



AGENDA

Town of Hooksett Town Council

Wednesday, February 10, 2021 at 6:00 PM

A meeting of the Town Council will be held Wednesday, February 10, 2021 in the Hooksett Municipal Building commencing at **6:00 PM**.

Page

1. **CALL TO ORDER**
2. **PROOF OF POSTING**
3. **ROLL CALL-ATTENDANCE**
4. **NON-PUBLIC SESSION #1 NH RSA 91-A:3 II**
5. **PUBLIC SESSION WILL BEGIN IMMEDIATELY FOLLOWING THE NON-PUBLIC SESSION NOTED ABOVE**
6. **PLEDGE OF ALLEGIANCE**
7. **AGENDA OVERVIEW**
8. **PUBLIC HEARINGS**
9. **SPECIAL RECOGNITION**
 - 9.1. Hooksett Fire-Rescue - Swearing-in ceremony new Firefighters/AEMTs
 - 9.2. Hooksett Municipal Employee - New Hire
10. **SCHEDULED APPOINTMENTS**
11. **CONSENT AGENDA**
 - 11.1. To accept a \$1,000.00 (Check #11010-38523) donation, from Home Depot (store #3403), to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b). 3
[Staff Report - SR-21-005 - Pdf](#)
 - 11.2. To accept a \$160.00 (Check #290) donation, from Jillian Pekins of Valley Roofs & More, LLC of Pembroke, to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b). 5
[Staff Report - SR-21-009 - Pdf](#)
 - 11.3. Partial Surety Release from \$341,504.63 to \$25,000 for the Cornerstone Park Site located at the northwest corner of Smyth Road and Londonderry Turnpike. 7 - 12
[Staff Report - SR-21-006 - Pdf](#)
12. **TOWN ADMINISTRATOR'S REPORT**
13. **PUBLIC INPUT - 15 MINUTES**
14. **NOMINATIONS AND APPOINTMENTS**
15. **BRIEF RECESS**
16. **OLD BUSINESS**

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

17. NEW BUSINESS

- 17.1. Non-Union Classification Pay Plan Updates 13 - 15
[Staff Report - SR-21-012 - Pdf](#)
- 17.2. Fire Chief Contract

18. APPROVAL OF MINUTES

- 18.1. Public: 12/09/2020 17 - 37
[TC Minutes 12092020](#)
- 18.2. Public: 01/13/2021 39 - 54
[T C Minutes 01.13.21](#)
- 18.3. Public: 01/20/2021 55 - 63
[TC Minutes 01202021\[13241\]](#)
- 18.4. Non-Public: 12/09/2020 (not sealed) 65 - 67
[12092020 TC NON-PUBLIC NOT SEALED](#)
- 18.5. Non-Public: 01/13/2021

19. SUB-COMMITTEE REPORTS

20. PUBLIC INPUT

21. NON-PUBLIC SESSION #2 NH RSA 91-A:3 II

22. ADJOURNMENT

PUBLIC INPUT

1. Two 15-minute Public Input sessions will be allowed during each Council Meeting. Time will be divided equally among those wishing to speak, however, no person will be allowed to speak for more than 5 minutes.
2. No person may address the council more than twice on any issue in any meeting. Comments must be addressed to the Chair and must not be personal or derogatory about any other person.
3. Any questions must be directly related to the topic being discussed and must be addressed to the Chair only, who after consultation with Council and Town Administrator, will determine if the question can be answered at that time. Questions cannot be directed to an individual Councilor and must not be personal in nature. Issues raised during Public Input, which cannot be resolved or answered at that time, or which require additional discussion or research, will be noted by the Town Administrator who will be responsible for researching and responding to the comment directly during normal work hours or by bringing to the Council for discussion at a subsequent meeting. The Chair reserves the right to end questioning if the questions depart from clarification to deliberation.
4. Council members may request a comment be added to New Business at a subsequent meeting.
5. No one may speak during Public Input except the person acknowledged by the Chair. Direct questions or comments from the audience are not permitted during Public Input.

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

Town Council
STAFF REPORT



To: Town Council
Title: To accept a \$1,000.00 (Check #11010-38523) donation, from Home Depot (store #3403), to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b).
Meeting: Town Council - 10 Feb 2021
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

On January 11, 2021, Matthew Shea of the Hooksett Home Depot informed us that they wanted to donate \$1,000.00 to the Hooksett Police Department as a token of their appreciation for all we do. That same day Chief Bouchard accepted check #11010-38523 in the amount of \$1,000.00. The check is being held until accepted by Town Council.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the donation

SUGGESTED MOTION:

Motion to accept a \$1,000.00 (Check #11010-38523) donation, from Home Depot (store #3403), to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

Town Council
STAFF REPORT



To: Town Council
Title: To accept a \$160.00 (Check #290) donation, from Jillian Pekins of Valley Roofs & More, LLC of Pembroke, to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b).
Meeting: Town Council - 10 Feb 2021
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

On January 12, 2021, Officers from the Hooksett Police Department assisted Mrs. Pekins with a motor vehicle lockout at Target. Mrs. Pekins was appreciative for the service provided to her family that evening and requested the donation be used to purchase new lockout kits. On January 28, 2021, Mrs. Pekins delivered check #290 in the amount of \$160.00 to the Hooksett Police Department. The check is being held until accepted by Town Council. A new lockout kit is approximately \$79.99.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Move to accept the donation

SUGGESTED MOTION:

Motion to accept a \$160.00 (Check #290) donation, from Jillian Pekins of Valley Roofs & More, LLC of Pembroke, to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

Town Council
STAFF REPORT



To: Town Council
Title: Partial Surety Release from \$341,504.63 to \$25,000 for the Cornerstone Park Site located at the northwest corner of Smyth Road and Londonderry Turnpike.
Meeting: Town Council - 10 Feb 2021
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

The developer of the Cornerstone Park site located at the northwest corner of Smyth Road and Londonderry Turnpike is requesting that the Town of Hooksett reduce the site bond currently being held from \$341,504.63 to \$25,000.

The site has been constructed per the plans and Town specifications. Remaining work primarily consists of landscaping work and providing as-builts.

FINANCIAL IMPACT:

None.

POLICY IMPLICATIONS:

None.

RECOMMENDATION:

Reduce the bond for the Cornerstone Park site from \$341,504.63 to \$25,000. The site improvement bond for the site was supplied by the International Fidelity Insurance Co # CTIFSU0757012

SUGGESTED MOTION:

Motion for the Town to reduce the bond (International Fidelity Insurance Co # CTIFSU0757012) for the Cornerstone Park located at the northwest corner of Smyth Road and Londonderry Turnpike from \$341,504.63 to \$25,000 returning \$316,504.63 to the International Fidelity Insurance Company.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Cornerstone Park BOND](#)
[Bond Surety Report](#)
[Cornerstone Bond Reduction Photos](#)

**TOWN OF HOOKSETT, NEW HAMPSHIRE
SUBDIVISION/SITE PLAN IMPROVEMENTS GUARANTEE WORKSHEET**

I hereby certify that, in addition to any work already completed, the following itemized statement and estimated unit costs will complete all improvements required by the Hooksett Subdivision/Site Plan Regulations for the following lot(s):

Map 43 Lot 37 & 37-1 Name of Project: **Cornerstone Park, Smyth Rd & Londonderry Turnpike**

ITEM	QUANTITY	UNITS	UNIT PRICE	PRICE	QUANTITY REMAINING	PRICE
1 Site Work						
a Clearing & Grubbing	4.7	Acre	\$2,150.00	\$10,105.00	0	\$0.00
b Excavation	13,500	C.Y.	\$9.00	\$121,500.00	0	\$0.00
c Ledge Excavation	24,000	C.Y.	\$6.67	\$160,080.00	0	\$0.00
2 Paving						
a 12" Bank Run Gravel	2,760	C.Y.	\$29.00	\$80,040.00	0	\$0.00
b 6" Crushed Gravel	1,380	C.Y.	\$36.00	\$49,680.00	0	\$0.00
c 2 1/2" Paving, binder course	1,180	TON	\$80.00	\$94,400.00	0	\$0.00
d 1 1/2" Paving, finish course	708	TON	\$80.00	\$56,640.00	0	\$0.00
e Curbing	1,777	L.F.	\$6.00	\$10,662.00	50	\$300.00
f Striping	1	L.S.	\$900.00	\$900.00	0	\$0.00
3 Drainage Work						
a Pipe: Size: Type:						
24" HDPE	32	L.F.	\$50.00	\$1,600.00	0	\$0.00
18" HDPE	479	L.F.	\$47.00	\$22,513.00	0	\$0.00
15" HDPE	254	L.F.	\$39.00	\$9,906.00	0	\$0.00
12" HDPE	433	L.F.	\$43.00	\$18,619.00	0	\$0.00
b Catch Basin	11	EA.	\$2,600.00	\$28,600.00	0	\$0.00
c Yard Drain	4	EA.	\$1,500.00	\$6,000.00	0	\$0.00
d Outlet Control Structure	2	EA.	\$4,200.00	\$8,400.00	0	\$0.00
e Water Quality Structure	3	EA.	\$6,500.00	\$19,500.00	0	\$0.00
f 72" and 54" Subsurface Infiltration Area	1	EA.	\$103,000.00	\$103,000.00	0	\$0.00
g End Section	3	EA.	\$250.00	\$750.00	0	\$0.00
h Headwall	1	EA.	\$1,000.00	\$1,000.00	0	\$0.00
i Rip-Rap	42	C.Y.	\$44.00	\$1,848.00	0	\$0.00

1/21/2021

3 Water Work						
a 6" D.I. pipe	576	L.F.	\$64.00	\$36,864.00	0	\$0.00
b Hydrant	1	EA.	\$1,500.00	\$1,500.00	0	\$0.00
4 On-Site Improvements						
a Septic	1	L.S.	\$20,000.00	\$20,000.00	0	\$0.00
b Guardrail	711	L.F.	\$28.00	\$19,908.00	0	\$0.00
c Walkways	305	L.F.	\$43.00	\$13,115.00	0	\$0.00
d Dumpster Pad	1	L.S.	\$3,000.00	\$3,000.00	0	\$0.00
e Landscaping						
Decidious	43	EA.	\$400.00	\$17,200.00	43	\$17,200.00
Evergreen	26	EA.	\$350.00	\$9,100.00	26	\$9,100.00
f Loam & Seed	9,200	S.Y.	\$5.00	\$46,000.00	5,000	\$25,000.00
5 Erosion Control						
a Silt Fence	610	L.F.	\$2.85	\$1,738.50	300	\$855.00
b Construction Exit	1	EA.	\$800.00	\$800.00	0	\$0.00
c CB Protection	15	EA.	\$150.00	\$2,250.00	0	\$0.00
e Temp Blanket	4,250	S.Y.	\$2.00	\$8,500.00	2,000	\$4,000.00
f Silt Soxx	200	L.F.	\$4.50	\$900.00	0	\$0.00
6 Miscellaneous						
a Bounds:	9	EA.	\$250.00	\$2,250.00	0	\$0.00
b As-Built Plans	2	Sheets	\$500.00	\$1,000.00	2	\$1,000.00
NOTE: Portion of Erosion Control Temp Blanket left to cover any spring erosion control issues.						
			SUBTOTAL	\$989,868.50		\$57,455.00
9 Contingencies	(15% of Subtotal)		=	\$148,480.28	25%	\$14,363.75
			TOTAL	\$1,138,348.78		\$71,818.75
			TOTAL	\$341,504.63		\$21,545.63
Bond amout	(30% of Subtotal)				USE:	\$25,000.00

1/21/2021

Town of Hooksett Performance Sureties Located at the Finance Dept					1/21/2021
Project Name	Reason	Amount	Origination Date	Expiration Date	Released Date
Cornerstone Park Smyth, Londonderry, LLC International Fidelity Insurance Co # CTIFSU0757012	S te Bond	341,504.63	03/24/19		



1 Cornerstone Mid-Site Facing West



2 Cornerstone Mid-Site Facing East



3 Cornerstone Facing East - Smyth Road to Right



4 Cornerstone Facing West - Smyth Road to Left

Town Council STAFF REPORT



To: Town Council
Title: Non-Union Classification Pay Plan Updates
Meeting: Town Council - 10 Feb 2021
Department: Administration
Staff Contact: Donna Fitzpatrick, Human Resource Coordinator

BACKGROUND INFORMATION:

The Classification Pay Plan is the non-union pay scale. The Plan was last updated 04/22/2020. Plan updates are needed at this time as follows:

See attached for details:

RED- removed due to position in new Teamsters Local 633 (mid-management) union

GREEN- removed due to position in existing Teamsters Local 633 (Public Works) union

BLUE- amended for position title, reclassification from exempt to non-exempt or no longer a position

FINANCIAL IMPACT:

Refer to warrant articles on collective bargaining agreements

POLICY IMPLICATIONS:

N/A

RECOMMENDATION:

Council motion to approve the updated Classification Pay Plan as presented for effective date 02/10/2021.

