



AGENDA

Town of Hooksett Town Council

Wednesday, September 8, 2021 at 6:00 PM

A meeting of the Town Council will be held Wednesday, September 8, 2021 in the Hooksett Municipal Building commencing at **6:00 PM**.

Page

- 1. CALL TO ORDER**
- 2. PROOF OF POSTING**
- 3. ROLL CALL**
- 4. PLEDGE OF ALLEGIANCE**
- 5. AGENDA OVERVIEW**
- 6. PUBLIC HEARINGS**
 - 6.1. Public Hearing to discuss (1) the proposed amendments to Intoxicating Beverages Ordinance # 00-9 and (2) the proposed Parks and Recreation Ordinance #2021-1. 3 - 8
[Staff Report - SR-21-137 - Pdf](#)
- 7. SPECIAL RECOGNITION**
 - 7.1. Hooksett Municipal Employee - New Hire
- 8. PUBLIC INPUT - 15 MINUTES**
- 9. SCHEDULED APPOINTMENTS**
 - 9.1. Jon Lyscars - Hooksett Community Center Project
- 10. CONSENT AGENDA**
- 11. TOWN ADMINISTRATOR'S REPORT**
- 12. NOMINATIONS AND APPOINTMENTS**
 - 12.1. Nominations and Appointments - September 2021 9 - 14
[Staff Report - SR-21-138 - Pdf](#)
- 13. BRIEF RECESS**
- 14. OLD BUSINESS**
- 15. NEW BUSINESS**
 - 15.1. Signage Placement and Inventory 15 - 22
[Staff Report - SR-21-133 - Pdf](#)
 - 15.2. Speed Limit sign request for Hills Road at Hooksett/Auburn town line. 23 - 29
[Staff Report - SR-21-135 - Pdf](#)
 - 15.3. Illicit Discharge Detection Elimination (IDDE) Plan 31 - 32
[Staff Report - SR-21-134 - Pdf](#)

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

- 15.4. Hooksett Salt Reduction Plan 33 - 43
[Staff Report - SR-21-136 - Pdf](#)
- 15.5. Town Council Discussion on Hooksett Recycling 45 - 52
[TC COVER SHEETS](#)
[2020-2021 TOWN Monthly July totals dps](#)
[RECYCLE FLOW](#)
[R-T Minutes](#)
- 15.6. Hooksett Police Chief Contract
- 16. APPROVAL OF MINUTES**
- 16.1. Public: 08/25/2021 53 - 69
[TC Meeting 8-25-21](#)
- 16.2. Non-Public: 07/28/2021 #1 5:45pm-5:59pm
- 16.3. Non-Public: 07/28/2021 #2 10:01pm-10:20pm
- 16.4. Non-Public: 08/25/2021
- 17. SUB-COMMITTEE REPORTS**
- 18. PUBLIC INPUT**
- 19. NON-PUBLIC SESSION NH RSA 91-A:3 II**
- 20. 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: Public Hearing to discuss (1) the proposed amendments to Intoxicating Beverages Ordinance # 00-9 and (2) the proposed Parks and Recreation Ordinance #2021-1.
Meeting: Town Council - 08 Sep 2021
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

The Hooksett Town Council will be holding a public hearing on Wednesday, September 8, 2021 @ 6:00pm at the Hooksett Town Hall, Council Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to discuss, (1) the proposed amendments to Intoxicating Beverages Ordinance #00-9 and (2) the proposed Parks and Recreation Ordinance #2021-1. This notice is per Chapter 231:132-a of the NH Revised Statutes annotated, and section 3.6 of the Hooksett Town Charter. The full texts of the proposed ordinance amendment and the new ordinance are available on the Town Clerk web pages via www.hooksett.org for your inspection. Questions should be directed to the Hooksett Public Works Department at 603-668-8019.

FINANCIAL IMPACT:

None.

POLICY IMPLICATIONS:

1. The addition of all town parks and public locations to the existing Intoxicating Beverages Ordinance.
2. The adoption of Parks and Recreation Ordinance.

RECOMMENDATION:

Open Public Hearing, listen to public input and close the Public Hearing.

SUGGESTED MOTION:

Motion to open Public Hearing, listen to public input and close the Public Hearing.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Parks & Recreation Ordinance](#)
[Public Hearing Notice Ordinances](#)
[Intoxicating Beverages Proposed Changes](#)

**PARKS AND RECREATION
ORDINANCE # 2021-1**

I. PARK OPERATING POLICY

1. **Curfew Hours** - Town parks shall be open daily to the public between the hours of 7:00 am and 9:00 pm. No person shall occupy or be present in any park during the **curfew hours, 9:00 pm until 7:00 am**, provided that Town personnel, police officers on official duty, or other Town officers, or employees on park duty, or other persons with special permits from Department of Public Works, Parks and Recreation Division who are conducting Town business.
2. **Closed Areas** - Any section or part of any park may be declared closed to the public by the Town at any time, and for any interval of time, either temporarily, or at regular and stated intervals, and either entirely, or merely to certain uses, as the Town shall find reasonably necessary.
3. **Authority for Use of Facilities** - Any organized club, school, association, or recognized group desiring the use of specific areas of any park, such as picnic areas and athletic fields, shall file an application with the Department of Public Works, Parks and Recreation Division, and shall not use said park or area until said permit is granted.

II. PARK RULES AND REGULATIONS

1. Permit from the Department of Public Works, Parks & Recreation Division must be obtained prior to any park or field usage.
2. Permit must accompany organization while on park or field.
3. No alcoholic beverages allowed.
4. No smoking allowed.
5. Area must be left clean from garbage, debris, and general litter.
6. Curfew time of 9:00 pm must be adhered to.
7. Parking in designated parking areas only.
8. The Department of Public Works, Parks & Recreation Division has the right to cancel usage of all parks and fields due to weather conditions, park and field conditions, or any unforeseen circumstances.
9. No tents that require staking may be installed by the Town or outside contractors on fields. Portable pop-up tents are allowed without stakes.

10. An event with more than 100 people will be at the discretion of the Public Works Director and may require fire and police details; the cost of such details will be assumed by the organization.
11. Any violation of these rules and regulations, or any state or local laws, will result in the immediate cease and desist of the park and/or field usage, per the Department of Public Works, Parks & Recreation Division or a Town official. Cancellation of future permits may be considered.

ADOPTED:

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

The Hooksett Town Council will be holding a public hearing on Wednesday, September 8, 2021 @ 6:00pm at the Hooksett Town Hall – Council Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to discuss, (1) the proposed amendments to Intoxicating Beverages Ordinance #00-9 and (2) the proposed Parks and Recreation Ordinance #2021-1. This notice is per Chapter 231:132-a of the NH Revised Statutes annotated, and section 3.6 of the Hooksett Town Charter. The full texts of the proposed ordinance amendment and the new ordinance are available on the Town Clerk web pages via www.hooksett.org for your inspection. Questions should be directed to the Hooksett Public Works Department at 603-668-8019.

**INTOXICATING BEVERAGES
ORDINANCE # 00-9**

Be it enacted this date, September 6, 1973, by the Board of Selectmen, Town of Hooksett, that no person over the lawful age of 21 shall possess or consume any alcoholic beverages in the area known as Jacobs Square, Donati Field, ~~Frazier Field~~ *Fraser Memorial Field, Veterans' Park, Head's Pond Trail, Pinnacle Park, Lilac Bridge Monument, Hooksett Dog Park, Petersbrook, Hooksett Riverwalk Trail* and Lambert's Park and signs shall be posted in said areas indicating the same. Any violations of this ordinance and/or of violation of New Hampshire laws not included herein, shall be duly enforced by the Hooksett Police Department. Any person violating said ordinance shall be fined not more than \$100.00, unless New Hampshire laws mandate applicable penalties.

ADOPTED: 09/06/1973

AMENDED: 07/17/1985

AMENDED: 06/23/2010

AMENDED:

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Town Council STAFF REPORT



To: Town Council
Title: Nominations and Appointments - September 2021
Meeting: Town Council - 08 Sep 2021
Department: Administration
Staff Contact: Nick Germain, Project Coordinator

BACKGROUND INFORMATION:

At their August 25 meeting, Town Council voted to nominate Sheena Gilbert and Antonio "Tony" Lacasse to the open Alternate to the Planning Board position. Their applications are attached. Ms. Gilbert was able to attend, but Mr. Lacasse was unable to attend in person and the town's remote access system was unusable for the evening.

Additionally, Mary Farwell, of the Hooksett Public Library Trustees, notified the Administration Department that one of their members, Francis Broderick, was moving away from Hooksett and that their body now has an active vacancy. By state law, Hooksett's Town Council must vote to fill the position in the interim. While the department will advertise the vacancy on the town website as usual, the Library Trustees already have a recommended candidate, one Sandra Mack. Ms. Mack is a resident a recently served as the President of the Hooksett Kiwanis Club.

Also, please note that it's been brought to staff attention Hooksett may not currently have **ANY** representatives to the Southern New Hampshire Planning Commission. Terms are four years and it is strongly recommended by staff that candidates are sought: Effective representation on the commission can have important benefits to the Town in regional macro planning.

FINANCIAL IMPACT:

n/a

POLICY IMPLICATIONS:

1. There is only one alternate to the Planning Board opening at this time.
2. The appointment of a trustee to an interim term would go from appointment until June 30th 2022 and would thereafter be filled via normal Town Election procedures.

RECOMMENDATION:

Consider both openings. Staff don't have a recommendation for particular candidates. At the writing of this staff report, the Planning Board hasn't submitted a recommendation. Library Trustees are asking for an accelerated appointment process to assist with a busy time of year"

SUGGESTED MOTION:

"I motion to appoint x as an Alternate to the Planning Board. Term expiring 6/30/2024."

"I nominate x as a Library Trustees" (or) "I motion to wave the Council's Rules of Procedure and appoint x to the Library Trustees to a term set to expire 6/30/2022."

TOWN ADMINISTRATOR'S RECOMMENDATION:

Town Council action required by Section 11.1 (A) and 11.4 of the Town charter.

ATTACHMENTS:

[Sheena Gilbert](#)

[Tony Lacasse](#)



Town of Hooksett

APPLICATION FOR APPOINTED TOWN BOARD POSITION

Date Submitted: _____

Name: _____ Phone: _____

Address: _____

Email Address: _____

Signature: Sheena Gilbert

Return completed form to: Town of Hooksett, 35 Main Street, Hooksett NH 03106,

Attn: Administration Department or email to NGermain@hooksett.org

I am willing to serve on the following Town Boards/Committees/Commissions. I understand if appointed, I am required to attend the regular meetings.

BOARDS, COMMISSIONS & COMMITTEES

Role Preference

Alternate, Regular, or None?

<input type="checkbox"/> Conservation Commission	_____
<input type="checkbox"/> Economic Development Advisory Committee	_____
<input type="checkbox"/> Heritage Commission	_____
<input type="checkbox"/> Parks & Recreation Advisory Board	_____
<input type="checkbox"/> Planning Board	_____
<input type="checkbox"/> Recycling & Transfer Advisory Committee	_____
<input type="checkbox"/> Town Hall Preservation Committee	_____
<input type="checkbox"/> Zoning Board of Adjustment	_____
<input type="checkbox"/> Other (Please specify.)	_____

How long have you been a resident of Hooksett?

Why are you seeking this position?

Do you have any specific goals or objectives?

Please list special skills, talents or experience pertinent to the position sought:

Please list any potential conflicts of interest you may have if appointed for a board or commission:

Please list any work, volunteer, and/or educational experience you would like to have considered:

Please list any current/prior Town board membership and the dates of service:



Town of Hooksett

APPLICATION FOR APPOINTED TOWN BOARD POSITION

Date Submitted: 7/19/2001
 Name: Tony LaCasse Phone: (603) 716-5709
 Address: 12 Joanne Dr Hooksett
 Email Address: the main street man@kw.com
 Signature: Tony J

Return completed form to: Town of Hooksett, 35 Main Street, Hooksett NH 03106,

Attn: Administration Department or email to NGermain@hooksett.org

I am willing to serve on the following Town Boards/Committees/Commissions. I understand if appointed, I am required to attend the regular meetings.

BOARDS, COMMISSIONS & COMMITTEES

Role Preference
 Alternate, Regular, or None?

