

**Town of Hooksett  
Town Council Meeting Minutes  
Wednesday, September 23, 2020**

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2 The Hooksett Town Council met on Wednesday, September 23, 2020 at 5:00 pm in the Hooksett  
3 Municipal Building.

4  
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 23 Sep 2020 to order at 5:02 pm.

7  
8 **PROOF OF POSTING**

9 Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.

10  
11 **ROLL CALL**

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

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16 Councilor Clark Karolian attended remotely.

17  
18 **PLEDGE OF ALLEGIANCE**

19 Chair Sullivan called for the Pledge of Allegiance.

20  
21 **SPECIAL RECOGNITION (TOWN HALL GYMNASIUM)**

22 Chair Sullivan: We are holding the first part of our meeting in the gym to allow for social distancing as  
23 we recognize new hires, a retirement and longevity employees.

24  
25 Chief Burkush: I first want to recognize all of the dedicated members of the Fire Department. I am very  
26 proud of them.

27  
28 **Fire-Rescue Department - Swearing-in Ceremony - Firefighter-EMTA Joseph Inamorati &  
29 Stephanie Lazott-Croteau**

30  
31 Chief Burkush: Tonight, I have the pleasure of swearing in two new employees. First is Stephanie  
32 Lazott-Croteau, who grew up in Hooksett and calls it her home. Second is Firefighter/EMT-A Joseph  
33 Inamorati, who is from Litchfield and completed studies at Southern Maine Community College in Fire  
34 Science.

35  
36 Chief Burkush administered the Oath of Office.

37  
38  
39 **Daniel Silva, Retirement - 18 yrs. Fire-Rescue**

40  
41 Chief Burkush: When I came to Hooksett five years ago, Daniel Silva made me feel welcome right away  
42 and helped me settle in. He is not only friendly, but also does outstanding work.

43  
44 D. Silva: I want to thank everyone. This was a great experience; there is no better job.

45  
46 **Longevity Employees (07/01/2019-06/30/2020) 5yrs., 10yrs., 15yrs., 20yrs.+**

47  
48 Chair Sullivan: Tonight, we are also recognizing employees with five, ten, 15 and 20+ years of  
49 employment with the Town of Hooksett.

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**5 YEAR ANNIVERSARY**

Robin Page, Finance 3/2/2020  
Christopher McMurray, Fire 8/18/2019  
Dawn Smith, Police 1/12/2020  
Kathryn Roche, Police 12/1/2019

**10 YEAR ANNIVERSARY**

Michael Zappala, Police 5/31/2020  
Ronald Descheneau, Recycle & Transfer 7/1/2019  
Brian Williams, Police 10/13/2019

**15 YEAR ANNIVERSARY**

Joseph Stalker, Fire 8/2/2019  
Jesse Gayer, Fire 8/2/2019  
Brett Hemeon, Parks & Rec 5/9/2020  
Kim Blichmann, Tax 9/16/2019  
Heather Rainier, Library 3/9/2020

**20+ YEARS ANNIVERSARY**

Thomas Bartula, Public Works 6/16/2020 = 20 years  
Earl Lincoln, Fire 6/26/2020 = 20 years  
Walter Knox, Fire 3/3/2020 = 20 years  
Steven Colburn, Fire 7/1/2020 = 20 years  
Kathleen Hebert, Library 3/20/2020 = 20 years  
Scott Tremaine, Wastewater 5/24/2020 = 21 years  
Richard Blake, Public Works 10/21/2019 = 23 years  
Francine Swafford, Police 12/11/2019 = 30 years  
Linda O'Keefe, Wastewater 10/26/2019 = 32 years  
Brian Towle, Wastewater 4/6/2020 = 33 years  
Jay Wilson, Police 4/27/2020 = 34 years  
Gary Blanchette, Police 9/17/2019 = 35 years

Chief Bouchard: I would like to say a few words about our longest serving employee, Gary Blanchette. After serving as a Marine, he came to the Hooksett Fire Department in 1984 as a part-time officer. Later that year, he became a full-time officer, and in 1987 he was promoted to sergeant, a position he held until 2011. He then returned as a part-time SRO at the Hooksett schools and recently has been working for us as a part-time Civilian Support Specialist.

**SCHEDULED APPOINTMENTS**

**TIF District Sewer - Design Amendment 2- Pump Station Land Swap - David Mercier - Underwood Engineering**

A. Garron: I would ask that we postpone this item, as those involved are still working on the land swap.

**TF Moran, Inc., Nicholas Golon, PE Sr. Project Mgr. - Presentation on Project Proposal, Map 13, Lot 51 for a 594,700 square foot distribution center on the grounds of the former Ritchie Bros. Auctioneers/Palazzi Corporation site**

103 A. Garron: This property is on the east side of I-93, Map 13, Lot 51, off Hackett Hill Road. Many of us  
104 participated in a site walk yesterday. Balloons marked where the buildings will go. This presentation is  
105 informational only.

106  
107 N. Golon: I am a licensed engineer and Senior Project Manager for this proposed development. I  
108 represent the developer and owner, Billy Thibeault of Silver City NH, LLC. With me is Paul Roy,  
109 Director of Business Development for ProCon. He is our Design/Builder for the distribution center we  
110 are proposing. Our commercial real estate services provider is Cushman Wakefield. Tom Fairly has  
111 helped us find the best use for this property. As you can see, this land is an island unto itself. It is  
112 zoned commercial, and we have requested a ZBA variance for a distribution center, which is not an  
113 allowed use. Phase I is a 575,000 square foot building. A possible second phase for full buildout is a  
114 plan for a smaller, 150,000 square foot building. We have not presented a proposal for this second  
115 phase but are disclosing our plans in the interest of transparency. We will be lowering the grade  
116 because we have residential abutters and are working to accommodate them. We were told at our first  
117 meeting that the loading bays were on wrong side of the building, and they have been moved to abut  
118 the highway. The tree line is on DOT property; more screening will be added. Our access off of Hackett  
119 Hill Road has a turning radius for oversized vehicles. There is a limited view from Hackett Hill Road.  
120 The trees provide nice buffering. We will be operating with 240 employees with three shifts; most of the  
121 employees will be on the first and second shifts. The third will be mostly administrative and custodial  
122 employees.

123  
124 P. Roy: The building will be constructed of structural steel and precast wall panels. The structure will be  
125 44 feet high at the peak and will be 40 feet clear inside. The plan is for a 40 x 60 bays for the rack  
126 storage systems which can be single units or subdivided. We were asked to added color and  
127 architectural features for the building entrance, which we have done.