SUGGESTED MOTION:

Council motion to approve the updated Classification Pay Plan as presented for effective date 02/10/2021.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Copy of CLASSIFICATION PAY PLAN 02102021](#)

TOWN OF HOOKSETT

Classification Pay Plan ~~04/22/2020~~ (effective 07/01/2020) - 02/10/2021

GRADE	CLASSIFICATION	SALARY RANGE		STATUS	
		MINIMUM	MAXIMUM	EXEMPT	NON-EXEMPT
1	Call Firefighter	\$ 11.00	\$ 22.90		Non-Exempt
	Custodian	\$ 22,880	\$ 47,633		Non-Exempt
	Floor-Custodian				Non-Exempt
	Scale Attendant				Non-Exempt
2	Secretary	\$ 12.00	\$ 25.50		Non-Exempt
	Administrative-Fill-In	\$ 24,960	\$ 53,039		Non-Exempt
	Recording Clerk				Non-Exempt
3	Call Fire Lieutenant	\$ 12.17 \$ 25,314	\$ 23.94 \$ 49,812		Non-Exempt
4	Call Captain	\$ 12.81	\$ 25.22		Non-Exempt
		\$ 26,645	\$ 52,450		
5	Clerk-Vacant	\$ 13.08	\$ 25.74		Non-Exempt
		\$ 27,206	\$ 53,540		
6	Bookkeeper Vacant	\$ 13.58	\$ 26.70		Non-Exempt
		\$ 28,246	\$ 55,545		
7	Clerk/Deputy Town Clerk-Vacant	\$ 13.90	\$ 27.35		Non-Exempt
		\$ 28,912	\$ 56,875		
8	Call Fire District Chief	\$ 14.91	\$ 29.34		Non-Exempt
		\$ 31,013	\$ 61,017		
9	Administrative Assistant	\$ 14.95	\$ 29.42		Non-Exempt
	Assessing Clerk	\$ 31,096	\$ 61,193		Non-Exempt
	Clerk/Deputy Tax Collector				Non-Exempt
	Police Administrative Clerk				Non-Exempt
	Police Prosecution Assistant				Non-Exempt
10	Vacant	\$ 15.27	\$ 30.05		
		\$ 31,762	\$ 62,500		
11	Vacant	\$ 15.98	\$ 31.46		
		\$ 33,238	\$ 65,421		
12	Real-Estate Appraiser	\$ 16.76	\$ 32.97		Non-Exempt
		\$ 34,861	\$ 68,582		
13	Grew-Chief-Vacant Master-Mechanic	\$ 17.80	\$ 35.02		Non-Exempt
		\$ 37,024	\$ 72,855		Non-Exempt
14	Forest Fire Warden	\$ 18.75	\$ 36.98		Non-Exempt
	Project Coordinator	\$ 39,000	\$ 76,931	Exempt	
	Administrative-Services Human Resource Coordinator			Exempt	
	Assistant Planner			Exempt	
15	Family Services Director	\$ 19.27	\$ 38.02		Non-Exempt
		\$ 40,082	\$ 79,067		
16	Code Enforcement Officer Tax Collector	\$ 19.34	\$ 38.06	Exempt	Non-Exempt
		\$ 40,227	\$ 79,155	Exempt	
17	Police Dispatch Supervisor	\$ 20.00	\$ 39.71		*Non-Exempt (Salary)
		\$ 41,600	\$ 82,599		
18	Police Sergeant	\$ 21.45	\$ 38.09		Non-Exempt
		\$ 44,616	\$ 79,220		
19	Administrative Fire-Captain Police Lieutenant Patrol Officers	\$ 22.52	\$ 44.31		Non-Exempt
		\$ 46,842	\$ 92,169		*Non-Exempt (Salary)
20	Assessor Town Planner	\$ 23.04	\$ 45.33	Exempt	
		\$ 47,923	\$ 94,284	Exempt	
21	Vacant	\$ 23.43	\$ 44.39		
		\$ 48,734	\$ 92,343		
22	Finance Director	\$ 23.27	\$ 45.79	Exempt	
		\$ 48,402	\$ 95,243		
23	Assistant Fire Chief	\$ 25.19	\$ 48.81	Exempt	
	Police Captain Operations Support	\$ 52,395	\$ 101,521	Exempt	
	Police Prosecutor			Exempt	
	Town Engineer			Exempt	

TOWN OF HOOKSETT

Classification Pay Plan ~~04/22/2020~~ (effective 07/01/2020) - 02/10/2021

24	Vacant	\$ 27.02 \$ 56,202	\$ 53.74 \$ 111,789		
25	Fire Chief Police Chief Public Works Director	\$ 30.87 \$ 64,210	\$ 57.57 \$ 119,746	Exempt Exempt Exempt	
26	Town Administrator	\$ 31.44 \$ 65,395	\$ 75.11 \$ 156,239	Exempt	

Annual minimum and maximum ranges apply to full-time non-union positions only and are based on a 40-hour work week.
Hourly minimum and maximum rates apply to all non-union positions regardless of full-time, part-time, or other status.

Original adoption date: March 24, 2010.

Amendment date: March 25, 2020 for effective date July 1, 2020

02/13/13 Town Council approved that from now on the maximum level amounts would automatically increase by the amount of any COLA or COLA-type increases, but not merit increases. 07/01/13 Town Council approved 2% COLA. 07/01/14 2% COLA per budget voted 5/13/14. 07/01/15 3% COLA per budget voted 5/12/15. 07/01/16 3% F/T & 2% P/T COLA per budget voted 05/10/16 & TC approval 05/25/16. 07/01/17 2% F/T & P/T COLA per budget voted 03/14/17 & TC approval 05/10/17. 07/01/18 2% F/T & P/T wage increase per warrant voted 03/13/18 & TC approval 05/23/18 to raise maximum levels by 2%. 07/01/19 2.25% F/T & P/T wage increase per TC approval 06/12/2019 to raise maximum levels by 2.25%. 07/01/2020 2.5% F/T & P/T wage increase per warrant article voted 03/10/2020 & TC approval 04/22/2020 to raise maximum levels by 2.5%.

*Refer to Hooksett Police Department Administrative/Operations Directive for Administering of Overtime for Lieutenant and Dispatch Supervisor.

The Classification Pay Plan does not include all seasonal or part-time per diem positions.

RED - REMOVED DUE TO POSITION IN NEW MID-MANAGEMENT UNION

BLUE - AMEND FOR POSITION TILE, RECLASSIFICATION, OR NO LONGER A POSITION

GREEN - REMOVED DUE TO POSITION IN PW UNION

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, December 09, 2020**

The Hooksett Town Council met on Wednesday, December 09, 2020 at 5:30 pm in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 09 Dec 2020 to order at 5:45 pm.

PROOF OF POSTING

Human Resources Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL- ATTENDANCE

In Attendance: Councilor James Sullivan, Councilor Clifford Jones, Councilor John Durand, Councilor Randall Lapierre, Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk

Councilor Roger Duhaime joined the meeting remotely at 6:05 pm. He joined the meeting in person at 6:44 pm.

NON-PUBLIC SESSION #1 NH RSA 91-A:3 II

Chair Sullivan motioned to enter non-public session at 5:46 pm in accordance with the provisions of RSA 91-A:3, II (a). D. Boutin seconded the motion.

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

Roll Call Vote #2

R. Duhaime Not present

J Durand Aye

C. Jones Aye

R. Lapierre Aye

A. Walczyk Aye

D. Boutin Aye

C. Karolian Aye

T. Tsantoulis Aye

J. Sullivan Aye

Voted unanimously in favor (8-0).

Other persons present during non-public session:

Andre Garron, Town Administrator

Donna Fitzpatrick, Human Resources Coordinator

Christine Soucie, Finance Director

Earl Labonte, Public Works Director

Description of Matters:
Town and Teamsters Local 633 (Public Works) Union Negotiations

STRAW VOTE:

C. Karolian motioned to accept the tentative agreement between the Town of Hooksett, NH and Teamsters Local 633, to include Appendix A Pay Scale, effective 07/01/2021-06/30/2024. D. Boutin seconded the motion.

Voted in favor (8-0).

D. Boutin motioned to exit non-public session at 6:05 pm. T. Tsantoulis seconded the motion.

Roll Call Vote #3

D. Boutin Aye
C. Jones Aye
A. Walczyk Aye
J. Durand Aye
R. Duhaime Aye
T. Tsantoulis Aye
R. Lapierre Aye
C. Karolian Aye
J. Sullivan Aye

Voted unanimously in favor (9-0).

Chair Sullivan called the Public Session back to order at 6:11 pm.

PLEDGE OF ALLEGIANCE

Chair Sullivan called for the Pledge of Allegiance.

AGENDA OVERVIEW

Chair Sullivan: I would ask that we move up Items 16.1 and 17.1 of the agenda, to be taken up in conjunction with the Scheduled Appointment with Keith Judge. The Hooksett Police Department Annual Awards Ceremony listed on the agenda for tonight has been postponed. We have a new audio system in the Chambers, purchased with COVID-19 GOEFFR funds, and we hope that this will enable people in the audience and at home to hear us better.

SPECIAL RECOGNITION

Hooksett Municipal Employee - New Hire

A. Garron: I am pleased to announce that we have hired Susan Faretra as a part-time Administrative Assistant in the Administration Department. She started this week, and we can use the help

SCHEDULED APPOINTMENTS

Keith Judge, Business Agent, Teamsters Local 633

K. Judge: I want to thank the town for the very successful union negotiations. The new contract should go a long way toward attracting and retaining employees, and keep the current employees happy. They like working for Hooksett.

C. Karolian motioned to accept the tentative agreement between the Town of Hooksett, NH and Teamsters Local 633, to include Appendix A Pay Scale, effective 07/01/2021 – 06/30/2024 and to place said agreement as a warrant article on the March 2021 ballot to read as follows:

"To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Hooksett Town Council and the Public Works' Employees Local 633, Teamsters, which calls for the following increases in salaries and benefits at the current staffing level:

	<i>Estimated increase over prior year</i>		
<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Estimated Increase</u>
2021-22	\$ 62,326.00	\$ 16,462.00	\$ 78,788.00
2022-23	\$ 25,067.00	\$ 5,129.00	\$ 30,196.00
2023-24	\$ 25,439.00	\$ 5,154.00	\$ 30,593.00

and further to raise and appropriate \$78,788.00 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated tax rate impact is \$0.04. " D. Boutin seconded the motion.

Roll Call Vote #4

A. Walczyk Aye
R. Lapierre Aye
C. Jones Aye
R. Duhaime Aye
J. Durand Aye
C. Karolian Aye
T. Tsantoulis Aye
D. Boutin Aye
J. Sullivan Aye

Voted unanimously in favor (9-0).

D. Boutin motioned to add a second article to the warrant as follows:

"Shall the town, if ARTICLE # ____ is defeated, authorize the governing body to call one special meeting, at its option, to address ARTICLE # ____ cost items only?" T. Tsantoulis seconded the motion.

Roll Call Vote #5

T. Tsantoulis Aye
C. Jones Aye
R. Duhaime Aye

145 **A. Walczyk Aye**
 146 **R. Lapierre Aye**
 147 **C. Karolian Aye**
 148 **J. Durand Aye**
 149 **D. Boutin Aye**
 150 **J. Sullivan Aye**
 151 **Voted unanimously in favor (9-0).**
 152

153 C. Karolian: I want to thank all parties involved in the negotiations, which resulted in a minimal effect of
 154 the tax rate. We need to keep good staff at good salaries.

155 Chair Sullivan: We appreciate the good work done by the Public Works Department.
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 157
 158

159 **CONSENT AGENDA**

160 **To accept a \$1,000.00 (Check #821691) donation, from PROCON LLC, to the Town of Hooksett**
 161 **for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b).**
 162

163 **Donation of a check in the amount of \$400.00 from Kenneth and Joanne McHugh to the Town of**
 164 **Hooksett for the Family Services Department to benefit children and families in need through**
 165 **the Hooksett Family Services Department per RSA 31:95-b, III (b).**
 166

167 **Donation of a check in the amount of \$200.00 from Anita Wolcott to the Town of Hooksett for the**
 168 **Family Services Department for the Holiday Assistance Program to benefit children and families**
 169 **in need through the Hooksett Family Services Department per RSA 31:95-b, III (b).**
 170

171 **Donation of a check in the amount of \$1,000.00 from Russell Pelletier Construction SVCS, LLC**
 172 **to the Town of Hooksett for the Family Services Department for the Holiday Assistance Program**
 173 **to benefit children and families in need through the Hooksett Family Services Department per**
 174 **RSA 31:95-b, III (b).**
 175

176 **Partial Surety Release from \$79,321.25 to \$58,475.00 – Dion/Walnut Hill Road off Goffstown**
 177 **Road**
 178

179 **Eversource Lot at 13 Legends Drive Construction Bond Reduction \$184,009.66 to \$20,000**
 180

181 **Surety Bond Release of \$15,000 for the S&H Land Services Site at #141 Londonderry Turnpike**
 182

183 **C. Karolian motioned to approve Items 11.1, 11.2, 11.3 and 11.4 of the Consent Agenda. D.**
 184 **Boutin seconded the motion.**
 185

186 Chair Sullivan: Would you like to include Items 11.5, 11.6, and 11.7 in your motion?
 187

188 **C. Karolian amended his motion to include Items 11.5, 11.6 and 11.7.**
 189

190 B. Thomas: I distributed a handout with an amendment to Item 11.6. All of the work on the site plan has
 191 been completed. The sand slope is not part of the site plan, so I am recommending release of the entire
 192 amount of the bond.
 193

194 T. Tsantoulis: It is to Eversource's advantage to take care of the sand slope, and I am confident that
 195 they will do it.
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B. Thomas: Yes, they will need to do that in order to sell homes.

C. Karolian amended his motion to include the revision to Item 11.6 calling for the release of the \$184,009.66 Performance Bond for the Eversource lot located at 13 Legends Drive to the Travelers Casualty and Surety Company of America #106931174.

C. Karolian: Is the amount of \$58,475 enough for Item 11.5, Dion/Walnut Hill Road?

B. Thomas: Yes, it is.

Chair Sullivan called for a roll call vote on the Consent Agenda Items as amended.

Roll Call Vote #6

J. Durand Aye

R. Lapierre Aye

C. Karolian Aye

D. Boutin Aye

C. Jones Aye

T. Tsantoulis Aye

A. Walczyk Aye

R. Duhaime Not present

J. Sullivan Aye

Voted unanimously in favor (8-0).

TOWN ADMINISTRATOR'S REPORT

A. Garron: The number of COVID-19 cases in Hooksett is at 121, as compared with 45 on November 17th. The total number of cases since March is now at 421. This is a significant increase. On November 20th the Governor issued Order #74, a mandatory mask mandate. As I see it, we have three (3) alternatives for the meetings of Boards and Committees in Hooksett: 1) consistently maintain a distance of six feet from others – and ‘consistently’ is the key word; 2) use the gymnasium for all meetings; 3) hold all meetings completely virtual. Also, regarding the corona virus, it was learned on Tuesday that the spouse of a Planning Board member has tested positive for the virus.

A. Walczyk motioned to hold all Hooksett Board and Committee meetings in the gym until further notice, effective January 01, 2021. D. Boutin seconded the motion.