<input type="checkbox"/> Conservation Commission	_____
<input type="checkbox"/> Economic Development Advisory Committee	_____
<input type="checkbox"/> Heritage Commission	_____
<input type="checkbox"/> Parks & Recreation Advisory Board	_____
<input checked="" type="checkbox"/> Planning Board	<u>alternate</u>
<input type="checkbox"/> Recycling & Transfer Advisory Committee	_____
<input type="checkbox"/> Town Hall Preservation Committee	_____
<input type="checkbox"/> Zoning Board of Adjustment	_____
<input type="checkbox"/> Other (Please specify.) _____	_____
_____	_____
_____	_____

2

How long have you been a resident of Hooksett?

Since 2004

Why are you seeking this position?

to serve the community &
learn about planning.

Do you have any specific goals or objectives?

Real Estate Zoning regulations,
Zoning districts, Subdivision Process,
etc.

Please list special skills, talents or experience pertinent to the position sought:

Realtor, community leader/service

Please list any potential conflicts of interest you may have if appointed for a board or commission:

n/a

Please list any work, volunteer, and/or educational experience you would like to have considered:

n/a

Please list any current/prior Town board membership and the dates of service:

n/a

Town Council

STAFF REPORT



To: Town Council
Title: Signage Placement and Inventory
Meeting: Town Council - 08 Sep 2021
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

"No Parking", "No Trucking" and "Stop" signs and other regulatory and advisory signs are required to have approval of the Town Council with a listing of these signs maintained in the Town Clerks Office and at Public Works as required by Town Ordinance 00.26. (Attachment 1) While reviewing the list of signage at Public Works, it was found that the listing has not been kept up for many years. Due to the high turnover rate in the department, it appears that many approved signs were not added to the list, and that there were many signs that we were unable to locate any approval documentation for their placement. Some examples of this we found were signage in new developments with placements indicated in the approved site plans. The planning documents show signs and their placement, but there was no council documented approval available. We have inventoried and compiled a list of the existing "No Parking", "No Trucking" and "Stop" signs in Hooksett on town maintained roadways. (Attachment 2) It is our intent to have the Town Engineer develop a sign layer in the GIS to reflect the location, type of each sign maintained by the Town of Hooksett to reflect the value of all signs within Hooksett.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Council review and accept this listing to be kept on file in the Town Clerks Office and at Public Works. Public Works will update this listing at least semi-annually to add all new signage as approved through the Planning process and when the new streets are accepted by the town as town maintained roadways.

SUGGESTED MOTION:

Motion to accept the signage listing to be kept on file in the Town Clerks Office and at Public Works. Public Works will update this listing at least semi-annually to add all new signage as approved through the Planning process and when the new streets are accepted by the town as town maintained roadways.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Signage Ord 00 26](#)
[Signs list all](#)

**SIGNAGE REGULATION OF TOWN ROADS
ORDINANCE # 00-26**

The Town of Hooksett ordains that, pursuant to RSA 41:11 of the New Hampshire State Statutes and Section 3.6 of the Hooksett Town Charter, the following ordinance is hereby enacted in the Town of Hooksett:

SECTION 1

NO PARKING - Parking is prohibited at designated areas as indicated by posted signs. An inventory list of all approved "No Parking" signs is maintained at the Town Clerk's office and at the Highway Department for public inspection.

SECTION 2

NO TRUCKING - Trucks exceeding three ton GVW are prohibited on roads with signage marked "No Through Trucking". Exclusions shall be trucks making a delivery to a home or business on the prohibited road. An inventory list of all approved "No Through Trucks" signs and designated "No Through Truck" streets are maintained at the Town Clerk's office and at the Highway Department for public inspection.

SECTION 3

STOP SIGNS - All stop signs approved by the Town Council shall be posted by the Hooksett Highway Department and deemed legal and enforceable. An inventory list of all legal stop signs is maintained at the Town Clerk's office and at the Highway Department for public inspection.

SECTION 4

All other regulatory and advisory signs approved by the Town Council are authorized to be posted by the Highway Department and deemed legal and enforceable.

SECTION 5

PENALTY - Any person, persons, firm, partnership or corporation, found violating any provision of this ordinance, shall be fined no more than \$1,000.00 for each day such violation continues.

SECTION 6

This ordinance shall become effective upon passage.

ADOPTED: 12/14/94

SPEED LIMIT SIGNS		
	Location	MPH
	Highway and Transfer 10 MPH .5 miles from 3A	
		10
	Dale Road .1 mile from Rt 3	
	Dundee Ave at Collins Trees	30
	Dundee Ave at Merrimack Street	30
	Meadowcreat Road .1 miles from 3A	30
	Morse Drive .5 miles from Rt 3	30
	Pinnacle Street .5 miles from 3A	30
		30
	Donald Street at mouth of road off Pinnacle Street	30
	Whitehall Terr 25 MPH at intersection with Farmer Road	30
	Whitehall Terr 25 Mph at intersection with Rt 27	25
		25
	Alice Ave at intersection of By Pass 28	
	Alice Ave at intersection of Route 3	30
	Auburn Road at intersection of By Pass 28	30
	Auburn Road next to # 78 Auburn Road	30
	Bayview Terrace Road next to Dumpsters	30
	Beauchesne Drive at intersection of Main Street	30
	Benton Road .1 miles from Rt 3	30
	Benton Road at intersection with Martins Ferry Road	30
	Bert Street .15 miles from 3	30
	Cindy Drive at intersection of Joanne Drive	30
	Corriveau Drive .5 miles from Hackett Hill Road	30
	Corriveau Drive between #98 and #90	30
	Donati Drive .5 miles from Bicentennial Drive	30
	East point Drive at intersection of By Pass 28	30
	Farmer Road across from #37 Farmer Road	30
	Farmer Road across from #41 Farmer Road	30
	Farmer Road between Heritage Drive and Spruce Court	30
	Farmer Road at intersection of By Pass 28	30
	Goonan Road .1 mile from 3A	30
	Goonan Road .5 miles from West River Bank	30
	Granite Street .5 miles from 3	30
	Granite Street .5 miles from Merriamck Street	30
	Granite Street between Bullard and Knight	30
	Grant Drive at intersection of Main Street	30
	Helen Drive at intersection of Cindy Drive	30
	Helen Drive next to 21 Helen Drive	30
	Industrial Park .1 mile from Rt 3	30
	Industrial Park .1 miles from Woodmasters	30
	Industrial Park at Lehoux Drive	30
	Joanne Drive across from # 36 Joanne Drive	30
	Joanne Drive at intersection of Auburn Road	30
	Joanne Drive at intersection of By Pass 28	30
	Julia Drive .01 Miles from Stirling Drive	30
	Julia Drive at # 10 Julia Drive	30
	Julia Drive at intersection with Lindsay Road	30
	Julia Drive at Intescetion with Nancy Lane	30
	Kimball Drive .3 miles from Goonan Road	30
	Lindsay Drive .1 miles from Rt 3	30
	Lindsay Drive from intersection with Nancy Lane	30
	Lindsay Drive next # 44 Lindsay Road	30
	Lindsay Road at intersection Julia Drive	30
	Martins Ferry Road across from # 53 Martins Ferry Road	30
	Martins Ferry Road at # 15 Martins Ferry Road	30
	Martins Ferry Road at intersection of Cemetary Road	30
	Morrill Road at intersection of By Pass 28	30
	North River Road next to #2501 North River Road	30
	Pleasant View Drive at intersection of RT 3	30

Stop Signs	
	Intersections where Stop Signs are Located
1	Cate Road and Hackett Hill Road
2	Sawhill Road and Sawhill Road
3	Sawhill Road and Hackett Hill Road
4	Mountain View and South Bow Road
5	Almeda Lane and Roy Road
6	Almeda Lane and South Bow Road
7	Grand View Drive and Roy Road
8	Roy Road and South Bow Road
9	View Point Drive and Orchard Drive
10	Hilltop Circle and Mason Ave
11	Mason Ave and South Bow Road
12	Morningside Drive and South Bow Road
13	South Bow Road and Hackett Hill Road
14	Brown Road and Hackett Hill Road
15	Goffstown Road and Hackett Hill Road
16	Corriveau Dreive and Hackett Hill Road
17	Poore Road and Hackett Hill Road
18	Briar Court and Hackett Hill Road
19	Cross Road and Hackett Hill Road
20	Cross Road and Rt 3A
21	Springer Road and Pine Street
22	Brandywine Drive and Springer Road
23	Brandywine Drive and Pine Street
24	Ardon Drive and Pine Street
25	Pine Street and Rt 3A
26	Summit Drive and Pinnacle Street
27	Summit Drive and Vista Drive
28	Donald Street and Pinnacle Street
29	Birch Hill Road and Pinnacle Street
30	Pinnacle Street and Rt 3A
31	DPW and Rt. 3A
32	Highway Department
33	Transfer and Recycling Center
34	Gosselin Ave and Rt 3A
35	Bemis Savoie Road and Rt 3A
36	Goonan Road and Goonan Road
37	Kimball Drive and Goonan Road
38	Goonan Road and Rt 3A
39	Quality Drive and Quality Drive
40	Hidden Ranch Road and Rt 3A
41	Sunrise Blvd and Rt 3A
42	Scott Ave and Rt 3A
43	Scott Ave and Rt 3A
44	Meadowcrest Road and Rt 3A
45	Bayview Terrace Road @ Bayview Terrace
46	Bayview Terrace Roand and Rt 3A
47	Riverside Street and Main Street
48	Riverside Street and Rt 3A
49	Edgewater Drive and Rt 3A
50	Maple Street and Main Street
51	Rosedale Street and Main Street
52	Bullard Drive and Granite Street
53	Knights Ave and Granite Street
54	Granite Street and Rt 3A
55	Hooksett Public Library Parking Lot
56	Hooksett Public Library and Rt 3A
57	Otterson Street and Bert Street
58	Bert Street and Granite Street
59	Dundee Ave and Merrimack Street
60	Dundee Ave and Merrimack Street

Quarry Road at intersection of Auburn Road	30
Quarry Road between Park lane and Garland Lane	30
Riverside Street at mouth of 3A	30
Roy Road .5 miles from South Bow Road	30
South Bow Road .5 miles from Hackett Hill Road	30
Springer Road .5 miles from Brandywine Drive	30
Sunrise BLVD .5 miles from 3A	30
Technology Drive .1 miles from 3A	30
Thompson Ave at intersection of Main Street	30
Virginia Court at intersection with Lindsay Road	30
Virginia Court at intersection with Nancy Lane	30
W.Alice next to Sparklynn Pools	30
Zapora Drive at intersection of By Pass 28	30
	30
Bicentennial Drive/ next to 300 Bicentennial Drive	
Bicentennial Drive/ across from #180 Bicentennial Drive	30
Bicentennial Drive/ across street at Hannafords	30
Bicentennial Drive/ next to 301 Bicentennial Drive	30
Bicentennial Drive/ next to 307 Bicentennial Drive	30
Cross Road .5 miles from Hackett Hill Road	30
Cross Road .5 miles from 3A	30
Debbie Street at intersection of Morrill Road	30
Goffstown Road.5 from Hackett Hill Road	30
Hackett Hill Road .1 from Corriveau Drive	30
Hackett Hill Road .1 miles from Poore Road	30
Hackett Hill Road .5 miles from South Bow Road	30
Hackett Hill Road 2.5 miles from 3A	30
Hackett Hill Rpad before Pike Industries	30
Pine Street .5 miles from 3A	30
Pine Street at Bow Line	30
Prescott Heights/ at intersection of Morrell Road	30
Prescott Heights at intersection of Smyth Road	30
Quality Drive/ .5 miles from 3A	30
Quality Drive/ .2 from end of road	30
Smyth Road/ across from # 1209 Smyth Road	30
Smyth Road/ at intersection of by Pass 28	30
Smyth Road/ at town line of Manchester	30
Springwood Drive/ at intersection of Zapora Drive	30
Technology Drive/ .1 from the end of the road	30
	30
TOTAL SPEED LIMIT SIGNS 95	

	No Thru Trucks	
1	CrossRoad Rt 3a	
2	Crossroads Hackett Hill Road	
3	Kimball and Rt 3a	
4	Main Street and College Park Road	
5	Main Street and Rt 3 Hooksett Road	
6	Main Street and Thompson	
7	Main Street and Grant	
9	Main St and Beauchesne Drive	
8	Pleasant View Drive Rt3	
10	Granite Street and Merrimack Street	
11	Granite Street and Rt 3	