128  
129 N. Golon: To see similar projects which we have completed, I suggest contacting Kevin Smith,  
130 Londonderry's town manager, where residents have enjoyed significant tax base relief from the many  
131 projects we have completed in Londonderry. As I said, we will be creating new employment for 240  
132 workers. These are skilled, good-paying jobs. The tax base diversity this project offers will ease the  
133 residential tax burden. When complete, this facility will have a \$50-60 million value, adding \$1.3 million  
134 to the tax base. We will be making infrastructure improvements - water, sewer and roads. This  
135 represents redevelopment of underutilized property, which has been cost-prohibitive for national retail  
136 entities. We will use the existing TIF, and our facility would be a catalyst for improvement of the traffic  
137 issue at Hackett Hill Road and Route 3A. Our traffic study is still being developed, and will be available  
138 at the end of the month. This project will add about 80 peak pm trips, including employee vehicles and  
139 tractor trailer trucks. All of our cards are on the table at this point.

140  
141 A. Garron: This presentation has been provided for your information; no action is needed. I would  
142 advise Council members to refrain from questions about impact and aesthetics. If you need any  
143 clarification, I'm sure the presenters will answer your questions.

144  
145 Chair Sullivan: Thank you for the presentation. Just for the record, the Town Council is not involved in  
146 development; that is the job of the Planning Board and the ZBA.

147  
148 D. Boutin: I disagree with the Town Administrator. We have the right to ask questions. At the site walk,  
149 we heard that 1.66 million cubic feet of sand is to be taken out, which means 95,000 dump truck trips. It  
150 will take a couple of years to remove the soil. People on west side of town will be impacted, with 90  
151 trips in the morning to the ramp, which will have to be redone, by the way. There will be 82 trips in the  
152 evening. This will have a tremendous impact. Residents there are dumbfounded; they will be looking at  
153 this building every day. In my opinion, it is uncharacteristic and just doesn't fit in our town. Mr. Golon  
154 inferred that the Planning Board and ZBA were supportive. The Planning Board was less than  
155 supportive.

156  
157 Chair Sullivan: The Town Council is not involved in development projects but we are involved with the  
158 vision for Hooksett. Perhaps we could have a forum to address our vision.  
159  
160 N. Golon: Our intent was to give you a broad brush of the project. The EDC did voice support, but at no  
161 time did I make a statement about the Planning Board or the ZBA.  
162  
163 R. Duhaime: I agree with Councilor Boutin. We have an approved project for 450 homes going in  
164 behind Greens Marine, and we already have a traffic problem. Traffic from several other towns comes  
165 through as well. We are being reactive, not proactive, as we should be.  
166  
167 Chair Sullivan: We don't want to have five different points of view. We should all be on the same plane,  
168 which is why I am suggesting a special meeting – a forum – to discuss our vision.  
169  
170 D. Boutin: We already have a vision in the Master Plan. The Town Council has no role with the  
171 Planning Board or the ZBA. It would set a bad precedent if we have forum-type meetings.  
172  
173 A. Garron: Statements made tonight about planning are not far off. Traffic has been an issue for a long  
174 time, which is why I contacted the State for a quarter study. We do need to be proactive and look at the  
175 big picture, going beyond the traffic circle.  
176  
177 P. Roy: To follow up on what Councilor Boutin said, our client purchased this property out of  
178 bankruptcy. There is a demand for these distribution centers.  
179  
180 N. Golon: My goal was to speak to the TIF because we can improve roads with funds via the TIF. There  
181 is a possibility for significant road improvement and a short turnaround.  
182

183 **CONSENT AGENDA**

184 **Motion to accept the donation of Target gift cards from Allstate Insurance Agent - Philip**  
185 **Kelahan, Hooksett, NH, valued at \$100.00 (2 - \$50.00 Cards), to the Town of Hooksett for the**  
186 **Hooksett Police Department per RSA 31:95-e: II and 31:95-b, III(b).**  
187

188  
189 ***R. Lapierre motioned to accept the donation of Target gift cards from Allstate Insurance Agent***  
190 ***Philip Kelahan of Hooksett, NH, valued at \$100.00. J. Durand seconded the motion.***  
191

192 C. Karolian: I realize the intentions are good, but when people do their job, financial things come the  
193 Town's way. There is a reason we don't accept gifts and gift cards.  
194

195 Chair Sullivan called for a roll call vote on the motion.  
196

197 **Roll Call Vote #2**

198 ***R. Duhaime Aye***  
199 ***J Durand Aye***  
200 ***C. Jones Aye***  
201 ***R. Lapierre Aye***  
202 ***A. Walczyk Aye***  
203 ***D. Boutin Aye***  
204 ***C. Karolian Nay***  
205 ***T. Tsantoulis Aye***  
206 ***J. Sullivan Aye***  
207 ***Voted in favor (8-1).***

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**TOWN ADMINISTRATOR'S REPORT**

A. Garron: I am pleased to report that, for the 2020 census, Hooksett ranked 16<sup>th</sup> out of 221 communities in New Hampshire, with an 80.1% response rate.

A. Garron: Pro Con, whose headquarters are in Hooksett, has been named the third best company in New Hampshire to work for by *Business NH Magazine*.

A. Garron: Next, I was previously asked to notify the Council if action arises regarding property abutting town property. I received notice of a lot line adjustment for a property which abuts a large parcel of town land. If the Council wishes, I will attend the hearing.

T. Tsantoulis: I would like to request more clarification via an email.

D. Boutin: Does the lot line adjustment affect town land?

A. Garron: No, it does not.

D. Boutin: We don't have to do anything else.

T. Tsantoulis: I would like more information about this because, if residents asked me questions, I prefer not to say that I don't know.

A. Garron: The DOT is planning six working group meetings in October and November regarding the roadway project along Route 3 to Route 28. This is Alice Avenue and Martins Ferry.

D. Boutin: Is this all on Route 3 between Alice Avenue and Martins Ferry?

A. Garron: Yes, it is.

D. Boutin: I would be interested in participating.

R. Duhaime: I would also be interested.

A. Garron: The HYAA has reported that a soccer player tested positive for COVID-19. The DPW has disinfected the area, including the net. The notifications regarding quarantine have been made.

R. Duhaime: Did the laptops get ordered? Will they be reimbursed?

A. Garron: I will submit the fourth round 4 of COVID expenses on October 15<sup>th</sup>. The laptops are in there.

Chair Sullivan: When will be looking at the budget information which was requested?