Roll Call Vote #7

C. Jones Aye

C. Karolian Aye

R. Lapierre Aye

R. Duhaime Not present

A. Walczyk Aye

J. Durand Aye

T. Tsantoulis Aye

D. Boutin Aye

J. Sullivan Aye

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

252

253 ***A. Walczyk motioned to require face masks on town property until further notice. C. Karolian***
 254 ***seconded the motion.***

255

256 ***Roll Call Vote #8***

257 ***R. Lapierre Aye***

258 ***R. Duhaime Not present***

259 ***T. Tsantoulis Aye***

260 ***A. Walczyk Aye***

261 ***J. Durand Aye***

262 ***C. Jones Aye***

263 ***D. Boutin Aye***

264 ***C. Karolian Aye***

265 ***J. Sullivan Aye***

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

267

268 A. Garron: We have updated the matrix for the Family First Cares Act to better explain how it works and
 269 to incorporate the recent change from 14 days to ten days required for quarantine by the CDC. The Act
 270 allows for 80 hours of paid sick time for employees meeting the criteria. The reduction of quarantine
 271 days from 14 to ten does not change the seven-day minimum for returning to work after a negative
 272 COVID-19 test. I have asked Chief Burkush to explain some other important changes regarding
 273 exemptions for specific employees.

274

275 Chief Burkush: We have been given guidance regarding quarantine exemptions for first responders,
 276 firefighters, police officers and plow truck drivers. These exemptions are for those who have been
 277 exposed to COVID but exhibit no symptoms. Under conditions of staff shortages, these essential
 278 employees can be called back to service if they meet the following criteria: 1) They exhibit no
 279 symptoms of COVID. 2) They are not in a household with someone who has COVID. 3) They are
 280 essential. 4) Their work will be impacted if not done in person. That is, they cannot conduct essential
 281 functions remotely. 5) No replacement exists for them. 6) They must quarantine when not working. 7)
 282 They will wear a mask and maintain a distance of six feet from other people.

283

284 A. Garron: We want to emphasize that all seven (7) criteria must be met. This is for a situation where
 285 perhaps six of the ten people available for work are out because they have COVID or are in quarantine.
 286 It is a 'break glass' provision.

287

288 Chief Burkush: The most obvious situation would be a snowstorm when plow truck drivers are needed.

289

290 Chair Sullivan: I understand the plow driver who is alone in a truck. How does that work with
 291 firefighters? They are not alone.

292

293 Chief Burkush: That would be difficult, more challenging.

294

295 C. Jones: I am not understanding this. Are we going to risk someone else's health? If a police officer
 296 stops a driver, and the driver then tests positive for COVID, that is a problem.

297

298 D. Boutin: There is no silver bullet for this. We should give the Town Administrator, the Police Chief,
 299 and the Fire Chief credit for their efforts to work with this situation.

300
 301 Chair Sullivan: I agree. They are to be commended.
 302
 303 D. Boutin: Would you explain about the Planning Board member whose spouse has COVID?
 304
 305 C. Karolian: Are you saying that a Planning Board member has tested positive for COVID?
 306
 307 Chair Sullivan: No, it is a spouse of a Planning Board member.
 308
 309 C. Karolian: How did they find out?
 310
 311 A. Garron: The Planning Board met on Monday night. On Tuesday, a member reported that his/her
 312 spouse tested positive for the virus. I want to commend the Fire Chief for all of his efforts related to the
 313 pandemic. I also want to have him explain to you the FROST program.
 314
 315 Chief Burkush: FROST stands for First Responders Optional Screening Test program. The program
 316 calls for testing of all firefighters and police officers when they arrive at work. This has been approved
 317 by the Town Administrator.
 318
 319 A. Garron: Pennichuck East Utilities has announced a rate increase from \$65.52 to \$85.40 per month
 320 for its water customers.
 321
 322 A. Garron: If you look across the river, the monuments are in place and the vendor did a fantastic job.
 323 We need to find the proper time for a grand opening.
 324
 325 A. Garron: An application has been sent to reserve the Vietnam Moving Wall for the Bicentennial
 326 celebration in two years.
 327
 328 A. Garron: Town Engineer Bruce Thomas, Councilor David Boutin and I attended the first meeting
 329 regarding the NHDOT Route 3 project for Alans Drive and Whitehall Road. For more information, follow
 330 the link under Special Projects on the website.
 331
 332 A. Garron: I have asked the Assessor, Jon Duhamel, to provide the Council with information on the full
 333 measurement list project.
 334
 335 J. Duhamel: A full measurement list, which verifies the external measurements of properties, has not
 336 been done in Hooksett for over ten years. This is the first step in the revaluation of 2023.
 337
 338 Chair Sullivan: I understand there are 6,400 parcels.
 339
 340 J. Duhamel: There are 6,402.
 341
 342 R. Duhaime: Have you notified the owners?
 343
 344 J. Duhamel: We don't have the funds in our budget to send letters, but the information is posted on our
 345 website. Right now, we are doing about seven percent (7%) of the total, Tax Maps 1-7. Those
 346 conducting the work are identifying themselves and providing photo ID. Although we would like to go
 347 inside the houses, we cannot - and do not want to - force our ways into the homes. The owners can ask
 348 us to leave.

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397

A. Garron: I would like to ask for a motion to close town offices at noon on December 24th.

D. Boutin motioned to close town offices at noon on December 24, 2020. Mr. Tsantoulis seconded the motion.

Roll Call Vote #10

C. Karolian Aye

T. Tsantoulis Aye

R. Lapierre Aye

C. Jones Aye

D. Boutin Aye

J. Durand Aye

A. Walczyk Aye

R. Duhaime Aye

J. Sullivan Aye

Voted unanimously in favor (9-0).

R. Lapierre: I just want to clarify that the change in quarantine guidelines from 14 days to ten days is only if an individual has no symptoms.

A. Walczyk: I want to make sure the Assessor has the funds needed to do this full measurement project.

A. Garron: One third of the cost is in the current budget.

D. Boutin: We want to be sure there is money in the budget for this project to get through the year.

A. Garron: We are trying to squeeze out the money for this.

PUBLIC INPUT

Margaret Avedisian-DeFreest, 56 Corriveau Drive: I have lived on Corriveau Drive for 30 years. Before this discussion begins, I want to emphasize that there are two, separate rights of way here, and they should be handled separately. Beginning on page 68 of the agenda is the information I submitted relating to the time in June 2017 when I received an abutter notice about logging activities that were going to take place. At the time, I was confident that the Town had oversight of this. Two years after the Cease & Desist notice, the equipment is still there. The second, and separate, issue is the right of way (ROW) by 81 Corriveau Drive.

NOMINATIONS AND APPOINTMENTS

December Nominations and Appointments

C. Karolian: The suggested motion for appointing Denise Pichette Volk as an alternate to the Planning Board indicates that the term expires on June 30, 2020.

N. Germain: That should be 2023.

398 **C. Karolian motioned to appoint David Scarpetti to the Tax Increment Financing Advisory Board,**
 399 **term expiring June 30, 2023. D. Boutin seconded the motion.**

400
 401 **Roll Call #11**

402 **T. Tsantoulis Aye**
 403 **R. Lapierre Aye**
 404 **J. Durand Nay**
 405 **C. Jones Nay**
 406 **C. Karolian Aye**
 407 **A. Walczyk Aye**
 408 **R. Duhaime Aye**
 409 **D. Boutin Aye**
 410 **J. Sullivan Aye**
 411 **Voted in favor (7-2).**

412
 413 **C. Karolian motioned to appoint Yolande Cotnoir-Walsh to the Heritage Commission, term**
 414 **expiring June 30, 2023. D. Boutin seconded the motion.**

415
 416 **Roll Call Vote #12**

417 **D. Boutin Aye**
 418 **A. Walczyk Aye**
 419 **J. Durand Aye**
 420 **C. Karolian Aye**
 421 **R. Lapierre Aye**
 422 **T. Tsantoulis Aye**
 423 **R. Duhaime Aye**
 424 **C. Jones Aye**
 425 **J. Sullivan Aye**
 426 **Voted unanimously in favor (9-0).**

427
 428 **C. Karolian motioned to appoint Denise Pichette Volk as an Alternate to the Planning Board,**
 429 **term expiring June 30, 2023, and to appoint Denise Pichette Volk to the Town Hall Preservation**
 430 **Committee, term expiring June 30, 2023.**

431
 432 **Roll Call Vote #13**

433 **C. Karolian Aye**
 434 **D. Boutin Aye**
 435 **T. Tsantoulis Aye**
 436 **R. Lapierre Aye**
 437 **A. Walczyk Aye**
 438 **R. Duhaime Aye**
 439 **J. Durand Aye**
 440 **C. Jones Aye**
 441 **J. Sullivan Aye**
 442 **Voted unanimously in favor (9-0).**

443
 444 **C. Karolian motioned to appoint Nathan Duplessis to the Parks and Recreation Advisory Board,**
 445 **term expiring June 30, 2023. D. Boutin seconded the motion.**

446

447 **Roll Call Vote #14**

448 ***R. Duhaime Aye***

449 ***J Durand Aye***

450 ***C. Jones Aye***

451 ***R. Lapierre Aye***

452 ***A. Walczyk Aye***

453 ***D. Boutin Aye***

454 ***C. Karolian Aye***

455 ***T. Tsantoulis Aye***

456 ***J. Sullivan Aye***

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

458

459 ***R. Duhaime motioned to appoint Robert Duhaime as an Alternate to the Planning Board, term***
 460 ***expiring June 30, 2023, and to appoint Robert Duhaime to the Bicentennial Committee, term***
 461 ***expiring June 30, 2023. T. Tsantoulis seconded the motion.***

462

463 **Roll Call Vote #15**

464 ***D. Boutin Aye***

465 ***C. Jones Aye***

466 ***A. Walczyk Aye***

467 ***J. Durand Aye***

468 ***R. Duhaime Aye***

469 ***T. Tsantoulis Aye***

470 ***R. Lapierre Aye***

471 ***C. Karolian Nay***

472 ***J. Sullivan Aye***

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

474

475 ***R. Duhaime made a motion to appoint Mark Chagnon to the Parks and Recreation Advisory***
 476 ***Board, term expiring June 30, 2023. C. Karolian seconded the motion.***

477

478 **Roll Call Vote #16**

479 ***A. Walczyk Aye***

480 ***R. Lapierre Aye***

481 ***C. Jones Nay***

482 ***R. Duhaime Aye***

483 ***J. Durand Aye***

484 ***C. Karolian Aye***

485 ***T. Tsantoulis Not present***

486 ***D. Boutin Aye***

487 ***J. Sullivan Aye***

488 ***Voted in favor (7-1).***

489

490 ***N. Germain: I want to note that everyone nominated for appointment was invited to this meeting.***

491

492 **OLD BUSINESS**

493 **FY 2021-22 Budget and Warrant Article Review**

494

TC MINUTES

12-09-2020

10

This item was dispensed with during the Scheduled Appointment of Keith Judge, which included action on the related warrant article.

NEW BUSINESS

Town of Hooksett, NH and Teamsters Local 633 Collective Bargaining Agreement 07/01/2021-06/30/2024

This item was dispensed with during the Scheduled Appointment of Keith Judge.

Status of #81 Corriveau Drive and Future Driveway and Subdivision Plans Relating to Abutting "Future Access" Road to Demers Property.

A. Garron: In 2018, the Town won a civil action lawsuit, and Mr. Trimbur, was issued a Cease & Desist order in relation to his lumbering operation. The vehicles used in his operation were left on the right of way (ROW) or on the property where the timbering operations were taking place. We have pictures of those vehicles. There is a question regarding the ownership of the vehicles, which raises the question of whether or not the Town of Hooksett can remove the vehicles, not knowing who owns them.

Chair Sullivan: We need to ask our Town Attorney if we can remove and store the vehicles.

D. Boutin: We don't know that the vehicles are on town property. That is a paper street and therefore is really just an easement. The equipment should not be on the paper street. Is there a license plate?

A. Garron: This can be taken care of, but not without the expense of moving the vehicles.

D. Boutin motioned to have the Town Administrator, to the best of his ability, find the owner of the equipment and send a certified letter giving the owner 15 days to remove the equipment, after which time it will be removed at the owner's expense. A. Walczyk seconded the motion.

M. Avedisian-DeFreest: The owner owes other things he hasn't paid. Wouldn't there have been a bond for restoring the property? What is the point of having these documents if they are not enforced?

D. Boutin: The town has to follow legal procedures. The bond is a separate issue.

R. Duhaime: We should keep the vehicles for bargaining with the owner for payment of the fines and the bond.

A. Garron: It will be a challenge to find a place to park the vehicles.

T. Tsantoulis: Resolution is not perhaps the right word, but I would like the residents here tonight to leave here knowing that they have our attention and we have a game plan. Resolution would be a tough lift this evening.

C. Karolian: I totally understand your frustration and that of the other abutters. I went to the site and was shocked about the equipment, whether abandoned or not. The vehicles have flat tires. We have issues with the foresting company regarded the easement. I know we have sought legal advice. It worries me that there are number lots there. One 25-acre parcel is landlocked. I am not sure how we should proceed regarding the equipment. Perhaps we need to look at the State laws regarding

547 abandoned property. This has to be resolved. I am not grandstanding or politicking. I don't live in the
 548 area but I feel for you. The town erred in 1983 when the Planning Board accepted Corriveau Drive and
 549 requested the future access roads, A, B, C, & D. They lead to nowhere. The lot next to the access road
 550 has access to one lot. The lots to the left and to the right have no access. There are a few layers of this
 551 onion that need to get peeled back. The town erred because they were not specific. Many lots are
 552 landlocked; some is wetlands. We need to give some solid direction to the residents. The equipment
 553 needs to be removed. The access roads are owned by no one. This shouldn't be allowed to continue.
 554 The abutters could be awarded the access roads.

555
 556 Chair Sullivan: We are comingling items. We must first deal with the abandoned property. We need to
 557 find out if the town owns the access ways.

558
 559 C. Jones: We need to give the Town Administrator time to check with legal. What about the bond?

560
 561 A. Garron: I will check. It is hard to imagine there was not a bond.

562
 563 Chair Sullivan: It must be town land or we couldn't have given the easement.

564
 565 A. Walczyk: We want the Town Administrator to act within the confines of the law.

566
 567 C. Jones: The letter to the owner of the equipment should come from the Town Attorney.

568
 569 R. Lapierre: I have been reading minutes from old meetings and everything being discussed now was
 570 brought up in 2017.

571
 572 Chair Sullivan: The access road which we are discussing, where the abandoned property is, is across
 573 from the Valley View cul de sac.

574
 575 D. Boutin: Do we know who owns the lot which the paper street goes to?

576
 577 A. Garron: According to legal, the ROW is a paper street. When the Town Council approved the
 578 driveway in 2019, even though it had not yet been accepted as a town road, the intent was for the it and
 579 the other access roads to become public ways. That was part of the original subdivision.

