

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, May 13, 2020**

1
2 The Hooksett Town Council met on Wednesday, May 13, 2020 at 6:00 in the Hooksett Municipal
3 Building.
4

5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 13 May 2020 to order at 6:03 pm.
7

8 Chair Sullivan: Please note that there is no physical location to observe and listen contemporaneously
9 to this meeting, which is authorized by the Governor's Emergency Order. The public may access the
10 meeting as it is ongoing by dialing (1) 877-853-5247, entering the Meeting ID: 856 0400 9084, and
11 entering the Passcode: 3365. The public can also "join" this meeting via the Zoom website, using the
12 same Meeting ID and Passcode. As a third option, the public may watch/listen with a delay on the
13 Town's website.
14

15 This access notice was posted on www.hooksett.org/town-council and was physically posted at the
16 Main Entrance at 35 Main Street in Hooksett.
17

18 If anybody has a problem, please call 603-485-8472 Ext. 1 or email ngermain@hooksett.org. In the
19 event the public is unable to access the meeting, the meeting will adjourn and be rescheduled. All votes
20 taken during this meeting shall be done by Roll Call vote, and the meeting will commence by taking a
21 Roll Call attendance. When each member states his presence, he will also state whether there is
22 anyone in the room with them during this meeting, which is required under the Right-to-Know law. One
23 item of public input was received and will be read into the record.
24

25 **PROOF OF POSTING**

26 Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.
27

28 **ROLL CALL**

29 **In Attendance:** Councilor James Sullivan, Councilor John Durand, Councilor James Levesque,
30 Councilor Clifford Jones, Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex
31 Walczyk
32

33 **Joining Late:** Councilor Robert Duhaime arrived at 6:18 pm.
34

35 **Missing:** Councilor Avery Comai
36

37 Councilor Levesque: My wife is with me in the room.
38

39 **PLEDGE OF ALLEGIANCE & AND MOMENT OF SILENCE**
40

41 Chair Sullivan called for the Pledge of Allegiance and a moment of silence for two Hooksett residents
42 who have passed away since the last meeting. Leon Boisvert died on March 29th, the day after his 97th
43 birthday. He was a World War II veteran and lived in Hooksett from after the war until retirement in
44 1985. He worked for the Air Force at Grenier Field in Manchester as an accounting supervisor, then for
45 Duracrete Block Co. for ten years, and lastly as manager of the New England Brace Company. He also
46 served as a call firefighter on the South Hooksett Fire Department for 39 years and as a Deputy Chief
47 for many of those years. He published a book in 1975 on the history of the South Hooksett Fire
48 Department. Bernadette Severette passed away on April 28th at the age of 96. She worked at Leavitt's
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49 Cafeteria and Beauty Parlor, the Hosiery Mills in Manchester, and the Bee Bee Shoe Company. She
50 loved music and was the organist at Holy Rosary Parish in Hooksett for 60 years. She helped organize
51 the Hooksett-ites Entertainers and was active with the historical society and the Hooksett Happy
52 Helpers, a thrift store which donated its proceeds to the Hooksett Fire Department and also distributed
53 dictionaries to the 3rd grade students. In 1992, she and her husband were chosen as Hooksett's
54 Citizens of the Year.

55
56 ***J. Durand motioned to give back \$58,170 to Lamontagne Builders. C. Karolian seconded the***
57 ***motion.***

58
59 Chair Sullivan: You can do that, but we didn't close the public hearing on this item. We should go to this
60 item and remove the item from the table, record input for the public hearing, and close the hearing.

61
62 J. Durand: I didn't think we had to remove the item to make a motion.

63
64 Chair Sullivan: The item was not removed from the table at the April 22, 2020 meeting.

65
66 A. Garron: The item was tabled at the March 11, 2020 meeting and remained tabled through the April
67 22, 2020 meeting. I was asked to invite the Chair of the Planning Board to the next meeting and to
68 obtain input from legal counsel. I did both of these and am ready to report.

69
70 J. Durand: This is a rule of order. I made a motion and we have to go with it. I would say it negates the
71 table.

72
73 Chair Sullivan: No. You are going to be able to do what you want to do. If you want to talk about it, you
74 must remove it from the table.

75
76 J. Durand: I want to talk about it.

77
78

79 **PUBLIC HEARINGS**

81 Public Hearing is to accept an unanticipated revenue in the amount of \$58,178.00 (\$30,178.00 +
82 \$28,000.00) from Lamontagne Builders (Stinson Hills, LLC) (not in lieu of Impact Fees) per RSA 31:95-
83 Cb, III (a). (public hearing opened, tabled at 3/11/2020 Town Council Meeting; 4/22/2020 motion to
84 remove from table failed)

85
86 ***Chair Sullivan motioned to remove item 7.1 from the table. T. Tsantoulis seconded the motion.***

87

88 **Roll Call Vote #2**

89 ***R. Duhaime Aye***

90 ***J Durand Aye***

91 ***C. Jones Aye***

92 ***J. Levesque Aye***

93 ***A. Walczyk Aye***

94 ***A. Comai Not present***

95 ***C. Karolian Aye***

96 ***T. Tsantoulis Aye***

97 ***J. Sullivan Aye***

98 ***Voted unanimously in favor (8-0).***

99

100

101 Chair Sullivan closed the Public Hearing on this item.

102

103 ***J. Durand motioned to give back \$58,170 plus any interest due to Lamontagne Builders. C.***
104 ***Karolian seconded the motion.***

105

106 J. Durand: In light of some emails I received, I want to proceed this way.

107

108 A. Garron: Do you want me to read the letter from the Planning Board Chair and from the Town
109 Attorney?

110

111 Chair Sullivan: Yes.

112

113 J. Levesque: I would like to hear the letters.

114

115 C. Karolian: I asked for evidence that, before and after 2004, other developers were required to pay the
116 Hooksett Roadway Maintenance Fee. I didn't see that evidence in the letter from the Planning Board
117 Chair. I just got emails yesterday, forwarded from the Town Administrator, indicating that the Town
118 Planner requested legal counsel in March and received a response on April 9th. The attorney's opinion
119 was that he did not see the payment from Lamontagne as unanticipated revenue. We were never told.
120 The Town Council was not informed of this.

121

122 Chair Sullivan: When did you ask for the information?

123

124 C. Karolian: The information was requested at the March 11th meeting. We were never advised that
125 opinions were being requested of the Town Attorney. On April 22nd we did not know.

126

127 R. Duhaime: Let's move forward.

128

129 J. Levesque: Yes, let's move forward.

130

131 J. Durand: We should have been enlightened about those discussions. It was deceptive.

132

133 Chair Sullivan: It is not the case that every time the Town Administrator discusses something with legal
134 counsel, the Town Council is informed.

135

136 Chair Sullivan called for a five-minute recess at 6:32 pm.

137

138 Chair Sullivan reconvened the meeting at 6:37 pm.

139

140 A. Garron: Going back to the March 11th meeting, I was asked to invite the current developer of Beaver
141 Brook to the next meeting. On March 25th, we did not have a quorum. I sought legal advice about how
142 to collect this revenue. The current developer was not able to attend the April 22nd meeting, but he sent
143 a letter, which I read in its entirety to the Council. Councilor Karolian then successfully motioned to
144 table the item and no more discussion was permitted at that time. The answer to Councilor Karolian's
145 question is yes; two other developers were assessed the Roadway Maintenance Fee. In June of 2007,
146 Stillwater Developers was assessed \$30,178 for the Quimby Mountain project. The University Heights
147 developer also paid this fee. Information from the Town Planner indicates that a partial payment was
148 received – this according to Joann Duffy, the former Town Planner. No payment has been received

149 from this developer toward the sweeper. You received information from Planning Board Chair Marshall.
150 He is joining this meeting and ready to speak.