A. Garron: That is later in the agenda.

C. Karolian: Is that the information I received at 5:32 pm today?

**SCHEDULED APPOINTMENTS (continued)**

**Kiwanis, Sandra Mack and Bob Wiley – “Welcome to Hooksett” sign proposal presentation**

259  
260 Chair Sullivan: I would like to welcome Sandra Mack, president of the Kiwanis Club, and Past-President  
261 Bob Wiley.  
262  
263 B. Wiley: We are here to present a preliminary proposal for a Welcome to Hooksett sign. At this point,  
264 we are only at the conceptual stage. You have a handout depicting some samples to view. Our plan is  
265 to ask the Garden Club to provide flowers, and we plan to have signs for organizations such as  
266 Kiwanis, Lions, and the Knights of Columbus. The south end of town has a nice sign, but at Exit 10  
267 there is nothing, and there is lots of traffic. We have not done much yet with cost analysis. Kiwanis will  
268 pay a large part of the cost, and we are hoping that town employees could help put it up. This could be  
269 advertised on the town's website and at the Library. With the 200<sup>th</sup> anniversary of the town coming up,  
270 this is a nice time to do a project like this.

271  
272 S. Mack: I want to add that we would be happy to include any service organizations that would like to  
273 be on the sign. The goal is to bring visibility to our town.

274  
275 D. Boutin: Do we have a Rotary Club in Hooksett?

276  
277 B. Wiley: They are attempt to get one going right now, in conjunction with Allenstown. We have been  
278 thinking that when the sign is complete, we could have a kick-off event for the 200<sup>th</sup> anniversary  
279 celebration.

280  
281 C. Jones: Do we know the cost to the town?

282  
283 B. Wiley: It would just be labor.

284  
285 D. Boutin: In my opinion, the one in the upper left corner is the best. You could add the Rotary Club and  
286 the Garden Club.

287  
288 R. Duhaime: I love the granite one. Our volunteers need to be supported. This is a win/win.

289  
290 T. Tsantoulis: Thank you both for taking the time to enlighten us. I see no reason not to support this.

291  
292 A. Walczyk: Thank you for coming in. I will be looking forward to your updates. The sample from  
293 Pelham, New York, on last page is a good size. Items could be added, moved around, or updated. We  
294 could have a 'don't forget to vote' sign during elections. Looking at the one for Mechanicsburg, my  
295 comment is that brick is hard to read.

296  
297 **PUBLIC INPUT**

298  
299 David Ross, 565 Sherwood Drive: At the election, I saw that some urinals and sinks are taped over,  
300 which means that the pipes are dried out, which trap vapors and creepy crawlies. This is a serious  
301 health concern, and it is a Code Enforcement issue. It is one of the stupidest things I have ever seen.  
302 Dysentery will kill you faster than COVID. The welcome sign proposed by Kiwanis is a great idea.  
303 However, having all sorts of groups on the sign is a concern. Churches? The ATV Club? The  
304 Republican Committee? Where does it stop? The Council is are not supposed to promote these  
305 organizations. I think you need to take a step back. The Town Council has authority over this.

306  
307  
308 **NOMINATIONS AND APPOINTMENTS**

310 Chair Sullivan: We do not have a volunteer for the Budget Committee. I suggest the Councilors take  
311 turns, and I would ask Town Administrator Garron to organize that.

312

~~313~~ **OLD BUSINESS**

315 **TIF District Sewer - Design Amendment 2- Pump Station Land Swap**

316

317 Postponed.

~~318~~

~~319~~

321 **NHMA Legislative Policy Process 2021-2022**

322

323 ***A. Walczyk motioned that the Town Council support all 18 final policy recommendations of the***  
324 ***NHMA. D. Boutin seconded the motion.***

325

326 D. Boutin: The NHMA is a good group. They helped me a lot when I had questions about legislation  
327 affecting municipalities.

328

329 Chair Sullivan called for a roll call vote on the motion.

330

331 **Roll Call Vote #3**

332 ***D. Boutin Aye***

333 ***C. Jones Aye***

334 ***A. Walczyk Aye***

335 ***J. Durand Aye***

336 ***R. Duhaime Aye***

337 ***T. Tsantoulis Aye***

338 ***R. Lapierre Aye***

339 ***C. Karolian Aye***

340 ***J. Sullivan Aye***

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

342

343 D. Fitzpatrick: The NHMA Legislative Policy Conference will be held at the Holiday Inn in Concord on  
344 Friday, Oct 2, 2020. It will be an in-person event, running from 9:00 am till noon.

345

346 D. Boutin: I would be happy to attend.

~~347~~

~~348~~

350 **Administrative Code Update - Cellular Phones in the Workplace**

351

352 Chair Sullivan: This was discussed at our workshop meeting. Right now, we have nine (9) employees  
353 receiving a stipend because they use their own cell phones for work.

354

355 A. Garron: There was a concern last year because, if there is a Right-to-Know request for information  
356 and an employee has left Town employment, it might be difficult to get that information. At this time,  
357 nine employees receive a stipend. If we go forward with giving them town-issued phones, we would  
358 want to remove that section of the Administrative Code which reimburses them for using their personal  
359 phones at work.

360

361 D. Boutin: How many employees do this now?

362

363 A. Garron: It is nine right now.

364

365 D. Boutin: This could cost a lot of money; there might be people who just want a phone.  
366  
367 A. Garron: This is only for those who need a cell phone as part of their jobs. Administration has to clear  
368 them. It includes the Code Enforcement Officer, the Town Engineer, the Assessor, two Fire Department  
369 employees, two Police Department employees, a Parks & Rec employee and a Building Maintenance  
370 employee.  
371  
372 T. Tsantoulis: Referring to the minutes of the September 1, 2019 meeting, I said at that time that this is  
373 a solution looking for a problem. My comment still stands. We need to keep costs down. As problems  
374 arise, we can deal with them. I know that I don't want to carry two phones.  
375  
376 C. Karolian: I respectfully disagree with Councilor Tsantoulis. Right-to-Know is the purpose. Foolish  
377 not to require.  
378  
379 R. Duhaime: What is the cost comparison?  
380  
381 A. Garron: The monthly stipend is \$50.00, and the monthly cost for a town-issued phone would be  
382 \$45.21.  
383  
384 D. Boutin: Councilor Tsantoulis, is your intention that these employees carry two phones?  
385  
386 T. Tsantoulis: My intention is to leave the policy as it is.  
387  
388 ***D. Boutin motioned to leave the cell phone policy as it is. T. Tsantoulis seconded the motion.***  
389

390 **Roll Call Vote #4**

391 **A. Walczyk Aye**  
392 **R. Lapierre Nay**  
393 **C. Jones Aye**  
394 **R. Duhaime Aye**  
395 **J. Durand Nay**  
396 **C. Karolian Nay**  
397 **T. Tsantoulis Aye**  
398 **D. Boutin Aye**  
399 **J. Sullivan Nay**  
400 ***Voted in favor (5-4).***

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**NEW BUSINESS**

**Town Administrator Goals 2020-2021**

405  
406

407 Chair Sullivan: The goals for the Town Administrator were addressed at a previous meeting. In our  
408 packets are the five goals suggested by Councilor Walczyk and the six suggested by Town  
409 Administrator Garron. There is duplication regarding solar facilities on town property and concerns  
410 about the bee population.

