

**Town of Hooksett  
Town Council Meeting Minutes  
Wednesday, July 15, 2020**

1  
2 The Hooksett Town Council met on Wednesday, July 15, 2020 at 6:00 in the Hooksett Municipal  
3 Building.  
4

5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 15 Jul 2020 to order at 6:00 pm. The meeting convened in the  
7 gymnasium for the swearing-in ceremony for Firefighter/Paramedic Mitchell Dean.  
8

9 **PROOF OF POSTING**

10 Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.  
11

12 **ROLL CALL**

13 **In Attendance:** Councilor James Sullivan, Councilor Roger Duhaime, Councilor John Durand,  
14 Councilor Randall Lapierre, Councilor David Boutin, Councilor Clifford Jones, Councilor Timothy  
15 Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk  
16

17 **PLEDGE OF ALLEGIANCE**

18 Chair Sullivan called for the Pledge of Allegiance.  
19  
20

21 **SPECIAL RECOGNITION**

22 **Fire-Rescue Department - Swearing-in Ceremony - Firefighter/Paramedic Mitchell Dean**  
23

24  
25 Chair Sullivan: We are in the gymnasium to accommodate the number of people wishing to be observe  
26 this ceremony. This will allow us to maintain social distancing guidelines during the pandemic.  
27

28 Fire Chief James Burkush: It is good to see Mitchell's fellow firefighters here to support him. Mitchell  
29 comes to us from Hopkinton with three years of experience. I will ask him to come forward so that I can  
30 administer the oath.  
31

32 Chair Sullivan: Welcome to the Hooksett family and congratulations.  
33

34 The meeting reconvened in the Council Chambers.  
35

36 **Hooksett Municipal Employee - New Hire**  
37

38 A. Garron: The only new hire for July is Sean Dumont. This is actually a promotion from Driver/Laborer  
39 to Heavy Equipment Truck Driver. I want to congratulate Sean on this promotion.  
40  
41

42 **SCHEDULED APPOINTMENTS**  
43

44 Eagle Scout, Evan Perry - Petersbrook Park Project (see item 15.1 for details)  
45

46 Evan Michael Perry: I am a member of Troop 135 in Manchester. My Eagle Scout project is to re-side  
47 (re-shingle) the shed at Petersbrook Park. I will also repair loose boards and replace the two doors.  
48

49 Chair Sullivan: How did you decide on this project?  
50

51 Evan Perry: The Town Engineer saw me at popcorn stand. He contacted me and asked me if I needed  
52 a project.  
53  
54 T. Tsantoulis: I read your proposal and see that you have a lot of tasks to perform for this project. I  
55 assume you have had some experience.  
56  
57 Evan Perry: Yes, I re-sided a house.  
58  
59 D. Boutin: This is a fantastic opportunity for young gentlemen to learn leadership and to accomplish  
60 something important in life  
61  
62  
63  
64 Chair Sullivan: What is the cost for this project?  
65  
66 Evan Perry: I am not sure. I think it will be about \$500.00.  
67  
68 Chair Sullivan: When will you begin work on the shed?  
69  
70 Evan Perry: I will start when I have enough money. I will begin fundraising soon and might use some of  
71 my own money.  
72  
73 D. Boutin: Can we get Evan's address so that we can send him a donation if we want to?  
74  
75 Chair Sullivan: I believe it would be best to send donations in care of Bruce Thomas, the Town  
76 Engineer.  
77  
78 B. Thomas: I will help with publicity for his fundraising.  
79  
80 R. Lapierre: I was not on the Council when you discussed your volunteer policy. We will want Evan to  
81 comply with that policy. Did you have a resolution on that?  
82  
83 Chair Sullivan: We will be discussing this during the August 12<sup>th</sup> workshop.  
84  
85 Mrs. Perry (Evan's mother): The Daniel Webster Council will provide liability insurance.  
86  
87 ***D. Boutin motioned to allow Eagle Scout candidate Evan Perry to rehabilitate the existing***  
88 ***storage shed located at Petersbrook Park as his Scout Eagle project. R. Lapierre seconded the***  
89 ***motion.***  
90 ***Voted unanimously in favor (9-0).***  
91  
92 **Town Attorney Matthew Serge - Land Use Boards & Town Council Procedures**  
93  
94 Chair Sullivan: Mr. Serge will not be able to join us this evening because of a coronavirus issue at his  
95 office. We hope he is well, and we plan to have him join us at our August 12<sup>th</sup> workshop meeting.  
96  
97  
98 **CONSENT AGENDA**  
100 **Town Council to accept the donation of cleaning services from Soil-Away, valued at \$715.00 to**  
101 **the Town of Hooksett for the Hooksett Fire Rescue Department's Ambulances under RSA 31:95-**  
102 **e, II.**  
103  
104  
105 **Bussiere Development, #209 West River Road, Release of \$45,000 Site Cash Bond**

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***T. Tsantoulis motioned to approve the two (2) Consent Agenda items. J. Durand seconded the motion.***

T. Tsantoulis: I read the report of the Town Engineer and it is apparent that he is ready to sign off on this.

Chair Sullivan called for a vote on the motion.