151
152 R. Marshall: I submitted a memo dated April 29, 2020. It deals only with Beaver Brook and the
153 conditions of approval. If Councilor Karolian is asking about others, Mr. Garron already answered that
154 question. The Planning Board approved the project. I am not an attorney or a financial officer. There
155 were two notes, two conditions of approval. These were filed with the Registry of Deeds. The project
156 changed hands; conditions of approval run with the property. I say it falls under 'buyer beware.' It is a
157 waste if these funds are not collected.

158
159 Chair Sullivan: What is the answer to the question of whether these were anticipated or unanticipated?
160

161 A. Garron: This was somewhat addressed by legal counsel. I would like to have the Finance Director
162 address this.

163
164 C. Soucie: Unanticipated revenue is a way to collect funds that were not part of the budget process.
165 Since these funds were not collected for years and years, they represent unanticipated revenue.
166

167 Chair Sullivan: So, they were anticipated in 2008, but not now. I am going to ask the Town
168 Administrator to share the Town Attorney's response to our request for clarification.
169

170 A. Garron: In today's email, the Town Attorney said, as far as unanticipated funds, these are different
171 because of prior approval. They are not akin to grants or gifts. Regardless, because a hearing was
172 held, it is not relevant now.

173
174 C. Karolian: What is the date of that email? The last one I have is dated May 12th.
175

176 A. Garron: The Chair asked me to request clarity about the funds today.
177

178 Chair Sullivan: I received email communications yesterday at the same time that the other Councilors
179 received them.

180
181 C. Karolian: Are you saying that the Town Attorney changed his opinion from April 9th?
182

183 A. Garron: He is saying it is not relevant at this point in time.
184

185 Chair Sullivan: It doesn't matter whether these are anticipated funds or not because there is a motion
186 on the floor to not accept them.
187

188 R. Duhaime: Councilor Karolian has had several follow-ups. As Vice Chair, I am trying to assist you,
189 Chair Sullivan.

190
191 Chair Sullivan: Everyone will have a chance to talk.
192

193 J. Durand: Councilor Karolian didn't get a chance to finish. He was interrupted, and now you are
194 blowing him off. Chair, you can't see raised hands, just as you could not at the last meeting. You have
195 had a month to fix your system.

196
197 C. Karolian: I was interrupted by the Vice Chair when I had the floor. At the end of November of 2019,
198 two checks were written. They were not brought forward in January or February. In March, a Public

199 Hearing was scheduled to accept unanticipated revenue. The Town Planner got a response on April 9th
200 from the Town Attorney, and even today, this is listed as unanticipated revenue. Why was this not on
201 the agenda in January or February?

202
203 T. Tsantoulis: First, I want to apologize to the public listeners or anyone not used to this format.
204 Anticipated or not, this item should have been handled two meetings ago. These are conditions of
205 approval and they are legal. I want to thank Mr. Lamontagne for being here tonight. He runs a
206 successful operation, and when the project changed hands, probably someone in his organization
207 missed this. We have a responsibility to collect these funds. It was legal in 2008 and it is legal now.
208

209 R. Duhaime: Our Rules of Order limit Councilors to one or two follow-up questions. Councilor Karolian
210 likes clarifications, and he likes to keep following up. It is not fair because others are not able to speak.
211 He is not yielding. He continues without making a point. The Planning Board Chair is saying what I said
212 two months ago. It is in the interest of the Town to collect these fees. They are conditions of approval.
213 Other developers are now negotiating and agreeing to similar conditions.
214

215 J. Durand: It would be fair to have Mr. Lamontagne speak.
216

217 Chair Sullivan: According to our rules, we certainly can do that.
218

219 J. Durand: You let everyone else speak, but you don't want to hear him.
220

221 T. Tsantoulis: Councilor Durand, you ended the Public Hearing, so Mr. Lamontagne cannot speak.
222

223 J. Durand: The Town Administrator did. Do we play by the rules when we feel comfortable?
224

225 J. Levesque: I have not spoken and I would like to let Mr. Lamontagne speak in my place.
226

227 Chair Sullivan: No. That is not allowed under our rules, but the Council as a whole can agree to allow
228 someone to speak.
229

230 Chair Sullivan called for a roll call vote on the question of allowing Mr. Lamontagne to address the
231 Council.
232

233 **Roll Call Vote #3**

234 **A. Walczyk Aye**

235 **J. Levesque Aye**

236 **C. Jones Aye**

237 **R. Duhaime Nay**

238 **J. Durand Aye**

239 **C. Karolian Aye**

240 **T. Tsantoulis Nay**

241 **A. Comai Not present**

242 **J. Sullivan Aye**

243 **Voted in favor (6-2).**
244

245 Mr. Lamontagne: I wrote "paid in protest" on the check because we have had no use for a sweeper. I
246 thought the Town would plow for us until the road was accepted by the Town. All of that went away
247 when the Public Works director left Town. We got nothing.
248

249 Chair Sullivan: What about your second check?

250

251 Mr. Lamontagne: I do not think I wrote "paid in protest" on that check.

252

253 Chair Sullivan called for a Roll Call vote on the motion to give back \$58,170 to Lamontagne Builders.

254

255 **Roll Call Vote #4**

256 **A. Comai Not present**

257 **C. Jones Nay**

258 **A. Walczyk Nay**

259 **J. Durand Aye**

260 **R. Duhaime Nay**

261 **T. Tsantoulis Nay**

262 **J. Levesque Aye**

263 **C. Karolian Aye**

264 **J. Sullivan Nay**

265 **The motion failed (3-5).**

266

267 **Chair Sullivan motioned to accept \$28,000 from Lamontagne Builders for recreational**
268 **improvements. R. Duhaime seconded the motion.**

269

270 R. Duhaime: I was on the Planning Board when this subdivision was approved. We were protecting the
271 Town's interest as we negotiated the conditions of approval.

272

273 T. Tsantoulis: I don't understand why we would entertain changing the conditions of approval
274 established 12 years ago just because of the passage of time. It is in the Town's best interest to keep
275 them as they are.

276

277 C. Karolian: The plans were very specific about what these funds could be used for, per the Planning
278 Board. That got changed. Can the funds be used for another site?

279

280 D. Fitzpatrick: The suggested motion on page 53 of your packet indicates that the funds would be used
281 to update the bathroom facilities at Donati Field to be ADA complaint per RSA 31:95-b, III (a).

282

283 Chair Sullivan: The funds were to go to any recreation project. I will amend my motion.

284

285 R. Duhaime: I will withdraw my second to the original motion

286

287 **Chair Sullivan motioned that the \$28,000 donation for the Recreation Department be used to**
288 **update the bathroom facilities at Donati Field to be ADA complaint per RSA 31:95-b, III (a). R.**
289 **Duhaime seconded the motion.**

290

291 **Roll Call Vote #5**

292 **T. Tsantoulis Aye**

293 **C. Jones Aye**

294 **R. Duhaime Aye**

295 **A. Walczyk Aye**

296 **J. Levesque Aye**

297 **C. Karolian Nay**

298 **J. Durand** **Nay**
299 **A. Comai** **Not present**
300 **J. Sullivan** **Aye**
301 **Voted in favor (6-2).**

302
303 **C. Karolian motioned to return \$30,178 to Lamontagne Builders, including interest if any is**
304 **accruing in the unanticipated revenue account. J. Durand seconded the motion.**

305
306 C. Karolian: The combination Basin Cleaner/Sweeper was not with the original plan. Former Town
307 Planner Joanne Duffy indicated there may have been a partial payment made.