580
 581 ***D. Boutin motioned to call the question. T. Tsantoulis seconded the motion.***

582
 583 **Roll Call Vote #17**

584 ***T. Tsantoulis Aye***

585 ***C. Jones Aye***

586 ***R. Duhaime Aye***

587 ***A. Walczyk Aye***

588 ***R. Lapierre Aye***

589 ***C. Karolian Aye***

590 ***J. Durand Aye***

591 ***D. Boutin Aye***

592 ***J. Sullivan Aye***

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

594

595 M. Avedisian-DeFreest: I just want to answer a question that was asked earlier but not answered.
596 Louise Marple owns the lot at the end of the future access road. It is Lot 7.

597

598 ***C. Karolian motioned to amend the current motion to say that the timeframe for responding to***
599 ***the certified letter should be in accordance with State law.***

600

601 No second was requested or offered to this motion to amend.

602

603 Chair Sullivan: The Cease & Desist order was because of the lumbering activity on the ROW.

604

605 Chair Sullivan called for a roll call vote on the motion as amended.

606

607 **Roll Call Vote #6**

608 ***J. Durand Aye***

609 ***R. Lapierre Aye***

610 ***C. Karolian Aye***

611 ***D. Boutin Aye***

612 ***C. Jones Aye***

613 ***T. Tsantoulis Aye***

614 ***A. Walczyk Aye***

615 ***R. Duhaime Aye***

616 ***J. Sullivan Aye***

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

618

619 S. Petrosky, 89 Corriveau Drive: We appreciate your efforts on removal of the equipment, but we don't
620 want to lose sight of the ruling to get this site back to its original state. They brought in gravel that was
621 not removed. They were supposed to plant trees but never did. One abutter continues to have his
622 driveway washed out.

623

624 T. Tsantoulis: This is a case of 'out of sight, out of mind.' I apologize for my part in the lack of action.
625 There was no malice. It just got by us.

626

627 Chair Sullivan: We were not aware of the problem.

628

629 E. Moser, 81 Corriveau Drive: After two years, we are still trying to get rid of the equipment.

630

631 A. Garron: We have to remember that there are two sides to every court case. The original decision
632 was appealed. The defendant filed action against the Cease & Desist order.

633

634 N. Williams, Town Planner: No one owns a paper street.

635

636 A. Garron: The town has an interest in a paper street but doesn't own it until it is accepted. A dedication
637 is made, which establishes the interest.

638

639 E. Moser: We heard there was going to be a driveway and a single-family house.

640

641 Chair Sullivan: The driveway was approved on April 10, 2019.

642

643 E. Moser: No one can give us an answer as to who owns the access road. We were not notified. I just
644 happened to see the surveyors. We want to make sure this is done correctly. We do have wetlands,
645 and there will be serious problems if this is not done right. We want it paved, and we want barriers.
646

647 Chair Sullivan: The person building the driveway must take into account all of the requirements.
648

649 N. Williams: The requirements are spelled out by the permit. Regarding the town's authority to grant
650 access, I will read into the record from Town Attorney Matt Serge's email dated March 12, 2019:
651

652 I have reviewed Attorney Michael's letter and I agree that the next step should be to move this
653 to the Town Council for consideration. "Future Access D" is a dedicated, but not yet accepted,
654 street and thus is a paper street. As a matter of law, a landowner has an implied easement to
655 access his or her lot using the paper street, if that is the means of accessing the lot. That said,
656 if someone intends to use this paper street for access, the Town Council has the authority to
657 require that certain standards are followed for improving the street.
658

659 N. Williams: In 2019, the Town Council granted permission to construct the driveway. We have not yet
660 received a request for the permit. When that happens, I will be better able to comment on the plan.
661

662 S. Petrosky: Who is responsible for maintaining the driveway?
663

664 N. Williams: I assume it would be the property owner, but that would have to be checked with legal.
665

666 S. Petrosky: So, you are giving the land to the owner of the property?
667

668 N. Williams: He has an implied easement.
669

670 E. Moser: What if he floods my basement?
671

672 B. Thomas, Town Engineer: The owner is not supposed to have an adverse impact downstream. It is a
673 private matter. I would be happy to walk the site if they request a permit.
674

675 C. Jones: It is considered to be an easement because it is used to access property, but the abutters
676 own to the center line.
677

678 Chair Sullivan: I am confused. It must be built to standard, and we have to make sure that happens –
679 the Town Administrator, the Town Engineer, and the Town Planner.
680

681 A. Garron: That is correct.
682

683 S. Petrosky: No offense, but I don't think the residents of Corriveau Drive have much faith, given our
684 experience with the other ROW.
685

686 R. Duhaime: I believe the driveway is in wetlands, so they will be coming before the ZBA.
687

688 N. Williams: That will be determined when we get the applications.
689

690 R. Duhaime: You need to keep an eye on it.
691

692 C. Karolian: What are the specs regarding pavement and drainage? Does the Council's driveway
693 approval have a sunset? Make no mistake, future development will occur. There is a +25-acres parcel,
694 a 12-acre one and a five-acre one.
695

696 N. Williams: Driveways should be paved in order to maintain shape and keep gravel off the pavement.
697 It is not required, but it is encouraged. There is no sunset that I know of.
698

699 Chair Sullivan: I will not again approve a driveway unless it is off an already approved road.
700

701 **C. Karolian motioned to rescind the 2019 driveway approval for this lot. J. Durand seconded the**
702 **motion.**
703

704 Chair Sullivan: Mr. Garron, what are the ramifications of this?
705

706 A. Garron: I don't have that information at hand. The vote was taken after legal advice was sought.
707

708 T. Tsantoulis: I don't want to be a party to this, drawing back something we voted for. It is not fair to the
709 landowner.
710

711 D. Boutin: I 100% agree with Councilor Tsantoulis. It is not wise, and it will cause legal trouble.
712

713 R. Duhaime: I'm not worried about legal trouble. I'm concerned about what is right.
714

715 **Roll Call Vote #19**

716 **C. Jones Nay**

717 **C. Karolian Aye**

718 **R. Lapierre Nay**

719 **R. Duhaime Aye**

720 **A. Walczyk Nay**

721 **J. Durand Aye**

722 **T. Tsantoulis Nay**

723 **D. Boutin Nay**

724 **J. Sullivan Nay**

725 **Motion failed (3-6).**
726

727 D. Boutin: With all due respect, we are chasing our tails. Common sense says to let the Town
728 Administrator do his research and return to present his findings.
729

730 **PUBLIC INPUT**
731

732 M. Avedisian-DeFreest: That makes perfect sense. It needs to be done right. Regarding the ownership
733 of the access roads, what about Matt from 101 Realty?
734

735 Phil Carle, 35 Corriveau Drive: I have a lack of confidence in follow-through. How could the town grant
736 a driveway with so much unknown?
737

738 Jim Flynn, 39 Corriveau Drive: Do you have a timeline regarding the removal of the logging equipment?
739

740 R. Duhaime: I am your Councilor. Call me and keep calling until this is resolved.
 741
 742 Sandra Moser, 81 Corriveau Drive: Can you amend your decision about the driveway to require it to
 743 paved? Can you require trees for buffering?
 744
 745 A. Garron: I will ask these questions.
 746
 747 Chair Sullivan: We will resolve this as soon as possible, within the law. The Council should schedule a
 748 discussion of paper streets for a future meeting.
 749

750 **RECESS**

751
 752 Chair Sullivan called for a recess at 8:46 pm.
 753 Chair Sullivan called the meeting back to order at 8:58 pm.
 754

755 ***D. Boutin motioned to rescind the vote on the Fire Department reorganization taken at the***
 756 ***November 18, 2020 meeting. R. Lapierre seconded the motion.***
 757

758 **Roll Call Vote #20**

759 ***R. Lapierre Aye***
 760 ***R. Duhaime Nay***
 761 ***T. Tsantoulis Nay***
 762 ***A. Walczyk Nay***
 763 ***J. Durand Nay***
 764 ***C. Jones Aye***
 765 ***D. Boutin Aye***
 766 ***C. Karolian Nay***
 767 ***J. Sullivan Aye***
 768 ***Motion failed (4-5).***

769
 770 **Town Councilor Training on Laptops with Nick Germain**
 771 Postponed.
 772

773
 774 **APPROVAL OF MINUTES**

775
 776 **Public: 10/28/2020**
 777

778 ***T. Tsantoulis motioned to approve the minutes of the October 28, 2020 public session as***
 779 ***written. D. Boutin seconded the motion.***
 780

781 **Roll Call Vote #21**

782 ***J. Durand Aye***
 783 ***D. Boutin Aye***
 784 ***C. Jones Aye***
 785 ***R. Duhaime Aye***
 786 ***C. Karolian Aye***
 787 ***A. Walczyk Aye***
 788 ***T. Tsantoulis Aye***
 789 ***R. Lapierre Aye***

790 **J. Sullivan Aye**
 791 **Voted unanimously in favor (9-0).**
 792
 793 **Public: 11/04/2020**
 794
 795 ***T. Tsantoulis motioned to approve the minutes of the November 04, 2020 public session as***
 796 ***written. D. Boutin seconded the motion.***
 797
 798 **Amendments submitted by Councilor Karolian**
 799
 800 To be added after line 299 (Line 300)
 801
 802 Councilor Duhaime:
 803 "I'd like to direct this to Mr. Karolian, a lot of us spent a lot of time late last night at voting OK and we did
 804 not see you at voting. Moving this along quickly would be nice so we can get home early tonight OK?
 805 So, I don't think this is unlawful or any situation. I think you need to consider our time OK?"
 806
 807 Chair Sullivan:
 808 "OK. So good points all around",
 809
 810 Councilor Durand:
 811 "Councilor Duhaime is out of order with that statement".
 812
 813 Councilor Duhaime:
 814 "Can we move the question?"
 815
 816 Councilor Jones:
 817 "Karolian is the bald one".
 818
 819 Line 315:
 820 Strike "Unanimously"
 821
 822 Line 316: Strike
 823
 824 To be added after line 507 (line 508)
 825
 826 Councilor Karolian:
 827 Dover Rd & Avon Road HOAs there are 18 homes.
 828 Hamlet there are 32. Oakhill Rd there are 5, Manchester Manor there are 135, these are manufactured
 829 homes, Granite Brook 42, Meadowsett Village 41. Granite Hill alone has 50. There are about 250
 830 homes total.
 831 We spoke about Bayberry Hill Estates. I questioned why they weren't included. Private neighborhoods
 832 are entitled to have town trash pick up if they sign the waiver. They pay taxes too, so if we do for some,
 833 we should do for all. They should be entitled to have trash pick up also, if they sign the waiver."
 834
 835 Line 537: strike the words "this board" and replace with:
 836 "the public body itself"
 837

838 **Amendments submitted by Chair Sullivan:**

839
840 To be added after 'Councilor Durand: Councilor Duhaime is out of order with that statement.'

841 Chair Sullivan: Let's be patient, I understand where everyone is coming from.

842
843 To be added after 'Councilor Duhaime: Can we move the question?'

844 Chair Sullivan - Good points. We need to be as pleasant and courteous as possible.

845
846 Councilor Duhaime- I am trying.

847
848 Chair Sullivan called for a vote on the approval of the November 04, 2020 public meeting minutes as
849 amended.

850 **Roll Call Vote #10**

851 ***C. Karolian Aye***

852 ***T. Tsantoulis Aye***

853 ***R. Lapierre Aye***

854 ***C. Jones Aye***

855 ***D. Boutin Aye***

856 ***J. Durand Aye***

857 ***A. Walczyk Aye***

858 ***R. Duhaime Nay***

859 ***J. Sullivan Aye***

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

861
862 ***T. Tsantoulis motioned to approve the minutes of the November 18, 2020 public session as***
863 ***written. D. Boutin seconded the motion.***

864
865 R. Duhaime requested an amendment to line 850, replacing, 'He started with the Fire Department.' with
866 'Maybe we should start with the Fire Department.'

867
868 Chair Sullivan called for a roll call vote on the motion as amended.

869
870 **Roll Call #23**

871 ***T. Tsantoulis Aye***

872 ***R. Lapierre Aye***

873 ***J. Durand Aye***

874 ***C. Jones Aye***

875 ***C. Karolian Aye***

876 ***A. Walczyk Aye***

877 ***R. Duhaime Aye***

878 ***D. Boutin Aye***

879 ***J. Sullivan Aye***

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

881
882 ***T. Tsantoulis motioned to approve the non-public minutes of the October 28, 2020; November***
883 ***04, 2020; and November 18, 2020 as written. D. Boutin seconded the motion.***

884
885 **Roll Call Vote #24**

886 ***D. Boutin Aye***

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18

887 **A. Walczyk Aye**
 888 **J. Durand Aye**
 889 **C. Karolian Aye**
 890 **R. Lapierre**
 891 **T. Tsantoulis**
 892 **R. Duhaime**
 893 **C. Jones**
 894 **J. Sullivan**

895
 896 The roll call was not completed.

897
 898 **A. Walczyk motioned to reconsider the vote on the Fire Department reorganization. D. Boutin**
 899 **seconded the motion.**

900
 901 D. Boutin: The Assistant Fire Chief does the inspections now. We used to have a Fire Inspector, and
 902 the position was cut. He used to visit the schools. It was for our own safety.

903
 904 R. Duhaime: This item is not on the agenda. I cannot address this without proper information.

905
 906 C. Karolian: We were given incorrect information. The Deputy Chief is doing the job. They wanted to
 907 make it a Captain.

908
 909 D. Boutin: I had the right to bring this up again.

910
 911 Chair Sullivan called for a roll call vote on the motion to reconsider.

912
 913 **Roll Call Vote #25**

914 **C. Karolian Nay**
 915 **D. Boutin Aye**
 916 **T. Tsantoulis Nay**
 917 **R. Lapierre Aye**
 918 **A. Walczyk Aye**
 919 **R. Duhaime Nay**
 920 **J. Durand Nay**
 921 **C. Jones Aye**
 922 **J. Sullivan Aye**
 923 **Voted in favor (5-4).**

924
 925 **C. Jones motioned to approve the Fire Department reorganization plan and increase the FY 21-**
 926 **22 budget by \$31,000 in the Full-Time Administration line. D. Boutin seconded the motion.**

927
 928 A. Garron: The money is in the budget for this now, but it is more important to put money in the next
 929 budget. This will have to go before the Budget Committee.