411

412 T. Tsantoulis: Regarding the fourth goal on Councilor Walczyk's list – cooperation and collaboration  
413 with SNHU - with schools closed and remote learning because of COVID, it is not fair to saddle Mr.  
414 Garron with this goal. He has plenty to do. I would like it to be left on the list, with the understanding  
415 that his hands are tied.

~~416~~  
418



419 R. Duhaime: I would still like Mr. Garron to make some effort with this because I would like to see  
420 younger people involved.  
421  
422 D. Boutin: I am curious about the bees mentioned in Mr. Walczyk's third goal and Mr. Garron's first  
423 goal.  
424  
425 A. Walczyk: I don't know if we use pesticides, but I would like to look into it.  
426  
427 D. Boutin: Where do we now have a problem?  
428  
429 A. Walczyk: This is not just about Hooksett. It is the entire planet.  
430  
431 D. Boutin: Do we perform town-wide spraying?  
432  
433 A. Walczyk: I don't know; I would just like to handle this locally for a start.  
434  
435 A. Garron: The questions are: Is there an issue? Is a ban or restriction in order? This is not the first time  
436 I have heard of this. In a town where I previously worked, the bee population had declined and it had an  
437 effect on the apple orchards there because it decreased the amount of pollination and affected the  
438 apple production.  
439  
440 E. Labonte: We don't spray with pesticides. We are not licensed to do that. We hire a licensed  
441 contractor if we have to spray because of a wasp problem affecting our employees.  
442  
443 R. Duhaime: I suggest that Mr. Garron might coordinate with SNHU about this as a project for students.  
444  
445 A. Garron: I would have to check with SNHU to see if there is such a discipline offered.  
446  
447 A. Walczyk: I would like to leave the fifth item on my list of goals, regarding audio for the Council  
448 Chambers, because there is still work to be done regarding the funding of this project through  
449 GOEFRR.  
450  
451 Chair Sullivan read the list of **Tangible Goals for the Town Administrator for 2020-2021**  
452  
453 Goal 1: Continue to focus on a business retention and expansion program. We need to keep  
454 businesses we have and attract additional businesses to Hooksett.  
455  
456 Goal 2: Implement solar facilities on town-owned property.  
457  
458 Goal 3: Ban (or restrict/cease) the use of pesticides that are harmful to bees.  
459  
460 Goal 4: Improve audio for council chambers. It is still difficult to hear the speaker for online meetings.  
461  
462 Goal 5: Develop and implement a monthly newsletter.  
463  
464 Goal 6: Improve communication with staff, Council and public.  
465  
466 Goal 7: Implement Master Plan.  
467  
468 Goal 8: Develop an evaluation system to better identify town owned parcels to keep and parcels to  
469 sell.

470  
471 Goal 9: Develop a plan of action for Old Town Hall.

472  
473 ***T. Tsantoulis motioned to approve the nine (9) goals listed for Town Administrator Garron. J.***  
474 ***Durand seconded the motion.***

475  
476 **Roll Call Vote #5**

477 ***T. Tsantoulis Aye***

478 ***C. Jones Aye***

479 ***R. Duhaime Aye***

480 ***A. Walczyk Aye***

481 ***R. Lapierre Aye***

482 ***C. Karolian Aye***

483 ***J. Durand Aye***

484 ***D. Boutin Aye***

485 ***J. Sullivan Aye***

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

487  
488 **Appoint ADA Coordinator and Adopt ADA Public Notice & ADA Grievance Procedure**

489  
490 ***R. Lapierre motioned to appoint Donna Fitzpatrick as ADA Coordinator for the Town of***  
491 ***Hooksett. A. Walczyk seconded the motion.***

492  
493 R. Lapierre: This makes sense because Ms. Fitzpatrick is already the HR Director for the Town.

494  
495 A. Walczyk: Because of the added responsibilities, it is necessary that the Town Administrator  
496 reevaluate the position's title and job description, as well as compensation for the additional activities. I  
497 have done some research, and this is a front-loaded project requiring significant effort to get it going. It  
498 will require an action plan, going to the second or third quarter of 2021. Some of the tasks are time-  
499 sensitive, and no one is in the job already.

500  
501 Chair Sullivan: I would suggest that the next motion address these elements.

502  
503 C. Karolian: I would suggest that the name be removed and replaced with the position, because if that  
504 person leaves, we will have to revisit this.

505  
506 A. Garron: I concur with Councilor Karolian on this, and I would also ask that the issues raised by  
507 Councilor Walczyk be included in the motion.

508  
509 R. Lapierre: I would like to pull back my motion.

510  
511 ***Chair Sullivan motioned to appoint the Administrative Services Coordinator as the ADA***  
512 ***Coordinator for the Town of Hooksett and to direct the Town Administrator to make necessary***  
513 ***changes to the current job description and consider a possible salary change, if necessary. T.***  
514 ***Tsantoulis seconded the motion.***

515  
516 A. Garron: I would only add that a change in title might be considered.

517  
518 Chair Sullivan: That is covered by a change in job description.

519

520 C. Karolian: I thought it was an additional duty that the Administrative Services Coordinator was taking  
521 on. Now you are going to change the title and allow the Town Administrator to adjust the salary  
522 upwards as he sees fit?

523  
524 Chair Sullivan: If it is necessary to change the salary, the Town Administrator will bring that back to the  
525 Council.

526  
527 C. Karolian: Who put this forward?

528  
529 Chair Sullivan: The Administration put this forward because we do not have an ADA Coordinator. Then  
530 Councilor Walczak asked that the job description and salary be reviewed.

531  
532 C. Karolian: I would like to know who put this forward.

533  
534 A. Garron: The Town of Hooksett does not have an ADA Coordinator and the State asked that we fill  
535 that position. Ms. Fitzpatrick volunteered, as no one else was stepping forward.

536  
537 J. Durand: I am confused by the motion. Are we giving the Town Administrator permission to raise  
538 salaries? He said that Ms. Fitzpatrick volunteered for the position. Now we are throwing salaries in.

539  
540 Chair Sullivan: We would have to vote on a change in the job description. That would have to come  
541 back.

542  
543 A. Garron: I have authority on the compensation of employees - other than department heads – and on  
544 reorganizations as well.