308
309 J. Durand: I call the question.

310
311 Chair Sullivan: I would like to suggest that the Planning Board not be as specific in the future about
312 what the funds should be used for.

313
314 R. Duhaime: Maybe the Planning Board Chair can clarify why the street sweeper was designated.

315
316 D. Marshall: The Highway Department recommended that the funds be designated for a street
317 sweeper.

318
319 C. Karolian: It was stipulated that these funds be collected before the first CO was issued. We didn't
320 collect it. Many CO's have been issued.

321
322 T. Tsantoulis: As I have said at other times, it is not our responsibility to step on the toes of the
323 Planning Board. This is a legal, binding contract, whether or not we like the language and whether the
324 funds were collected in a timely fashion or not. The Basin Cleaner/Sweeper is a modified sweeper.

325
326 R. Duhaime: This was a phasing plan. Mr. Lamontagne bought all of the responsibilities and rights.

327
328 Chair Sullivan called for a roll call vote on the motion to return \$30,178 to Lamontagne Builders.

329
330 **Roll Call Vote #6**

331 **J. Durand** **Aye**
332 **J. Levesque** **Nay**
333 **C. Karolian** **Aye**
334 **A. Comai** **Not present**

335 **C. Jones** **Aye**
336 **T. Tsantoulis** **Nay**

337 **A. Walczyk** **Nay**
338 **R. Duhaime** **Nay**

339 **J. Sullivan** **Nay**
340 **Motion failed (3-5).**

341
342 **R. Duhaime motioned to accept the donation of \$30,178 from Lamontagne Builders to be used**
343 **to offset the purchase cost of the combination Basin Cleaner/Sweeper unit delivered earlier this**
344 **year. T. Tsantoulis seconded the motion.**

345

346 J. Levesque: Years ago, during the development of Exit 10, a developer reneged on a plan to give land
347 to the Town of Hooksett.

348
349 C. Karolian: The money has already been accepted by the Town. This is a moot point. The check was
350 cashed and deposited in a Town of Hooksett account and taken out of Mr. Lamontagne's account.

351
352 Chair Sullivan: Deposited doesn't always mean accepted.

353
354 C. Soucie: In this case, the checks were collected on November 27, 2019. In general, deposited does
355 not mean accepted in 100% of cases. Unanticipated funds less than \$1,500 are held until the Town
356 Council makes a decision on whether or not to accept them. Amounts over \$1,500 are recorded and
357 deposited as deferred until accepted by the Town Council, per DRA Revenue Chapter #1700.

358
359 Chair Sullivan called for a roll call vote on the motion to accept the donation of \$30,178 from
360 Lamontagne Builders.

361
362 **Roll Call Vote #7**

363 **C. Jones** *Nay*

364 **C. Karolian** *Nay*

365 **J. Levesque** *Aye*

366 **R. Duhaime** *Aye*

367 **A. Walczyk** *Aye*

368 **J. Durand** *Nay*

369 **T. Tsantoulis** *Aye*

370 **A. Coma** *Not present*

371 **J. Sullivan** *Aye*

372 ***Voted in favor (5-3).***

373
374 **Public Hearing to discuss the proposed amendments to Recycling & Transfer Ordinance #00-31.**

375
376 E. Labonte: This is being done to shake out the inconsistencies in the ordinance. An ordinance was
377 drafted but never adopted. We have adjusted the prices because they didn't cover commercial users.

378
379 J. Levesque: We have one of the most reasonable pricing systems in the State. This is good, and we
380 can revisit it if we find glitches.

381
382 Chair Sullivan: I will close the Public Hearing and we will vote at our next meeting.

383
~~384~~
386 **Public hearing for the Town Council to accept the \$12,944.82 from the Coronavirus Aid, Relief,**
387 **and Economic Security (CARES) Act from the US Health and Human Services to the Town of**
388 **Hooksett for the Hooksett Fire Rescue Department's Ambulance Revenue Line under RSA**
389 **31:95-b III (a).**

390
391 Fire Chief Burkush: This is for funding from the CARES Act to be used to offset lost revenue because of
392 the COVID-19.

393
394 C. Karolian: The last sentence of the background information says, "The funding will be used to support
395 healthcare-related expenses or lost revenue attributable to coronavirus and to ensure uninsured

396 Americans can get the testing and treatment they need without receiving a surprise bill from a provider.”
397 Can you explain how that applies to your department?

398
399 Chief Burkush: We operate an ambulance service and are not allowed to balance-bill patients being
400 transported for COVID-19 or possible COVID-19 treatment. We did 22 of these transports in April. The
401 government is thus paying the balance for those patients.

402
403 D. Fitzpatrick: You will need to waive the rules in order to vote on this tonight. It is time sensitive.

404
405 ***R. Duhaime motioned to waive the rules and vote to accept \$12,944.82 in relief funding from the***
406 ***Department of Health and Human Services for the Fire and Rescue Department for lost revenue***
407 ***attributable to COVID-19. T. Tsantoulis seconded the motion.***

408
409 **Roll Call Vote #8**

410 ***J. Levesque Aye***

411 ***R. Duhaime Aye***

412 ***T. Tsantoulis Aye***

413 ***A. Walczyk Aye***

414 ***J. Durand Aye***

415 ***C. Jones Aye***

416 ***A. Comai Not present***

417 ***C. Karolian Aye***

418 ***J. Sullivan Aye***

419 ***Voted unanimously in favor (8-0).***

420
421 **SPECIAL RECOGNITION**

422
423 **Hooksett Youth Achiever - Parker Boulanger**

424
425 Chair Sullivan: We offer our congratulations to Parker Boulanger and will recognize him at a future
426 meeting.

427
428
429
430 **Hooksett Municipal Employee - New Hire**

431
432 A. Garron: There are no new hires at this time.

433
434
435
436 **Lion's Club Citizens of the Year - John Pieroni**

437
438 N. Germain: I spoke with the Lion's Club president, Wayne Garrish, and he confirmed that there will be
439 no dinner and ceremony this year. He said that Mr. Pieroni will be recognized at their next meeting. I
440 have written up a proclamation which you can present to Mr. Pieroni at a future time.

441
442 Chair Sullivan: Mr. Pieroni was a long-time member of the Budget Committee and served on the School
443 Board Budget Committee as well. He also was active with the Parks & Rec Department.

444
445 ***R. Duhaime motioned that the Town Council appoint Councilor Sullivan to read and present the***
446 ***Citizen of the Year Proclamation to John Pieroni at the Lion Club's yearly dinner. T. Tsantoulis***
447 ***seconded the motion.***

448
449 **Roll Call Vote #9**

450 **J. Durand** *Aye*
451 **A Comai** *Not present*
452 **C. Jones** *Aye*
453 **R. Duhaime** *Aye*
454 **C. Karolian** *Aye*
455 **A. Walczyk** *Aye*
456 **T. Tsantoulis** *Aye*
457 **J. Levesque** *Aye*
458 **J. Sullivan** *Aye*
459 **Motion carried unanimously (8-0).**

460
461 **SCHEDULED APPOINTMENTS**
462
463 **Cindy Robertson, Chair of the Conservation Commission, Approval of Sole Source Agreement**
464 **with the Student Conservation Association (SCA)**
465

466 C. Robertson: Similar to last year, the Conservation Commission wants to contract with SCA for a Sole
467 Source Agreement for trail development. The Conservation Commission has approved this and we are
468 seeking Town Council's approval. The SCA is affiliated with Americore. The plan is to have between
469 five and seven students camping at Bear Brook and working on trail development in the Clay Pond
470 area. Specifically, this is the southern loop trail on Pinnacle Mountain, and will enable hikers to hike
471 Pinnacle Mountain without going to the top of the mountain. The amount is \$10,500 and the work will
472 be done from July 14th to July 24th. Bear Paw will monitor this for us. Since this work may not take the
473 full ten days, we just added work on the River Walk Trail, at no extra cost. The contract you have is not
474 the final one; it was finalized today, or maybe yesterday. Regarding insurance, we have had
475 discussions with Primex, and SCA will be responsible for the insurance.