930
 931 T. Tsantoulis: I would like to remind everyone that tax bills went out this week, and mine increased by
 932 more than \$500. We have to stop spending if we don't want taxes to go up.

933
 934 J. Durand: They already have too many Chiefs and not enough Indians at the Fire Department.

935
936 R. Duhaime: We have a responsibility to do this properly. We must do our job before we add more. The
937 Fire Department has the highest amount of overtime and the highest percentage budget increase.
938

939 A. Walczyk: It was a suggestion that the position be a Captain, but that doesn't have to be the case. I
940 agree it is an enormous budget.
941

942 Chair Sullivan: There are things we have asked previous Town Administrators to do, and there was no
943 follow through. It comes back to the Council. Inspections are not being done in a timely way, and that
944 creates a liability.
945

946 Chair Sullivan called for a roll call vote on the motion.
947

948 **Roll Call Vote #26**

949 ***R. Duhaime Abstain***

950 ***J Durand Nay***

951 ***C. Jones Aye***

952 ***R. Lapierre Aye***

953 ***A. Walczyk Aye***

954 ***D. Boutin Aye***

955 ***C. Karolian Abstain***

956 ***T. Tsantoulis Nay***

957 ***J. Sullivan Aye***

958 ***Voted in favor (5-2). R. Duhaime and C. Karolian abstained due to lack of information.***
959

960 **ADJOURNMENT**

961
962 ***J. Durand motioned to adjourned at 9:39 pm. C. Karolian seconded the motion.***
963

964 **Roll Call Vote #27**

965 ***D. Boutin Aye***

966 ***C. Jones Nay***

967 ***A. Walczyk Aye***

968 ***J. Durand Aye***

969 ***R. Duhaime Aye***

970 ***T. Tsantoulis Nay***

971 ***R. Lapierre Aye***

972 ***C. Karolian Aye***

973 ***J. Sullivan Nay***

974 ***Voted in favor (6-3).***
975

976 Respectfully submitted,

977 *Kathleen Donnelly*

978 Kathleen Donnelly

979 Recording Clerk
980
981

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

983
984
985
986
987
~~988~~

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, January 13, 2021**

The Hooksett Town Council met on Wednesday, January 13, 2021 at 5:30 in the Town Hall Gymnasium of the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 13 Jan 2021 to order at 5:30 pm.

PROOF OF POSTING

Human Resources Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL- ATTENDANCE

In Attendance: Councilor James Sullivan, Councilor Clifford Jones, Councilor John Durand, Councilor Randall Lapierre, Councilor David Boutin, Councilor Timothy Tsantoulis and Councilor Alex Walczyk

In Attendance Via Zoom Video Conferencing: Councilor Roger Duhaime and Councilor Clark Karolian

NON-PUBLIC SESSION #1 NH RSA 91-A:3 II

Chair Sullivan motioned to enter non-public session at 5:46 pm in accordance with the provisions of RSA 91-A:3, II (a). D. Boutin seconded the motion.

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

Roll Call Vote #2

***R. Duhaime Aye
J Durand Aye
C. Jones Aye
R. Lapierre Aye
A. Walczyk Aye
D. Boutin Aye
C. Karolian Aye
T. Tsantoulis Aye
J. Sullivan Aye***

Voted unanimously in favor (9-0).

Chair Sullivan motioned to exit non-public session at 5:48 pm. D. Boutin seconded the motion.

Roll Call Vote #4

***A. Walczyk Aye
R. Lapierre Aye
C. Jones Aye
R. Duhaime Aye
J. Durand Aye
C. Karolian Aye***

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1

48 **T. Tsantoulis Aye**
 49 **D. Boutin Aye**
 50 **J. Sullivan Aye**
 51 **Voted unanimously in favor (9-0).**
 52

53 ***T. Tsantoulis motioned to seal the minutes of the non-public session because it is determined***
 54 ***that the divulgence of this information would likely render a proposed action ineffective. A.***
 55 ***Walczyk seconded the motion.***
 56

57 **Roll Call Vote #5**

58 **T. Tsantoulis Aye**
 59 **C. Jones Aye**
 60 **R. Duhaime Aye**
 61 **A. Walczyk Aye**
 62 **R. Lapierre Aye**
 63 **C. Karolian Aye**
 64 **J. Durand Aye**
 65 **D. Boutin Aye**
 66 **J. Sullivan Aye**
 67 **Voted unanimously in favor (9-0).**
 68

69 **RECESS**

70 Chair Sullivan called for a short recess.

71
 72 Chair Sullivan called the Public Session back to order at 6:00 pm.
 73

74 **PLEDGE OF ALLEGIANCE**

75 Chair Sullivan called for the Pledge of Allegiance, followed by a moment of silence in memory of
 76 Barbara Tsantoulis and Leo Belisle.
 77

78 Chair Sullivan: On behalf of the Town Council, I want to express our sympathy to Councilor Tsantoulis
 79 and his family upon the passing of his mother, Barbara Tsantoulis. I also want to express our sympathy
 80 to the family of Leo Belisle upon his passing at the age of 96. Leo was Hooksett's Citizen of the Year in
 81 2006. He served as the Fire Department's Deputy Warden and also as a Budget Committee member.
 82 He was the first Parks & Rec superintendent. As a member of the American Legion for 74 years, he
 83 was the Department Commander and Chaplain for many years. During World War II, he was with the
 84 US Army Medical Core and part of the second wave of the invasion of Normandy in 1941. The granite
 85 for four signs in Hooksett came from his family business, Belisle Granite Company. They are the signs
 86 for Town Hall, the Safety Center, the Library and the American Legion hall. He was a member of the
 87 Hooksett Entertainers, and I had the honor of singing with him. He was also a member of the Knights of
 88 Columbus.
 89

90 **AGENDA OVERVIEW**

91 Chair Sullivan: I would like to ask that we move up Item 17.1 to the time of the scheduled appointment
 92 with representatives of Teamsters Local 633 and Item 18.1 to the time of the scheduled appointment
 93 with Petersons Pawn, LLC,
 94

95 **SPECIAL RECOGNITION**

96 **Hooksett Youth Achiever of the Month**

97 This item was postponed because the recipient went back to school.
 98

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Hooksett Municipal Employee - New Hire

A. Garron: I have no new hires to report, but there may be a few at the next meeting.

SCHEDULED APPOINTMENTS

Jim Petrillo, Field Representative & Keith Judge, Business Agent, Teamsters Local 633

J. Petrillo: First, I would like to thank the negotiating team from the Town Council. This is a great first step and should help Hooksett to retain good employees and get new ones.

K. Judge: Given the time constraint, this process went very well. We look forward to a long and prosperous relationship with the town.

D. Boutin motioned to accept the tentative agreement between the Town of Hooksett, NH and Teamsters Local 633, to include Appendix A Pay Scale, effective 07/01/2021-06/30/2022, and to place said agreement as a warrant article on the March 2021 ballot to read as follows:

Vote needed to recommend Teamster's Union Contract as written below:

"To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Hooksett Town Council and the Employees of Local 633, Teamsters which calls for the following increases in salaries and benefits at the current staffing level:

<i>Estimated increase over prior year</i>			
<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Estimated</u>
<u>Increase</u>			
2021-22	\$ 14,213.00	\$ 3,026.00	\$ 17,239.00

and further to raise and appropriate \$17,239.00 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated tax rate impact is \$0.01. "

T. Tsantoulis seconded the motion.

Roll Call Vote #6

J. Durand Aye
R. Lapierre Aye
C. Karolian Aye
D. Boutin Aye
C. Jones Aye
T. Tsantoulis Aye
A. Walczyk Aye
R. Duhaime Aye
J. Sullivan Aye

Voted unanimously in favor (9-0).

152 **D. Boutin motioned to place a second article to the warrant which would allow the town to hold**
 153 **a special town meeting if the Union Contract fails, this second article to be written as follows:**

154
 155 **"Shall the town, if ARTICLE # ____ is defeated, authorize the governing body to**
 156 **call one special meeting, at its option, to address ARTICLE # ____ cost items**
 157 **only?"**

158
 159 **T. Tsantoulis seconded the motion.**

160
 161 **Roll Call Vote #7**

162 **C. Jones Aye**
 163 **C. Karolian Aye**
 164 **R. Lapierre Aye**
 165 **R. Duhaime Aye**
 166 **A. Walczyk Aye**
 167 **J. Durand Aye**
 168 **T. Tsantoulis Aye**
 169 **D. Boutin Aye**
 170 **J. Sullivan Aye**

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

172
 173 **Erik Peterson and Carl Branco, Petersons Pawn, LLC**

174 T. Rainier, Town Clerk: Mr. Branco and Mr. Peterson are partners in this business, Petersons Pawn,
 175 LLC. They have submitted their application and the \$250.00 fee. I didn't insist upon proof of insurance
 176 from them because they were scheduled for the meeting last week, which was postponed until tonight.
 177 Also, there are discrepancies in the current ordinance, which was drafted by the Police Department.
 178 First, in one section, it states that the fee is due at the time of application, and in another section is
 179 states that the fee is due upon approval. Secondly, it is not clear whether the license expires one year
 180 from approval or at the end of the calendar year. We will need to review the ordinance and take care of
 181 the contradictions therein. I feel that there is no further need to inconvenience them. Mr. Branco has
 182 had a license at Supreme Plaza for three years.

183
 184 C. Karolian: Does the ordinance require positive ID from the seller bringing in items? Is a receipt
 185 forwarded to the Police Department?

186
 187 C. Branco: Positive ID is required. The seller must be 18 years of age or older. We must see State
 188 Photo ID, a valid Passport or Military ID. There is no requirement for a record except for the online
 189 submission. The Police Department views the record electronically. I think there should be a
 190 requirement for a paper record. I am a jeweler. Only about one percent (1%) of my work is with
 191 pawning transactions.

192
 193 J. Durand: Referring to pages 42 and 43 of the agenda, Mr. Peterson's date of birth is listed as August
 194 17, 1985 and then as August 17, 1995.

195
 196 Mr. Peterson: It is 1985. We will correct that.

197
 198 **R. Lapierre motioned to approve the application for Petersons Pawn, LLC, 3 Whitehall Road,**
 199 **Pawnbroker/Secondhand Dealer License. A. Walczyk seconded the motion.**

200
 201 J. Durand: Is this in the same building as Mr. Branco's other business?

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E. Peterson: No, but it is nearby. The address is 3 Whitehall Road, but the utility companies list it as 1261 Hooksett Road, Rear.

C. Karolian: Do you keep items for a period of time before selling them?

E. Peterson: Yes, we keep the items for two weeks.

Roll Call Vote #8

R. Lapierre Aye

R. Duhaime Aye

T. Tsantoulis Aye

A. Walczyk Aye

J. Durand Aye

C. Jones Aye

D. Boutin Aye

C. Karolian Aye

J. Sullivan Aye

Voted unanimously in favor (9-0).

CONSENT AGENDA

Donation of a check in the amount of \$200.00 from Donald and Mary Huot to the Town of Hooksett for the Family Services Department for the Holiday Assistance Program to benefit children and families in need through the Hooksett Family Services Department per RSA 31:95-b, III (b).

Donation of a check in the amount of \$25.00 from Edna Hemeon to the Town of Hooksett for the Family Services Department to benefit children and families in need through the Hooksett Family Services Department per RSA 31:95-b, III (b).

Donation of a check in the amount of \$50.00 from James and Joan Lauterborn to the Town of Hooksett for the Family Services Department to benefit children and families in need through the Hooksett Family Services Department per RSA 31:95-b, III (b).

Partial Surety Release from \$41,367 to \$15,000 for Owen Marine Site at #20 Londonderry Turnpike

Partial Surety Release from \$55,000 to \$27,000 for the Forest Oaks (Maurais Street) Site off Mammoth Road

Partial Surety Release from \$906,593.00 to \$314,425.05 for the Hemlock Hills Estates Phase I site located at the end of Laurel Road.

Partial Surety Release from \$852,195.68 to \$200,000 for the Autumn Frost Project off Summerfare Street

C. Karolian motioned to approve the first three (3) items of the Consent Agenda. T. Tsantoulis seconded the motion.

Roll Call Vote #9

J. Durand Aye

D. Boutin Aye

C. Jones Aye

R. Duhaime Aye

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263 **C. Karolian Aye**
 264 **A. Walczyk Aye**
 265 **T. Tsantoulis Aye**
 266 **R. Lapierre Aye**
 267 **J. Sullivan Aye**
 268 **Voted unanimously in favor (9-0).**

269
 270 **D. Boutin motioned to approve the fourth, fifth, sixth and seventh items of the Consent Agenda.**
 271 **A. Walczyk seconded the motion.**

272
 273 T. Tsantoulis: I have concerns about Owens Marine. They have not complied with requests of the Town
 274 Engineer and the Building Inspector. It is an eyesore, frankly. In general, I don't like to reduce the bond
 275 until the work is done. That's what protects the town. With funds released, the financial incentive is
 276 gone. In the future, I will not be in favor of releasing the bond until all work is done.

277
 278 B. Thomas, Town Engineer: It has been difficult to get them to finish the project. Residents have
 279 complained. At my last visit, it looked really great. They did some paving one year ago yesterday, when
 280 the deadline for paving is November 15th. We are dealing with a business owner, not a developer.
 281 There has been lack of organization.

282
 283 C. Karolian: Do they have a CO?

284
 285 B. Thomas: Yes, they do.

286
 287 D. Boutin: I would like to respond to the remarks of Councilor Tsantoulis. Mr. Thomas decides when to
 288 release the bonds. That is why this is on the agenda. The town has done this for years; it is not an
 289 unusual practice. Mr. Thomas decides if they are entitled to a partial release.

290
 291 R. Duhaime: I made a delivery to Randy Owen recently. He has worked very hard and struggled to
 292 clean up. He has a CO. I will be abstaining from the vote.

293
 294 **Roll Call Vote #10**

295 **C. Karolian Nay**
 296 **T. Tsantoulis Nay**
 297 **R. Lapierre Aye**
 298 **C. Jones Not present**
 299 **D. Boutin Aye**
 300 **J. Durand Nay**
 301 **A. Walczyk Aye**
 302 **R. Duhaime Abstained**
 303 **J. Sullivan Aye**
 304 **Voted in favor (4-3). R. Duhaime abstained due to conflict of interest.**

305
 306 **OLD BUSINESS**
 307 **FY 2021-22 Budget and Warrant Article Review - Non-union raise**

308
 309 Chair Sullivan: Next, I would like to ask Finance Director Christine Soucie address the issue of the
 310 order of warrant articles on the ballot.
 311

312 C. Soucie: The Town Council determines the order of warrant articles on the ballot. Historically, the
313 articles have been arranged in order from the highest to lowest dollar amount. I suggest that the articles
314 regarding employees be grouped together.