61	Chase Street and Granite Street
62	Highland Street and Granite Street
63	Granite Street and Merrimack Street
64	Veterans Drive and Merrimack Street
65	Lafond Ave and Main Street
66	Village School and Main Street
67	Donati Memorial Field and Main Street
68	Thompson Ave and Main Street
69	Grant Drive and Main Street
70	Beauchesne Drive and Main Street
71	Morgan Drive and Pleasant View Drive
72	Pleasant View Drive and Rt 3
73	Pleasant View Drive and Morgan Drive
74	Morse Drive and Dale Road
75	Morse Road and Rt 3
76	Dale Road and Dale Road Circle
77	Wedgewood Circle and Dale Road
78	Dale Road and Rt 3
79	Memorial Drive and Egwas Drive
80	Memorial School Parking Lot and Egwas Drive
81	Egwas Drive and Memorial Drive
82	Dartmouth Street and Rt 3
83	Hunt Street and Rt 3
84	Industrial Park Drive and Rt 3
85	Industrial Park Drive and Rt 3
86	Lehoux Drive and Industrial Park
87	Petersbrook Drive and Industrial Park
88	Safety Center Fire Doors and Legends Drive
89	Safety Center Parking Lot and Legends Drive
90	Safety Center Fire Road and Legends Drive
91	Legends Drive and Legends Drive
92	Lindsay Road and Nancy Lane
93	Lindsay Road and Stirling Ave
94	Stirling Ave and Lindsay Road
95	Thistle Road and Lindsay Road
96	Thistle Road and Stirling Ave
97	Lennox Street and Lindsay Road
98	Lennox Street and Stirling Ave
99	Stirling Ave and Julia Ave
100	Julia Ave and Julia Ave
101	Julia Ave and Nancy Lane
102	Julia Ave and Lindsay Road
103	Virginia Court and Nancy Lane
104	Virginia Court and Lindsay Road
105	Burbank Way and Virginia Court
106	Burbank Way and Virginia Court
107	Nancy Lane and Lindsay Road
108	Nancy Lane and Julia Drive
109	Harmony Lane and Rt 27
110	Doris Drive and Rt 27
111	Whithall Terrace and Farmer Road
112	Whitehall Terrace and Rt 27
113	School Bus Parking Lot and Bencivenga Way
114	Fire Road and Bencivenga Way
115	Bencivenga Way and Rt 27
116	Alderewood Court and Evelyn Street
117	Evelyn Street and Laurel Road
118	Evelyn Street and Rt 27
119	Laurel Road and Rt 27
120	Chester Turnpike and Rt 27
121	Sandy lane and Clay Street

12	Benton Road Rt 3
13	Martin's Ferry Rt 3
14	Silver Ave Rte 3
15	Silver Ave Mammoth Road
16	Alice Ave Rte 3
17	Alice Ave Mammoth Road
18	Hale Ave Mammoth Road
19	Smyth Road Rt 28 Bypass
20	Smyth Road Town Line
21	Joanne Drive Rt 28 Bypass
22	Joanne Drive Auburn Road
23	Farmer Road Rt 28 Bypass
24	Farmer Road Lantern Lane
25	Farmer Road
26	Auburn Road Rte 28 Bypass
27	Auburn Road Town line
28	Auburn Road
29	Auburn Road
30	Hackett Hill Road By State Maintenance Line
NO PARKING SIGNS	
Road	Number
Churchill Cistern	NP 5
Cistern	NP 6
Cistern	NP 7
South Bow Cistern	NP 8
Cistern	NP 9
Quaility Dr	NP 10
	NP 11
	NP 12
	NP 13
Vista Dr	NP 14
Edgewater Dr	NP 15
	NP 16
	NP 17
	NP 18
	NP 19
	NP 20
	NP 21
Main St	NP 22
	NP 23
	NP 24
	NP 25
	NP 26
	NP 27
	NP 28
	NP 29
	NP 30
	NP 31
	NP 32
	NP 33
	NP 34

122	Andrea Ave and Rt 27
123	Rowes Corner and Chester Turnpike
124	Rowes Corner and Rt 27
125	Rowes Corner and Rt 27
126	Rowes Corner and Chester Turnpike
127	Chester Turnpike and Rt 27
128	Crane Way and Rt 27
129	Farrwood Drive and Casey Drive
130	Farrwood Drive and Rt 27
131	Casey Drive and Rt 27
132	Heron View Drive and Rt 27
133	Berry Hill Road and Rt 27
134	Clough Ave and by Pass 28
135	McAllister Street and Martins Ferry Road
136	Benton Road and Martins Ferry Road
137	Cemetary Road and Martins Ferry Road
138	Cemetary Road and Martins Ferry Road
139	School Circle and School Parking Lot
140	School Parking Lot and School Circle
141	School Parking Lot and Sherwood Drive
142	Sherwood Drive and Sherwood Drive
143	Sherwood Drive and Sherwood Drive
144	Lancelot Drive and Sherwood Drive
145	Lancelot Drive and Sherwood Drive
146	Camelot Drive and Sherwood Drive
147	Camelot Drive and Sherwood Drive
148	Sherwood Drive and Sherwood Drive
149	Sherwood Drive and Martins Ferry Road
150	Depot Road and North River Road
151	Bartlett Street and Bicentennial Drive
152	Deerhead Ave and Arah Street
153	Arah Street and Arah Street on Town Line
154	Arah Street and Bicentennial Drive
155	Bicentennial Drive and Donati Drive
156	Ridgeview Drive and Donati Drive
157	Harvest Drive and Rt 27
158	Lincoln Drive and Monroe Drive
159	Madison Ave and Lincoln Drive
160	Madison Ave and By Pass 28
161	Farmer Road and By Pass 28
162	Greystone Terr and Farmer Road
163	Barberry Street and Farmer Road
164	Misty Lane and Barberry Street
165	Misty Lane and Farmer Road
167	Spruce Court and Farmer Road
168	Heritage Drive and Farmer Road
169	Heritage Drive and Garlan Lane
170	Carriage Lane and Heritage Drive
171	Lantern Lane and Heritage Drive
172	Legacy Drive and Lantern Lane
173	Legacy Drive and Carriage Lane
174	Legacy Drive and Carriage Lane
175	Gailor Lane and Legacy Drive
176	Gailor Lane and Legacy Drive
177	Gailor Lane and Park Lane
178	Carmel Way and Park Lane
179	Carmel Way and Gailor Lane
180	Garden Song Drive and Hills Road
181	Garden Song Drive and Hills Road
182	Jamie Lane and Park Lane
183	Park Lane and Quarry Road
184	Quarry Road and Garlan Lane

Veterns Dr	NP 35
5 additional no parking this side added	
For the Lilac Bridge monument display	
	NP 36
	NP 37
Lafond Dr	NP 38
	NP 39
Dundee Ave	NP 40
	NP 41
	NP 42
	NP 43
	NP 44
Library	NP 45
	NP 46
	NP 47
	NP 48
	NP 49
Water Works Dr	NP 50
	NP 51
	NP 52
	NP 53
	NP 54
	NP 55
	NP 56
	NP 57
	NP 58
	NP 59
	NP 60
Industrial Park Dr	NP 61
	NP 62
	NP 63
	NP 64
	NP 65
	NP 66
	NP 67
	NP 68
River Rd	NP 69
	NP 70
Sherwood Dr	NP 71
	NP 72
	NP 73
	NP 74
	NP 75
West Stems Ave	NP 76
	NP 77
	NP 78
	NP 79
Silver Ave	NP 80
	NP 81
	NP 82
Smyth Rd	NP 83
	NP 84
	NP 85
	NP 86
	NP 87
	NP 88
North Reading St	NP 89
Harmony Ln	NP 90
	NP 91
Alderwood Ct	NP 92
	NP 93
Laurel Rd	NP 94
	NP 95
	NP 96
Casey Dr	NP 97

185	Quarry Road and Auburn Road
186	Sargent Drive and Auburn Road
187	Woodstone Terr and Auburn Road
188	Auburn Road and By Pass 28
189	Joanne Drive and Auburn Road
190	Joanne Drive and By Pass 28
191	Lindy Drive and Joanne Drive
192	Helen Drive and Cindy Drive
193	Helen Drive and Joanne Drive
194	Marcel Way and Helen Drive
195	Zapora Drive and By Pass 28
196	Zapora Drive and Mammoth Road
197	Leonard Ave and Rt 3
198	Silver Ave and Mammoth Road
199	Silver Ave and Rt 3
200	Brace Ave and Alice Ave
201	Alice Ave and Mammoth Road
202	Francis Ave and Alice Ave
203	Francis Ave and Hale Ave
204	Francis Ave and Hale Ave
205	Coacker ave and Alice Ave
206	Coacker Ave and Hale Ave
207	Coacker Ave and Hale Ave
208	Coacker Ave and Stearns Ave
209	Elmer Ave and Alice Ave
210	Elmer Ave and Alice Ave
211	Elmer Ave and Hale Ave
212	Elmer Ave and Hale Ave
213	Susan Ave and Elmer Ave
214	K Ave and Alice Ave
215	K Ave and Hale Ave
216	K Ave and Hale Ave
217	Hale Ave and Mammoth Road
218	Stearns Ave and Elmer Ave
219	Bell Ave and W. Alice Ave
220	West Hale Ave and Bell Ave
221	Castle Drive and Mammoth Road
222	Castle Drive and Smyth Road
223	Golden Gate Drive and Castle Drive
224	Golden Gate Drive and mammoth Road
225	Jacob Ave and Smyth Road
226	Johns Drive and Smyth Road
227	Fieldstone Drive and Johns Drive
228	Birchwood Lane and Johns Drive
229	Birchwood Lane and Johns Drive
230	Smyth Road and By Pass 28
231	Prescott Hieghts and Smyth Road
232	Rock Forest Drive and Prescott Heights
233	Prescott Heights and Morrill Road
234	Beacon Hill and Morrill Road
235	Autumn Run and Morrill Road
236	Wimbeldon Heights and Morrill Road
237	Debbie Street and Morrill Road
238	Forest Hills Drive and Morrill Road
239	Arthur Ave and Morrill Road
240	Morrill Road and Mammoth Road
241	Winter Drive and Autumn Run
242	Winter Drive and Autumn Run
243	Summerfare Street and Autumn Run
244	Debbie Street and Autumn Run
245	Springwood Drive and Autumn Run
246	Seasons Drive and Springwood Drive
247	Summerfare Street and Springwood Drive
248	Springwood Drive and Zapora Drive
249	Sunburst and Summerfare Street

		NP 98
		NP 99
Heritage Dr		NP 100
		NP 101

250	Sunburst and Summerfare Street
251	Waynes Way and By Pass 28
252	East point Drive and By Pass 28
253	Sutton Circle and East point Drive
254	N Reading St and Wellington Rd (manchester)

Town Council STAFF REPORT



To: Town Council
Title: Speed Limit sign request for Hills Road at Hooksett/Auburn town line.
Meeting: Town Council - 08 Sep 2021
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

"No Parking", "No Trucking", "Stop" signs and other regulatory and advisory signs require the approval of the Town Council with a listing of these signs maintained in the Town Clerks Office and at Public Works as required by Town Ordinance 00.26. (Attachment 1)

DISCUSSION: We are in receipt of a request to install a new speed limit sign on Hills Road at the Hooksett/Auburn town line. The Town of Auburn has just re-paved their portion of Hills Road and the Town of Hooksett had recently accepted a new section of Hills Road in Hooksett that connected Hills Road between both towns. This resulted in increased traffic in this neighborhood. The residents in the area believe the vehicles are travelling at a rate of speed that causes them concerns. There currently are 30 MPH speed limit signs on Farmer Road and at other roads that enter into this neighborhood but there isn't one as you enter from the town of Auburn. We have requested input from both Hooksett Fire and Police concerning the placement of this sign. There were no objections to the signs.

In reviewing the RSA concerning speeds we believe the request is in compliance with RSA 265:60. (Attachment 2)

FINANCIAL IMPACT:

None.

POLICY IMPLICATIONS:

None.

RECOMMENDATION:

Council review and approve this request for a 30 MPH speed limit sign on Hills Road on the Hooksett Auburn town line as you enter Hooksett.