***Voted in favor (8-1), with C. Karolian voting nay.***

#### **TOWN ADMINISTRATOR'S REPORT**

A. Garron: I submitted the second round of expenses for GOEFFR funds today. The first submission was in the amount of \$16,755.00. For this reimbursement, the amount is \$81,000.00 and includes PPE supplies, the new door for exiting the Town Clerk's office and separation supplies. Laptops were ordered so that we don't have to borrow them from the Library if we are shut down again. We do appreciate the Library's lending of their laptops.

D. Boutin: Does the submission include ionizers for the AC units?

A. Garron: No, that has not yet been decided by the Council. In fact, it is on tonight's agenda.

A. Garron: I received a thank you note for the Council from Trisha Korosz for allowing the placement of signs congratulating the graduating seniors.

A. Garron: We had a CIP meeting last week to review the plan with the Planning Board. Hopefully, they will approve it. There were questions about the vehicle inventory, so Councilor Boutin and Matt Reed were tasked with interviewing department heads on the subject.

A. Garron: I had a problem with returning calls while on vacation last week. The system was inoperable, for some reason. I want to apologize to anyone who left me a message for my delayed response.

R. Duhaime: How are we looking for the budget at this point?

A. Garron: We had a budget update prior to July 1<sup>st</sup> when you joined the Council. We are on target. Revenue is behind but not too far. Highway Block grants and Rooms & Meals revenue are of concern because there are fewer cars on the road and fewer people traveling to our state. There is some talk of GOEFFRR funds or CARES Act funds being allocated to help with revenue.

R. Duhaime: I have had calls from people who are still waiting for their vehicle registrations. The Town Clerk's office must be behind on registrations.

A. Garron: Yes, but they are catching up. The office is now fully staffed.

C. Karolian: Do you have any idea of how many requests for abatements have been received?

A. Garron: We have two members of the Board of Assessors on the Council. I will ask one of them to answer that question.

157 T. Tsantoulis: We are at or a little above average in terms of abatement requests. A good portion of  
158 these are not found worthy. The volume is not out of the ordinary. We have 30-plus requests before us.  
159 Less than 10% of these are considered. Also, there is a new State law saying that 100% disabled  
160 military veterans pay no property taxes. There is a process to verify the disability status; this is certainly  
161 something they deserve.

162  
163 C. Karolian: Do you have a dollar figure for the amount of the abatements? It is lack of revenue that I  
164 am worried about.

165  
166 T. Tsantoulis: No, I do not.

167  
168 C. Karolian: I am just looking for a ballpark figure.

169  
170 T. Tsantoulis: Off the top of my head, I can't say. The Assessor Jon Duhamel or Elayne Pierson could  
171 provide that figure.

172  
173 Chair Sullivan: Property owners struggling to pay their property taxes, can see the Tax Collector about  
174 a payment plan. I am sure that the Town Administrator can get the information you are requesting for  
175 next meeting, Mr. Karolian.

176  
177 **PUBLIC INPUT**

178 None.

179  
180 **NOMINATIONS AND APPOINTMENTS**

181 Chair Sullivan: The nomination and appointment of Council representative for the Budget Committee  
182 and the Sewer Commission remains to be done.

183  
184 R. Duhaime: My brother suggested that Councilor Tsantoulis would be a good Council representative to  
185 the Budget Committee.

186  
187 T. Tsantoulis: I struggle with budgetary items. I would not be an asset to the Budget Committee.

188  
189 N. Germain: The Budget Committee will be meeting next Thursday at 6:30 pm to confirm their  
190 schedule. A representative of the Council could steer that conversation.

191  
192 C. Karolian: When does the Sewer Commission meet?

193  
194 R. Lapierre: It is the first and third Monday of each month at noon.

195  
196 A. Walczyk: The Budget Committee meets from September until the end of October for the Town  
197 budget and from November until the end of December for the School budget. They continue meeting  
198 until the end of January, and they meet every Thursday at 6:30 pm.

199  
200 Chair Sullivan: I will ask Nick Germain to post the available positions on the website. The two ZBA  
201 positions are especially important. I will also ask Councilor Duhaime to check with the ZBA Chair about  
202 the status of these open positions.

203  
204 C. Karolian: I am willing to serve as the liaison to the Sewer Commission.

205  
206 Chair Sullivan: Thank you very much.

207

208 **OLD BUSINESS**

210 **Topics for Town Council Workshop - August 12, 2020**

211  
212 Chair Sullivan: We have discussed this item two times already, and since Mr. Serge will be with us on  
213 August 12<sup>th</sup>, I suggest not adding any more topics to the list.

