

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, July 1, 2020**

1
2 The Hooksett Town Council met on Wednesday, July 01, 2020 at 6:00 pm in the Hooksett Municipal
3 Building.

4
5 **CALL TO ORDER**

6 Town Administrator André Garron called the meeting of 01 July 2020 to order at 6:00 pm.

7
8 **PROOF OF POSTING**

9 Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.

10
11 **ROLL CALL - ATTENDANCE**

12 **In Attendance:** Councilor James Sullivan, Councilor Roger Duhaime, Councilor Clifford Jones,
13 Councilor Timothy Tsantoulis, Councilor Clark Karolian, Councilor Alex Walczyk, Councilor John
14 Durand, Councilor David Boutin and Councilor Randall Lapierre

15
16 **PLEDGE OF ALLEGIANCE**

17 Town Administrator André Garron called for the Pledge of Allegiance.

18
19 **TOWN COUNCIL REORGANIZATION – PART I**
20 **Town Clerk Swearing in of All New Councilors**

21
22 Town Clerk Todd Rainier administered the Oath of Office to Robert Duhaime, Randall Lapierre, James
23 Sullivan, David Boutin and Clark Karolian. He asked them to sign the document he distributed.

24
25 **Election of Council Chair, Vice Chair and Secretary**

26
27 A. Garron: According to procedure, the Town Administrator conducts the first meeting in July until a
28 new Chair is elected. As Town Administrator, I congratulate and welcome the new members, and I
29 open the floor to nominations for Chair.

30
31 ***T. Tsantoulis nominated James Sullivan for Council Chair. D. Boutin seconded the motion.***

32
33 **Roll Call Vote #2**

34 ***D. Boutin Aye***

35 ***J Durand Aye***

36 ***C. Jones Aye***

37 ***R. Duhaime Aye***

38 ***A. Walczyk Aye***

39 ***R. Lapierre Aye***

40 ***C. Karolian Aye***

41 ***T. Tsantoulis Aye***

42 ***J. Sullivan Aye***

43 ***Voted unanimously in favor (9-0).***

44
45 Chair Sullivan: Thank you, fellow Councilors. This Council is the nine of us working together.
46 Congratulations to the new members and welcome back, returning members.

47

48 **C. Jones nominated T. Tsantoulis for Vice Chair. A. Walczyk seconded the motion.**

49

50 **Roll Call Vote #3**

51 **R. Lapierre Aye**

52 **C. Jones Aye**

53 **A. Walczyk Aye**

54 **J. Durand Aye**

55 **D. Boutin Aye**

56 **T. Tsantoulis Aye**

57 **R. Duhaime Aye**

58 **C. Karolian Aye**

59 **J. Sullivan Aye**

60 **Voted unanimously in favor (9-0).**

61

62 T. Tsantoulis: Thank you.

63

64 **A. Walczyk nominated J. Durand for Secretary. C. Karolian seconded the nomination.**

65

66 **Roll Call Vote #4**

67 **A. Walczyk Aye**

68 **R. Duhaime Aye**

69 **C. Jones Aye**

70 **D. Boutin Aye**

71 **J. Durand Aye**

72 **C. Karolian Aye**

73 **T. Tsantoulis Aye**

74 **R. Lapierre Aye**

75 **J. Sullivan Aye**

76 **Voted unanimously in favor (9-0).**

77

78 **SPECIAL RECOGNITION**

79

80 **Hooksett Municipal Employees**

81 A. Garron: We have a new employee in Family Services. Donna DelRusso will be filling in for Abby
82 Reed while she is on leave anticipating the birth of her third child. Ms. DelRusso comes to us well-
83 versed in this area, having worked in Candia and Concord in this capacity. Denise Cummings of the
84 Highway Department will be moving from part-time to full-time. As I said last week, Mitchell Dean is a
85 new Fire & Rescue employee. He is an EMT and a paramedic. Three employees are leaving us as well.
86 Denise is leaving her part-time position to take the new full-time one. Jamie King, Highway Department,
87 went out a few years ago with an injury, and we have now reached a separation agreement. Lastly,
88 Amanda Nagel is leaving her position with the Parks & Rec. Division of Public Works.