SUGGESTED MOTION:

Motion to approve the request for a 30 MPH speed limit sign on Hills Road on the Hooksett Auburn town line as you enter Hooksett.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[rsa 256 60](#)

[Signage Ord 00 26](#)

TITLE XXI MOTOR VEHICLES

CHAPTER 265 RULES OF THE ROAD

Speed Limitations

Section 265:60

265:60 Basic Rule and Maximum Limits. –

I. No person shall drive a vehicle on a way at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing. In every event speed shall be so controlled as may be necessary to avoid colliding with any person, vehicle, or other conveyance on or entering the way in compliance with legal requirements and the duty of all persons to use due care.

II. Where no hazard exists that requires lower speed for compliance with RSA 265:60, I, the speed of any vehicle not in excess of the limit specified in this section or established as hereinafter authorized shall be prima facie lawful, but any speed in excess of the limit specified in this section or established as hereinafter authorized shall be prima facie evidence that the speed is not reasonable or prudent and that it is unlawful:

- (a) In a posted school zone, at a speed of 10 miles per hour below the usual posted limit from 45 minutes prior to each school opening until each school opening and from each school closing until 45 minutes after each school closing.
- (b) 30 miles per hour in any business or urban residence district as defined in RSA 259:118;
- (c) 35 miles per hour in any rural residence district as defined in RSA 259:93, and on any class V highway outside the compact part of any city or town as defined in RSA 229:5, IV;
- (d) 55 miles per hour in other locations, except as provided in (e);
- (e) 65 miles an hour on the interstate system, the central New Hampshire turnpike and the eastern New Hampshire turnpike in locations where said highways are 4-lane divided highways or other divided highways of 4 or more lanes, except that the speed limit on the portion of I-93 from mile marker 45 to the Vermont border shall be 70 miles per hour.
- (f) On a portion of a highway where officers or employees of the agency having jurisdiction of the same, or any contractor of the agency or their employees, are at work on the roadway or so close thereto as to be endangered by passing traffic, at a speed of at least 10 miles per hour below the usual posted limit. The speed shall be displayed on signs as required by RSA 265:6-a.
- (g) For a vehicle equipped with a transponder, 25 miles per hour through a toll booth or gate that is equipped with a transponder reader for automated toll collection except for an open road tolling lane and except that at toll booths staffed by toll collectors drivers whose vehicles are not equipped for automated tolling shall come to a full stop at the toll booth so that the attendant may collect the toll.
- (h) In the toll collection area of an open road tolling lane, at a speed greater than is reasonable and prudent for the conditions and actual and potential hazards existing at the time or greater

than a per se maximum speed of 65 miles per hour, whichever is less.

III. The limits specified in subparagraphs II(e) and II(g) shall be the maximum lawful speed and no person shall drive a vehicle on said ways at a speed in excess of such maximum limit. The prima facie speed limits set forth in this section may be altered as authorized in RSA 265:62.

IV. The driver of every vehicle shall, consistent with requirements of paragraph I, drive at an appropriate reduced speed when approaching and crossing an intersection or railway grade crossing, when approaching and going around a curve, when approaching a hillcrest, when traveling upon any narrow or winding roadway, and when special hazard exists with respect to pedestrians or other traffic by reason of weather or highway conditions.

V. The fines for violation of subparagraphs II(a)-(d) shall be as follows:

Miles per hour above the limit specified:

1-10	\$50
11-15	75
16-20	100
21-25	200
26+	\$350

The fines listed in this paragraph shall be plus penalty assessment.

VI. The fines for violations of subparagraph II(e) shall be as follows:

Miles above the 65 mph limit:

1-5	\$65
6-10	100
11-15	150
16-20	250
21+	350

Miles above the 70 mph limit:

1-5	\$65
6-10	100
11-15	200
16-20	300
21+	400

The fines listed in this paragraph shall be plus penalty assessment.

Source. 1905, 86:8. 1909, 154:4. 1911, 133:13. 1921, 119:13. PL 103:17. 1927, 76:2. 1937, 125:1. RL 119:29. 1949, 286:1. RSA 263:53. 1963, 330:1. RSA 262-A:54. 1965, 335:1. 1979, 358:4. 1981, 146:1. 1987, 217:1. 1988, 245:11. 1989, 164:1. 1997, 11:1. 1999, 73:1. 2005, 177:42. 2010, 51:2, 3. 2013, 192:1, eff. Jan. 1, 2014. 2015, 202:8, eff. Jan. 1, 2016. 2018, 160:1, eff. Aug. 3, 2018.

TITLE XXI MOTOR VEHICLES

CHAPTER 259 WORDS AND PHRASES DEFINED

Section 259:118

259:118 Urban Residence District. – "Urban residence district" shall mean the territory contiguous to a highway not comprising a business district when the frontage on such highway for a distance of 300 feet or more is mainly occupied by dwellings or by dwellings and buildings in use for business.

Source. 1905, 86:1. 1911, 133:1. 1913, 81:1. 1915, 129:1. 1917, 229:1. 1919, 161:1. 1921, 119:1. 1923, 75:1. 1925, 25:1; 68:1. PL 99:1. 1927, 52:1. 1929, 43:1. 1935, 73:2, 3. 1939, 47:1; 130:1; 189:1, 2, 3, 5; 190:1. 1941, 98:1; 111:1; 142:2. RL 115:1. 1943, 189:1. 1947, 177:1. 1949, 189:1, 2; 197:1; 212:2; 233:1; 286:4. 1953, 252:3. RSA 259:1, XXXIII. 1981, 146:1, eff. Jan. 1, 1982.

TITLE XXI MOTOR VEHICLES

CHAPTER 259 WORDS AND PHRASES DEFINED

Section 259:93

259:93 Rural Residence District. – "Rural residence district" shall mean the territory contiguous to a way not comprising a business or urban residence district when the frontage on such way for a distance of 1/2 mile or more is mainly occupied by dwellings or by dwellings and buildings in use for business on any one side.

Source. 1905, 86:1. 1911, 133:1. 1913, 81:1. 1915, 129:1. 1917, 229:1. 1919, 161:1. 1921, 119:1. 1923, 75:1. 1925, 25:1; 68:1. PL 99:1. 1927, 52:1. 1929, 43:1. 1935, 73:2, 3. 1939, 47:1; 130:1; 189:1, 2, 3, 5; 190:1. 1941, 98:1; 111:1; 142:2. RL 115:1. 1943, 189:1. 1947, 177:1. 1949, 189:1, 2; 197:1; 212:2; 233:1; 286:4. 1953, 252:3. RSA 259:1, XXVII. 1981, 146:1, eff. Jan. 1, 1982.

**SIGNAGE REGULATION OF TOWN ROADS
ORDINANCE # 00-26**

The Town of Hooksett ordains that, pursuant to RSA 41:11 of the New Hampshire State Statutes and Section 3.6 of the Hooksett Town Charter, the following ordinance is hereby enacted in the Town of Hooksett:

SECTION 1

NO PARKING - Parking is prohibited at designated areas as indicated by posted signs. An inventory list of all approved "No Parking" signs is maintained at the Town Clerk's office and at the Highway Department for public inspection.

SECTION 2

NO TRUCKING - Trucks exceeding three ton GVW are prohibited on roads with signage marked "No Through Trucking". Exclusions shall be trucks making a delivery to a home or business on the prohibited road. An inventory list of all approved "No Through Trucks" signs and designated "No Through Truck" streets are maintained at the Town Clerk's office and at the Highway Department for public inspection.

SECTION 3

STOP SIGNS - All stop signs approved by the Town Council shall be posted by the Hooksett Highway Department and deemed legal and enforceable. An inventory list of all legal stop signs is maintained at the Town Clerk's office and at the Highway Department for public inspection.

SECTION 4

All other regulatory and advisory signs approved by the Town Council are authorized to be posted by the Highway Department and deemed legal and enforceable.

SECTION 5

PENALTY - Any person, persons, firm, partnership or corporation, found violating any provision of this ordinance, shall be fined no more than \$1,000.00 for each day such violation continues.

SECTION 6

This ordinance shall become effective upon passage.

ADOPTED: 12/14/94

Town Council

STAFF REPORT



To: Town Council
Title: Illicit Discharge Detection Elimination (IDDE) Plan
Meeting: Town Council - 08 Sep 2021
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

The Town of Hooksett has developed an Illicit Discharge Detection and Elimination (IDDE) plan to address the requirements of the National Pollutant Discharge Elimination System (NPDES) Phase II rule, most recently updated with an effective date of July 1, 2018. The rule requires regulated operators of municipal separate storm sewer systems (MS4s) to obtain a permit to discharge stormwater runoff from their MS4, and establishes conditions they must meet to reduce the impacts of stormwater discharges.

The MS4 Permit requires that each permittee or regulated community address six (6) Minimum Control Measures. The measures include the following:

1. Public Education and Outreach
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Runoff Control
5. Post-Construction Stormwater Management in New Development or Redevelopment (Post Construction Stormwater Management)
6. Pollution Prevention / Good Housekeeping for Permittee Owned Operations

Under Minimum Control Measure #3, the Town is required to implement an IDDE plan to provide the legal authority to prohibit and eliminate illicit discharges to the MS4, find the source of any illicit discharges, eliminate those illicit discharges, and ensure ongoing screening and tracking to prevent and/or eliminate future illicit discharges. In this regard, the Town relies heavily on its General Services staff to observe and scrutinize the Town's MS4 outfalls for illicit discharges, illegal dumping and illicit connections, during their routine duties. The main methodology used involves Dry Weather Screening, which helps to ensure the integrity of the stormwater drainage system by detecting non-stormwater discharges during dry weather conditions. The IDDE plan must also be recorded in a written (hard copy or electronic) document. This IDDE plan has been prepared to address this requirement.

Due to the size of the document, IDDE Plan will be sent separately via e-mail.

FINANCIAL IMPACT:

None.

POLICY IMPLICATIONS:

Compliance with the National Pollutant Discharge Elimination System(NPDES) MS4 permit requirement.

RECOMMENDATION:

Adopt the Illicit Discharge Detection and Elimination (IDDE) plan as presented.

SUGGESTED MOTION:

Motion to adopt the Illicit Discharge Detection and Elimination (IDDE) plan as presented.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

Town Council

STAFF REPORT



To: Town Council
Title: Hooksett Salt Reduction Plan
Meeting: Town Council - 08 Sep 2021
Department: Public Works
Staff Contact: Earl Labonte, Director of Public Works

BACKGROUND INFORMATION:

This document addresses the requirements of the New Hampshire MS4 General Permit (Permit) that fall under MCM #6, page 53 of 67, section 2.3.7.1.d.v, regarding Winter Road Maintenance Procedures and permit requirements set forth in Appendix H Section IV based on the following permittee category: Permittees with discharges to waterbodies that are on the most recent EPA approved New Hampshire Clean Water Act section 303(d) list or New Hampshire Integrated Report under Clean Water Act section 305(b) and are listed as 4B, have to complete this section of Appendix H.

The Town of Hooksett (Town) performs a variety of maintenance activities to ensure safe winter driving conditions on its roads and parking lots as well as activities to limit the amount of snow and/or deicing chemicals entering surface waters. These are described in detail under Section 2 of this document. The Town also requires that private property owners track salt usage and develop plans to limit salt application. These are described in Section 3 of this document.

FINANCIAL IMPACT:

None.

POLICY IMPLICATIONS:

Compliance with the New Hampshire MS4 General Permit requirements.

RECOMMENDATION:

Adopt the Salt Reduction plan as presented.

SUGGESTED MOTION:

Motion to adopt the Salt Reduction plan as presented.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Hooksett-Salt Reduction Plan-FBE](#)

New Hampshire Small MS4 Salt Reduction Plan Appendix H

TOWN OF HOOKSETT, NEW HAMPSHIRE

Prepared By:

**FB Environmental, Adapted from Plans developed by
Seacoast Stormwater Coalition and Manchester/Nashua
Stormwater Coalition**

Prepared For:

Town of Hooksett

EPA NPDES Permit Number NHR041000

Document Date – June 30, 2021

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Historic winter road maintenance activities:

It is the goal and intent of the Town of Hooksett to provide timely, efficient, and cost-effective winter maintenance, snow removal, and ice control on the roadways of the municipality for the safety and benefit of the Town's residents and the general motoring public.