214  
~~216~~  
217 **NHMA 2021-2022 Legislative Policy Process (last presented to Council 03/11/2020)**

218  
219 Chair Sullivan: We have old examples only of the items discussed. These are in blue.  
220  
221 D. Fitzpatrick: We discussed the Legislative Policy Process at a couple of meetings – one in February  
222 and another in March. Then, COVID-19 hit and the process was put on hold. Just after the Council  
223 packets went out last week, we got an email notice that the legislative policy process is back on. The  
224 next regular Council meeting will be on August 26<sup>th</sup>, which means that your deadline to create a new  
225 policy and vote on it is tonight. However, you do not have to do anything. There is ample time until  
226 October 2<sup>nd</sup> when all delegates from the cities and towns in the State meet to establish floor policies.  
227 The Council can assign a delegate who will take your votes on the proposed policies to the meeting  
228 and cast votes on your behalf. The October 2<sup>nd</sup> meeting will be a virtual one. We don't have these items  
229 yet. A. Walczyk was your delegate last time for the 2019-2020 session. The first page behind the cover  
230 in your handout is for new policy proposals. In the blue packet, the second page has examples of items  
231 presented, comments and how this Town Council voted.

232  
233 A. Walczyk: It works the same as a committee or Town Council meeting; it is just a lot more people,  
234 with one or more delegates from each community in the State. People speak, offer amendments, and  
235 then vote. These votes are tallied and they move to the next item. It is pretty interesting. Items may be  
236 presented to the legislature as possible bills, and the NHMA lobbies on our behalf.

237  
238 Chair Sullivan: Mr. Garron, do you have any new items you would like to have addressed?

239  
240 A. Garron: No, I have thought about it and have come up with nothing pertinent or germane.

241  
242 **NEW BUSINESS**

243 **2020 Paving**

244  
245 E. Labonte: We went through the list of streets from the pavement survey done by BETA Group, our  
246 Roadway Management company. We made a worst-case list to put out to bid. We received five (5)  
247 bids, and Pike Industries was the lowest. We still have to go through the program and complete other  
248 minor maintenance repairs.

249  
250 R. Lapierre: Have you ever done business with Pike?

251  
252 E. Labonte: Yes. Hooksett has used four of the five bidders for paving.

253  
254 R. Lapierre: Has Pike done acceptable work?

255  
256 E. Labonte: Yes, they have.

257  
258 C. Karolian: I want to bring this to the attention of the other Councilors. I can't read pages 43-52.

259

260 E. Labonte: Those are copies of the bids. They are available on line. The iCompass software which  
261 creates the packets caused the problem with those copies.  
262

263 C. Karolian: I drove up Morse Road and saw where the work is to be done on the upper part. There  
264 was no crack sealing on Morse or Dale. I am worried about the tax base for next year. Could you do  
265 part of the project now instead of the entire amount? This is \$340,000.00.  
266

267 E. Labonte: Morse Road met all of the requirements to be on this list, per the pavement survey, and  
268 you can't crack seal a road that is more than five years old. Also, piecemeal doesn't work.  
269

270 D. Boutin: Does the work at the DPW yard include the driveway?  
271

272 E. Labonte: No, it does not.  
273

274 T. Tsantoulis: Is any part of that cul-de-sac private property?  
275

276 E. Labonte: No. It was done as a private development and then taken over by the Town.  
277

278 R. Duhaime: Do you have a paving plan to implement over time?  
279

280 E. Labonte: Yes. We are working on a five-year plan, based on the road survey completed by BETA  
281 Group. They completed the survey and created a Pavement Index Code (PCI) for every public road in  
282 Hooksett. We are working to maintain an overall rating of 78.64% at least. From the first four streets  
283 already done, the index has gone up one-half of one percent.  
284

285 R. Lapierre: Why was the bid done in five (5) parts?  
286

287 E. Labonte: That was so that we could drop a section if needed; we didn't need to.  
288

289 R. Duhaime: Is the roundabout Town property?  
290

291 E. Labonte: Yes, it is.  
292

293 T. Tsantoulis: I share the concern that others have about the Town's financial well-being. However,  
294 road maintenance takes a back seat when money is tight. That is why we are where we are with the  
295 condition of our roads. We decided to go with a management program.  
296

297 Chair Sullivan: If we do only one-half of the project, where does the rest of the money go?  
298

299 C. Soucie: The tax rate for this fall was set in March, so there is no way to affect that now. The money  
300 could be spent on another project or added to the Fund Balance.  
301

302 Chair Sullivan: So, it could help the tax rate a year from now.  
303

304 C. Karolian: Thank you, Ms. Soucie. What I am talking about is that we could feel the effects of COVID-  
305 19 next year. I urge the Council to table this and take a ride to see for yourselves the condition of these  
306 roads.  
307

308 **C. Karolian motioned to table this item.** (No second was offered.)  
309

310 T. Tsantoulis: How would a change or a delay affect the bid process?  
311  
312 E. Labonte: The vendors would have the option to withdraw.  
313  
314 C. Jones: From my experience with Santec, a postponement might double the cost of the project. The  
315 price of oil and other products could go up.  
316  
317 J. Durand: We have no idea where oil prices could be. We could forgo doing Donati Park Road.  
318  
319 E. Labonte: Actually, that is the worst one on the list.  
320  
321 A. Walczyk: I want to remind everyone that we asked Mr. Labonte to come up with a plan to maintain  
322 the roads in a cost-effective way so that taxes don't spike year after year. He did that, and it is a good  
323 plan. It would be silly not to execute it. This is a data-driven decision. COVID put a wrench into the  
324 process.  
325  
326 R. Duhaime: The roads will be easier to maintain if they are paved, especially in the winter. We will  
327 save on salt, plowing and plow repairs.

