A. Walczyk: The word 'for' needs to be inserted on page 61 as follows: "No charge **for** leaves...
371
372 A. Walczyk: What is the pricing for yard waste?
373
374 R. Blake: Residential yard waste is free; commercial is \$15 per load.
375
376 Chair Sullivan: You need an 8A or 9 for Commercial fees. They are not included.
377
378 A. Walczyk: Multi-family homes up to three families are residential; four family units and up are
379 classified as commercial. Is that correct?
380
381 R. Blake: Yes, it is.
382
383 C. Karolian: I don't see an explanation for why a building with more than three families is commercial.
384 What about condominiums?
385
386 R. Blake: The difference is that condos are owned, not rented.
387
388 J. Levesque: For asphalt shingles, it says they must be kept clean. Shouldn't they also be separate?
389 People tend to bring them combined with wrappers and coffee cups.
390

391 C. Jones: Is what you have here the same as what you have on your website?
392
393 R. Blake: The website will be updated once this is approved, so they will match at that time.
394
395 T. Rainier: The public notice for the hearing will direct people to the Town Clerk's office to view the
396 amendment.
397
398 D. Fitzpatrick: If this is not time-sensitive, since a lot of changes have been suggested here, I strongly
399 recommend that you come back to the next meeting with updated language. It would save the cost of a
400 second public hearing notice. In the past, if changes are made, another public hearing must be held.
401
402 Chair Sullivan: We will see these edits at our next meeting, then.
403
404 T. Rainier: Would it be possible to produce the proposed ordinance amendment in color?
405
406 D. Fitzpatrick: It will be in color on the website. It can be done in color, but the whole packet would have
407 to be done in color, which is costly.
408
409 A. Garron: Perhaps we can do just this section separately in color.
410
411 R. Duhaime: If we could have a bullet list of the changes, that would make it easy to find them.
412
413

414 **APPROVAL OF MINUTES**

416 **Public: 02/12/2020**

417
418 ***T. Tsantoulis motioned to approve the minutes of the February 12, 2020 public session. J.***
419 ***Levesque seconded the motion.***
420

421 Chair Sullivan: I want to remind Council members that corrections must be emailed prior to the meeting
422 when then will be approved or given to the Council Secretary prior to the beginning of the meeting.
423

424 C. Karolian: What is the best way to email corrections?
425

426 Chair Sullivan: You can email Bonnie Smith, bsmith@hooksett.org or you can email the Council
427 Secretary, acomai@hooksett.org.
428

429 Chair Sullivan called for a vote on the motion to approve the minutes of the February 12, 2020 meeting.
430

431 ***Voted in favor (8-1). C. Karolian voted nay.***
432
433

434 **SUB-COMMITTEE REPORTS**

436 A. Comai: The Conservation Commission was excited about the Council's favorable decision regarding
437 the Merrimack Valley Trail Riders event.
438

439 T. Tsantoulis: Next Friday, March 6th, is the Court of Honor for Alex Gannon. I have a schedule conflict
440 and wonder if anyone else could attend. It is at 5:00 pm at the Hooksett Library.
441

442 Chair Sullivan: I will attend.
443
444 T. Tsantoulis: The Hooksett Youth Achievers Committee has selected recipients for March and April.
445
446 D. Fitzpatrick: I received another nomination tonight.
447
448 A. Walczyk: Parks & Recreation met on February 18th and learned that the trail on Quimby Mountain
449 will be marked for the boundary of park. It has been learned that the deed for Dalton Brook Pond, which
450 is behind Walgreens, says that it will be a skating rink. If the Pavilion is passed at the Town Election,
451 Parks & Rec may decide to issue permits. These may be at a cost or not.
452
453 Chair Sullivan: The Heritage Commission deemed that the Underhill home could be saved. They held a
454 public hearing with at least 20 people in attendance. All who spoke made comments in favor of trying to
455 save the building. Others to be reviewed include the house at Whitehall Road and Whitehall Terrace,
456 and the barn on the Duford homestead.
457
458 J. Levesque: What about the Roy barn, which was moved to the Larrabee pit and then torn down? They
459 had no demo permit, and there should be a fine.
460
461 Chair Sullivan: They did not go through the proper demolition procedure.
462
463 A. Garron: Letters have gone out.
464
465 Chair Sullivan: Remember that the demolition permit process only delays the demolition.
466
467 Chair Sullivan: Mr. Germain will schedule something for the Bicentennial Committee after the March
468 10th Town Election.
469
470 **C. Karolian motioned to adjourn at 8:00 pm. T. Tsantoulis seconded the motion.**
471 **Voted unanimously in favor (9-0).**
472
473 Respectfully submitted,
474 *Kathleen Donnelly*
475
476 Kathleen Donnelly
477 Recording Clerk
478
479 **Please see subsequent meeting minutes for any amendments to these minutes.**
480
481