315

316 **A. Walczyk motioned to group the warrant articles relating to employee raises, union and non-**
317 **union, together and to otherwise order them from the highest to lowest dollar amount. D. Boutin**
318 **seconded the motion.**

319

320 **Roll Call #11**

321 **T. Tsantoulis Aye**

322 **R. Lapierre Aye**

323 **J. Durand Aye**

324 **C. Jones Not present**

325 **C. Karolian Aye**

326 **A. Walczyk Aye**

327 **R. Duhaime Not present**

328 **D. Boutin Aye**

329 **J. Sullivan Aye**

330 **Voted in favor (7-0).**

331

332 A. Garron: Regarding non-union employee wages, the increase last year was 2.5%. I am proposing a
333 4% total increase, consisting of a 2% COLA increase, with a pay scale adjustment of 2.5%. The other
334 2%, which makes up the 4% total would be for merit-oriented raises for high level work. This is in line
335 with union-proposed raises. If an employee is at the top of the scale, the merit increase would be in the
336 form of a bonus. I would also like to pursue a wage study, which could help with retention and attraction
337 of employees. A wage study was last done over 13 years ago.

338

339 D. Boutin: I agree with conducting a wage study, but if someone is earning \$75,000 a year, and we add
340 2% every year, we can't keep up with that. The taxpayers can't afford that.

341

342 A. Garron: This is not for every year; it is just this year. After the wage study, we can look at future
343 years.

344

345 D. Boutin: There will have to be some adjustments to the next budget after the wage study, correct?

346

347 A. Garron: Yes. They will be incorporated into the next budget after the study.

348

349 D. Boutin: But this budget is already set.

350

351 A. Garron: This would be a warrant article.

352

353 D. Boutin: This is premature.

354

355 A. Walczyk: I agree with Councilor Boutin for the most part. I am in favor of going ahead with the wage
356 study. Is 4% the maximum or the limit?

357

358 C. Karolian: Who will conduct the wage study, and how much will it cost?

359

360 A. Garron: We will solicit bids from firms. I know of two. The cost would range from \$5,000 to \$15,000.

361

C. Soucie: We do not increase the maximum automatically when employees get a raise. We haven't looked at the minimum since I've been here.

364

A. Garron: We have two alternatives for covering the cost of this raise: We have COVID-related savings because we were not able to attend conferences, workshops, and those types of events. We also have the Unassigned Fund Balance (UFB).

368

R. Duhaime: If some of the 2% merit increase funds are not used, will they go back to the town?

370

A. Garron: Yes, the money would go to the UFB.

372

R. Duhaime: What about the cost of benefits? This is just salary increases.

374

A. Garron: The calculations on page 40 of your agenda packet include the increase in benefits. We have 35 full-time and 32 part-time non-union employees.

377

T. Tsantoulis: It is a constant challenge to get and retain employees. It is a fine balance. We don't want to be a 'first step,' which costs the town more, but we don't have to pay the best. The study needs to be done.

380

381

C. Karolian motioned to instruct the Town Administrator to have a wage study conducted, not to exceed \$15,000. Chair Sullivan seconded the motion.

384

D. Boutin: I fully support the wage study, but I am opposed to setting a cap.

386

C. Karolian: How can we do it without a cap? The Town Administrator said that the range is \$5,000 to \$15,000.

389

R. Lapierre: He will follow the RFP regular process.

391

D. Boutin: If you get an RFP, Mr. Garron, do you need permission?

393

A. Garron: Either way, I must come back to the Council if the cost exceeds \$15,000.

395

Chair Sullivan: Above \$15,000, a new procedure kicks in.

397

D. Boutin: If the cost exceeds \$15,000, Mr. Garron has to come before the Council. It is a moot point.

399

C. Karolian: I retract my motion.

401

Chair Sullivan: I will retract my second to that motion.

403

C. Jones: He can spend \$15,000 without Town Council approval.

405

A. Garron: If asked, I could live with the cap.

407

Chair Sullivan motioned to authorize the Town Administrator to do a wage study. A. Walczyk seconded the motion.

409

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410

411 **Roll Call Vote #12**

412 **D. Boutin Aye**

413 **A. Walczyk Aye**

414 **J. Durand Aye**

415 **C. Karolian Aye**

416 **R. Lapierre Aye**

417 **T. Tsantoulis Aye**

418 **R. Duhaime Not present**

419 **C. Jones Aye**

420 **J. Sullivan Aye**

421 **Voted in favor (8-0).**

422

423 **A. Walczyk motioned to recommend the non-union raise warrant article, "To see if the town will**
 424 **vote to raise and appropriate the sum of \$140,387.00 for salaries and benefits for the non-union**
 425 **full-time and part-time Town and Library personnel; estimated tax rate impact is \$0.07." D.**

426 **Boutin seconded the motion.**

427

428 R. Lapierre: Why do we have all of these calculations for different percentages?

429

430 C. Soucie: I calculated by one-half percent increments up to 4% in case a Councilor asked for that
 431 information.

432

433 R. Lapierre: Can you give more than 4% to some employees?

434

435 A. Garron: Yes. Bear in mind that the unions have straight increases, versus a COLA increase and a
 436 merit increase.

437

438 T. Tsantoulis: The leftover funds would go into the General Fund and then to the UFB.

439

440 R. Lapierre: In that case, the amount of the warrant article would be inaccurate.

441

442 Chair Sullivan: I noticed that some eyebrows were raised when Mr. Garron said that some employees
 443 could receive more than 4%.

444

445 C. Soucie: The Council can issue a directive limiting the raise to 4%.

446

447 R. Duhaime: We gave the Town Administrator a big raise. Salaries are public information. We don't
 448 need a study. The Town Administrator can have one of his 35 non-union employees do the study.

449

450 Chair Sullivan called for a roll call vote on the motion for the non-union employee raise.

451

452 **Roll Call Vote #13**

453 **C. Karolian Nay**

454 **D. Boutin Aye**

455 **T. Tsantoulis Aye**

456 **R. Lapierre Aye**

457 **A. Walczyk Aye**

458 **R. Duhaime Aye**

459 **J. Durand Aye**
 460 **C. Jones Aye**
 461 **J. Sullivan Aye**
 462 **Voted in favor (8-1).**

463
 464 **D. Boutin motioned that non-union employees get no more than a 4% raise. C. Jones seconded**
 465 **the motion.**

466
 467 A. Walczyk: We should let the Town Administrator do his job. There is no need to micromanage.

468
 469 C. Karolian: This is putting the cart before the horse, giving the wage increase before the wage study.
 470 That study may indicate that some are over and some are under. I am not opposed to giving these
 471 employees a raise; that is not why I voted no.

472
 473 D. Boutin: Our job is to watch the taxpayer's pocketbook. It is not fair if one gets 2% and another gets
 474 6%. The amount of 4% is reasonable. I want to call the question.

475
 476 Chair Sullivan: There being no objection to calling the question, I call for a roll call vote on the motion.

477
 478 **Roll Call Vote #14**

479 **R. Duhaime Aye**
 480 **J Durand Aye**
 481 **C. Jones Aye**
 482 **R. Lapierre Nay**
 483 **A. Walczyk Nay**
 484 **D. Boutin Aye**
 485 **C. Karolian Nay**
 486 **T. Tsantoulis Aye**
 487 **J. Sullivan Aye**
 488 **Voted in favor (6-3).**

489
 490 A. Garron: I want to thank you for your consideration of my proposal and for your support.

491
 492 **TOWN ADMINISTRATOR'S REPORT**

493
 494 A. Garron: Moderator Cindy Robertson, Assistant Moderator Don Riley and Town Clerk Todd Rainier
 495 are here to discuss plans for the Deliberative Session. We met today to discuss the options of an in-
 496 person session versus a virtual session.

497
 498 C. Robertson: We are three weeks away from the February 6th Deliberative Session. We are guided by
 499 HB 1129, an Emergency Order. The first option is an in-person Deliberative Session with masks and
 500 six-foot distancing. The session would be held in the school gym, with the overflow in the cafeteria. We
 501 are looking at using a third room for those who cannot or will not wear masks.

502
 503 Chair Sullivan: The School is looking at the Library as an option for the third location for those without
 504 masks.

505
 506 C. Robertson: We have to find out if people without masks will be allowed in the School, due to the
 507 mask mandate. The School is leaning toward an in-person session. They will be meeting on January

508 19th to decide. Since their Deliberative Session is on Friday, February 5th in the evening, we might be
509 able to piggyback on their setup of the gym and cafeteria.

510
511 C. Jones: Hooksett mandates the wearing of masks in all public buildings.

512
513 C. Robertson: The second option is a virtual session. The process is complex. Seven days prior to
514 February 6th, all voters must receive a mailing regarding the process to be followed. That is 11,000
515 pieces of mail. Voters may comment or weigh in on the warrant articles electronically. There may also
516 be an option for people to drop off written comments at the Town Clerk's office. Next, the members of
517 the Town Council must review these comments, which would have to be arranged in the numerical
518 order of the warrant articles. There will be two (2) ballots – one for those running for office and another
519 for warrant articles. The first question on the second (alternate) ballot would be: "Do you approve of this
520 alternate process?" If that question fails, all fail. We would then have to develop another process. There
521 are pros and cons to both options. Neither is perfect.

522
523 D. Riley: In the normal process, the voters discuss, debate and amend the articles. With the alternate
524 process, the Town Council performs this role.

525
526 C. Robertson: For those who cannot attend, we plan to stream the session so they can watch, but not
527 participate. The Councilors would be meeting virtually as well. An advantage of the in-person option is
528 that it would be as close as possible to the normal process, which may be less frustrating for voters.
529 Neither option is without challenges.

530
531 Chair Sullivan: I would suggest a conference call including the Town Administrator, the School
532 Superintendent, and both Moderators. The virtual process is difficult.

533
534 D. Riley: It is very complicated, and one mistake could jeopardize the process.

535
536 C. Jones: How are you going to get a separate room for those without masks, given the mandate?

537
538 T. Rainier: I don't know.

539
540 D. Boutin: People are used to wearing masks now. I don't think we can turn them away, because they
541 have a right to vote.

542
543 D. Riley: We have to accommodate those who can't or won't wear a mask, as we did in the September
544 and November elections.

545
546 D. Boutin: You should call the AG's office, tell them about our mask policy, and ask how to handle it.

547
548 T. Rainier: We have spoken with people in the AG's and the SOS offices. What they have said is that
549 they have given their best guidance and we must use our own judgement. It falls back on the Town
550 Attorney.

551
552 D. Boutin: Have you talked with the Town Attorney?

553
554 T. Rainier: Not regarding this election, but we talked with him about the September and November
555 elections. We have to figure out how to accommodate all voters. A virtual session is an opportunity to
556 get a better turnout. We may have the best turnout ever.

557

558 R. Duhaime: First, thanks to Ms. Robertson and Mr. Riley for all of their efforts. I find that attending
559 meetings remotely saves time. I am embracing technology. We need a hybrid plan. Turnout is likely to
560 increase.

561

562 C. Robertson: We can't do both. The trade-off is that there is no in-person voting with the virtual process.
563 We need to make a decision as soon as possible, hopefully by your meeting next week.

564

565 R. Lapierre: What is the maximum capacity in the gym and the cafeteria?

566

567 T. Rainier: The details are not final. We have to determine how many chairs will fit with distancing of six
568 feet. We will be having a conversation with the School Superintendent.

569

570 D. Riley: Husbands and wives can sit together, so there can be some sets of two chairs together.

571

572 T. Tsantoulis: Turnout for the Deliberative Session is usually low. It will probably be lower this year. I
573 say that those who can't wear a mask for a medical reason should bring a note from their doctors. If not
574 wearing a mask is a political statement, stay home. Spending \$6,000 to send a mailer is a waste of
575 money.

576

577 C. Jones: We can't send them away.

578

579 C. Robertson: As I said earlier, we are trying to arrange for them to drop off their written comments at
580 the Town Clerk's office. This is not perfect. Someone's rights will be violated.

581

582 A. Walczyk: Thank you for all of your efforts. Is there COVID money available for postage?

583

584 T. Rainier: I will check, but I don't think so. The funds were designated for the increase in the number of
585 absentee ballots in 2020.

586

587 A. Walczyk: The mistakes that might be made with the virtual process are preferable to having a 'super-
588 spreader' event. For me, that is the 'worst case' scenario. I understand that the virtual option is a
589 logistical nightmare.

590

591 C. Robertson: If we choose the virtual option, we must do drive-thru voting in March.

592

593 A. Garron: At the September election, we had two voters who refused to wear a mask and two who
594 could not wear one for medical reasons. In November, we had only one not wearing a mask, and it was
595 for medical reasons. If we keep the process as normal as possible, it will be less disruptive for the
596 voters.

597

598 C. Robertson: If we have problems with the virtual option, I'm not saying that they outweigh the safety
599 factor.

600

601 D. Boutin: I am not sympathetic with the comments of Councilor Walczyk. We can have a safe in-
602 person Deliberative Session.

603

604 ***D. Boutin motioned to hold the Deliberative Session in person. T. Tsantoulis seconded the***
605 ***motion.***

606

607 **Roll Call Vote #15**

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608 **D. Boutin Aye**
 609 **C. Jones Nay**
 610 **A. Walczyk Nay**
 611 **J. Durand Aye**
 612 **R. Duhaime Nay**
 613 **T. Tsantoulis Aye**
 614 **R. Lapierre Aye**
 615 **C. Karolian Not present**
 616 **J. Sullivan Aye**
 617 **Voted in favor (5-3).**

618
 619 D. Boutin: On behalf of the Council, I want to express gratitude to Ms. Robinson and Mr. Riley.

620
 621 A. Garron: I would like to ask our Assessor, Jon Duhamel, for an update on the equalization ratio.

622
 623 J. Duhamel: Hooksett's ration is 84.5%. The State mandate is to be between 90 & 110%. This will
 624 correct with the 2021 update.

625
 626 Chair Sullivan: Would you please provide us with an update on the Full Measurement List project?