476
477 J. Levesque: Wasn't there an issue with a family having problems with the trail being so close to their
478 home?

479
480 C. Robinson: Yes, that was the Locke family. We had a conversation with the woman who complained,
481 and we moved the trail as far away as we could.

482
483 J. Levesque: I think she was on the checklist committee and was a State Representative at one time.
484 Her husband once took pictures of kids on the trail and the police were called about a pedophile taking
485 pictures of children. The kids were admonished by the police.

486
487 C. Robinson: We can let Mrs. Locke know that the students will be working on the trail. We can post
488 signs and put down some rough brush to keep people away from their home.

489
490 A. Walczyk: Thank you for all that you have done with the trails. Pinnacle is a fun hike. Have you
491 considered closing the trail during the renovations?

492
493 C. Robinson: That is a good question. Their work won't interfere with those hiking to the top.

494
495 R. Duhaime: Also, most of the work will be done during the week days, while more hiking is done on the
496 weekends.

497
498 C. Karolian: Which budget is this coming out of, this year's or next?

499
500 C. Robinson: It is coming out of our Capital Reserve Fund, not an operating budget.

501
502 **R. Duhaime motioned to approve the sole source agreement with the Student Conservation**
503 **Association, Inc. for the work to be completed in July 2020 in the amount of \$10,500. A. Walczyk**
504 **seconded the motion.**

505
506 **Roll Call Vote #10**

507 **C. Karolian Aye**
508 **T. Tsantoulis Aye**
509 **J. Levesque Aye**
510 **C. Jones Aye**
511 **A. Comai Not present**
512 **J. Durand Aye**
513 **A. Walczyk Aye**
514 **R. Duhaime Aye**
515 **J. Sullivan Aye**
516 **Voted unanimously in favor (8-0).**

517
518 C. Robinson: While I am here, I would like to request something which is not on the agenda. We would
519 like to ask for a letter of support from the Town Council to the Conservation Commission as we apply
520 for a grant for Phase 3 work on the River Walk.

521
522 **R. Duhaime motioned for the Town Council to send a letter of support to the Conservation**
523 **Commission for their grant application which would provide funds for Phase 3 work on the**
524 **River Walk. J. Levesque seconded the motion.**

525
526 **Roll Call #11**

527 **T. Tsantoulis Aye**
528 **J. Levesque Aye**
529 **J. Durand Aye**
530 **C. Jones Aye**
531 **C. Karolian Aye**
532 **A. Walczyk Aye**
533 **R. Duhaime Aye**
534 **A. Comai Not present**
535 **J. Sullivan Aye**
536 **Voted unanimously in favor (8-0).**

537
538 **CONSENT AGENDA**

540 **Motion to accept a donation in the amount of \$100.00 from Jameson Saykaly and Tracy Saykaly,**
541 **to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III (b) and return**
542 **said amount to the Police Departments, 2019/2020 FY budget and applied to the donation line.**

543
544
545 **Motion to accept a donation in the amount of \$200.00 from Jameson Saykaly and Tracy Saykaly,**
546 **to the Town of Hooksett for the Hooksett Fire- Rescue Department per RSA 31:95-b, III (b) and**
547 **return said amount to the Fire-Rescue Department, 2019/2020 FY budget and apply \$100.00 to**
548 **the Ambulance Fund Donation and \$100.00 to the Fire donation line.**

549
550
551 **Town Council to accept the UV Disinfecting Lights, valued at \$2,050.00, through a grant from the**
552 **Gary Sinise Foundation for the Town of Hooksett for the Hooksett Fire Rescue Department's**
553 **Ambulances under RSA 31:95-e, II.**
554

556 Release Landscape Surety of \$10,000 for #88/#90 West River Road (Site of Dunkin Donuts and
557 Subway)

558
559 *T. Tsantoulis motioned to approve the Consent Agenda as presented. J. Levesque seconded the*
560 *motion.*

561
562 **Roll Call Vote #12**

563 **A. Comai Not present**

564 **A. Walczyk Aye**

565 **J. Durand Aye**

566 **C. Karolian Aye**

567 **J. Levesque Aye**

568 **T. Tsantoulis Aye**

569 **R. Duhaime Aye**

570 **C. Jones Aye**

571 **J. Sullivan Aye**

572 ***Voted unanimously in favor (8-0).***

573

574 **TOWN ADMINISTRATOR'S REPORT**

575

576 A. Garron: The Governor has designated GOFERR funds of \$40 million, of which \$32 million is for
577 municipalities. This is to defray costs associated with local government actions in responding to
578 COVID-19 issues. It is economic support for employment-related losses, losses due to business
579 interruptions, items not accounted for in the current budget as of March 27, 2020, and COVID expenses
580 from March 31 through December 31, 2020. In order to access these funds, the Town Council must
581 sign an agreement at our next meeting on May 27th. This item will be on the May 27th meeting agenda.

582

583 Chair Sullivan: How much will Hooksett receive?

584

585 A. Garron: It is based on population. Hooksett has 1.08% of the State population and will receive
586 \$346,080 if we have legitimate allowable COVID expenses. Funds are also available through the
587 CARES Act for first responder stipends. This includes Police and Fire. This is for those engaged in first
588 responder activities in the public arena. We have prepared a roster but have taken no action yet
589 because the Town Council must first approve this. Costs of \$150,000 will be reimbursed by this
590 program. Payroll taxes are the responsibility of the Town, but we can submit these costs under
591 GOFERR. To the extent that these stipends represent overtime pay, we must account for that. I would
592 like to ask Finance Director Soucie to explain that.

593

594 C. Soucie: If \$300 is being added to the base pay of an employee, that is an increase of \$7.50 per hour,
595 which increases overtime by \$7.50 per hour. Since overtime pays time and a half, the Town is
596 responsible for the overtime portion. It is unclear at this time if that is covered, but the Town has the
597 right to submit the cost.

598

599 ***A. Walczyk motioned to have the Town Administrator proceed with participation in the first***
600 ***responder stipend COVID-19 program. Mr. Levesque seconded the motion.***

601

602 **Roll Call Vote #13**

603 **C. Karolian Aye**

604 **A. Comai Not present**

605 **T. Tsantoulis Aye**

606 **J. Levesque Aye**

607 **A. Walczyk Aye**

608 **R. Duhaime Aye**

609 **J. Durand Aye**

610 **C. Jones Aye**

611 **J. Sullivan Aye**

612 **Voted unanimously in favor (8-0).**

613

614 A. Garron: I appreciate your support.

615

616 Chief Burkush: I also appreciate this very much.

617

618 R. Duhaime: I assume that the Town Administrator will find out about the overtime pay for the first
619 responders.

620

621 A. Garron: Lots of questions are being asked. The NHMA has been doing a fantastic job of receiving
622 our questions and obtaining answers for us.

623

624 A. Garron: I have had a lot of calls about the dog park from residents who would like it to be open. This
625 comes as Order #40 slowly opens various aspects of the economy, including interior parks at the State
626 level. Hooksett has done a good job of adhering to my directives. However, although our number of
627 cases is low, the number is still expanding. My confidence level is low regarding opening the dog park.

628

629 J. Levesque: I have had four or five calls about the dog parks. When I was taking my dog there, about
630 30% of the visitors to the park were from out of town. It may be a bit too soon.