89

90 **TOWN COUNCIL REORGANIZATAION – PART II**

91 **First meeting of the New Town Council, motion for section 2a (3-12) of Town Council Rules of**
92 **Procedure**

93

94 **C. Karolian motioned to approve items 3-12 of section 2a of the Town Council Rules of**
95 **Procedure. T. Tsantoulis seconded the motion.**

96 **Voted unanimously in favor (9-0).**

97

98 Chair Sullivan: These items may be changed at our August 12, 2020 workshop.

99

100 T. Tsantoulis: Do we have documents for the new members to read?

101

102 Chair Sullivan: Town Administrator Garron will provide that and will meet with each of the new
103 members.

104

105 A. Garron: I would be happy to do that.

106

107 **Town Council Assignments to Boards, Committees and Roles 2020-2021**

Board of Assessors

(One Year Terms)

Member

1 John Durand

Member

2 Randall Lapierre

Member

3 Timothy Tsantoulis

Alternate

1 Alex Walczyk Dave Boutin

Budget Committee

Council Representative

Alternate

OPEN

OPEN

Conservation Commission

Council Representative

Alternate

Alex Walczyk

OPEN

Economic Development Advisory Committee

Council Representative

Alternate

James Sullivan

OPEN

Heritage Commission

Council Representative

Alternate

James Sullivan

OPEN

Hooksett Youth Achiever of the Month

Member

Member

1 Timothy Tsantoulis

2 John Durand

Member

Alternate

3 Randall Lapierre

OPEN

Parks and Recreation Advisory Board

Council Representative

Alternate

Alex Walczyk

Randall Lapierre

Planning Board

Council Representative

Alternate

David Boutin

Clifford Jones

Recycling and Transfer Advisory Board

Council Representative

Alternate

Clark Karolian

Alex Walczyk

Sewer Commission

Council Representative

Alternate

OPEN

OPEN

Route 3A TIF District Advisory Board
(currently non-voting)

Council Representative

Alternate

Roger Duhaime

OPEN

Council Representative

Alternate

James Sullivan

Timothy Tsantoulis

Zoning Board of Adjustment

Council Representative

Alternate

Roger Duhaime

Clifford Jones

108

Fire	1	3
Police	1	3
Public Works	1 Durand	3 Duhaime
SNHU Subcommittee (Two Council Members previously)		Representative Durand
Solar Power Sub-committee		N/A
Perambulation		N/A

109 **TOWN ADMINISTRATOR'S REPORT**

110
 111 A. Garron: We are in the second round of the GOEFRR reimbursement program. Hooksett received
 112 \$16,755.00 for the first round. July 15, 2020 is the deadline for the second round, covering expenses
 113 from May 1, 2020 through June 30, 2020. At the last meeting, Earl Labonte and I presented information
 114 on ionizers which can be installed in air conditioning units to cleanse the air and add a layer of
 115 sanitization. This, we believe, will reduce the risk of spreading the coronavirus and thus will be an
 116 acceptable expense for GOEFRR reimbursement. Because of the time constraint, we asked the
 117 Council to consider waiving the three-bid rule for proposals. The vendor originally quoted us a price of
 118 \$23,291.00 for all 32 AC units in Town buildings. He has since lowered the price to \$17,464.00.

119
 120 J. Durand: Why did he lower the price?

121
 122 E. Labonte: He went back to his supplier and negotiated a lower price. Also, we have already installed
 123 ionizers in two AC units – one at the Highway Department main building and one at the Recycling &
 124 Transfer facility. These two units are not part of the price we are presenting tonight. The ionizers kill
 125 bacteria and viruses. We have provided you with a packet of information. Another option is ultra violet
 126 light. Our review of the materials tells us that this doesn't always work, due to the force of air pressure.
 127 Also, this process requires maintenance.

128
 129 R. Duhaime: Does this company provide maintenance?

130
 131 E. Labonte: Yes, they do. They maintain our AC units now.

132
 133 T. Tsantoulis: Is this a COVID-19 eligible expense?

134
 135 E. Labonte: We believe it is, but we are not sure.

136
 137 A. Garron: We would like to avoid the time it would take to put this out to bid. This company is already
 138 working on our units and we don't want to lose this window of opportunity.