The objective stated above will be achieved by implementation and execution of the procedures and tasks outlined in the Town of Hooksett Winter Operations Snow Removal and Ice Control Procedures. Due to the many variables that are inherent in New England weather, each storm and/or weather event may require slightly different effort and/or emphasis on any number of maintenance tasks, which together, determine the overall winter maintenance, snow removal, or ice control strategy.

It is not possible to maintain a bare road or sidewalk totally free of snow and ice during a storm. It is the intention of the Town to provide practical, safe access to homes, businesses, and municipal facilities during winter storms.

It is our policy to commence snow removal operations upon the accumulation of two-inches of snowfall. The Public Works Director may, at his or her discretion based upon weather information reports, elect to not remove snow until greater or lesser accumulations.

Pre-treatment and ice control may be addressed prior to the actual storm beginning, during the actual storm as seen effective, and preceding the storm. It should be noted that salt has a much slower effect on melting snow and ice at temperatures below 25 degrees, and may not be applied until it is warmer. Alternate methods of treatment may be utilized as conditions warrant.

Sidewalk snow clearance will be conducted as soon as possible during winter storms. Personnel availability, and the needs to maintain safe roadways, will take priority.

The Public Works Department does have the responsibility for the clearing of snow and winter treatment of the Town schools access roads and parking lots. On days when school is in session, winter maintenance efforts must be timed to coincide with bus routing and delivery.

ROADS AND SIDEWALKS NOT RECEIVING WINTER MAINTENANCE: The Town of Hooksett does not maintain a number of roadways and sidewalks as part of the ongoing winter maintenance activities. The areas not maintained by the Town include:

- A. Town roads classified as Class VI roads
- B. Private roads
- C. School District sidewalks which are the responsibility of the school district.
- D. State roads that do not fall within the urban compact.

Section 1: Introduction:

This document addresses the requirements of the New Hampshire MS4 General Permit (Permit) that fall under MCM #6, page 53 of 67, section 2.3.7.1.d.v, regarding Winter Road Maintenance Procedures and permit requirements set forth in Appendix H Section IV based on the following permittee category:

Permittees with discharges to waterbodies that are on the most recent EPA approved New Hampshire Clean Water Act section 303(d) list or New Hampshire Integrated Report under Clean Water Act section 305(b) and are listed as 4B, have to complete this section of Appendix H.

The Town of Hooksett (Town) performs a variety of maintenance activities to ensure safe winter driving conditions on its roads and parking lots as well as activates to limit the amount of snow and/or deicing chemicals entering surface waters. These are described in detail under Section 2 of this document.

The Town also requires that private property owners track salt usage and develop plans to limit salt application. These are described in Section 3 of this document.

Section 2: Actions or Enhanced BMPs for Municipally Maintained Surfaces

This section applies directly to municipally owned and maintained surfaces. This section provides information on how the amount of salt used will be tracked and also includes the different BMPs that will be used as part of this Salt Reduction Plan.

Section 2.1: Salt Tracking

The Town will track all salt applied to all municipally owned and maintained surfaces. Salt use will be reported using the New Hampshire Salt Management System online tool at (<http://www.roadsalt.unh.edu/Salt/>) beginning in their year 2 annual report.

Section 2.2: BMPs for Salt Reduction

This section describes BMPs to help to reduce the amount of chloride discharged to impaired waterbodies.

The Town currently uses a number of activities related to winter maintenance and salt reduction which include the BMPs and actions items listed under the following sections.

Section 2.2.1 Operational BMPs:

A. Pre-wetting and Pre-Treating the Salt Pile

The Town currently does not pre-wet or pre-treat salt piles. However, the Town is considering using the following method in future years:

- Pre-wetting agents (e.g., salt brine) will be used on salt piles to help them work more efficiently and to reduce road salt scatter and bounce.

Pre-wetting is a term referring to a liquid deicer that is applied to a solid-based deicer in order to create a quicker reaction time for the solid deicer to begin melting snow and ice. Salt doesn't work until it is in solution, so it is recommended that all dry salt be pre-wetted regardless of the temperature. By introducing moisture into salt prior to application, the results are a quicker melting action, reduced bounce and scatter of material, and a reduced application rate. With a quicker melting action, the application rate of pre-wet salt can be decreased by approximately 20 percent over dry salt, which saves money, increases level of service, and reduces chloride in the environment.

B. Use of Alternative De-Icing Material

The Town uses salt alternatives in environmentally sensitive areas to reduce the amount of chloride discharges to waterbodies. The Town currently does the following:

- Calcium magnesium acetate (CMA) is applied environmentally sensitive roadways prior to the accumulation of snow.
- A list of priority routes that receive CMA is kept at the Town Highway Department.
- CMA is stored at 101 Merrimack Street.

A full description of the standard operating procedures for snow removal and de-icing, including alternative de-icing, can be found at https://www.hooksett.org/sites/g/files/vyhlif4541/f/uploads/snow_removal_deicing_sop.pdf.

C. Increasing Plowing Prior to De-Icing

The Town currently does the following:

- As much snow as possible is removed using mechanical means like plowing, blowing, or shoveling before deicing agents are applied to reduce the need for road salt or other deicing chemicals.

Proper plowing of the road is essential to controlling the amount of deicer used. Snow plowing needs to remove as much snow as possible prior to the application of deicers. Snow and ice that is left on the pavement will only work to dilute the deicer that has been applied and decrease the effectiveness. Applying more deicer will have little benefit if the snow is not adhering to the pavement surface, when plowing is the appropriate operation. Therefore it is best to remove as much snow as possible from the roads and parking lots before applying deicers.

D. Monitoring of Road Surface Temperatures

The Town currently does the following:

- Road surface temperatures are monitored during storm events to find the correct treatment options for those certain circumstances.
- Road salt is only applied when pavement temperatures are above 15° F.
- The NH Road Salt Application Rates for Deicing Roads and Parking Lots charts (located at <https://www4.des.state.nh.us/nh-ms4/wp-content/uploads/2020/11/Road-Temp.pdf>) is referenced during each storm event to find the appropriate treatment options.

The two most critical factors that can produce winter road hazards are pavement temperature and the dew point/precipitation rate. Pavement temperature, not air temperature, is the deciding factor for treatment type and duration. The pavement temperature directly effects the formation, development, and breaking of a bond between fallen or compacted precipitation and the road surface. The pavement temperature also determines the effectiveness of any applied chemicals.

Section 2.2.2 Equipment BMPs / Modifications:

A. Automated Pre-Wetting Equipment Systems

If the Town uses pre-wetting equipment in future years, the Town will ensure that:

- Pre-wetting systems are installed on municipally owned salting trucks to pre-treat the de-icing agents before it is dispensed onto roads and parking lots.

Pre-wetting systems or automated systems can help improve the pre-wetting operations during a storm.

B. Routine Calibration Rates & Adjustments

The Town currently does the following:

- Equipment is calibrated prior to the deicing season and every 90 days thereafter to reduce and optimize salt use and ensure deicing agents are being used efficiently.
- A calibration chart is maintained for each truck. (Calibration charts can be found at <https://www4.des.state.nh.us/nh-ms4/wp-content/uploads/2020/11/Calibration.pdf>)
- Recalibration is completed if any service is done on a truck or the type of deicing chemical being dispensed from the truck is changed.

The goal of calibrating is to know how much material you are putting down on a roadway or parking lot for every setting on your truck that you use. Calibrating your equipment is the first step to reducing salt use.

During winter operations, changes may occur in mechanical linkages, hydraulic systems and other components. Yearly calibration of equipment allows for better control of application rates for various gate heights/openings. Gate heights or gate openings are be adjusted to

spread the desired chemical application rate for each set of unique conditions. Recalibration is be done if any changes are made to the equipment or if a different deicing material is used.

C. Equipment Cleaning & Maintenance

The Town currently does the following:

- Equipment is washed using proper procedures stated in the permittee’s SWMP under MCM #6 to prevent pollutants from entering the stormwater system. Dry cleanup procedures are used when possible.
- Designated wash areas contain wash-water controls or treatment and ensure that all washing activities only occur in those locations.
- Equipment is regularly inspected and maintain to reduce the potential for leaks.

During winter operations, proper equipment cleaning and maintenance can help ensure equipment and machinery functions properly and maintains calibration measures for longer periods of time. This may require washing equipment on a more routine basis which can produce wash-water or runoff with higher levels of chloride or sand. For this reason, washing and maintenance procedures are completed following carefully planned procedures and in proper locations.

Section 2.2.3 Facility Modifications and Good Housekeeping BMPs:

A. Snow Storage

The Town will ensure that:

- Snow is not pushed or dumped into waterbodies or wetlands, into stormwater drainage swales or ditches, or on top of catch basins.
- Snow is not stored near drinking water areas, waterbodies, or wetlands.
- Snow storage is not located in areas that are unstable, areas of potential erosion, or high points where snow may melt and collect debris as runoff before it enters the stormwater system.

Proper snow storage and good housekeeping can help reduce runoff and direct snowmelt from reaching nearby waterbodies and resources, which can minimize chloride loadings.

B. Salt Stockpile BMPs & Protection from Precipitation and Runoff:

The Town will ensure that:

- Deicing product(s) (salt, sand, or alternative products) storage piles are located under cover or enclosed areas and on impervious surfaces.
- Deicing product(s) (salt, sand, or alternative products) storage piles are stored in areas that will not impact surface water resources, groundwater resources, recharge areas, and wells.
- The deicing product(s) (salt, sand, or alternative products) storage areas have adequate drainage controls to prevent runoff from entering the stormwater system.

- Appropriate loading and unloading procedures are used, such as not overfill trucks with deicing materials, to reduce the chances of spills.
- The unloading/loading of trucks is performed on impervious surfaces whenever possible.
- Storage/loading areas are frequently swept to reduce the amount of salt, sand, or other materials that are tracked out.
- Liquid deicing chemicals have secondary storage containment.

In addition to managing how salt is applied to parking lots and roadways, it is also important to manage how dry salt, pre-wet salt, salt brine, salt/sand mixtures, and snow piles are stored and handled.

Section 2.2.4 Training, Outreach & Regulations

A. Training and Certifications

The Town currently does the following:

- Training is provided to municipal personnel through the Green SnowPro certification program that is managed by NHDES to improve efficiency in salt use.
- Additional or independent in-house training is provided to municipal personnel to improve efficiency in salt use.

The Green SnowPro certification is a program managed by NHDES to improve efficiency in salt use, such that the least amount of salt is used to ensure safe conditions on surfaces traveled by pedestrians and vehicles in winter conditions; reduce the amount of salt used by commercial applicators, as measured in tons of salt per acre per year, over time while maintaining safe conditions for pedestrians and vehicles in winter conditions; and establish a voluntary system for commercial salt applicators to track their salt use and provide information annually to the salt accounting system. Currently, ten municipal personnel have received Green SnowPro training.

B. Designation of Low Salt and/or No Salt Zones:

The Town does not currently have designated areas of low salt and/or no salt zones. However, the Town is considering designating municipally maintained roads that are within 500 feet of Doors Pond Inlet Brook (NHRIV700060802-13), a waterbody limited for chloride, as low salt or no salt zone to reduce chloride loadings. This area would not include NH DOT and private roadways.