631

632 T. Tsantoulis: We have all made a lot of sacrifices. I think we should keep things as they are. People
633 can still walk their dogs. We are not out of the woods yet.

634

635 Police Chief Bouchard: I agree with Councilor Tsantoulis. We are often called to the park because of
636 dog bites. This is a risk to my officers because if the dog is from out of town, the officer involved must
637 go to the city or town where the dog is from to follow through on the licensing and rabies.

638

639 J. Levesque: These dogs from out of town are often big and aggressive. If we post signs saying that the
640 park is for Hooksett residents only, this will add to the workload of the Police Department. I agree with
641 the Police Chief.

642

643 Chair Sullivan: We can leave this as it is and see what the Governor says on May 31st.

644

645 A. Garron: I have a letter from the Old Home Day Committee saying that they are cancelling the Old
646 Home Day celebration scheduled for September 18, 2020. Chair Carrie Hyde said in the letter that this
647 was a difficult choice for the Committee, but since the best way to prevent the spread of the virus is to
648 limit large gatherings, they felt this was the best decision. She said they look forward to the celebration
649 on the third Saturday of September in 2021.

650

651 A. Garron: Next, I have a request to close the Transfer Station on Saturday, July 4th. The holiday is
652 observed on Friday, July 3rd.

653

654 J. Levesque: I am all for this. Those workers don't get many days off. This is a way to thank them for
655 the good job they do. We can give proper notice, and it is only a half day.

656
657 **J. Levesque motioned to close the Transfer Station on Saturday, July 4, 2020. R. Duhaime**
658 **seconded the motion.**
659
660 T. Tsantoulis: Could you consider keeping the Transfer Station open, using someone who doesn't mind
661 working and who could use the time as comp time later? I don't know if this is possible.
662
663 E. Labonte: It was the Transfer Station people who asked for this. It is a five-hour day and is overtime
664 as it is. We have only three employees licensed for this.
665
666 C. Karolian: For clarification, is July 4th a paid holiday for DPW workers?
667
668 D. Fitzpatrick: Per the Town Personnel Policy, these employees get Friday, July 3rd off as a paid
669 holiday.
670
671 J. Durand: What is the cost to the Town?
672
673 E. Labonte: This is overtime pay, so no pay is involved.
674
675 J. Durand: So, this is not costing the Town anything; the Town is saving money.
676
677 J. Levesque: Those people are very good at making signs, and those who use the Transfer Station
678 regularly will know.
679
680 Chair Sullivan: Seven weeks is a good amount of leeway.
681
682 C. Karolian: Can we provide the number for members of the public to call?
683
684 Chair Sullivan: The number is 485-8472 Ext. 1.
685
686 Chair Sullivan called for a vote on closing the Transfer Station on Saturday, July 4, 2020.
687
688 **Roll Call Vote #14**
689 **R. Duhaime Aye**
690 **J Durand Aye**
691 **C. Jones Aye**
692 **J. Levesque Aye**
693 **A. Walczyk Aye**
694 **A. Comai Not present**
695 **C. Karolian Aye**
696 **T. Tsantoulis Aye**
697 **J. Sullivan Aye**
698 **Voted unanimously in favor (8-0).**
699
700 A. Garron: I would like to ask Donna Fitzpatrick to read into the record a letter from the Library
701 Trustees.
702
703 D. Fitzpatrick: This is a letter from the Hooksett Library Board of Trustees dated May 6, 2020.
704

705 May 6th, 2020

706

707 To: The members of the Hooksett Town Council From:

708 The Hooksett Library Board of Trustees

709

710 The Hooksett Library plays a vital role in providing information and resources to taxpayers in
711 a wide variety of ways:

712 During this unprecedented public health crisis, librarians and library staff have been locating
713 and curating necessary information from reputable sources, to make it available to the community for
714 easy consumption through our website. This resource portal functions as our virtual branch 24/7. We
715 increased our email marketing and social media presence to make townspeople aware of digital
716 offerings available with their library cards. Online library card registration continues for town
717 residents, and free public Wi-Fi extends out from our physical building.

718 Librarians are monitoring patron demand for popular titles as a way to gauge expenditures. In
719 addition to providing digital copies of books and audiobooks, librarians have added e-resources in
720 anticipation of the evolving needs of our community. Professional development courses, basic digital
721 literacy and job seeker assistance, and reference databases designed specifically for our small
722 business community are a focus point for service delivery.

723 Library staff responds quickly to community requests through our new Live Chat service, as well as via
724 email, phone, and social media.

725 The library provides cultural enrichment opportunities for all community members.
726 Children's room staff were among the first in the state to jump into virtual story time programming.
727 Our Youth Services Librarian realized the immediate value in offering kids continuity with faces they
728 knew from the library and recognizing "our librarians *are* the celebrities to these young kids," and the
729 positive community response proved this!

730 Story times and baby rhymes, virtual crafts, Saturday STEM activities, and a spring butterfly
731 hatching program on Facebook Live continue to engage children and parents. These eight weekly
732 programs are seeing an average attendance of 10 to 20 families attending each session live with
733 viewings in the weeks following reaching into the hundreds. Teens and tweens have responded well to
734 the virtual Dungeons & Dragons program, led by a dynamic patron services assistant who applied for
735 and received a grant for digital materials. An extensive list of vetted educational resources is available
736 on the library website for parents who are homeschooling during this pandemic. Statewide summer
737 reading initiatives are forthcoming, and adult book groups and technology classes continue virtually,
738 as more programs evolve.

739 The Library Director is closely following the Governor's Economic Reopening Task Force and
740 the NH State Library's recommendations on best practices for safely handling materials
741 and proceeding with public service in a global pandemic. Remote management of employee task
742 tracking, and communication are priorities, as is ordering physical materials and supplies for safely re-
743 opening.

744 The members of this board of trustees work together with the library staff to provide vital
745 services to Hooksett; we will continue to inform the town council, committee members, and the town
746 taxpayers regarding the library's role of community support. Please reach out to us at any time with
747 questions, suggestions, or concerns, as we continue to do our best to serve the town of Hooksett.

748

749 Thank you,

750 Mary Farwell, Chair
751 Tammy Hooker
752 Mac Broderick
753 Linda Klienschmidt
754 Barbara Davis

755
756 A. Garron: My last item is about easing the personnel policy, which was discussed at the last
757 meeting. Two employees used sick time to care for their children at home from March 16th when the
758 schools closed, until COVID-19 began coverage on April 1, 2020. The Council asked us to provide
759 the cost of paying these employees and restoring their sick time.

760
761 D. Fitzpatrick: The cost of providing pay for these two employees is \$3,771.45.

762
763 **PUBLIC INPUT**

764
765 David Ross, 56 Sherwood Drive: I have been trying to follow this meeting on line and it is very difficult
766 at best. The Conservation Committee meeting went well, and I don't know what is different. You need
767 to figure out a better way. I would be amazed if anyone in the public has the patience which I have had
768 to follow this. It has been a freak show, as far as the ability to participate.

769
770 J. Levesque: Can you send to the Chair in writing your suggestions for running the meeting better?

771
772 D. Ross: I don't claim to have that knowledge. I am a lay person.

773
774 J. Levesque: It is getting better.

775
776 Chair Sullivan: We are adhering to the Right-to-Know law. Members of the public have the ability to
777 make public comments via telephone. They can also email comments and questions to the Town
778 Administrator.

779
780 R. Duhaime left the meeting at 9:14 pm.