545  
546 Chair Sullivan: The reorganization would have to come back to us.

547  
548 A. Garron: This was addressed by my predecessor. The Town Council gave authority to the Town  
549 Administrator for reorganizations.

550  
551 Chair Sullivan: I don't remember that. We need to get clarification on that.

552  
553 ***C. Karolian motioned to table this item in order to get more information. J. Durand seconded the***  
554 ***motion.***

555  
556 ***Roll Call Vote #6***  
557 ***J. Durand Aye***  
558 ***R. Lapierre Nay***  
559 ***C. Karolian Aye***  
560 ***D. Boutin Nay***  
561 ***C. Jones Nay***  
562 ***T. Tsantoulis Aye***  
563 ***A. Walczyk Nay***  
564 ***R. Duhaime Nay***  
565 ***J. Sullivan Nay***  
566 ***Motion failed (3-6).***

567  
568 Chair Sullivan: I do not see anything in the Charter about authority for reorganizations.  
569

570 A. Garron: I have the answer here. Under Personnel Plans, Job Descriptions, it says that job  
571 descriptions are not all inclusive and may be changed with the approval of the Town Administrator.  
572  
573 Chair Sullivan: Reorganizations would come back to us.  
574  
575 A. Walczyk: This could be its own position. This has to be added to the job description and title. How  
576 else is it established?  
577  
578 Chair Sullivan: This is not a reorganization. It is a change to a job description.  
579  
580 J. Durand: Why are we voting on this?  
581  
582 A. Garron: This is actually two issues in one. We have to assign an ADA Coordinator, as requested by  
583 the State. Councilor Walczyk brought up the second issue of duties and responsibilities, saying that  
584 maybe they should be looked at.  
585  
586 C. Jones: We don't need to vote on either of these.  
587  
588 Chair Sullivan: We voted on the Assistant Health Officer.  
589  
590 D. Fitzpatrick: The governing body has to vote on appointments such as the ADA Coordinator, just as it  
591 did for the appointment of the Assistant Health Officer.  
592  
593 C. Karolian: The optics are not good. The person who volunteered for the position is assisting with the  
594 process of getting it to go forward. This was brought in at the last minute for a salary increase. The staff  
595 report gives no indication of this.  
596  
597 Chair Sullivan: The information in our packets was provided by the Town Administrator regarding the  
598 appointment of an ADA Coordinator and adoption of the ADA Public Notice & ADA Grievance  
599 Procedure. The request to look at the salary, title and job description was made by Councilor Walczyk.  
600 We are doing this properly because we are debating it. The optics are good.  
601  
602 ***C. Jones motioned to appoint Donna Fitzpatrick as ADA Coordinator for the Town of Hooksett.***  
603 ***R. Lapierre seconded the motion.***  
604  
605 D. Boutin: Are you including the change in job description and/or salary?  
606  
607 C. Jones: No, I am not. The rest falls under the responsibilities and authority of Mr. Garron.  
608  
609 **Roll Call Vote #7**  
610 ***C. Jones Aye***  
611 ***C. Karolian Nay***  
612 ***R. Lapierre Aye***  
613 ***R. Duhaime Aye***  
614 ***A. Walczyk Aye***  
615 ***J. Durand Nay***  
616 ***T. Tsantoulis Aye***  
617 ***D. Boutin Aye***  
618 ***J. Sullivan Aye***  
619 ***Voted in favor (7-2).***  
620

621 ***R. Lapierre motioned to adopt the ADA Public Notice & ADA Grievance Procedure as submitted***  
622 ***in the agenda. T. Tsantoulis seconded the motion.***

623

624 **Roll Call Vote #8**

625 ***R. Lapierre Aye***

626 ***R. Duhaime Aye***

627 ***T. Tsantoulis Aye***

628 ***A. Walczyk Aye***

629 ***J. Durand Aye***

630 ***C. Jones Aye***

631 ***D. Boutin Aye***

632 ***C. Karolian Aye***

633 ***J. Sullivan Aye***

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

635

636 **Autumn Frost Subdivision Street Name Approval**

637

638 ***T. Tsantoulis motioned to approve Marigold Way as the street name for the Autumn Frost***  
639 ***Subdivision located off Summerfare Street. D. Boutin seconded the motion.***

640

641 R. Lapierre: As a resident of the street, Marigold Way doesn't fit with the use of seasonal names for this  
642 development.

643

644 D. Boutin: It is seasonal; marigolds are displayed in the summer.

645

646 C. Karolian: I thought that "Way" was for private properties only.

647

648 Chair Sullivan: The Library is on Mount Saint Mary's Way. That is not a private road.

649

650 **Roll Call Vote #10**

651 ***C. Karolian Aye***

652 ***T. Tsantoulis Aye***

653 ***R. Lapierre Nay***

654 ***C. Jones Nay***

655 ***D. Boutin Aye***

656 ***J. Durand Aye***

657 ***A. Walczyk Nay***

658 ***R. Duhaime Nay***

659 ***J. Sullivan Aye***

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

661

662 **University Commons Street Name Approval**

663

664 ***T. Tsantoulis motioned to approve Overlook Drive as the street name for the University***  
665 ***Commons development proposed on Map 14, Lots 1-11. D. Boutin seconded the motion.***

666

667 **Roll Call #11**

668 ***T. Tsantoulis Aye***

669 ***R. Lapierre Aye***

670 ***J. Durand Aye***

671 ***C. Jones Aye***

672 **C. Karolian Aye**

673 **A. Walczyk Aye**

674 **R. Duhaime Aye**

675 **D. Boutin Aye**

676 **J. Sullivan Aye**

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

678

679 **Street Name Approval for property located near Allenstown Line, Owner requires access to new**  
680 **construction of a livestock barn**

681

682 **T. Tsantoulis motioned to approve the street name Thessalonika Drive for Map 1, Lot 14. D.**

683 **Boutin seconded the motion.**

684

685 C. Karolian: Do we know the origin of this name? We want to be sure it's not offensive.

686

687 T. Tsantoulis: I suspect it is a family name.

688

689 **Roll Call Vote #12**

690 **D. Boutin Aye**

691 **A. Walczyk Aye**

692 **J. Durand Aye**

693 **C. Karolian Nay**

694 **R. Lapierre Aye**

695 **T. Tsantoulis Aye**

696 **R. Duhaime Aye**

697 **C. Jones Aye**

698 **J. Sullivan Aye**

699 **Voted in favor (8-1).**

700

701

702 **Town Wide Road Line Striping Bid Acceptance**

703

704 **T. Tsantoulis motioned that town-wide road striping be cancel for this year. J. Durand second**  
705 **the motion.**

706

707 T. Tsantoulis: I am generally in favor of street marking. However, the stipes on Hooksett Roads are  
708 worn between 30% and 50%. That can make it one more year.