Section 2.3: Estimate of Annual Salt Usage Reductions

The Town has estimated anticipated salt reduction based on the BMPs listed in this Salt Reduction Plan and these estimates are summarized and totaled in the table below:

Estimated Salt Reduction Table					
BMP or Activity	Estimated Loading per storm (tons)	Estimated % Reduction per storm	Estimated Reduction per storm (tons)	Estimated Storms per year (#)	Estimated Salt Reduction Total per year per BMP (tons)
Alternative de-icing material	0.2	100	0.2	25	5
Spreader calibration	150	15	22.5	25	562.5
Adapt rates to pavement temperatures	150	8	12	25	300
Pre-treated salt	150	20	30	25	750
Estimated Salt Reduction Total:					1,317.5

Section 2.4: Schedule of Planned Activities / BMPs

The Town has developed a schedule for implantation of this Salt Reduction Plan based on the BMPs listed above. The anticipated schedule with milestone tracking dates is summarized in the table below:

Schedule of Planned Activities Table		
BMP or Activity	Date(s) Implemented:	Date(s) Completed:
Pre-wetting	August 2022	
Alternative deicing material	August 2022	
Increased plowing prior to deicing	October 2019	November 2019
Monitoring of Road Surface Temperatures	October 2019	November 2019
Routine equipment calibration	November 2019	December 2019
Equipment cleaning	November 2019	December 2019
Snow storage	October 2019	November 2020
Salt stockpile BMPs	October 2019	
Designation of low salt and/or no salt zones	November 2021	

TOWN COUNCIL DISCUSSION

RECYCLING

Hooksett 2020-2021 Fiscal Year

		July	August	Sept	October	Nov	Dec	Jan	Feb	March	April	May	June	Hooksett Totals			
TRANSFERED	TRANSFERED																
	Wheelabrator	442.52	415.56	433.15	439.51	418.92	473.13	384.36	326.79	392.93	448.83	397.49	434.88	5008.07			
	WM -Turnkey (furn/sheet)	10.30	11.46	12.33	9.48	28.26	14.27	37.57		18.92	14.19	19.64		190.97			
	ReEnergy (demo)	40.55	62.04	51.61	55.19	41.53	31.47		43.73	27.15	81.2	27.48	54.44	516.39			
	ReEnergy (roof)					27.9	15.35							43.25			
	ReEnergy (concrete)	2.1										43.73	0.87	46.7			
	Subtotal Transfer	495.47	489.06	497.09	504.18	516.61	534.22	421.93	385.07	439	544.22	488.34	490.19	5805.38	<i>Transfer</i>		
RECYCLED	RECYCLED																
	Electronics	4.1		4.38	3.26		2.97		3.8		2.77		2.71	23.99			
	Metal	22.93	29.87	21.93	18.88	45.35		31.55	19.89	18.27	29.09	25.44	31.9	295.1			
	Cardboard	20.68	21.42	21.21		21.34	19.47	19.5	20.69	22.33	20.02	21.67	23.39	231.72			
	Batteries/Cans/Plastic/Misc	1.5				1.65	12.59							15.74			
	Mixed Paper			9.21			12.33							21.54			
	Glass						19.99						18.23	38.22			
	Subtotal Recycling	49.21	51.29	56.73	22.14	68.34	67.35	51.05	44.38	40.6	51.88	47.11	58	608.08	<i>Recycling</i>		
	Total Tonnage MOVED	544.68	540.35	553.82	526.32	584.95	601.57	472.98	429.45	479.6	596.1	535.45	548.19	6413.46	<i>Total Tons</i>		
Pay Out	Total Tipping Spent (During Month)	\$ 39,610.15	38,032.02	\$ 40,081.47	\$ 40,531.14	\$ 39,343.22	\$ 42,041.62	33,731.32	30,777.92	36,407.81	43,977.22	36,394.09	39,307.48	\$ 422,203.44			
	Veolia - fluorescents						\$ 980.80							\$ 980.80			
	Clean Harbors Hazardous Waste				\$ 1,611.96	\$ 728.00	\$ 3,391.40	\$ 436.80				1289.42	90	\$ 7,547.58			
	Tip Reimbursement (Condo)						\$ 21,539.41						25,712.90	\$ 47,252.31			
Income	Recycle Income / Cardboard	\$ 517.00	\$ 535.50	\$ 530.25		\$ 533.50	\$ 700.35	487.50	1023.50	1339.80	1401.40	1516.90	waiting	\$ 8,585.70			
	Metal Income	\$ 1,605.10	\$ 2,240.25	\$ 1,754.40	\$ 1,321.60	\$ 3,174.50		2524.00	1278.64	1252.81	2025.92	1817.14	2848.27	\$ 21,842.63			
	cans/plastics						\$ 259.00			4320.34							
	Batteries, copper, wheels	\$ 722.40				\$ 560.15								\$ 1,282.55			
Collected	Auto Trks 1,2 &3- Res trash	395.14	351.96	374.1	372.26	363.43	399.6	335.41	293.54	363.88	368.13	334.17	393.11	4344.73			
	School/Town Trash													0			
	Commercial Trash - Yard to	1.15	10.97	9.31	19.64	7.69	4.33	0.97	1.75	3.25	4.02	3.43	4.02	70.53			
Removed	Freon Units	80		86	104	91	62	34		49	92	63	56	717			
	Batteries					1.65								1.65			
	Propane Tanks	38						353- #1's						38			
	Cost Avoidance with Recycling (tip fee minus recycle fee)	1655.9588	1599.2172	2271.1572	0	1716.4334	4806.6108	1455.87	1544.7154	1667.1578	1494.6932	1617.8822	3107.3492				
	\$74.66																

NEW MULTI-STREAM RECYCLING IN HOOKSETT

NOT A COMPREHENSIVE LIST

October 2019



Clean Plastic:

Bottles & Containers
PET (1) Containers & Lids
HDPE (2) Containers & Lids
PP (5) Bottles
Tubs & Lids (separated)



Clean Cardboard



Clean Steel cans
Clean Aluminum cans



Clean Glass:

Beverage & Food Containers
Drinking Glasses
Porcelain
(with non-porcelain parts removed)
Pyrex, Ceramics
Window panes, Mirrors

clean = free
of food
residue



Clean Mixed Paper:

Newspaper, mail, etc.

Please call the Hooksett Transfer & Recycling Department at 603-669-5198 or visit hooksett.org for more information. Thank you!

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Recycling and Transfer Advisory Committee Minutes
Meeting Minutes
5-25-2021

Meeting was called to order at 6:30pm

Present: Ray Bonney, Sean McDonald, Robert Shroeder, John Giotas, Clark Karolian

Absent: Richard Bairam, Alex Walczyk

Also Present: Denise Cummings, (R&T Administrative Assistant)

Pledge of Allegiance

Motion was made to accept the minutes of March 23, 2021, meeting by Ray Bonney, second by John Giotas, motion passed.

Old Business: Discussion about metal vendor Schnitzer and roll offs seem to be falling behind. Schnitzer says they are down 5 drivers. We may have to run a load of metal Greif Inc. is working out well with swapping out trailers with their drivers. They are accepting paper in the cardboard bales which means we are being paid for mixed paper at this time.

Discussion total 200 Trash and Recycle barrels are set to be shipped March 29, 2021 were received April 6, 2021 and another 200 barrels ordered in preparation that Brook Ridge/Sun Jensen maybe switching to town trash pickup also were received April 26, 2021. Trash routes will need to be adjusted.

Further discussion on Transfer Fees, Denise will need to draft a change in the Ordinance to present to Council.

Transfer Station staffing is 5. Crew Chief is still vacant and Equip Operator/Class A driver vacant 6/2/2021.

Doosan with Hi Lift is the lowest bid that meets specs, and Council Approved. Ray Bonney had concern with "Doosan" brand and possible repair bills. Council went with lowest bid.

McNeilus trash truck with Peterbilt 550 chassis has been also approved.

Leaf pickup was April 12-16, with a rented rear packer from Pinard at a cost of \$1200, because it was not peak for Pinard. Pinard does leaf pickup in Manchester from end of April till December. Residents say to early. Cost for renting truck would be \$3000-\$3500 per week during peak. Will need to do something as residents expect pickup.

Wheelabrator was offering a 5-year extension to existing contract. Will see if we can get a 10 year. Denise will followup.

Robert Shroeder and John Giotas are full committee members. Looking for alternates.

New Business: Discussion about recycling revenue. Talked about what other facilities are doing for recycling. There seems to be constraints in our recycling building as we use it to park vehicles in winter months. Talk about how we maybe outgrowing our capacity. Suggested maybe putting an awning with power for the vehicles and maybe have someone come in early to start vehicles to warm them up. Suggested going on field trip to see how other facilities are structured. Talked about metal shredder. Would need surrounding towns to join in.

Active discussion about solar panels. Clark will approach Town Administrator about facilitating this.

Robert mentioned how dingy doors were getting. Transfer staff talked about power washing buildings.

Ray motioned to adjourn at 7:23 PM Sean 2nd all in favor. Next meeting, July 27, 2021, at 6:30pm.

Submitted by,

Denise Cummings
R&T Administrative Assistant

HOOKSETT RECYCLING AND TRANSFER
210 WEST RIVER ROAD
HOOKSETT, NH 03106
TEL: 603.669.5198

STILL NO CURBSIDE RECYCLING BUT.....

We at the Transfer and Recycling Department are working on trying new ways to increase recycling in Hooksett. We have found some new, old and different ways to increase recycling. Presently if you have been to the recycling center you have seen some changes in how things are done and that we are separating the recycling. As you have most likely heard the markets are in a new place and we all are trying to make the best of it.

As a result we have started by separating the recycling into single product bins such as glass, plastics 1 thru 7, mixed paper, steel cans, aluminum cans and cardboard. If we can keep them separated and clean (NO CONTAMINATION) we can ship them to the recycler, help the environment and save the tax dollar at the same time.

Below is a list on what can be recycled and how to prep it for recycling:

GLASS: All colors, jars, clamshell food, three ring glass, vinyl, steel glass and mirrors

*****PLEASE REMOVE COVERS*****

NO light bulbs, auto glass, plastics, Plexiglas, thermometers or trash

PLASTICS: Plastic bottles & containers, plastic soda, water & other drink bottles, food & other household bottles, jars, tubs, lids, produce, deli /bakery containers, cups, trays

PLASTIC: gas filled containers & packaging, plastic #61,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,39,40,41,42,43,44,45,46,47,48,49,50,51,52,53,54,55,56,57,58,59,60,61,62,63,64,65,66,67,68,69,70,71,72,73,74,75,76,77,78,79,80,81,82,83,84,85,86,87,88,89,90,91,92,93,94,95,96,97,98,99,100,101,102,103,104,105,106,107,108,109,110,111,112,113,114,115,116,117,118,119,120,121,122,123,124,125,126,127,128,129,130,131,132,133,134,135,136,137,138,139,140,141,142,143,144,145,146,147,148,149,150,151,152,153,154,155,156,157,158,159,160,161,162,163,164,165,166,167,168,169,170,171,172,173,174,175,176,177,178,179,180,181,182,183,184,185,186,187,188,189,190,191,192,193,194,195,196,197,198,199,200,201,202,203,204,205,206,207,208,209,210,211,212,213,214,215,216,217,218,219,220,221,222,223,224,225,226,227,228,229,230,231,232,233,234,235,236,237,238,239,240,241,242,243,244,245,246,247,248,249,250,251,252,253,254,255,256,257,258,259,260,261,262,263,264,265,266,267,268,269,270,271,272,273,274,275,276,277,278,279,280,281,282,283,284,285,286,287,288,289,290,291,292,293,294,295,296,297,298,299,300,301,302,303,304,305,306,307,308,309,310,311,312,313,314,315,316,317,318,319,320,321,322,323,324,325,326,327,328,329,330,331,332,333,334,335,336,337,338,339,340,341,342,343,344,345,346,347,348,349,350,351,352,353,354,355,356,357,358,359,360,361,362,363,364,365,366,367,368,369,370,371,372,373,374,375,376,377,378,379,380,381,382,383,384,385,386,387,388,389,390,391,392,393,394,395,396,397,398,399,400,401,402,403,404,405,406,407,408,409,410,411,412,413,414,415,416,417,418,419,420,421,422,423,424,425,426,427,428,429,430,431,432,433,434,435,436,437,438,439,440,441,442,443,444,445,446,447,448,449,450,451,452,453,454,455,456,457,458,459,460,461,462,463,464,465,466,467,468,469,470,471,472,473,474,475,476,477,478,479,480,481,482,483,484,485,486,487,488,489,490,491,492,493,494,495,496,497,498,499,500,501,502,503,504,505,506,507,508,509,510,511,512,513,514,515,516,517,518,519,520,521,522,523,524,525,526,527,528,529,530,531,532,533,534,535,536,537,538,539,540,541,542,543,544,545,546,547,548,549,550,551,552,553,554,555,556,557,558,559,560,561,562,563,564,565,566,567,568,569,570,571,572,573,574,575,576,577,578,579,580,581,582,583,584,585,586,587,588,589,590,591,592,593,594,595,596,597,598,599,600,601,602,603,604,605,606,607,608,609,610,611,612,613,614,615,616,617,618,619,620,621,622,623,624,625,626,627,628,629,630,631,632,633,634,635,636,637,638,639,640,641,642,643,644,645,646,647,648,649,650,651,652,653,654,655,656,657,658,659,660,661,662,663,664,665,666,667,668,669,670,671,672,673,674,675,676,677,678,679,680,681,682,683,684,685,686,687,688,689,690,691,692,693,694,695,696,697,698,699,700,701,702,703,704,705,706,707,708,709,710,711,712,713,714,715,716,717,718,719,720,721,722,723,724,725,726,727,728,729,730,731,732,733,734,735,736,737,738,739,740,741,742,743,744,745,746,747,748,749,750,751,752,753,754,755,756,757,758,759,760,761,762,763,764,765,766,767,768,769,770,771,772,773,774,775,776,777,778,779,780,781,782,783,784,785,786,787,788,789,790,791,792,793,794,795,796,797,798,799,800,801,802,803,804,805,806,807,808,809,810,811,812,813,814,815,816,817,818,819,820,821,822,823,824,825,826,827,828,829,830,831,832,833,834,835,836,837,838,839,840,841,842,843,844,845,846,847,848,849,850,851,852,853,854,855,856,857,858,859,860,861,862,863,864,865,866,867,868,869,870,871,872,873,874,875,876,877,878,879,880,881,882,883,884,885,886,887,888,889,890,891,892,893,894,895,896,897,898,899,900,901,902,903,904,905,906,907,908,909,910,911,912,913,914,915,916,917,918,919,920,921,922,923,924,925,926,927,928,929,930,931,932,933,934,935,936,937,938,939,940,941,942,943,944,945,946,947,948,949,950,951,952,953,954,955,956,957,958,959,960,961,962,963,964,965,966,967,968,969,970,971,972,973,974,975,976,977,978,979,980,981,982,983,984,985,986,987,988,989,990,991,992,993,994,995,996,997,998,999,1000