328  
329 ***D. Boutin moved the question.***

330  
331 **Roll Call Vote #2**

332 ***D. Boutin Aye***

333 ***J Durand Nay***

334 ***C. Jones Aye***

335 ***R. Duhaime Aye***

336 ***A. Walczyk Aye***

337 ***R. Lapierre Aye***

338 ***C. Karolian Abstained***

339 ***T. Tsantoulis Aye***

340 ***J. Sullivan Aye***

341 ***Voted in favor (8-0) C. Karolian abstained because information was not provided.***

342  
343  
344 **Air Purifiers Due to COVID-19**

345  
346 ***D. Boutin motioned to remove this item from the table. C. Karolian seconded the motion.***

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

348  
349 A. Garron: This is a precaution we can take to knock down the virus. We have provided more  
350 information on the subject. It was in the news that St. Anselm College is installing this same system in  
351 all of their buildings, including the dormitories.

352  
353 E. Labonte: Some of you asked questions about ionization and we have included that in your packets.  
354 There was a pricing adjustment to correct an addition error, but the price of \$1,298.00 is still lower than  
355 the original price we were given.  
356  
357

358 **A. Walczyk motioned to waive the three (3) competitive bids rule due to health issues and to**  
359 **approve the purchase and installation of iWave Air Purifiers for a total amount of \$19,298.00. C.**  
360 **Jones seconded the motion.**

361  
362 A. Walczyk: Thank you for information you provided tonight.

363  
364 C. Karolian: Did G & O Heating & Air Conditioning and others offer proposals?

365  
366 E. Labonte: G & O gave us a quote when they were working on our air conditioning system.

367  
368 C. Karolian: Did we ask them to give a proposal without going into the bid process?

369  
370 E. Labonte: They gave us a quote, not a bid.

371  
372 C. Karolian: They are the same thing.

373  
374 E. Labonte: No, they are not. We asked others to offer a quote, but none did. They don't need the work.

375  
376 C. Karolian: I am quoting from the packet. I want to make everyone aware. From page 83: "Are air  
377 ionizers dangerous? The Short Answer: It depends on who you ask. Some critics believe that air  
378 ionizers give off dangerous levels of ozone which is not only harmful to the environment but can be  
379 equally hazardous to your health." "*When inhaled in high enough doses, ozone can have harmful*  
380 **effects** – including *damage to your lungs, chest pain, coughing, or shortness of breath.*" From page  
381 86: "*High ozone levels in the air you're breathing can have really nasty side effects including damage*  
382 **to your lungs, chest pain, coughing, or shortness of breath.**" From page 87: "So, the million-dollar  
383 question – do air ionizers emit ozone? **In short, yes, they do.** Any man-made, high-energy particle,  
384 like a negatively charged ion can generate ozone as a by-product of the molecular reaction. Deciding  
385 whether or not an air ionizer is right for you is a personal decision. Do your research, understand the  
386 technology, and move forward into a home with cleaner air." I don't like the process of not giving out  
387 information.

388  
389 **Roll Call Vote #3**

390 **R. Lapierre** *Nay*

391 **C. Jones** *Aye*

392 **A. Walczyk** *Aye*

393 **J. Durand** *Nay*

394 **D. Boutin** *Aye*

395 **T. Tsantoulis** *Nay*

396 **R. Duhaime** *Aye*

397 **C. Karolian** *Nay*

398 **J. Sullivan** *Aye*

399 **Voted in favor (5-4).**

400  
401 C. Karolian left the meeting.

402  
403 **Budget Transfer #2020-03 in the amount of \$10,000.00 for Legal Services.**

404  
405 **D. Boutin motioned to have the Council Chair sign Budget Transfer Request #2020-03 for**  
406 **\$10,000, transferring funds to the Admin Legal line from Fire's Retirement lines. J. Durand**  
407 **seconded the motion.**

408  
TC MINUTES 07-15-2020



409 Chair Sullivan: What prompted legal fees to be over by \$10,000? You answered this question in an  
410 email to me, but I would like you to explain it to the Council.

411  
412 C. Soucie: We have tried unsuccessfully to increase this line, so we have had to make budget  
413 adjustments instead. We had \$20,000 in legal fees related to abatements and \$11,000 in breach of  
414 contract issues. Generally, 50% of this budget is for general questions.

415  
416 A. Garron: All boards, committees, and departments use these services. I would like to encourage  
417 everyone to use the NHMA legal line whenever possible. There is no cost for this beyond our  
418 membership fees.