709

710 Chair Sullivan: Is this a State requirement?

711

712 E. Labonte: It is required for safety purposes. This bid includes crosswalks, which the town has been  
713 requiring developers to have. It can be done in the spring to allow time for additional fading. If we do not  
714 accept this bid, we will be doing it in the next budget.

715

716 R. Lapierre: The documentation says this is to be done by October 1, 2020.

717

718 E. Labonte: That is adjustable.

719

720 T. Tsantoulis removed his motion.

721

722 Chair Sullivan: Can this be postponed until after April 1, 2021?

723  
724 E. Labonte: They often do 50% in the fall and 50% in the spring.  
725  
726 R. Lapierre: Will it cost more?  
727  
728 E. Labonte: They could withdraw their bid, but I don't believe they will.  
729  
730 ***R. Lapierre motioned to approve and consent to award the Town-wide Road Line Striping bid to***  
731 ***Industrial Traffic Lines, Inc. for \$20,524.72 to be funded out of current FY 2020-2021 budget, with***  
732 ***the contingency that the work will be done after April 1, 2021. A. Walczyk seconded the motion.***  
733  
734 C. Karolian: When will they be paid?  
735  
736 E. Labonte: They will be paid when the work is completed.  
737  
738 C. Karolian: Why not re-introduce this in the Spring?  
739  
740 E. Labonte: They may withdraw their bid, and we will have to get new bids.  
741  
742 C. Karolian: Again, this is an eleventh-hour item.  
743  
744 Chair Sullivan: That is not true. This has been on the agenda for five weeks.  
745  
746 **Roll Call Vote #13**  
747 ***C. Karolian Nay***  
748 ***D. Boutin Aye***  
749 ***T. Tsantoulis Aye***  
750 ***R. Lapierre Aye***  
751 ***A. Walczyk Aye***  
752 ***R. Duhaime Aye***  
753 ***J. Durand Aye***  
754 ***C. Jones Aye***  
755 ***J. Sullivan Aye***  
756 ***Voted in favor (8-1).***  
757  
758 **Custodial Support Bid Acceptance**  
759  
760 E. Labonte: We have had a problem hiring part-time people. A posting for a custodian at the  
761 Courthouse has been posted for more than a year without a single application. The custodian at the  
762 Safety Center retired recently after 11 years of service, and the Public Works Department has never  
763 had a custodian. Town employees have been working overtime to get this work done. I requested bids  
764 for this and received three. The bid I propose accepting costs less than paying overtime to Town  
765 employees. Also, if we have a bad winter storm, they will be plowing and not available for custodial  
766 work.  
767  
768 ***T. Tsantoulis motioned to approve and consent to award the Custodial Support bid for the***  
769 ***Safety Center, Courthouse and Public Works Department to New England Cleaning Solutions***  
770 ***for \$825 per month per building (\$29,700 per year) to be funded out of the current FY 2020-2021***  
771 ***budget. D. Boutin seconded the motion.***  
772  
773 **Roll Call Vote #14**

774 **R. Duhaime** *Aye*  
775 **J. Durand** *Aye*  
776 **C. Jones** *Nay*  
777 **R. Lapierre** *Aye*  
778 **A. Walczyk** *Aye*  
779 **D. Boutin** *Aye*  
780 **C. Karolian** *Nay*  
781 **T. Tsantoulis** *Aye*  
782 **J. Sullivan** *Aye*  
783 **Voted in favor (7-2).**

~~784~~  
785  
786 **2020 MS-535 Financial Report of the Budget**  
787  
788 ***T. Tsantoulis motioned to authorize the Town Council to sign the 2020 MS-535 Financial Report of the Budget for the period ending June 30, 2020 as presented. A. Walczyk seconded the motion.***

791  
792 C. Soucie: The Unassigned Fund Balance is about eight or nine percent (8-9%). Our goal is to have a  
793 minimum of five percent and a target of eight percent. This \$4.4 million will give us flexibility when  
794 setting the tax rate.

795  
796 **Roll Call Vote #15**  
797 **D. Boutin** *Aye*  
798 **C. Jones** *Aye*  
799 **A. Walczyk** *Aye*  
800 **J. Durand** *Aye*  
801 **R. Duhaime** *Aye*  
802 **T. Tsantoulis** *Aye*  
803 **R. Lapierre** *Aye*  
804 **C. Karolian** *Nay*  
805 **J. Sullivan** *Aye*  
806 **Voted in favor (8-1).**

807  
808  
809 **FY 2021-22 Budget and Warrant Article Review**

810  
811 A. Garron: My understanding from last week's vote is we were directed to decrease the Police and Fire  
812 Department budgets by five percent each and to come back with the reductions in their respective  
813 budgets. The Finance Director will go over the handout entitled **FY 2021-22 Budget a335,695nd**  
814 **Warrant Article Review – Update, September 23, 2020.**

815  
816 C. Soucie: The budget stands at \$18,177,901 and includes the changes made by Town Council as well  
817 as suggested changes including the following items: removing all new positions, reducing the DPW  
818 Road Resurfacing line and reducing Police and Fire by five percent. This includes the Library  
819 appropriations and the increase in the employer share of NH Retirement. This recommended budget of  
820 \$18,177,901 is \$203,121 (1.22%) higher than the current year's budget of \$117,974,780 and is  
821 \$157,794 less than the proposed default budget of \$18,335,695.

822  
823 Chair Sullivan: I don't think we have voted on the Administration budget.

824  
825 C. Soucie: You may, but you don't have to.