627
 628 J. Duhamel: Phase I is done. We have used all of the money allotted for this year. We completed Tax
 629 Maps 1 through 6, which is 450 properties. We went into no homes; I did a lot of the work by phone.

630
 631 A. Garron: Regarding COVID, Hooksett now has 69 cases, down from 121 a month ago. The total
 632 number of Hooksett cases is 790. As of December 08, 2020, there were 421 cases, so the one-month
 633 increase is dramatic. On the positive side, hospitalizations are stabilizing, and there are no reported
 634 deaths of Hooksett residents, thankfully. As for the Family First Corona Virus Act (FFCRA), hours for
 635 family leave not used in 2020 can be carried over to 2021 if the Council votes to extend that through
 636 March 31, 2021, with the caveat that the GOEFFR safety net is not there. The FFCRA was originally in
 637 effect from March 01, 2020 through December 31, 2020 and allowed for 80 hours of paid family leave.
 638 The hours do not re-set. That is, if an employee used 40 hours in 2020, he or she can use the
 639 remaining 40 hours through the end of March this year, if the Council votes to extend.

640
 641 **A. Walczyk motioned to extend the paid family leave available from the FFCRA through March**
 642 **31, 2021. D. Boutin seconded the motion.**

643
 644 **Roll Call Vote #16**

645 **A. Walczyk Aye**
 646 **R. Lapierre Aye**
 647 **C. Jones Aye**
 648 **R. Duhaime Aye**
 649 **J. Durand Aye**
 650 **C. Karolian Not present**
 651 **T. Tsantoulis Aye**
 652 **D. Boutin Aye**
 653 **J. Sullivan Aye**
 654 **Voted in favor (8-0).**
 655

656 A. Garron: At the last meeting, I reported on Pennichuck Water's rate increase from \$69.52 to \$85.40,
657 which is a 22.8% increase. Londonderry is objecting to the rate increase and is asking other
658 communities to join this action.

659

660 ***D. Boutin motioned to participate in objecting to the rate increase proposed by Pennichuck***
661 ***Water and to join Londonderry and other communities in the franchise area affected by the rate***
662 ***increase. A. Walczyk seconded the motion.***

663

664 **Roll Call Vote #17**

665 ***T. Tsantoulis Aye***

666 ***C. Jones Aye***

667 ***R. Duhaime Aye***

668 ***A. Walczyk Aye***

669 ***R. Lapierre Aye***

670 ***C. Karolian Not present***

671 ***J. Durand Aye***

672 ***D. Boutin Aye***

673 ***J. Sullivan Aye***

674 ***Voted in favor (8-0).***

675

676 A. Garron: The LED conversion project is complete. Mr. Germain was the point person for this project.
677 We are now working with the vendors on rebates. Going forward, when new lights are considered, we
678 want to have a process for evaluating them. We have looked at GE regarding adequate lighting at their
679 site, as requested.

680

681 T. Tsantoulis: Mr. Germain is someone we take for granted. I want to give a shout out for the LED
682 project and for his work on the audio here and in the Chambers.

683

684 A. Garron: Our cable franchise agreement expired at the end of 2020. We need Councilors for the
685 negotiating committee. I am looking for volunteers.

686

687 A. Walczyk: I will volunteer.

688

689 D. Boutin: I will also volunteer.

690

691 A. Garron: I need to know the names of the three Councilors who volunteered to serve on the
692 committee for my review.

693

694 D. Fitzpatrick: Councilors Boutin, Karolian and Lapierre volunteered.

695

696 A. Garron: This is my last item. I have information about two proposed telecommunication towers, one
697 in Henniker and one in Hudson. Regional impact must be considered, per the RSA, and the region is a
698 large area. If anyone wants to look at these, please let me know.

699

700 **NEW BUSINESS**

701

702 **Forest Oaks Development Street Name Approval**

704

705 ***D. Boutin motioned to approve Blaise Way as the street name for the Forest Oaks development***
706 ***located off the Maurais Street cul-de-sac. T. Tsantoulis seconded the motion.***
707

708
709

710

Roll Call Vote #18

711

J. Durand Aye

712

R. Lapierre Nay

713

C. Karolian Not present

714

D. Boutin Aye

715

C. Jones Not present

716

T. Tsantoulis Aye

717

A. Walczyk Aye

718

R. Duhaime Aye

719

J. Sullivan Aye

720

Voted in favor (6-1).

721

722

Acceptance of Federal Funds for COVID related Expenses

723

724

Chief Burkush: These are grant reimbursements. The NH Department of Justice amount of \$66,586.02 is for overtime and an extra firefighter on each shift. The FEMA amount of \$61,424.92 is a 75% reimbursement, and the CARES Act amount of \$24,811.13 is for loss of ambulance revenue.

727

728

R. Lapierre motioned to accept the DOJ grant award of \$66,586.02, the FEMA award of \$61,424.92 and the CARES Act amount of \$24,811.13, per RSA 21-P:43, and to authorize the Town Administrator and the Council Chair to sign all associated documents. D. Boutin seconded the motion.

731

732

733

Roll Call Vote #19

734

C. Jones Not present

735

C. Karolian Not present

736

R. Lapierre Aye

737

R. Duhaime Aye

738

A. Walczyk Aye

739

J. Durand Aye

740

T. Tsantoulis Aye

741

D. Boutin Aye

742

J. Sullivan Aye

743

Voted in favor (7-0).

744

745

746

PUBLIC INPUT

747

748

T. Rainier: The filing period for local offices starts Wednesday, January 20, 2021 and ends Friday, January 29, 2021. Declarations of Candidacy for open seats will be accepted during regular hours during this period of time. The Town Clerk's office will also be open on Friday, January 29th from 3:00 pm till 5:00 pm, per RSA, to accept filings for candidacy. Open positions are as follows:

751

752

753

Budget Committee - three, three-year positions – term ending 06-30-2024

754

Cemetery Commission – one, two-year position – term ending 06-30-2023

755

and one, three-year position – term ending 06-30-2024

756

Library Trustees – two, three-year positions – term ending 06-30-2024

757

Moderator – one, one-year position – term ending 06-30-2022

758

Trustees of the Trust Fund – one, three-year position – term ending 06-30-2024

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759 Town Council – one at-large position; District 1, 4, 5, or 6 – term ending 06-30-2024
 760 Districts 1 & 4 - one, three-year position each – term ending 06-30-2024
 761

762 **ADJOURNMENT**

763
 764 *D. Boutin motioned to adjourn at 8:46 pm. T. Tsantoulis seconded the motion.*
 765

766 **Roll Call Vote #20**

767 *R. Lapierre Aye*
 768 *R. Duhaime Aye*
 769 *T. Tsantoulis Aye*
 770 *A. Walczyk Aye*
 771 *J. Durand Nay*
 772 *C. Jones Not present*
 773 *D. Boutin Aye*
 774 *C. Karolian Not present*
 775 *J. Sullivan Aye*
 776 *Voted in favor (6-1).*
 777

778 Respectfully submitted,
 779 *Kathleen Donnelly*
 780 Kathleen Donnelly
 781 Recording Clerk
 782
 783

784 **Please see subsequent meeting minutes for any amendments to these minutes.**
 785
 786
 787
 788
 789
 790
 791
 792
 793

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, January 20, 2021**

The Hooksett Town Council met on Wednesday, January 20, 2021 at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 20 Jan 2021 to order at 6:10 pm.

PROOF OF POSTING

Human Resources Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor John Durand, Councilor Randall Lapierre, Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk

In Attendance Via Zoom Video Conferencing: Councilor Roger Duhaime,

Missing: Councilor Clifford Jones

PLEDGE OF ALLEGIANCE

Chair Sullivan called for the Pledge of Allegiance.

SCHEDULED APPOINTMENTS

Phil Carle and Atty. Mark Dunn (via Zoom) - Corriveau Drive

Eugene Moser, 81 Corriveau Drive and Steve Petrosky, 89 Corriveau Drive (in-person) - Corriveau Drive Future Driveway

E. Moser: We seek to establish who owns the right of way, Corridor D. RSA 231:51 indicates that the town lost its ownership 20 years after establishing it as a paper street because it was not accepted by the town by the end of the 20 years. Also, the owner of Lot 27-4 has no easement over Corridor D because it did not come out of the same grantor as did the lots on Corriveau Drive.

S. Petrosky: This is the third time we have addressed the Council in the last few months on this issue of Corriveau Drive. We claim that the decision was not properly made or made prematurely. What should or should not be done with these rights of way?

Chair Sullivan: We are prepared to answer your questions.

P. Carle, 35 Corriveau Drive: I would like to introduce Attorney Mark Dunn, who has done research on our behalf.

M. Dunn, 24 Montgomery Street, Concord, NH: The Town Council needs to reexamine the law of implied easement which the town is relying upon. Lot 27-4, the ten acres to the north, has existed since 1881. Since it did not come out of the same grantor as did the lots on Corriveau Drive, it does not have the same title history as the lots on Corriveau Drive and therefore does not have an implied easement or an easement of necessity. At one time, towns had an indefinite time to accept a paper road, but that is no longer the case. The town had 20 years from the establishment of the paper road in 1983-84 to

49 accept it. That expired in 2003-04. Since that time, the abutters – Lots 27-46-23 and 27-46-22 - have
 50 each owned Corridor D to their respective center lines. I have provided a letter to the Town Council
 51 members outlining my argument, citing the case history on this issue. RSA 231:51 addresses this issue
 52 of Dedicated Ways. I urge the Council not to take any affirmative action tonight about rescinding the
 53 driveway permit. Further discussion is needed.

54
 55 Leo Corriveau: I sold the land to 101 Realty for the Corriveau Road development. Three accesses were
 56 put there for me; I should own them. Part of deal I made with 101 Realty was that an easement would
 57 be available to the landlocked lot owned by my brother. The access roads should have been quit
 58 claimed to me. Also, my brother's lot should have been #3, but they put it to #4. Mr. Demers owns the
 59 property between 81 and 89 Corriveau Drive.

60
 61 C. Karolian: Is that the corridor between Lots 27-3 and 27-4?
 62

63 A. Garron: I ask all parties to supply me with any information you have, please. There is a lot of
 64 information from a variety of sources.
 65

66 L. Corriveau: I don't have anything in writing.
 67

68 C. Karolian: What property do you own on this map?
 69

70 L. Corriveau: I own several of them.
 71

72 John Baldi: The access roads are all given letter designations. It is best to refer to them by their letter
 73 designations. The access road where the construction vehicles have been parked belongs to Louis
 74 Marple.
 75

76 Paul Kenney, 101 Corriveau Drive: No mention is made that Mr. Corriveau had an arrangement
 77 regarding those right of ways. It is a good idea to open that back land. I suggest getting the Planning
 78 Board meeting minutes from May in 1983. Dick Marshall would be a good person to speak with.
 79

80 Thomas Armor: My property abuts all of the abandoned construction vehicles. The same problem is
 81 back. At one time, the Town of Hooksett and I were sued, and the case went to the Superior Court.
 82 Come to a definitive conclusion, please, and waste no more time.
 83

84 M. Dunn: Corridor B is owned by someone. The RSA is clear; the town had 20 years to make a plan,
 85 and the clock started in 1983 on Plan 7722.
 86

87 J. Baldi: There is a recorded quit claim deed giving access B to Louise Marple. Her family has been
 88 there for three generations. It is designated Agricultural & Forestry.
 89

90 **Atty. Brett Allard of Bernstein Shur (on behalf of Dennis Demers) (in-person) - #81 Corriveau**
 91 **Drive Future Driveway**
 92

93 B. Allard: On August 10, 2019, this town's legal counsel said Mr. Demers has legal right of access to
 94 the land north of Corriveau Drive known as Lot 27-4. This became final when it was not appealed. Mr.
 95 Demers is entitled to rely on this decision and its finality. It is an easement by necessity. This is not a
 96 legal issue, per se, but a fairness issue. He should not have to bear the burden of past transgressions. I
 97 want some time to review and respond to the material presented by Attorney Dunn. His interpretation of
 98 RSA 231:51 is not accurate. The RSA applies to public, not private, rights. There is a question of 'Who
 99 owns the dirt?' versus who has easement or access rights.
 100

101 A. Garron: I need to correct you. The Council gave permission to build a driveway according to the
102 town's specifications, not a legal right of access.

103
104 B. Allard: I apologize; I stand corrected.

105
106 A. Garron: Regarding the construction vehicles on Corridor B, Town Engineer Bruce Thomas and I had
107 a discussion with the owner. There was a cease & desist order. He has an updated permit and will be
108 moving the equipment off of the right of way and onto the property. We will check on the timeframe for
109 that. As for the larger issue we are discussing, I need to get information from the town's attorney.

110
111 ***D. Boutin motioned to table the discussion and action on this item, Corriveau Drive: 1) Lot 27-7***
112 ***Trimbur Forestry Operations, 2) #81 Future Driveway and 3) Future Access Roads. T. Tsantoulis***
113 ***seconded the motion.***

114
115 **Roll Call Vote #2**

116 ***R. Duhaime Aye***

117 ***J Durand Aye***

118 ***C. Jones Not present***

119 ***R. Lapierre Aye***

120 ***A. Walczyk Aye***

121 ***D. Boutin Aye***

122 ***C. Karolian Aye***

123 ***T. Tsantoulis Aye***

124 ***J. Sullivan Aye***

125 ***Voted in favor (8-0).***

126
127 J. Baldi: The FBI will be here next week; you will be in jail.

128
129 J. Cameron: I abut another access road. I ask you to make a decision about all of them. It impacts my
130 family directly. We like the peace and quiet of our home's location. If that changes, we might have to
131 move.

132
133 D. Boutin: Mr. Chair, we shouldn't promise a definitive decision.

134
135 Chair Sullivan: I don't think I did that, but thank you. I didn't mean that.

136
137 T. Tsantoulis: We have three attorneys involved with this. Please bear with us as we work through the
138 information so that we can reach the proper conclusion and take the correct action.

139
140
141 **Todd Rainier, Town Clerk; Cindy Robertson, Moderator; Don Riley, Assistant Moderator -**
142 **Deliberative Session**

143
144 T. Rainier: At its meeting on January 19th, the School voted to have an in-person Deliberative Session
145 on Friday evening, February 5th. We have scheduled a meeting for this Friday, January 22nd, to discuss
146 pooling our resources, since our session will be on the morning of February 6th. Ms. Robertson, Mr.
147 Riley and I are here to address any questions you have.