781
782 **OLD BUSINESS**

783
784 **Storm Water Management Program Ordinance #2020-1**

785
786
787
788
789 ***C. Karolian motioned to adopt the proposed Storm Water Management Program Ordinance #***
790 ***2020-01. J. Levesque seconded the motion.***

791
792 **Roll Call Vote #15**

793 **A. Comai Not present**

794 **C. Jones Aye**

795 **A. Walczyk Aye**

796 **J. Durand Aye**

797 **R. Duhaime Not present**

798 **T. Tsantoulis Aye**

799 **J. Levesque Aye**

800 **C. Karolian Aye**

801 **J. Sullivan Aye**
802 **Voted unanimously in favor (7-0).**

803
804 **Volunteer Appreciation Night (tabled at 4/22/2020 Town Council Meeting)**

805
806 This item remained on the table.

807
808 **NOMINATIONS AND APPOINTMENTS**

809
810 **May Nominations and Appointments**

811
812 ***T. Tsantoulis motioned to appoint Cassandra Brown to a term on the Bicentennial Committee***
813 ***expiring June 30, 2023. Chair Sullivan seconded the motion.***

814
815 C. Karolian: Is there a residency requirement for this position? Ms. Brown has not lived in Hooksett for
816 a full year.

817
818 Chair Sullivan: I don't know if there is a residency requirement.

819
820 N. Germain: There are boards and committees without residency requirements, such as the EDC and
821 the TIF Advisory Board.

822
823 C. Karolian: For the record, I am not trying to block this appointment.

824
825 **Roll Call Vote #16**

826 **A. Walczyk Aye**

827 **J. Levesque Aye**

828 **C. Jones Aye**

829 **R. Duhaime Not present**

830 **J. Durand Aye**

831 **C. Karolian Aye**

832 **T. Tsantoulis Aye**

833 **A. Comai Not present**

834 **J. Sullivan Aye**

835 **Voted unanimously in favor (7-0).**

836
837
838 **NEW BUSINESS**

840 **Conservation Commission Request for Approval of a Sole Source Agreement with the Student**
841 **Conservation Association, Inc. (SCA)**

842
843 This item was approved during a **Scheduled Appointment** earlier in the meeting.

844
845
846
847 **License to use the Town of Hooksett's land off of Merrimack Street and surrounding fields at**
848 **161 Merrimack Street**

849
850 ***J. Levesque motioned to have the Town Administrator sign the License to allow Iraklis Lazaridis***
851 ***to use the Town of Hooksett's land off of Merrimack Street and the surrounding fields located at***
852 ***161 Merrimack Street. A. Walczyk seconded the motion.***

854 J. Levesque: He grows, cuts and bales hay, I believe.

855

856 C. Robinson: This is conservation land and we have no concerns. In fact, we are very much in favor of
857 this motion because it fulfills the agricultural piece of our grant.

858

859 **Roll Call Vote #17**

860 ***T. Tsantoulis Aye***

861 ***C. Jones Aye***

862 ***R. Duhaime Not present***

863 ***A. Walczyk Aye***

864 ***J. Levesque Aye***

865 ***C. Karolian Aye***

866 ***J. Durand Aye***

867 ***A. Comai Not present***

868 ***J. Sullivan Aye***

869 ***Voted unanimously in favor (7-0).***

870

871 ***A. Walczyk motioned to extend the meeting. Chair Sullivan seconded the motion.***

872

873 **Roll Call Vote #18**

874 ***J. Durand Aye***

875 ***J. Levesque Aye***

876 ***C. Karolian Nay***

877 ***A. Comai Not present***

878 ***C. Jones Nay***

879 ***T. Tsantoulis Aye***

880 ***A. Walczyk Aye***

881 ***R. Duhaime Not present***

882 ***J. Sullivan Aye***

883 ***Voted in favor (5-2).***

~~884~~

886 **Community Development Permitting Software Recommendation**

887

888 ***A. Walczyk motioned to accept the bid from Full Circle Technologies for a first-year cost of***
889 ***\$39,070, of which \$31,000 is to come from the operating budget and the additional \$8,070 to***
890 ***come from this year's surplus. J. Levesque seconded the motion.***

891

892 C. Karolian? Why the switch?

893

894 A. Garron: The current software is not supported after June 30th of this year. View Permit is going to
895 View Permit Cloud.

896

897 C. Karolian: When did you find out?

898

899 A. Garron: We found out last year and that is why we budgeted for it. We had seven proposals. I want
900 to commend and thank Councilor Walczyk, Nick Germain, LeeAnn Fuller and Kathy Lawrence who
901 served on the review committee with me.

902

903 J. Levesque: Is this the same company?

904
905 L. Fuller, Community Development Clerk: The company we have now is View Permit and they are
906 offering View Permit Cloud, which is very expensive. We have chosen a different company which has
907 similar projects and is less expensive. There will be less downtime and less training.

908
909 C. Karolian: What is the price difference?

910
911 L. Fuller: View Permit Cloud would cost \$47,000 for the first year and \$17,000 per year thereafter.

912
913 A. Garron: View Permit did not provide a proposal.

914
915 Chair Sullivan called for a roll call vote on the motion to accept the bid of Full Circle Technologies.

916
917 **Roll Call Vote #19**

918 **C. Jones Aye**

919 **C. Karolian Aye**

920 **J. Levesque Aye**

921 **R. Duhaime Not present**

922 **A. Walczyk Aye**

923 **J. Durand Aye**

924 **T. Tsantoulis Aye**

925 **A. Comai Not present**

926 **J. Sullivan Aye**

927 **Voted unanimously in favor (7-0).**

928
929 **Town Council to accept the \$12,944.82 from the Coronavirus Aid, Relief, and Economic Security**
930 **(CARES) Act from the US Health and Human Services to the Town of Hooksett for the Hooksett**
931 **Fire Rescue Department's Ambulance Revenue Line under RSA 31:95-b III (a).**

932
933 This item was approved during the **Public Hearing** session earlier in the meeting.

934
935
936
937
938 **Donation to the Town of Hooksett, for the Hooksett Fire-Rescue Department from the Leon C**
939 **Boisvert Revocable Trust.**

940
941 ***Chair Sullivan motioned to establish the Leon C Boisvert Fire Department Trust Fund under***
942 ***31:19 for the purpose of purchasing Hooksett Fire Department equipment, naming the Fire Chief***
943 ***as the agent to expend, and accepting a \$50,000 donation to the Leon C Boisvert Fire***
944 ***Department Trust Fund from the estate of Leon C Boisvert. T. Tsantoulis seconded the motion.***

945
946 **Roll Call Vote #20**

947 **J. Levesque Aye**

948 **R. Duhaime Not present**

949 **T. Tsantoulis Aye**

950 **A. Walczyk Aye**

951 **J. Durand Aye**

952 **C. Jones Aye**

953 **A. Comai Not present**

954 **C. Karolian Aye**

955 **J. Sullivan Aye**

956 ***Voted unanimously in favor (7-0).***

957

958 **Quarterly Financial Report as of March 31, 2020**

959

960 C. Soucie: Before I review the operating budget as of the end of the third quarter, I would like to provide
961 an update on the impact of COVID-19 on the Town of Hooksett. The Governor declared a State of
962 Emergency on March 13, 2020. As of April 30, 2020, the Town had spent \$35,228 on COVID-19 related
963 expenses. This is mostly due to Fire Department overtime; each shift has seven staff members.
964 Welfare has seen no significant cost increase, partly because utilities cannot shut off service during the
965 pandemic, landlords cannot evict tenants, and banks/mortgage companies cannot foreclose on
966 properties. The government has mandated additional paid leave for employees who are quarantined,
967 sick due to the virus, or having to care for children who are out of school. Thus far, four employees
968 have received additional pay because of the mandate, the amount totaling \$5,278. An additional
969 employee was added this week, and we can assume there will be more as the months go by. The
970 mandate is in effect through the end of December 2020. Five virtual meetings have added \$500 to the
971 budget expenses. The first responder stipend will cost \$150,000 over eight weeks. On the bright side,
972 there have been savings in training, fuel and overtime expenses. There also is funding available from
973 three sources. The first is supplemental funding of up to \$60,000 from the US Department of Justice for
974 Fire, Police and Public Works sanitation. The second is FEMA funds for life-saving activities; FEMA will
975 pay 75% of these expenses and the Town will pay 25%. The third source is State GOFERR funds to be
976 used when all other sources are exhausted. Therefore, the Town can cover 85% to 90% of these
977 additional costs.