139
 140 T. Tsantoulis: Are multiple bids required by the State for COVID-19 reimbursement?

141
 142 A. Garron: Not so far.

143

144 C. Jones: What are the maintenance requirements?
145
146 E. Labonte: Virtually none, especially as compared with the ultra violet ones.
147
148 R. Lapierre: This process has been shown to have no efficacy in the office environment, and there are
149 other health concerns such as ozone creation.
150
151 E. Labonte: We are presenting what they have in their materials.
152
153 R. Lapierre: Those are sales brochures.
154
155 J. Durand: Are these on the roof?
156
157 E. Labonte: They will be wherever the AC units are now.
158
159 A. Garron: There are three (3) at the Courthouse, five (5) at the Safety Center, and one (1) at Station 1
160 which are on the roof. Those which are not on the roof include two (2) at the Library, one (1) at Parks &
161 Rec, 17 split units at Town Hall and two (2) at the Safety Center.
162
163 C. Karolian: Are you recommending the ionizer versus the ultra violet?
164
165 E. Labonte: Yes, because the efficiency of the ultra violet system is affected by air flow.
166
167 C. Karolian: In the literature, I see that ultra violet system is effective against the coronavirus, but not
168 the ionizer.
169
170 E. Labonte: On page one, it states that the ionizer is effective against COVID-19.
171
172 C. Karolian: You prefer this over ultra violet?
173
174 E. Labonte: Yes.
175
176 A. Garron: There is a lot of information here. We can put this on the July 15th agenda to give you time to
177 research this.
178
179 **J. Durand made a motion to table this item. C. Karolian seconded the motion.**
180 **Voted unanimously in favor (9-0).**
181
182 C. Karolian: Under the list of model features, it claims to kill mold, bacteria and viruses. Does this
183 include the coronavirus?
184
185 E. Labonte: Yes, it does.
186
187 C. Karolian: Would you check on the State reimbursement?
188
189 A. Garron: Yes.
190
191 T. Tsantoulis: This is a sales pitch. I would like to see other viewpoints.
192

193 A. Garron: Continuing with my report, the Building Inspector still has a bond in place for Owens Marine.
194 There was an issue with encroachment in the wetland buffer, but that has been moved out. They are
195 moving in the right direction.

196
197 T. Tsantoulis: I would differ with you on that. The landscaping is awful and the parking lot is a mess.
198 That is the biggest eyesore in Hooksett right now.

199
200 A. Garron: As I said, they are working on it.

201
202 **NOMINATIONS AND APPOINTMENTS**

203
204 N. Germain: The Council has three appointments to consider tonight.

205
206 ***D. Boutin motioned to nominate and appoint Michael Somers as an alternate on the Planning***
207 ***Board, term ending June 30, 2022. T. Tsantoulis seconded the motion.***
208 ***Voted unanimously in favor (9-0).***

209
210 ***R. Lapierre motioned to nominate and appoint Sean McDonald to the Recycling & Transfer***
211 ***Advisory Committee, term ending June 30, 2023. T. Tsantoulis seconded the motion.***
212 ***Voted unanimously in favor (9-0).***

213
214 N. Germain: The Cemetery Commission members are elected, but this one was omitted from the ballot
215 in March. The Town Attorney advises that the Town Council make a one-year appointment to the
216 vacant position.

217
218 ***D. Boutin motioned to nominate and appoint Laura Megargee to the Cemetery Commission,***
219 ***term ending June 30, 2021. C. Karolian seconded the motion.***
220 ***Voted unanimously in favor (9-0).***

221
222 C. Karolian: Is there only one candidate for this position?

223
224 N. Germain: That is correct.

225
226 **OLD BUSINESS**

227
228 **Topics for Town Council Workshop – August 12, 2020**

229 A. Garron: I'm not sure where this goes on the list of items, but I would like to have a discussion about
230 enhancing technology and the use thereof in the Chambers. I would like to look at 'postage versus
231 technology.'

232
233 J. Durand: We should compare iPad prices to the cost of preparing the packets – paper, ink and
234 postage. That has to be expensive.

235
236 T. Tsantoulis: The audio in here is poor. The people in the audience sometimes can't hear us and those
237 watching/listening at home often have difficulty hearing the speakers.