148
149 A. Garron: I had a conversation with the School Superintendent. They have an outside organization
150 setting up a sound system, and they will leave it for our session.

151

152 Chair Sullivan: The gymnasium will hold 140 people and the cafeteria will hold 40.

153

154 A. Walczyk: I wish we could reconsider the remote option for the Deliberative Session. The pandemic
155 needs to guide our decision. We could reach everyone via mail. We shouldn't have to decide on health
156 versus participating in the voting process.

157

158 Chair Sullivan: If you wish to make a motion, it would be to rescind, not reconsider.

159

160 **A. Walczyk motioned to rescind the Town Council's decision to hold the Deliberative Session in**
161 **person. C. Karolian seconded the motion.**

162

163 C. Karolian: I think a lot more people would participate if it is not held in person.

164

165 T. Tsantoulis: I agree with the concern about the pandemic. However, our past experience has been
166 that attendance is poor for the Deliberative Session. The voters still have the right to vote in March. I
167 don't want to spend the extra money on mailing information to every registered voter, and I don't want
168 our election officials to have the additional work that is involved.

169

170 Chair Sullivan: We can safely accommodate those who attend, allowing for six feet of distance between
171 them. In 2020, we had 102 people at the Deliberative Session. The highest number we have ever had
172 is 119. And, these numbers include the members of the Town Council, Budget Committee members,
173 and all others besides the general public. Very few changes are expected to be suggested on the
174 warrant articles.

175

176 D. Boutin: I am sympathetic with the concerns of Councilor Walczyk, but I echo the comments of
177 Councilor Tsantoulis and Chair Sullivan.

178

179 C. Karolian: It all depends upon who wants to debate about what. Many people watch the proceedings
180 after the fact. COVID funds will probably cover the cost of the mailing. I am looking at the safety factor; I
181 agree with Councilor Walczyk.

182

183 J. Durand: We discussed this at length at the last meeting.

184

185 R. Duhaime: I see this as an opportunity to start getting people involved electronically.

186

187 Chair Sullivan called for a roll call vote on the motion to rescind the action taken at the last meeting
188 regarding the Deliberative Session.

189

190 **Roll Call Vote #3**

191 **D. Boutin** *Nay*

192 **C. Jones** *Not present*

193 **A. Walczyk** *Aye*

194 **J. Durand** *Nay*

195 **R. Duhaime** *Aye*

196 **T. Tsantoulis** *Nay*

197 **R. Lapierre** *Nay*

198 **C. Karolian** *Aye*

199 **J. Sullivan** *Nay*

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

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CONSENT AGENDA

Acceptance of Donation to Fire-Recue

Donation of a check in the amount of \$25.00 from Walter and Judi-Wynne Wasowski to the Town of Hooksett for the Family Services Department to benefit children and families in need through the Hooksett Family Services Department per RSA 31:95-b, III (b).

T. Tsantoulis motioned to approve the Consent Agenda items. A. Walczyk seconded the motion.

C. Karolian: There is no doubt in my mind about the intentions of those making donations to Fire-Rescue, but the appearance is not good. The firefighters are just doing their jobs. These donors could be asked to make a donation to a charity of their choice instead.

T. Tsantoulis: I see these donations as a tip for good service, for someone who goes the extra mile. If someone makes a delivery to my house and goes above and beyond to make to delivery as easy as possible, I might give them a tip.

Roll Call Vote #4

A. Walczyk Aye
R. Lapierre Aye
C. Jones Not present
R. Duhaime Aye
J. Durand Aye
C. Karolian Aye (I am for one and against the other, so I voted Aye.)
T. Tsantoulis Aye
D. Boutin Aye
J. Sullivan Aye
Voted in favor (8-0).

TOWN ADMINISTRATOR'S REPORT

A. Garron: The warrant has been approved. Only one item was not approved by the Budget Committee, and that was the one for the new union. The vote was (4-5).

A. Garron: Regarding COVID, the number of new cases is 49, down from 69 last week. The cumulative number is 847 cases. I am presenting for your approval a change to the COVID-19 Travel Policy, to be effective retroactively to January 15, 2021. The following employees do NOT have to follow steps 1-4 of the high-risk travel policy:

- a) A person who is 14 days beyond the second dose of their COVID-19 vaccine (i.e., 14 days after full vaccination)
- b) A person who is within 90 days of a prior SARS-CoV-2 infection diagnosed by PCR or antigen testing.

T. Tsantoulis motioned to approve the revision to the COVID-19 Travel Policy, effective January 15, 2021. C. Karolian seconded the motion.

Roll Call Vote #5

T. Tsantoulis Aye
C. Jones Not present
R. Duhaime Aye

254 **A. Walczyk** *Aye*
 255 **R. Lapierre** *Aye*
 256 **C. Karolian** *Aye*
 257 **J. Durand** *Not present*
 258 **D. Boutin** *Aye*
 259 **J. Sullivan** *Aye*
 260 **Voted in favor (7-0).**

261
 262 T. Tsantoulis: What is the status regarding the hiring of a Code Enforcement Officer?

263
 264 A. Garron: We are very close.
 265

266 **OLD BUSINESS**

267 **FY 2021-22 Budget and Warrant Review**

268
 269 C. Soucie: I need three motions: one to recommend the Budget Committee's operating budget, one to
 270 sign the 2021 MS-DTB, and one to authorize the Council Chair and Secretary to sign the 2021 Town
 271 Warrant.

272
 273 ***T. Tsantoulis motioned to recommend the Budget Committee's operating budget of \$20,805,931***
 274 ***for FY 2021-22. D. Boutin seconded the motion.***

275
 276 **Roll Call Vote #6**

277 **J. Durand** *Aye*
 278 **R. Lapierre** *Aye*
 279 **C. Karolian** *Nay*
 280 **D. Boutin** *Aye*
 281 **C. Jones** *Not present*
 282 **T. Tsantoulis** *Aye*
 283 **A. Walczyk** *Nay*
 284 **R. Duhaime** *Nay*
 285 **J. Sullivan** *Aye*
 286 **Voted in favor (5-3).**

287
 288 ***T. Tsantoulis motioned to sign the 2021 MS-DTB (State Default Budget Form) totaling***
 289 ***\$20,778,150. D. Boutin seconded the motion.***

290
 291 **Roll Call Vote #7**

292 **C. Jones** *Not present*
 293 **C. Karolian** *Nay*
 294 **R. Lapierre** *Aye*
 295 **R. Duhaime** *Nay*
 296 **A. Walczyk** *Nay*
 297 **J. Durand** *Aye*
 298 **T. Tsantoulis** *Aye*
 299 **D. Boutin** *Aye*
 300 **J. Sullivan** *Aye*
 301 **Voted in favor (5-3).**

302
 303 ***C. Karolian motioned to authorize the Council Chair and Secretary to sign the 2021 Town***
 304 ***Warrant. D. Boutin seconded the motion.***

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Roll Call Vote #8

R. Lapierre Aye
R. Duhaime Aye
T. Tsantoulis Aye
A. Walczyk Aye
J. Durand Aye
C. Jones Not present
D. Boutin Aye
C. Karolian Aye
J. Sullivan Aye
Voted in favor (8-0).

C. Soucie: Next, we need to confirm who is going to motion and second each of the Warrant Articles, beginning with Article 4.

The list follows:

Article 4: DPW Union Contract	R. Lapierre – motion; J. Durand – second
Article 5: Special Town Meeting	R. Lapierre – motion; J. Durand – second
Article 6: Other Union Contract	J. Durand – motion; R. Lapierre – second
Article 7: Special Town Meeting	J. Durand – motion; R. Lapierre – second
Article 8: Merrimack Riverfront Trail	A. Walczyk – motion; T. Tsantoulis - second
Article 9: Replace Auto Truck	T. Tsantoulis – motion; J. Sullivan – second
Article 10: Fire Apparatus CRF	J. Sullivan – motion; D. Boutin – second
Article 11: DPW Vehicles CRF	T. Tsantoulis – motion; J. Sullivan – second
Article 12: Front End Loader	J. Sullivan – motion; T. Tsantoulis – second
Article 13: Retirement Expendable Trust	J. Sullivan – motion; D. Boutin – second
Article 14: Non-Union Wage Increase	J. Durand – motion; D. Boutin – second
Article 15: Town Bldg. Maintenance CRF	T. Tsantoulis – motion; D. Boutin – second
Article 16: Fire Command Vehicle	J. Sullivan – motion; T. Tsantoulis – second
Article 17: Fire Capital Reserves Funding (Air Packs & Bottles; Fire Rescue Tools & Equipment)	T. Tsantoulis – motion; D. Boutin – second
Article 18: Emergency Radio Communications CRF	J. Sullivan – motion; T. Tsantoulis – second
Article 19: Drainage Upgrades CRF	J. Durand – motion; James Sullivan – second

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 357 Article 20: Automated Collection Equipment CRF T. Tsantoulis – motion; D. Boutin – second
 358
 359 Article 21: Parks & Rec. Facility Dev. CRF T. Tsantoulis – motion; J. Durand – second
 360
 361 Article 22: Revaluation CRF James Sullivan – motion; T. Tsantoulis – second
 362
 363 Article 23: Conservation CRF James Sullivan – motion; T. Tsantoulis - second
 364
 365

366 **NEW BUSINESS**

367 **Town Wide Roadway Crack Sealing Bid Acceptance**

368
 369 E. Labonte: Bids for this project were opened on December 17, 2020. Sealcoating, Inc. bid \$43,917.50;
 370 Superior Sealcoat bid \$35,940.00. This project will be funded out of the current FY 2020-21 budget and
 371 will be done in April or May of next year. It will take a week or two.
 372

373 ***T. Tsantoulis motioned to waive the three-bid competitive bid process rule. A. Walczyk***
 374 ***seconded the motion.***

375
 376 C. Karolian: Why do you only have only two bids?
 377

378 E. Labonte: This is the second year that we have had only two bids.
 379

380 D. Boutin called the question.
 381

382 **Roll Call Vote #9**

383 ***J. Durand Aye***
 384 ***D. Boutin Aye***
 385 ***C. Jones Not present***
 386 ***R. Duhaime Aye***
 387 ***C. Karolian Nay***
 388 ***A. Walczyk Aye***
 389 ***T. Tsantoulis Aye***
 390 ***R. Lapierre Aye***
 391 ***J. Sullivan Aye***
 392 ***Voted in favor (7-1).***
 393

394 ***T. Tsantoulis motioned to approve and consent to award the Town Wide Roadway Crack Sealing***
 395 ***bid to Superior Sealcoat for \$35,940.00 to be funded out of current FY 2020-2021 budget. A.***
 396 ***Walczyk seconded the motion.***
 397

398 **Roll Call Vote #10**

399 ***C. Karolian Nay***
 400 ***T. Tsantoulis Aye***
 401 ***R. Lapierre Aye***
 402 ***C. Jones Not present***
 403 ***D. Boutin Aye***
 404 ***J. Durand Nay***
 405 ***A. Walczyk Aye***
 406 ***R. Duhaime Nay***

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407 **J. Sullivan Aye**
408 **Voted in favor (5-3).**
409

410 **ADJOURNMENT**

411 **T. Tsantoulis motioned to adjourn at 8:10 pm. D. Boutin seconded the motion.**
412 **Voted unanimously in favor (8-0).**
413

414 **Roll Call #11**

415 **T. Tsantoulis Aye**
416 **R. Lapierre Aye**
417 **J. Durand Aye**
418 **C. Jones Not present**
419 **C. Karolian Aye**
420 **A. Walczyk Aye**
421 **R. Duhaime Aye**
422 **D. Boutin Aye**
423 **J. Sullivan Aye**
424 **Voted in favor (8-0).**
425

426
427 Respectfully submitted,
428

429
430 Recording Clerk
431 Kathleen Donnelly
432

433

434 **Please see subsequent meeting minutes for any amendments to these minutes.**
435

436
437
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Nonpublic Session Minutes
Hooksett Town Council

Date: 12/7/2020

Council Members Present: "X" if present

Chair James Sullivan ☒
Vice-Chair Timothy Tsantoulis ☒
Secretary James Durand ☒
Alex Walczyk ☒
Cliff Jones ☒
Clark Karolian ☒
Roger Duhaime Not Present
Randall Lapierre ☒
David Boutin ☒

Motion to enter Nonpublic Session made by Sullivan seconded by Boutin

Specific Statutory Reason cited as foundation for the nonpublic session:

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

____ RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

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

____ RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

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

____ RSA 91 A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

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

Roll Call vote to enter nonpublic session: YES OR NO Roll Call #2

Duhaime YN Not Present
 Durand YN
 Jones YN
 Lapierre YN
 Walczyk YN
 Boutin YN
 Karolian YN
 Tsantoulis YN
 Sullivan YN

8-0

Remove public meeting tape (if applicable).

Entered nonpublic session at 5:46 a.m./p.m.

Other persons present during nonpublic session: André Garron, Town Administrator and

Donna Fitzpatrick, Human Resource Coordinator

Christine Soucie, Finance Director

Earl Labonte, Public Works Director

Description of matters discussed and final decisions made:

① Non-Public #1 Town and Teamsters Local 633 (Public Works) Union Negotiations

"Straw Vote" Councilor Karolian motions to accept the tentative agreement between the Town of Hooksett, NH and Teamsters Local 633, to include Appendix A Pay Scale, effective 7/1/2024 - 6/30/2024. Seconded by Councilor Boutin.
 Vote 8-0 in favor.

Note: Under RSA 91-A:3, III. Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion to leave nonpublic session and return to public session by Boutin, seconded by Tsantoulis.

Motion: PASSED / DID NOT PASS (circle one) 9-0

Nonpublic meeting tape removed, public meeting tape replaced (if applicable).

Roll Call #3

Boutin - yes Durand - yes Lapierre - yes
 Jones - yes Duhaime - yes Karolian - yes
 Walczyk - yes Tsantoulis - yes Sullivan - yes

Public session reconvened at 6:06 a.m./p.m.

Motion made to seal these minutes? If so, motion made by _____, seconded by _____, because it is determined that divulgence of this information likely would...

- ☐ Affect adversely the reputation of any person other than a member of this board
- ☐ Render a proposed action ineffective
- ☐ Pertains to preparation or carrying out of actions regarding terrorism

Roll Call Vote to seal minutes: yes or no

____ Y N
 ____ Y N
 ____ Y N
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Motion: PASSED / DID NOT PASS (circle one)

These minutes recorded by: Donna Fitzpatrick