419  
420 R. Duhaime: What was the budgeted amount:

421  
422 C. Soucie: \$95,000.00.

423  
424 R. Duhaime: Do you go out to bid every year for legal services?

425  
426 C. Soucie: Not every year. We did go out to bid two or three years ago. We changed firms and then  
427 went back to the previous services.

428  
429 J. Durand: Where did the \$10,000.00 come from?

430  
431 C. Soucie: It is from a vacant position in the Fire Department.

432  
433 **Roll Call Vote #4**

434 **A. Walczyk Aye**

435 **R. Duhaime Aye**

436 **C. Jones Aye**

437 **D. Boutin Aye**

438 **J. Durand Aye**

439 **C. Karolian Not present**

440 **T. Tsantoulis Aye**

441 **R. Lapierre Aye**

442 **J. Sullivan Aye**

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

444  
445  
446 **Budget Transfer #2020-04 in the amount of \$20,000.00 to cover cost overages in the Assessing**  
447 **Department.**

448  
449 **T. Tsantoulis motioned to have the Council Chair sign Budget Transfer Request #2020-04 for**  
450 **\$20,000, transferring funds to the Assessing Department from Fire's NH Retirement lines. A.**  
451 **Walczyk seconded the motion.**

452  
453 **Roll Call Vote #5**

454 **T. Tsantoulis Aye**

455 **C. Jones Aye**

456 **D. Boutin Aye**

457 **A. Walczyk Aye**

458 **R. Duhaime Aye**

459 **C. Karolian** *Not present*  
460 **J. Durand** *Aye*  
461 **R. Lapierre** *Aye*  
462 **J. Sullivan** *Aye*  
463 **Voted unanimously in favor (8-0).**

~~464~~  
~~465~~  
467 **Budget Transfer #2020-05 in the amount of \$8,000.00 to cover cost overages in the Finance Department.**

469  
470 ***D. Boutin motioned to have the Council Chair sign Budget Transfer Request #2020-05 for \$8,000, transferring funds to the Finance Department from Fire's NH Retirement lines. A. Walczyk seconded the motion.***

473  
474 **Roll Call Vote #6**

475 **J. Durand** *Aye*  
476 **R. Duhaim** *Aye*  
477 **C. Karolian** *Not present*  
478 **R. Lapierre** *Aye*  
479 **C. Jones** *Aye*  
480 **T. Tsantoulis** *Aye*  
481 **A. Walczyk** *Aye*  
482 **D. Boutin** *Aye*  
483 **J. Sullivan** *Aye*  
484 **Voted unanimously in favor (8-0).**

485  
486 **Budget Transfer #2020-06 in the amount of \$39,940.00 to cover cost for the LED Streetlight Conversion project.**

488  
489 ***D. Boutin motioned to have the Council Chair sign Budget Transfer Request #2020-06 for \$39,940, transferring funds to the DPW's Streetlight budget from Police's NH Retirement lines. A. Walczyk seconded the motion.***

491  
492  
493 R. Labonte: Was this approved by the voters? Was it a budget initiative?

494  
495 Chair Sullivan: It was not a warrant article. It was a Town Council initiative.

496  
497 J. Durand: Are we adding new lights or just changing the ones we have?

498  
499 A. Garron: We are not adding new ones yet. We have 408 lights.

500  
501 T. Tsantoulis: From my experience with PSNH and Eversource, the new lights will be viewed favorably  
502 by most, but there will also be complaints. Also, increased awareness will prompt some to say they  
503 need lights on their streets. We will want to have a vigorous request and review process, and it needs  
504 to be user-friendly. It is a good idea to have information on the Town website during the transition.

505  
506 J. Durand: When will the program start?

507  
508 A. Garron: We will kick off the program in about one week; the installations will take about four months  
509 total.

510

511 J. Durand: Will those whose lights have been taken away have a higher priority?  
512  
513 A. Garron: That could be part of the policy.  
514  
515 T. Tsantoulis: Placement with PSNH was haphazard. Eversource has performed audits and has taken  
516 down those not paid for, which is a loss for the utility.  
517  
518 Chair Sullivan: Are there any streetlight requirements?  
519  
520 A. Garron: No, there are no regulations.  
521

522 **Roll Call Vote #7**

523 **C. Jones Aye**  
524 **C. Karolian Not present**  
525 **R. Duhaime Aye**  
526 **D. Boutin Aye**  
527 **A. Walczyk Aye**  
528 **J. Durand Aye**  
529 **T. Tsantoulis Aye**  
530 **R. Lapierre Aye**  
531 **J. Sullivan Aye**  
532 ***Voted unanimously in favor (8-0).***  
533

534 **Budget Update**  
535

536 C. Soucie: June is still open. At this time, the expense budget has a balance of \$898,000.00. Revenue  
537 is higher than budgeted. Vehicle registrations, the largest contributor to revenue, are over by  
538 \$82,000.00. We expect to add \$6,558.00 to the Fund Balance. Revenue was down for interest income  
539 and engineering services.  
540