*****PLEASE REMOVE LIDS & METALS, RINSE & WASH & CLEAN ALL FOOD AND CTR. FROM CONTAINERS*****

SEPARATE (plastic or metal) attachments from plastic products

EXCLUDED: car air fresheners, heat held HAZARDOUS materials, flower pots, black plastic, buckets, bags, wood, old plastic and no real.

MIXED PAPER: NEWS PAPER, OFFICE PAPER AND MAIL WILL BE ACCEPTED

Please put shredded paper in a brown paper bag (to reduce the mess).

CARDBOARD: NO FOAM OR PLASTIC PACKING

PLEASE SEPARATE CANS: **STEEL:** soup, sauce, vegetable etc.
ALUMINUM: If a magnet sticks to it, it is STEEL

WE AT THE HOOKSETT RECYCLING AND TRANSFER STATION HOPE TO SEE YOU HERE. HAPPY RECYCLING!

PLEASE CALL THE OFFICE AT 603-669-5198 FOR ANY QUESTIONS.

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, August 25, 2021**

The Hooksett Town Council met on Wednesday, August 25, 2021, at 6:00 pm in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 25 Aug 2021 to order at (6:00) pm.

PROOF OF POSTING

Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor Clifford Jones, Councilor John Durand (Left at 9:35), Councilor Randall Lapierre, Councilor Roger Duhaime (arrived at 6:09), Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor Clark Karolian (Left at 9:35), and Councilor Alex Walczyk (arrived at 6:01)

PLEDGE OF ALLEGIANCE

AGENDA OVERVIEW

PUBLIC HEARINGS- None

SPECIAL RECOGNITION

A. Garron reported that there were no new hires. We did lose an employee in the Highway Department who left to seek employment elsewhere.

PUBLIC INPUT - 15 MINUTES

Mrs. McHugh of 14 Jefferson Drive and Irene Bergeron of 15 Farmer Road- We feel that perhaps I did not explain the situation on Farmer Road to a better degree. I am here again this evening to further explain the situation on Farmer Road. I urge you to go to the town's website to view the town reports and see what has been happening throughout the course for the year. Previously I had said there was concern about both contamination and seepage from Warren's garage. What happened is that the seepage went into the well across the street to the motel, and then seeped into the corner, of which they were able to get water, but the remaining at the street the 19 have not been able to get water, they have been facing issues of contamination, and different things in the well. Irene has lived on Farmer Road since 1970. She can attest to the situation that has taken place over the years.

Irene Bergeron of 15 Farmer Road- I've lived on Farmer Road since 1970. Potable water has been an issue from the get-go. We started being tested in 2004 by the State because of the granite state gas station, known to us as Warrens. The findings were not to be outside the healthy limits set by the state but high in MTBE's, No VOC, and high in radon, iron, and manganese. There was also blasting that happened at a property across the bypass. That showed high levels of arsenic in the water. In the process over the years we have spent well over \$20,000 in water mitigation. Our 1st well went dry, and we dug a new well. It did not give us much, and then had it fracked. It's been a tussle all the way through.

51 C. Karolian- In your testing were there any PFAS?

52

53 I. Bergeron- No.

54

55 T. Tsantoulis- What is the difference between seepage and contamination?

56

57 I. Bergeron- The seepage is coming from the old gas tanks and causing the contamination in the
58 ground water.

59

60 T. Tsantoulis- You mentioned MTBE. MTBE was not introduced until the 1980's. Do you know when
61 you were 1st tested?

62

63 I. Bergeron- 2004.

64

65 J. McHugh- If you go to the website under private wells, you will see all the reports and the
66 explanations and the health hazards that go along with it.

67

68 I. Bergeron- The first 2 houses got water and it stopped there.

69

70 D. Bouton- Will it be appropriate for the TA to discuss his findings while they are here to listen.

71

72 J. McHugh- I feel when considering how to spend the funds this is a worthy project.

73

74 J. Sullivan- We will do our scheduled appointments then the TA will do his portion.

75

76

77 **SCHEDULED APPOINTMENTS**

78 **Hooksett Dog Park Eagle Scout Project by Nicholas A. Chaffee (Alex), Troop 603, Hooksett, New**
79 **Hampshire.**

80

81
82 Nicholas Chaffee (Alex)- I started working on my Eagle project which involves adding more equipment
83 to the dog park. I know this is a popular place, and I want them to look forward to going there. I went in
84 front of the Parks n Rec board for approval on August 17th and they did approve it, and now I am in
85 front of the Town Council to get your approval.

86

87 D. Boutin- This was a well put together package, I am curious what motivated you to do this.

88

89 N. Chaffee- I have a dog at home and he gets rowdy at home, and I want a place that we can do more
90 with our dogs outside.

91

92 T. Tsantoulis- Thank you for your enthusiasm. Perhaps the owners get more enjoyment out of this, and
93 I'd also like to compliment you on the manner you present yourself, you speak very well for a young
94 man your age.

95

96 ***D. Boutin motioned to approve the Nicholas A Chaffee age 17 from troop 603 to construct an***
97 ***eagle project at the dog park in Hooksett NH. seconded by C. Karolian.***

98

99 ***Vote all in favor 9-0.***

100

101 N. Chaffee- Do I need any permits? Should I be avoiding any specific spots when laying the pipes?

102

103 Earl Labonte- If you are digging you will need a dig safe permit.

104

105 **Lamberts Park Eagle Scout Project - Picnic Tables by Sam Baker, Troop 135**

106

107 Sam Baker- My name is Sam Baker, and I am a life scout at Troop 135 out of Manchester, NH. I live in
108 Auburn, NH and have been a scout ever since 1st grade. I go to Trinity High School where I play
109 Football and Lacrosse. About the project: a few weeks ago, I reached out to Mr. Thomas about an
110 Eagle Project. He got back to me and said that the Town of Hooksett needs 5 picnic tables so I told
111 them I can make 5, and they will be going to Lambert Park Pavilion.

112

113 C. Karolian- On page 3 it says that you have been asked not to purchase materials from Home Depot.
114 Why is that and who told you not to?

115

116 S. Baker- I was told by Philip Arneau that Home Depot does not have great quality lumber and that the
117 other 2 had better quality products.

118

119 J. Sullivan- This will be a nice addition to the Pavilion.

120

121 ***D. Boutin motioned to approve Sam baker age, 17 from Troop 135 constructing five picnic***
122 ***tables for the new Lambert's Park pavilion and surrounding park area, seconded by T.***
123 ***Tsantoulis.***

124

125 ***Vote in favor 8-1***

126

127 C. Karolian- I oppose, not for the work that you are going to do, but for what we just discussed. I don't
128 understand why other than what you said. I can't vote yes on it based on that information.

129

130 **TIF District Sewer – Permission to Sign Pump Station Easement to Arleigh Greene - David**
131 **Mercier, Underwood Engineering.**

132

133 A. Garron- As the board recalls at several meetings ago back in May, where we discussed the land
134 swap that we were going to do with Mr. Greene. A piece of land that was going to be used for
135 recreational purposes that the Town of Hooksett owns. Along the Merrimack River. Mr. Greene has a
136 piece of land nearby this area, that he was going to dedicate an easement of a greater size than a lot
137 we own along the Merrimack, that would enable us to have more room to put our pump station into the
138 area and have 360 access around this parcel. The council agreed to move forward with the land swap,
139 and what you have today is a cumulation of that easement. The towns easement will be used for
140 recreational purposes and is spelled out in the easement deed, and what exactly we will use the
141 easement area for, for the TIF sewer project.

142

143 J. Sullivan- I want to make a point, we did approve on our November 18th 2020 meeting to sign the
144 easement with Mr. Greene.

145

146 D. Boutin- There is a copy of the plan in your packet so that you can see where the pump station is
147 being relocated to.

148

149 C. Karolian- On the map, it is grossly inaccurate. The map that we are looking at is not correct. Which
150 has me concerned of the relocated pump station as opposed to the town owned property. If I heard the

151 TA correctly you said land swap and then you said town recreational area, so I have some questions
 152 about that. Underwood Engineering initially put the pump station on town property. That was later
 153 changed because we want to save money to bring in the infrastructure. The problem is Quality Drive
 154 does not have any sewer or gas. So, the difference between the price what was the pricing of running
 155 electric to run that pump station? What I also noted in the easement for Mr. Greene to be able to use
 156 the Town property it lists that he is to locate, maintain, operate, occupy, repair, upgrade, and replace
 157 recreational facilities consistent with a patio area, picnic tables and docks with a maximum of 4 docks.
 158 This is news to me as to how many docks can be placed there. My other questions are if the Town
 159 council grants this easement on Town property, would this still be maintained as town property?

160
 161 A. Garron- It will still be Town property. My correction of terminology it is not land swap it is an
 162 Easement swap.
 163

164 C. Karolian- If Mr. Greene is granted an easement to use that property to use it as recreational, it is still
 165 town owned property, and the rest of the citizens should be able to use the docks, grills, and picnic
 166 tables etc.
 167

168 D. Mercier- I don't have a copy of the map, it is accurate that Home Depot is mislabeled. There is no
 169 question of what lots we are referring to. There was a small less than half acre lot that the Town owns
 170 that is on Kimball Drive that only has access from Kimball Drive. The Hooksett Sewer Commission
 171 really approached us to consider moving it to the Arleigh Greene Lot, because it is sandwiched nicely
 172 between Kimball and Quality Drive so that you will have access on both Drives. There was also the
 173 added benefit of having 3 phase power, water, and gas all on the frontage of the lot. Otherwise, we
 174 would have to run utilities about 900 feet to the south to get to the town owned lot. The direct monetary
 175 savings is about \$150,000. I don't know if this appropriate or not, the easement swap has already been
 176 voted on. You are just accepting the terminology on the easement. Originally it was going to be a
 177 straight sale of lands. Mr. Greene's hope in using the town owned property is to have that as green
 178 space for his potential tenants for the buildings he wants to build. The easement is written as foot traffic
 179 only. No paved streets.
 180

181 C. Karolian- This is news to me that the property he wants to keep is now going to be developed into
 182 multi housing and now he is going to get exclusive use for his tenants. I did not hear it in the initial
 183 proposal as his intent. When we look at a swap and now exclusive use. How do we prevent town
 184 residents from going on town owned property and using the waterfront how can we do this on town
 185 owned property?
 186

187 J. Sullivan- Mr. Greene did come in and say that this agreement would help him out on other parcels. I
 188 am not sure if we got into much detail into docks and patios.
 189

190 D. Mercier- No we did not. As we went through discussions with the Town attorney the questions came
 191 up that it was too vague and too broad, and to narrow it down more.
 192

193 R. Lapierre- We voted on this on November 18, 2020 (read portions of the minutes of the meeting
 194 discussed). It was asked if the town people can use it, and Mr. Greene said exclusive use. We voted to
 195 approve the easement swap by a vote of 5 to 3.
 196

197 D. Boutin- This discussion is not about the easement swap. This discussion is about authorizing the TA
 198 to sign the agreement.
 199

200 ***D. Boutin motioned to approve of the Town Administrator signing the attached Town's***
 201 ***easement to Mr. Greene for use of the property at Town of Hooksett Tax Map #29 and Lot #53***
 202 ***located on Kimball Drive in Hooksett, seconded by C. Jones.***

203 **Roll Call Vote #3**

204 ***D. Boutin Aye***

205 ***C. Jones Aye***

206 ***A. Walczyk Aye***

207 ***J. Durand Nay***

208 ***R. Duhaime Nay***

209 ***T. Tsantoulis Aye***

210 ***R. Lapierre Aye***

211 ***C. Karolian Nay***

212 ***J. Sullivan Aye***

213

214 ***Vote in favor 6-3.***

215

216 D. Boutin- From what we heard from R. Lapierre we are all aware of what was proposed here, and this
 217 is a very important part in the TIF district and we need to move forward with it.