238
239 C. Jones: A problem is that the speakers are not getting close enough to the microphones. Maybe we
240 should look at clip-on mics.

241
242 Chair Sullivan: Wireless is a good idea, too.

243

244 R. Duhaime: I would like us to use student volunteers to do research for us. As an example, they could
245 investigate these ionizing units for the AC's.

246

247 **NEW BUSINESS**

248 **Removal of two (2) "Caution: Blind Person" signs on South Bow Road**

249

250 ***T. Tsantoulis motioned to remove the signs placed at the home on South Bow Road in 2010. D.***
251 ***Boutin seconded the motion.***

252

253 C. Karolian: Have we independently verified that the person has left?

254

255 E. Labonte: Yes. The house has been sold and renovated.

256

257 Chair Sullivan called for a vote on the motion.

258 ***Voted unanimously in favor (9-0).***

259

260 **SUB-COMMITTEE REPORTS**

261 J. Durand: The Assessors are finally caught up.

262

263 T. Tsantoulis: Ditto to that. There has been a lot of activity, especially with hardship abatement
264 requests. Because of COVID-19, it has been challenging to get caught up.

265

266 R. Duhaime: The ZBA increased the bond for Supreme Industries. They have not done a lot of
267 improvement. Now they have one year to do something.

268

269 D. Boutin: A new Starbucks will be opening soon across from Merchant Motors.

270

271 Chair Sullivan: A demolition permit has been requested for the Stone House next to the Knights of
272 Columbus. The building met the seven (7) criteria of the Heritage Commission for a hearing to be held
273 for public input. The hearing will be on July 16, 2020 at 6:00 pm here at Town Hall. Recently, after a
274 public hearing, SNHU decided not to demolish the Fred C. Underhill home. It has now been sold.

275

276 **NON-PUBLIC SESSION NH RSA 91-A:3, II**

277 ***Chair Sullivan motioned to enter non-public session at 7:15 pm in accordance with the***
278 ***provisions of RSA 91-A:3, II (a). C. Karolian seconded the motion.***

279

280 RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining
281 of such employee, or the investigation of any charges against him or her, **unless** the employee affected
282 (1) has a right to a public meeting, and (2) requests that he meeting be open, in which case the request
283 shall be granted.

284

285 **Roll Call Vote #5**

286 ***T. Tsantoulis Aye***

287 ***C. Jones Aye***

288 ***D. Boutin Aye***

289 ***A. Walczyk Aye***

290 ***R. Duhaime Aye***

291 ***C. Karolian Aye***

292 ***J. Durand Aye***

293 ***R. Lapierre Aye***

294 **J. Sullivan Aye**
295 **Voted unanimously in favor (9-0)**
296
297 **Chair Sullivan motioned to leave non-public session at 8:45 pm. A. Walczyk seconded the**
298 **motion.**
299 **Voted unanimously in favor (9-0).**
300
301 **D. Boutin motioned to seal the minutes of the non-public session because it is determined that**
302 **it would likely render a proposed action ineffective. C. Karolian seconded the motion.**
303
304 **Roll Call Vote #6**
305 **J. Durand Aye**
306 **R. Duhaimé Aye**
307 **C. Karolian Aye**
308 **R. Lapierre Aye**
309 **C. Jones Aye**
310 **T. Tsantoulis Aye**
311 **A. Walczyk Aye**
312 **D. Boutin Aye**
313 **J. Sullivan Aye**
314 **Voted unanimously in favor (9-0).**
315
316 **T. Tsantoulis motioned to award a five percent (5%) salary increase to the Town Administrator,**
317 **according to his contract with the Town of Hooksett. D. Boutin seconded the motion.**
318 **Voted unanimously in favor (9-0).**
319
320 **ADJOURNMENT**
321 **T. Tsantoulis motioned to adjourn at 8:47 pm. R. Lapierre seconded the motion.**
322 **Voted unanimously in favor (9-0).**
323
324 Respectfully submitted,
325 *Kathleen Donnelly*
326 Kathleen Donnelly
327 Recording Clerk
328
329
330 **Please see subsequent meeting minutes for any amendments to these minutes.**
331