541 **APPROVAL OF MINUTES**

542 **Public: 06/24/2020**  
543  
544

545 ***T. Tsantoulis motioned to approve the minutes of the June 24, 2020 public session. A. Walczyk***  
546 ***seconded the motion.***  
547

548 D. Fitzpatrick offered the following amendments to the June 24, 2020 meeting.  
549

550 **Beginning at Line 16:**  
551

552 Chair Sullivan: Six out of nine Councilors completed Town Administrator Garron's performance  
553 evaluation.  
554

555 R. Duhaime: I did not fill one out.  
556

557 Chair Sullivan: Councilors Comai and Levesque did not fill one out (not present for tonight's meeting).  
558 Should a Councilor who did not complete the performance evaluation participate in the evaluation and  
559 vote on the evaluation?  
560

561 **C. Karolian motioned that Councilor Duhaime not participate in the non-public discussion to**  
562 **include voting and grading of the town Administrator evaluation. Seconded by R. Duhaime.**  
563

564 C. Karolian: This is not personal. It is unfair for the person being evaluated that he didn't get all  
565 Councilors to evaluation him. Six out of nine Councilors could lower the score.  
566

567 R. Duhaime: For Police negotiations, I didn't stop you from participating in negotiations when you  
568 missed several meetings. Yes, I failed to complete the Town Administrator evaluation, but I would still  
569 like to participate.  
570

571 A. Walczyk: I would still like all Councilors to participate in the evaluation. It is worth having some  
572 discussions with all Councilors. I have had a lot of work directly with the Town Administrator, but other  
573 councilors have worked with him too.  
574

575 T. Tsantoulis: Both individuals raise valid points. I am not a huge fan of the appraisal process. There is  
576 not a lot of weight behind it. We are voluntary Council members and are evaluated at the ballot box.  
577 Our interactions with André Garron are at different times. The Chair makes the decisions.  
578

579 Chair Sullivan: At our workshop (August 12, 2020) we have listed to discuss the evaluation process.  
580 Tonight, we are already behind in our process. At our last meeting of June 10, 2020, we should have  
581 been making the edits to the evaluation. To be fair to Mr. Garron, we will make those edits tonight (June  
582 24, 2020) and provide his performance appraisal review to him on July 1<sup>st</sup>. Six Councilors on July 1<sup>st</sup>  
583 should review to determine a wage increase for Mr. Garron not to exceed 5%, per his contract.  
584 Councilor can participate in tonight's discussion. However, on July 1<sup>st</sup> he is not longer a Councilor and  
585 cannot participate in determining a wage increase.  
586

587 C. Karolian: This is not a personal attack. I am not talking about attending meetings. This has nothing to  
588 do with negotiations. It has to do with the evaluation process. Councilors were to fill out the evaluation  
589 form based on process. Six submitted evaluations versus nine, and this could alter the score up or  
590 down. I disagree how we are doing the evaluation process and that is for the workshop.  
591

592 A. Walczyk: New Councilors shouldn't participate in the evaluation on July 1<sup>st</sup>; however, they should  
593 end it.  
594

595 R. Duhaime: I have been very patient. About relationships, a few years ago this Council was divided.  
596 Clark, I hope you spend that much time solving all the problems at the workshop.  
597

598 **C. Karolian withdrew his motion.**  
599

600 **Beginning at line 18:**  
601

602 **Chair Sullivan motioned to enter non-public session #1 at 6:30 pm in accordance with the**  
603 **provisions of RSA 91-A:3, II (a) (c). A. Walczyk seconded the motion.**  
604

605 NH RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the  
606 disciplining of such employee, or the investigation of any charges against him or her.  
607

608 NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the  
609 reputation of any person, other than a member of the public body itself.  
610

611 **Roll Call Vote #2**

612 R. Duhaime Aye  
613 J. Durand Not present  
614 C. Jones Aye  
615 J. Levesque Not present  
616 A. Walczyk Aye  
617 A. Comai Not present  
618 C. Karolian Aye  
619 T. Tsantoulis Aye  
620 J. Sullivan Aye  
621 *Voted unanimously in favor 6-0.*

622  
623 *Chair Sullivan motioned to leave non-public session #1 at 6:28 pm. T. Tsantoulis seconded the*  
624 *motion.*

625  
626 **Roll Call Vote #3**  
627 A. Comai Not present  
628 C. Jones Aye  
629 A. Walczyk Aye  
630 J. Durand Not present  
631 R. Duhaime Aye  
632 T. Tsantoulis Aye  
633 J. Levesque Not present  
634 C. Karolian Aye  
635 J. Sullivan Aye  
636 *Voted unanimously in favor 6-0.*

637  
638 Chair Sullivan: We are back in public session at 6:30 pm.