826  
827 Chief Bouchard: The budget I originally presented was \$6,000 less than the current budget, aside from  
828 the 92% which is wages and benefits. I am cognizant of the effect of COVID on budgets and  
829 operations. One of our officers just tested positive for the virus. This is our first. He will be out for at  
830 least two weeks and two other officers must be quarantined until they test negative.  
831  
832 R. Lapierre: It looks like you have changes in just about every line, so I would like you to go through all  
833 of these reductions.  
834  
835 Chief Bouchard: First, regarding Overtime and Training, Governor Sununu announced that he supports  
836 all 48 recommendations of his Commission on Law Enforcement. More than half of the  
837 recommendations require training, which involves overtime. I have cut full-time wages by \$55,859 for  
838 the one open position. Not filling this position could result in overtime costs. We will have to pull our full-  
839 time SRO out of the schools if she is needed on the streets in order to keep overtime down. I have  
840 lowered the hours of our part-time Support Specialist from 16 to 10. This is Gary Blanchette, who  
841 cleans cars, does Animal Control and ferries vehicles for service, among other responsibilities. We  
842 have been advertising for a part-time clerk in administration; I have lowered these hours from 24 to 16.  
843 Our five-year overtime average is \$187,533. I cut the Overtime line by \$49,780. This will be tight  
844 because we have to fill shifts, and we may see more officers out due to COVID. Christine Soucie  
845 helped me with the calculations for reductions in insurance/benefits.  
846  
847 R. Duhaime: How many officers do you have on patrol?  
848  
849 Chief Bouchard: Of our 29 employees, four are in administration, six are sergeants, three are detective  
850 and one is the SRO. That leaves 17 for patrols. Seven are on the day shift and six are on evenings.  
851 (We would like to have seven.) We have three on midnight patrol. The officers rotate. Evenings are our  
852 busiest time. The Education line can't be cut because it is contractual. Of the Uniform line, \$30,000 is  
853 by contract. This year, 11 officers need new bullet-proof vests. They are required to be replaced every  
854 five years. We may receive grants for some of the cost, but can't count on that. Training has been  
855 lowered by an additional \$2,000 to the cuts already made. This includes tasers, cartridges, and ammo.  
856 Training is very important to us. It is a great retention tool, and we don't have use of force issues  
857 because our training is so good. For the Selection Process, I had budgeted for two sworn and two  
858 unsworn. I lowered each of these to one. I took \$15,000 from the Fuel line, based on historical use, the  
859 fuel rate of \$2.50 per gallon set by the Town Administrator, and the fact that we hope to purchase two  
860 new hybrids. Several lines with small amounts were lowered a bit.  
861  
862 Chief Bouchard: I would like to spend some time talking about our fleet. I have lowered from two to one  
863 the number of new vehicles to be purchased next year. We have six patrol-ready cars, one K-9 car and  
864 a sergeant's car. We rotate the cars with high mileage to details and supervisors. Then, we offer them  
865 to other departments. We spend \$35,000 each year for each new car. We can manage with just one  
866 new car, but I am not overly comfortable having cars out on emergency which have 100,000 miles on  
867 them. We are in a good rotation system. The two we have scheduled to rotate have 103,000 and  
868 100,000 miles on them. We get a lot out of our vehicles and they are well maintained. One new vehicle  
869 versus two means higher maintenance costs, in the long run.  
870  
871 D. Boutin: I would like to allow the Police Department to purchase two vehicles. This is the bread and  
872 butter of their department.  
873  
874 C. Jones: In 2005, when I was a police officer in Allenstown, I had a domestic call. Driving a cruiser with  
875 90,000 miles, I broke down on the way. It took a while for another vehicle to get to the scene. The  
876 woman died four days later from her injuries. The SRO does a lot of great things, and I would not want  
877 that position to disappear. I would like to have a more workable cut; I would suggest 2% versus 5%.  
878

879 C. Karolian: The Town Council should not go line by line on these budgets. That should be done with  
880 the Town Administrator. The vehicle cut was just a suggestion. We are spinning our wheels.

881  
882 Chair Sullivan: Councilor Tsantoulis asked them to come back with where the cuts would be.

883  
884 T. Tsantoulis: I did ask the Fire and Police Chiefs to come back with 5% cuts. Where the cuts come  
885 from should be up to the department heads, as opposed to going line by line with the Council.

886  
887 ***C. Jones motioned to instruct the Police Department to reduce its budget by two percent (2%),***  
888 ***not five percent (5%). R. Lapierre seconded the motion.***

889  
890 C. Jones: We, like the rest of the country, are panicking unnecessarily.

891  
892 R. Lapierre: We are looking at vehicles which are end of life, along with staffing and overtime issues.  
893 Cutting emergency services will have a serious impact. I wanted a line-by line report because we need  
894 to know how services could be affected by these budget cuts. The number plucked from the air by  
895 Councilor Tsantoulis could result in lack of emergency services.

896  
897 D. Boutin: Councilor Tsantoulis has been involved for a long time, and he understands budgets. I  
898 support the reductions in the Police Department except for the vehicle cut.

899  
900 J. Durand: A vehicle can break down at 10,000 miles.

901  
902 D. Boutin: The likelihood is not there.

903  
904 J. Durand: New cars can get over 100,000 miles.

905  
906 ***R. Lapierre motioned to call the question. T. Tsantoulis seconded the motion.***

907  
908 R. Lapierre removed his motion.

909  
910 R. Duhaime: We are looking for tax cuts, not to reduce services. One new car is enough. I am proud of  
911 our police force, but lots of people are making sacrifices.

912  
913 T. Tsantoulis: The State is looking at a \$500 million shortfall. This is not easy; I don't enjoy it. But  
914 someone said not to panic six months ago, and thousands of people have died.

915  
916 Chair Sullivan: I thought 5% was too much. The reduction of one officer and one vehicle is about 2.5%.

917  
918 R. Lapierre: From the Highway Block Grant, the worst-case scenario is a 15% loss, which is \$150,000.

919  
920 C. Karolian: The Town Administrator's budget of \$177,461 is lower than the Town Council's budget of  
921 \$18,177 and also lower than the Department's budget.

922  
923 C. Soucie: As we said earlier, the Town Administrator's budget does not include the Library because he  
924 does not review that budget. It is increased by the amount of \$226,000 because of the NH Retirement  
925 increase.

926  
927 Chair Sullivan called for a roll call vote on the motion for a two percent (2%) budget cut.

928  
929 **Roll Call Vote #16**

930 **A. Walczyk Aye**  
931 **R. Lapierre Aye**  
932 **C. Jones Aye**  
933 **R. Duhaime Nay**  
934 **J. Durand Nay**  
935 **C. Karolian Nay**  
936 **T. Tsantoulis Nay**  
937 **D. Boutin Nay**  
938 **J. Sullivan Aye**  
939 **Motion failed (4-5).**

940  
941 **D. Boutin motioned to approve the Police Department revised budget, with the addition of**  
942 **\$50,145 for a second new vehicle. Chair Sullivan seconded the motion.**

943  
944 **Roll Call Vote #17**  
945 **T. Tsantoulis Nay**  
946 **C. Jones Aye**  
947 **R. Duhaime Nay**  
948 **A. Walczyk Aye**  
949 **R. Lapierre Aye**  
950 **C. Karolian Nay**  
951 **J. Durand Nay**  
952 **D. Boutin Aye**  
953 **J. Sullivan Aye**  
954 **Voted in favor (5-4).**

955  
956 Chief Burkush: This budget doesn't support two stations, not all of the time. We have a 4% contractual  
957 raise of \$102,114. The Town Administrator cut our budget by 5%.