978

979 C. Karolian: This goes back to what we discussed at the last meeting – pay for parents who must stay
980 home with school-age children.

981

982 C. Soucie: This has an April 1st start date and refunds two-thirds of lost pay for up to 12 weeks. What
983 you discussed at the last meeting was covering the time from the date when schools closed – March
984 16th, through the end of March. Looking at Motor Vehicle registrations, I spoke today with the Tax
985 Collector, and we agreed that revenue here is delayed but not lost. It is a timing issue. Interest rates
986 have gone down and will probably stay down, meaning that lost revenue from Interest on Deposits will
987 not be recovered, and we will probably be about \$50,000 short for the year. Building permits are down
988 about 50%, representing \$9,000 of revenue. However, permits have picked up in May and we should
989 meet our goal for the year. We have concern about next year and the following year. The revenue from
990 the State's Room and Meals tax is based on the prior year's collections. This will be an unfortunate hit.
991 Grants are generally not available for lost revenue, with the exception of the \$13,000 for lost ambulance
992 revenue discussed earlier by Chief Burkush.

993

994 C. Soucie: As of the end of quarter three, which is 75% of the fiscal year, expenses are at about 75%
995 and revenue is at 84%. Your packets have more detail on this.

996

997 **COVID-19 - Request to Town Council to Ease Requirements of Employee-Earned Vacation Time**
1000 **Carry Over Limits through December 31, 2020**

1001

1002 D. Fitzpatrick: Many of our employees are getting near their thresholds for carry over of vacation time.
1003 The three categories of employees – non-union, union and contract – have different guidelines. For
1004 non-union employees, the maximum carry over as of June 30th of each year is 100 hours. Fire-Rescue
1005 union employees are allowed to carry over no more than 120 hours of earned vacation time as of their
1006 anniversary date. Police union employees, as of their anniversary date, are allowed to carry over 42.5
1007 hours of vacation time, per the new contract beginning July 1, 2020, while the current contract does not
1008 allow carry over unless approved by the Police Chief. Public Works union employees with 0-14 years of

1009 employment can carry over 240 hours and those with 15+ years of employment can carry over 320
1010 hours, both based on a June 30th cutoff. The Town Administrator may have no more than 30 days of
1011 vacation leave at any given time, and the Fire Chief has no carry over, with a May 1st cutoff date. We
1012 propose offering as much flexibility as possible, and are following the policy of the federal government.
1013 We would like to offer one of three options,

1014
1015 1) carry over excess vacation time for 2020, but must use that time by their respective vacation time
1016 carry over limit in 2021 (June 30, 2021 for non-union & Public Works Union; anniversary date for 2020
1017 Fire-Rescue Union or Police Union).

1018
1019 2) buy out excess vacation time for 2020 on their respective vacation carry over in 2020 (June 30, 2021
1020 for non-union & Public Works Union; anniversary date for 2020 Fire-Rescue Union or Police Union).

1021
1022 3) do a combination of 1 (carry over) & 2 (buy out).

1023
1024 Chair Sullivan: So, in some cases, we are not stopping them from taking vacation time, but they want to
1025 go somewhere and cannot do so. They could take their vacation time at home. On the other hand,
1026 some employees we are asking to work because we need them.

1027
1028 A. Garron: This does not take away the manager's authority to say an employee cannot take vacation
1029 because of staffing needs.

1030
1031 T. Tsantoulis: We are trying to meet employee needs as much as we can. There are extenuating
1032 circumstances, and this is not their fault. Flexibility is good, if we can manage it.

1033
1034 C. Karolian: For clarification, the bottom line is this would allow employees to accrue vacation time and
1035 carry it to the next year or get paid an increased amount.

1036
1037 A. Garron: They must use the time or be paid for it by their next anniversary date or the contract kicks
1038 back in.

1039
1040 Chair Sullivan: Employees with two weeks of vacation time over the amount they are normally allowed
1041 to carry over can carry it over or be paid for the two weeks. This may increase overtime. I would rather
1042 pay them off this year.

1043
1044 A. Walczyk: Continuing with the Chair's thoughts, there is no perfect way to do this. Both have
1045 challenges and downsides. Is there enough flexibility there?

1046
1047 D. Fitzpatrick: For 11 individuals who are non-union, and for the Town Administrator, there is no
1048 backfill, and thus no overtime, when they are out. Their work is simply waiting for them when they
1049 return. With the Fire Department, where there are only 12 employees, so there may be some backfill.
1050 However, anniversary dates are spread throughout the year, as opposed to all having the same cutoff
1051 date of June 30th. The Police Department has ten employees and their cutoff dates are their
1052 anniversary dates. All three unions favor giving employees the three options. The third option offers the
1053 most flexibility. Our employees are overworked and stressed, and as the Town Administrator said,
1054 managers have the authority to grant or deny vacation time requests.

1055
1056 Chair Sullivan: For the third option, is that a 50/50 split?

1057
1058 D. Fitzpatrick: Not necessarily.

1059
1060 J. Durand: Nothing is going well in the country. We are talking about extending vacations when some
1061 people are not working at all. This is not going to work out too well in 2021.
1062
1063 C. Karolian: They say we are all in this together, and we are. We are all stuck at home. There are
1064 difficult decisions to make. If vacations are cancelled, the carryover is going to be costly. We don't know
1065 what will happen with the budget next year. Everyone is in this. We have contracts to abide by. Putting
1066 this under the umbrella of COVID-19 is not the right thing to do. It is a terrible slope. The employees
1067 know that the Town Council is usually behind them. We appreciate our workforce. I don't support a
1068 carryover. If you can't use the time, you lose it.
1069
1070 A. Walczyk: This is just through December 31, 2020. It is not indefinite, is it?
1071
1072 D. Fitzpatrick: That is correct. We are following the federal government guidelines.
1073
1074 **A. Walczyk motioned to approve COVID-19 HOOKSETT ADMINISTRATIVE ORDER 2020-B Town**
1075 **Council, due to COVID-19 orders, to provide that employees exceeding their threshold of**
1076 **vacation time carryover through December 31, 2020 be allowed to:**
1077
1078 **1) carry over excess vacation time for 2020, but then must use that time by their respective**
1079 **vacation time carryover limit in 2021 (June 30, 2021 for non-union & Public Works union;**
1080 **anniversary date for 2020 Fire-Rescue Union or Police union).**
1081
1082 **2) buy out excess vacation time for 2020 on their respective vacation carryover in 2020 (June 30,**
1083 **2021 for non-union & Public Works union; anniversary date for 2020 Fire-Rescue Union or**
1084 **Police union).**
1085
1086 **3) do a combination of 1 (carry over) & 2 (buy out) above.**
1087
1088 A second for this motion was not offered.
1089
1090 C. Karolian: For clarification, vacation time may be accumulated until December 31, 2020 and must be
1091 used in 2021.
1092
1093 D. Fitzpatrick: Yes.
1094
1095 Chair Sullivan: For the third option, is it a 50/50 split or could it be 60/40?
1096
1097 D. Fitzpatrick: That could be up to the department head, based on operational needs, or could be
1098 decided by the Town Council.
1099
1100 T. Tsantoulis: Initially, I was inclined to support this, but listening to the scenarios, we are not in a
1101 position to discuss the economic impact. We need to understand the costs.
1102
1103 Chair Sullivan: Maybe we should hold off on this because we are confused.
1104
1105 D. Fitzpatrick: The ratio of carry over versus buy out could be determined by the Council. The
1106 employees are anxious to find out tonight. Those with the non-union cutoff date of June 30th can't just
1107 go home and sit; they need to be in the office because others are out. We are very busy because we
1108 are near the end of the fiscal year.