639  
640 **Beginning at line 21:**  
641  
642 *C. Jones motioned to seal the minutes of the non-public session #1, because it is determined*  
643 *that it would likely render a proposed action ineffective. A. Walczyk seconded the motion.*

644  
645 **Roll Call Vote #4**  
646 A. Walczyk Aye  
647 J. Levesque Not present  
648 C. Jones Aye  
649 R. Duhaime Aye  
650 J. Durand Not present  
651 C. Karolian Aye  
652 T. Tsantoulis Aye  
653 A. Comai Not present  
654 J. Sullivan Aye  
655 *Voted unanimously in favor 6-0.*

656  
657 **Beginning at line 577:**  
658  
659 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of  
660 such employee, or the investigation of any charges against him or her.

- 662 (b) The hiring of any person as a public employee.  
663  
664 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any  
665 person, other than a member of the public body itself.  
666  
667 (d) Consideration of the acquisition, sale, or lease of real or personal property which, if  
668 discussed in public, would likely benefit a party or parties whose interests are adverse to those  
669 of the general community.
- 670 (e) Consideration or negotiation of pending claims or litigation which has been threatened in  
671 writing or filed by or against the public body or any subdivision thereof, or by or against any  
672 member thereof because of his or her membership in such public body, until the claim or  
673 litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement,  
674 pursuant to law, with any body or board shall not constitute a threatened or filed litigation  
675 against any public body for the purposes of this subparagraph.
- 676 (f) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or  
677 more members of the public body, even where legal counsel is not present.

678 **Beginning at line 590**

679 ***Chair Sullivan motioned to leave non-public session #2 at 9:33 pm. T. Tsantoulis seconded the***  
680 ***motion.***

681 **Roll Call Vote #9**

682 **J. Durand Not present**  
683 **A. Comai Not present**  
684 **C. Jones Aye**  
685 **R. Duhaime Aye**  
686 **C. Karolian Aye**  
687 **A. Walczyk Aye**  
688 **T. Tsantoulis Aye**  
689 **J. Levesque Not present**  
690 **J. Sullivan Aye**

691 ***Voted unanimously in favor 6-0.***

692

693 Chair Sullivan: We are back in public session at 9:33 pm.

694

695 ***Chair Sullivan motioned to seal the minutes of the non-public session #2 with the exception of***  
696 ***the motion of items to unseal as noted below, because it is determined that it would likely affect***  
697 ***the reputation of any person other than a member of this board and render a proposed action***  
698 ***ineffective. A. Walczyk seconded the motion.***

699

700 **Roll Call Vote #10**

701 **C. Karolian Nay**  
702 **T. Tsantoulis Aye**  
703 **J. Levesque Not present**  
704 **C. Jones Aye**  
705 **A. Comai Not present**  
706 **J. Durand Not present**  
707 **A. Walczyk Aye**  
708 **R. Duhaime Aye**  
709 **J. Sullivan Aye**

710 **Vote: 5 in favor; 1 opposed (C. Karolian)**

711  
712 **A. Walczyk motioned to unseal the following Town Council Non-Public Minutes:**

713  
714 **July 10, 2019**

715 **DISCUSSION #2 – KRT (Assessing Contractor) Recommendations to Board of Assessors**

716  
717 Town Administrator Garron: At the directive of the Council, he provided an overview of the process of  
718 how KRT (Assessing Contractor) makes recommendations to the Board of Assessors. He gathered the  
719 information on the inquiry of one assessing document with KRT's return address being used, but  
720 someone else appearing to be making the recommendation. The inquiry was unfounded for any  
721 wrongdoing based on:

722  
723 The content of the letter, to include any financial data, was data confirmed from KRT. The letter  
724 was amended for format by the Town's Appraiser. These findings were verified through the  
725 Town Administrator interviews with: 1) Former Board of Assessor Chair David Ross, 2) Richard  
726 Dorsett, KRT, and 3) Lee Ann Moynihan, Appraiser.

727  
728 Discussion on the Assessing Department database and accuracy of records initiated by Councilor  
729 Karolian.

730  
731 **August 14, 2019**

732 **DISCUSSION #1 – Councilor Inquiry on Attendance at Town Council Non-Public Sessions**

733 Councilor Karolian: Inquired as to why other individuals than Council members were present for Town  
734 Council non-public sessions.

735  
736 Chair Sullivan: The Council yields to the discretion of the Town Administrator to bring in other  
737 individuals.

738  
739 Town Council rules of Procedures section 4c *"The Town Administrator may have the head of any*  
740 *department or division or other employee of the Town in attendance at any meeting when items within*  
741 *their responsibility or knowledge are being discussed."*

742  
743 Town Administrator Garron: Intends to have Donna Fitzpatrick, Administrative Services Coordinator  
744 (HR), present for all meetings at this time. She has the oversight of human resources, the institutional  
745 knowledge and takes the non-public meeting notes.

746  
747 **DISCUSSION #4 – Amazon Distribution Site**

748  
749 Councilor Duhaime: Questioned Atty. Tanguay on if the Town is not satisfied with the decision of the  
750 Planning Board on a land use decision as an abutter what recourse does the Town have?