958  
959 C. Jones: The Town Administrator cut the Fire Department 5% we are cutting it 5% more? I was not  
960 aware of this.

961  
962 D. Boutin: Councilor Jones, the Town Administrator cut 4.1% and the Town Council cut it 5%, for a  
963 total of 9.1%.

964  
965 Chief Burkush: The Town Administrator also cut our hydrant budget by \$3,450, but we still have  
966 \$300,000 costs in this line over which we have no control.

967  
968 A. Garron: The Fire Department's request was up 12% over last year. I wish I had looked at the hydrant  
969 costs when I first reviewed the budget.

970  
971 Chief Burkush: The impact of an additional 5% cut to our budget is nearly catastrophic to our  
972 operations. We are in the middle of an unprecedented pandemic crisis with unknown ramifications 18  
973 months from now. These cuts could severely impact services provided to the Town. These are the  
974 potential cuts: salary and benefits (\$71,001), which eliminates the much-needed proposed fire  
975 Prevention Captain/FF reorganization plan and a part-time administrative assistant; overtime (\$71,890),  
976 leaving insufficient funds to operate two fire stations continually; Uniforms (\$10,000); Training & Dues  
977 (\$13,750); Equipment Maintenance (\$500); Vehicle Maintenance (\$10,000); Rentals & Leases  
978 (\$34,000); Forest Fires (\$1,500); Office Supplies (\$500); Meals/Food (\$500); New Equipment (\$15,000)  
979 (hose replacement program); Operating Equipment (\$1,000) and Emergency Management New  
980 Equipment (\$5,000). Our actual vehicle repairs last year were \$152,582, and with a cut of \$10,000, that  
981 budget amount is only \$90,000. We have sought out and received over \$300,000 in grants to fund

982 unexpected COID costs, grant funds which may not be available next year. We received two EMS  
983 awards last year and the Heart Safe EMS Award. A Councilor called us recently because a new  
984 business contacted him about the long time it takes to get an inspection. We don't have a full-time  
985 inspector. This Councilor was not interfering; he was getting an explanation for a resident.  
986

987 **Chair Sullivan motioned to set the Fire Department budget at the default amount of \$4,541,237.**  
988 **R. Lapierre seconded the motion.**  
989

990 C. Karolian: On the handout we received late today, the Fire/Rescue budget is \$4,896,028. This does  
991 not agree with the Finance Department handout.  
992

993 Chair Sullivan: It does not include the EMT amount.  
994

995 C. Karolian: I would like to know why not.  
996

997 **Roll Call Vote #18**

998 **J. Durand Aye**

999 **R. Lapierre Aye**

1000 **C. Karolian Nay**

1001 **D. Boutin Nay**

1002 **C. Jones Aye**

1003 **T. Tsantoulis Nay**

1004 **A. Walczyk Aye**

1005 **R. Duhaime Nay**

1006 **J. Sullivan Aye**

1007 **Voted in favor (5-4).**  
1008

1009 **NON-PUBLIC SESSION NH RSA 91-A:3, II**

1010 **Chair Sullivan motioned to enter non-public session at 9:45 pm in accordance with the**  
1011 **provisions of RSA 91-A:3, II (a (c) & (e) T. Tsantoulis seconded the motion.**  
1012

1013 NH RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the  
1014 disciplining of such employee, or the investigation of any charges against him or her, **unless** the  
1015 employee affected (1) has a right to a public meeting, and (2) requests that he meeting be open, in  
1016 which case the request shall be granted.  
1017

1018 NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation  
1019 of any person, other than a member of the public body itself.  
1020

1021 NH RSA 91-A:3, II (e) Consideration or negotiation of pending claims or litigation which has been  
1022 threatened in writing or filed by or against the public body or any subdivision thereof, or by or against  
1023 any member thereof because of his or her membership in such public body, until the claim or litigation  
1024 has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law,  
1025 with any body or board shall not constitute a threatened or filed litigation against any public body for the  
1026 purposes of this subparagraph.

1027 **Roll Call Vote #19**

1028 **C. Jones Left meeting**

1029 **C. Karolian No**

1030 **R. Lapierre Aye**

1031 **R. Duhaime Aye**

1032 **A. Walczyk Aye**

1033 **J. Durand Aye**  
1034 **T. Tsantoulis Aye**  
1035 **D. Boutin Out of the room for roll call**  
1036 **J. Sullivan Aye**  
1037 **Voted in favor (6-1).**  
1038  
1039 **Chair Sullivan motioned to exit non-public session of 09.23.2020 at 10:15 pm. C. Karolian**  
1040 **seconded the motion.**  
1041  
1042 **Roll Call Vote #20**  
1043 **R. Lapierre Aye**  
1044 **R. Duhaime Aye**  
1045 **T. Tsantoulis Aye**  
1046 **A. Walczyk Aye**  
1047 **J. Durand Aye**  
1048 **C. Jones Left meeting**  
1049 **D. Boutin Aye**  
1050 **C. Karolian Aye**  
1051 **J. Sullivan Aye**  
1052 **Voted in favor (8-0).**  
1053  
1054 **Back in public session at 11:14pm**  
1055  
1056 **Chair Sullivan motioned to seal the minutes of the non-public session as they might adversely**  
1057 **affect someone not a member of the Council. D. Boutin seconded the motion.**  
1058  
1059 **Roll Call Vote #21**  
1060 **J. Durand Aye**  
1061 **D. Boutin Aye**  
1062 **C. Jones Left meeting**  
1063 **R. Duhaime Aye**  
1064 **C. Karolian Aye**  
1065 **A. Walczyk Aye**  
1066 **T. Tsantoulis Aye**  
1067 **R. Lapierre Aye**  
1068 **J. Sullivan Aye**  
1069 **Voted unanimously in favor (8-0).**  
1070  
1071 **ADJOURNMENT**  
1072  
1073 **Chair Sullivan made a motion to adjourn at 10:16 pm. Councilor Karolian seconded the motion.**  
1074  
1075 **Roll Call Vote #22**  
1076 **C. Karolian Aye**  
1077 **T. Tsantoulis Aye**  
1078 **R. Lapierre Aye**  
1079 **C. Jones Left meeting**  
1080 **D. Boutin Aye**  
1081 **J. Durand Aye**  
1082 **A. Walczyk Aye**  
1083 **R. Duhaime Aye**

1084 **J. Sullivan Aye**  
1085 **Voted in favor (8-0).**

1086

1087

1088 Respectfully submitted,

1089 *Kathleen Donnelly*

1090 Kathleen Donnelly

1091 Recording Clerk

1092

1093

1094 **Please see subsequent meeting minutes for any amendments to these minutes.**