1109
1110 C. Karolian: Can't they just request the money instead?
1111
1112 D. Fitzpatrick: As it stands now, they must use it or lose it.
1113
1114 **C. Karolian motioned to table this item until the Council knows what the financial impact is**
1115 **going to be. T. Tsantoulis seconded the motion.**
1116
1117 J. Levesque: We should do something to protect these people.
1118
1119 Chair Sullivan: For the third option, we could make that 90/10, 70/30 or 50/50.
1120
1121 C. Karolian: It sounds to me like the employees dictate that ratio.
1122
1123 Chair Sullivan called for a roll call vote on the motion to table this item.
1124
1125 **Roll Call Vote #21**
1126 **J. Durand Aye**
1127 **A Comai Not present**
1128 **C. Jones Aye**
1129 **R. Duhaime Not present**
1130 **C. Karolian Aye**
1131 **A. Walczyk Nay**
1132 **T. Tsantoulis Aye**
1133 **J. Levesque Aye**
1134 **J. Sullivan Aye**
1135 **Voted in favor (6-1).**
1136
1137 J. Durand: If employees roll over 100%...where are we at now? We need a realistic impact.
1138
1139 D. Fitzpatrick: I have that information, but you have already tabled this item.
1140
1141 **Town of Hooksett, NH - Municipal Volunteers (tabled at 04/22/2020 Town Council Meeting)**
1142
1143 This item remained on the table.
1144
1145
1146 **APPROVAL OF MINUTES**
1147
1148 **Public: 03/11/2020 (tabled at the 04/22/2020 Town Council Meeting)**
1149
1150 **Public: 04/22/2020**
1151
1152
1153 **Non-Public: 03/11/2020 (tabled at the 04/22/2020 Town Council Meeting)**
1154
1155 **Non-Public: 04/22/2020**
1156
1157
1158
1159 Approval of minutes was postponed until a future meeting.
1160
1161 **Chair Sullivan motioned to enter non-public session at 10:40 pm in accordance with RSA 91-**
1162 **A:3, II (a, c, e & I). T. Tsantoulis seconded the motion.**
1163
1164 RSA 91 - A:3, II (a) *The dismissal, promotion, or compensation of any public employee or*
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1165 *the disciplining of such employee, or the investigation of any charges against him or her,*
1166 ***unless*** *the employee affected (1) has a right to a public meeting, and (2) requests that the*
1167 *meeting be open, in which case the request shall be granted.*

1168
1169 RSA 91-A:3, II (c) *Matters which, if discussed in public, would likely affect adversely the reputation*
1170 *of any person, **other than a member of this board**, unless such person requests an open meeting.*
1171 *This exemption shall extend to include any application for assistance or tax abatement or waiver of*
1172 *a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

1173
1174 RSA 91 -A:3, II (e) *Consideration or negotiation of pending claims or litigation which has been*
1175 *threatened in writing or filed by or against this board or any subdivision thereof, or by or against*
1176 *any member thereof because of his or her membership therein, until the claim or litigation has*
1177 *been fully adjudicated or otherwise settled*

1178
1179 RSA 91-A:3 II (I) *Consideration of legal advice provided by legal counsel, either in writing or orally, to*
1180 *one or more members of the public body, even where legal counsel is not present.*

1181

1182 **Roll Call Vote #22**

1183 ***C. Karolian Aye***

1184 ***T. Tsantoulis Aye***

1185 ***J. Levesque Aye***

1186 ***C. Jones Aye***

1187 ***A. Comai Not present***

1188 ***J. Durand Aye***

1189 ***A. Walczyk Aye***

1190 ***R. Duhaime Not present***

1191 ***J. Sullivan Aye***

1192 ***Voted unanimously in favor (7-0).***

1193

1194 J. Levesque: I am now alone.

1195

1196 **#1 – Fire Chief Burkush - Governor’s First Responder Stipend***

1197 **This item was taken up during the non-public session, but it was determined that it should be part of*
1198 *the public minutes.*

1199

1200 ***J. Sullivan motioned to approve Hooksett Fire Chief James Burkush (contracted employee) to***
1201 ***receive the Governor’s First Responder Stipend. Seconded by T. Tsantoulis.***

1202

1203 **Roll Call #23**

1204 ***T. Tsantoulis Aye***

1205 ***J. Levesque Aye***

1206 ***J. Durand Aye***

1207 ***C. Jones Aye***

1208 ***C. Karolian Aye***

1209 ***A. Walczyk Aye***

1210 ***R. Duhaime Not present***

1211 ***A. Comai Not present***

1212 ***J. Sullivan Aye***

1213 **Voted unanimously in favor (7-0).**

1214

1215 J. Levesque left the meeting at 10:56 pm.

1216

1217 **J. Sullivan motioned to exit non-public session of 05/13/2020. Seconded by A. Walczyk.**

1218 **Roll Call Vote #24**

1219 **R. Duhaime Not present**

1220 **J Durand Aye**

1221 **C. Jones Aye**

1222 **J. Levesque Not present (left meeting at 10:56 pm)**

1223 **A. Walczyk Aye**

1224 **A. Comai Not present**

1225 **C. Karolian Aye**

1226 **T. Tsantoulis Aye**

1227 **J. Sullivan Aye**

1228 **Voted unanimously in favor (6-0).**

1229

1230 **Back in public session at 11:14 pm**

1231

1232 **J. Sullivan motioned to seal the minutes of the non-public session (except for the first item**
1233 **dealing with the Governor's First Responder stipend for Fire Chief James Burkush) because it is**
1234 **determined that divulgence of this information likely would affect adversely the reputation of**
1235 **any person other than a member of this Board or render a proposed action ineffective. C.**
1236 **Karolian seconded the motion.**

1237

1238 **Roll Call Vote #25**

1239 **A. Comai Not present**

1240 **C. Jones Aye**

1241 **A. Walczyk Aye**

1242 **J. Durand Aye**

1243 **R. Duhaime Not present**

1244 **T. Tsantoulis Aye**

1245 **J. Levesque Not present**

1246 **C. Karolian Aye**

1247 **J. Sullivan Aye**

1248 **Voted unanimously in favor (6-0).**

1249

1250 **ADJOURNMENT**

1251

1252 **Chair Sullivan motioned to adjourn at 11:17 pm. T. Tsantoulis seconded the motion.**

1253

1254 **Roll Call Vote #26**

1255 **A. Walczyk Aye**

1256 **J. Levesque Not present**

1257 **C. Jones Aye**

1258 **R. Duhaime Not present**

1259 **J. Durand Aye**

1260 **C. Karolian Aye**

1261 ***T. Tsantoulis Aye***
1262 ***A. Comai Not present***
1263 ***J. Sullivan Aye***
1264 ***Voted unanimously in favor (6-0).***
1265
1266
1267 Respectfully submitted,
1268
1269 *Kathleen Donnelly*
1270 Kathleen Donnelly
1271 Recording Clerk
1272
1273