751  
752 Atty. Shawn Tanguay: If the Town's governing body as abutter did not receive notice of the application  
753 and therefore was not provided representation at the meeting when this application was discussed, this  
754 would be a land use enforcement issue.

755  
756 Councilor Jones: When I worked in Laconia, the Mayor would get the city owned land abutter notice  
757 and the comments from the City's governing body and then their legal counsel would represent the  
758 Mayor at the Planning Board meeting.

759  
760 Town Administrator Garron: I would need to know the town Council's opinions on Town owned land and  
761 those that abut certain areas. For EDAC an Amazon project is positive.

762

763 Atty. Shawn Tanguay: If Amazon is interested in Town owned land to purchase, the Town can contact  
764 them.

765

766 **September 25, 2019 (new format as of 09/11/2019)**

767

768 Councilor Karolian inquiring why information being presented to Council by department heads  
769 and others once question by Council is found inaccurate and may be misleading; not sure what  
770 their intent is.

771

772 **Seconded by T. Tsantoulis. Vote 4 in favor; 2 opposed (Councilors Karolian & Sullivan). 4-2**

773

774 A. Walczyk offered an amendment to the amendment. On line 44, the word 'end' should be 'attend.'

775

776 Chair Sullivan called for a vote on the amended motion to approve the minutes of the June 24, 2020  
777 public session.

778

779 **Voted unanimously in favor (5-0). Councilors Boutin, Duhaime and Lapierre abstained because**  
780 **they were not present for the meeting. Councilor Karolian was not present for the vote.**

781

782 **Public: 07/01/2020**

783

784 **T. Tsantoulis motioned to approve the minutes of the July 1, 2020 public session. D. Boutin**  
785 **seconded the motion.**

786 **Voted unanimously in favor (8-0). Councilor Karolian was not present for the vote.**

787

788 **Non-Public: 06/24/2020**

789

790 **A. Walczyk motioned to approve the minutes of non-public sessions I & II of June 24, 2020. J.**  
791 **Durand seconded the motion.**

792 **Voted unanimously in favor (5-0). Councilors Boutin, Duhaime and Lapierre abstained because**  
793 **they were not present for the meeting. Councilor Karolian was not present for the vote.**

794

795 **Non-Public: 07/01/2020**

796

797 **T. Tsantoulis motioned to approve the minutes of the non-public session of July 1, 2020. D.**  
798 **Boutin seconded the motion.**

799 **Voted unanimously in favor (8-0). Councilor Karolian was not present for the vote.**

800

## 801 **SUB-COMMITTEE REPORTS**

802

803 R. Duhaime: At the ZBA meeting last night, application approval was granted to Continental Paving. An  
804 application related to the old animal cracker building was tabled. This has been an issue for 16 years.  
805 The applicant wants to build six (6) townhouses. We sent it to the Planning Board for comments. The  
806 applicant wants to put a sewer line up to Mammoth Road, which would be beneficial to people in the  
807 area. This was a duplex on one side and a commercial enterprise on the other. It is now in the  
808 performance zone. However, we must give relief because of this change. The lot is steep and narrow.  
809 They already have a driveway permit from DOT.

810

811 R. Lapierre: How do I find out if neighbors have concerns?

812

813 R. Duhaime: It would be in the minutes.

814

815



816 T. Tsantoulis: We are looking for Hooksett Youth Achiever applicants. We have one pending. The form  
817 is available on line and here at Town Hall. If you know a worthy young person, please nominate him or  
818 her.  
819  
820 Chair Sullivan: The Heritage Commission will hold a public hearing here at Town Hall tomorrow evening  
821 beginning at 6:30 pm. The purpose is to review a demolition permit for the Old Stone House. The  
822 process explores the historical, architectural and cultural value of buildings more than 15 years old for  
823 which a demo permit has been requested.  
824  
825 N. Germain: Over 7,000 signatures have been gathered from around the State.  
826  
827 D. Boutin: This building is eligible for the State and Federal Registries of Historic Places.  
828  
829 Chair Sullivan: Recently, the Fred Underhill house was saved from demolition via the purchase of the  
830 property after a public hearing was held.  
831  
832 D. Boutin: The Planning Board reviewed the CIP plan. Matt Reed and I were assigned to visit the  
833 Police, Fire and Highway Departments to inquire about the large number of vehicles in the plan. The  
834 Planning Board proposed a plan and all of the departments concurred with it.  
835  
836 D. Fitzpatrick: Ian Tewksbury, President of the Fire Union #2364, asked me to thank you for having the  
837 swearing in ceremony tonight in the gymnasium. He said it was much appreciated.  
838

839 **ADJOURNMENT**

840 ***Chair Sullivan motioned to adjourn at 8:25 pm. D. Boutin seconded the motion.***  
841 ***Voted unanimously in favor (8-0).***

842  
843  
844 Respectfully submitted,  
845 *Kathleen Donnelly*  
846 Kathleen Donnelly  
847 Recording Clerk  
848  
849

850 **Please see subsequent meeting minutes for any amendments to these minutes.**

851  
852  
853  
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859  
860