218

219 R. Duhaime- Have we notified the abutters?

220

221 R. Lapierre- Referenced the minutes again as that was already asked.

222

223 R. Duhaime- So we are going to move forward and not notify the abutters.

224

225 R. Lapierre- The permitting phase requires notice to abutters.

226

227 C. Jones- They have not gotten to the permitting phases yet.

228

229 D. Mercier- We need to still do a wetlands permit, shoreland protection permit. The town would need to
 230 put in the efforts to reach out to the abutters because these specific permits do not require notice to
 231 abutters. Because you own it and we are not constructing any structures, the permits do not require
 232 notice to abutters.

233

234 A. Garron- The requirement to reach out to abutters is not required through these permits. Unless we
 235 want to do it on our own.

236

237 R. Duhaime- We are still doing this without notifying these abutters. I think we should notify the abutters
 238 that this is happening in their neighborhood.

239

240 J. Sullivan- Before anything goes further and any official permit is signed the abutters will be notified.
 241 It has now been 8 months. What do we do to notify everyone in the neighborhoods? When we begin to
 242 start the pump station, we will notify abutters as per the planning requirements.

243

244 T. Tsantoulis- We don't have the time to rehash what we talked about in November of 2020. Now we
 245 are at the next step to move forward. The item did pass, we are here now to approve the next step so
 246 that the TIF project can continue to move forward.

247

248 ***R. Lapierre- call the question seconded by D. Boutin.***

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Roll Call Vote #2

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

Vote in favor 6-3.

C. Karolian- Once this easement is signed, whether permits are granted or not this individual will have a forever easement on this property.

A. Garron- That easement is in exchange for the easement granted for the town for the TIF, I assume if we don't move forward with the project, we can readdress the easement swap that we made for this particular purpose. We will make sure that the map and building designations are corrected.

Tax Increment Finance District (TIF) – Agreement between Town and Hooksett Village Water Precinct for the Town to Contribute \$300,000 of TIF Funds to Pinnacle Hill Water Project - David Mercier, Underwood Engineering

A. Garron- If you will recall when we went through the planning stages, part of the planning stage included the water project in phase 1. A commitment was made to support both the sewer and the water project. A few months ago, we agreed to a MOU with the sewer commission, which reaffirmed their commitment of their funding towards the project, and we are looking to reconfirm our commitment with the water precinct for this project, and the commitment is the MOU is centered around the Town using TIF Funds. TC recently met with the sewer precinct, and now we are reconfirming with the water precinct.

C. Karolian- This new water tank that they are talking about is this off route 3?

D. Mercier- This is the old tank behind the old China Dragon.

C. Karolian- They should have known about this 10 years ago and should have been putting aside money in capital reserves.

J. Sullivan- The discussion is not about the Vista Drive Pinnacle Street. How would this in the TIF district affect the tank that is up behind Mt. St. Mary's?

D. Mercier- The project that is being brought forward is a 2-part project. It is to extend the pipe from the new Tank Across Vista Drive across country down to route 3 a at Hackett Hill. That was where the decision was to commit the money. There is a valid argument that the volume in that tank is needed to properly serve the area in the TIF district as well. They are funding the other 1.9 million. That is 50% of the water storage that they have.

C. Karolian- The water district knew a long time ago that the tank needed to be replaced. Now that the TIF district is in play, we are changing to suit the needs. Now we are looking at taking money from elsewhere. The push has been phenomenal in getting this TIF district up and running.

D. Boutin- The TIF has had many accomplishments in the past few months. This is an important project. I hope the council will support this motion.

306 J. Sullivan- We don't officially have a motion on the table.

307

308 ***C. Jones motioned to approve the \$300,000 that we originally informed them that we were going***
 309 ***to give them taken out of TIF fees for the new water main from Vista Drive down to Route 3A***
 310 ***allowing Town Administrator to sign the attached agreement; seconded by D. Boutin.***

311

312 C. Karolian- call the question

313

314 **Roll Call Vote #4**

315 ***A. Walczyk Aye***

316 ***R. Lapierre Aye***

317 ***C. Jones Aye***

318 ***R. Duhaime Aye***

319 ***J. Durand Nay***

320 ***C. Karolian Nay***

321 ***T. Tsantoulis Aye***

322 ***D. Boutin Aye***

323 ***J. Sullivan Aye***

324

325 **Vote in Favor 7-2**

326

327 **5 MINUTE RECESS**

328

329 **TOWN ADMINISTRATOR'S REPORT**

330

331 A. Garron- Farmer Road Project update- It is my understanding the motion made after our discussion
 332 on Farmer Road, it sounded like the council wanted me to get the cost on that, and I have invited Chris
 333 from Central Water precinct, and with his indication of \$400,000. There was also a discussion of
 334 surveying the residents who would benefit from this water line and a discussion on a feasibility study
 335 and tabled by C. Karolian and seconded by R. Lapierre until this information was available. I met with
 336 central water precinct regarding the parameters that we would move forward with a feasibility study. He
 337 reached out to his consultant Wright Pierce. We are looking at approximately 138 homes and what it
 338 would be to bring water to that area. Based on the information that we have. They could provide the
 339 parameters and cost of what the feasibility study will be by September.

340

341 ***D. Boutin- Motioned to take the item off the table; seconded by A. Walczyk.***

342

343 **Roll Call Vote #5**

344 ***T. Tsantoulis Nay***

345 ***C. Jones Nay***

346 ***R. Duhaime Nay***

347 ***A. Walczyk Nay***

348 ***R. Lapierre Nay***

349 ***C. Karolian Nay***

350 ***J. Durand Nay***

351 ***D. Boutin Aye***

352 ***J. Sullivan Aye***

353

354 **Vote failed 7-2**

355

356 A. Garron- What I will bring back is what the feasibility study will entail and the cost.

357

358 C. Karolian- The intent was to include the information and to include the survey of residents on Farmer
 359 Road that were willing to hook up to it.

360

361 Covid-19- The number of cases is increasing. We are up to 37 cases in Hooksett, 1,349 total from the
362 onset. Overall, the state as a whole is 54% fully vaccinated. Hooksett still has the highest rate of
363 vaccination at about 85%.

364
365 National Night Out- The PD Held the event out on Donati Park on August 3rd. It was nice to see people
366 smiling. The kids enjoyed crawling over on the trucks from DPW as well as Police and Fire apparatus.

367
368 Departments- Doosan Equipment Purchase- The question came out about the tractor. There was a
369 component on the truck that was not delivered as delivery has been delayed. The only date
370 requirement that DPW had was that it could not be delivered before July 1st, and it was delivered after
371 July 4th, and now we are waiting for the attachment to be delivered.

372
373 Earl Labonte- Just to correct the TA, the tractor has not been delivered to Hooksett it has been
374 delivered to the Doosan property, while it awaits the bucket to arrive. We did not accept it as not having
375 the bucket does us no good. By us not accepting it, it pushes them to get the part in. It's not uncommon
376 on these large pieces not to get a delivery date, they give an estimate date. Everyone has parts
377 problems. We've talked to other dealerships, and they are having the same issues. This is not
378 uncommon with what is going on in the world issues. There is never a guarantee on a delivery date.
379 Many dealerships are waiting for parts.

380
381 C. Karolian- The contract that we have does not have a delivery date. I was under the impression that
382 the spec out for the vehicle that they agreed to provide was not whole. I know this went out in March
383 and you came forward in April and we approved it. I don't think that we would have approved it if all the
384 parts were not here.

385
386 E. Labonte- We do not have a required delivery date. The contract never has a guaranteed date, only a
387 not before date as we were waiting for funding. They are indicating it will be here in a month or so. If
388 you cancel the order, we will probably have to pay fees to them. If we are looking to replace it, we are
389 still looking at 12 to 18 months till we get one delivered.

390
391 R. Duhaime- We went with the lower bid, and I think this is unfair competition. I would ask that you go
392 out through the competitive bid process and see what else we get. This should go out to someone who
393 can deliver.

394
395 E. Labonte- Everyone can have their opinion and I disagree with you. We went through the bid process
396 just like it was supposed to.

397
398 R. Duhaime- I agree but they did not have the equipment.

399
400 E. Labonte- No one had the equipment available when we ordered it.

401
402 T. Tsantoulis- If anyone who is paying attention to the global market this is not uncommon going on
403 right now. All the automobile industries are having the same difficulties. Not liking the product from the
404 beginning is not going to change and won't change if they are going to get it. The problem of it getting
405 delivered is not their fault. It is what it is, and it is not going to change, and you must be patience.

406
407 C. Karolian- I disagree. I wouldn't buy an automobile that was not fully done. When we are looking at
408 staff reports and the bids. The difference is minimal.

409
410 E. Labonte- That is not true, that does not include the weighted tires. You must add \$8,000 to those
411 other bids.

TC MINUTES

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8

C. Karolian- Motioned to rescind this bid and put it out to a new bid, and that we see what equipment is in stock and the maximum delivery date. Seconded by R. Duhaime.

Roll Call Vote #6

J. Durand Nay

R. Lapierre Nay

C. Karolian Aye

D. Boutin Nay

C. Jones Nay

T. Tsantoulis Nay

A. Walczyk Nay

R. Duhaime Aye

J. Sullivan Nay

Vote failed 7-2

School to Town Property- The school and the Sewer Commission had voted in 2015 agreed to do a lot line adjustment to separate the 6.4-acre parcel and add it to the town property. The School Board agreed to put it on the warrant and was voted on by the voters. The deed was never fulfilled, they are now looking to have this fulfilled and signing the document. Now we are at a point to sign the deed and record it as it was intended 6 years ago. I already have the vote.

D. Boutin motioned to reconfirm the Town Administrator authority already given to him to sign the deed; seconded by T. Tsantoulis.

Vote in favor 8-0-1 abstention J. Sullivan serves on both Boards.

Projects- I had a chance to speak with Senator Shahan's office in regard to the grants that we have submitted. We have submitted a 3. 5-million-dollar project, it looks like Hookset's project was moved through the process. One thing they asked was if the town would be contributing to funding, and I told them that we have looked at funding options. That has come up as an issue as to the town's commitment. The more we contribute the more they can spread to other projects.

Pro-cut CNC Machine- R. Duhaime asked that we arrange a meeting at the site. R. Duhaime, A. Walczyk, Robert Duhaime, T. Tsantoulis, the business owner, Dana Prendergast, and myself. There is more work to be done on this project, and the issue we discussed was there is some remaining work to be done with regard to this project and if a CO could be granted prior to the work being completed. Our response had to be that for all permanent CO's all items need to be addressed per the site plan. There are some items, not big items needed to be done, and their landscaping. The reason why I bring this issue, that if this is a change that the council needs addressing. This is a Planning Board area, and if we want them to consider this and amend their regulations to allowing less than 100% done on the properties.

R. Duhaime- We have to make it a level playing field. We make exceptions for some and not for others. These businesses are not getting the proper leniency to open up business.

J. Sullivan- If we believe the requirements of issuing a CO is too restrictive then we may need to look at the rules. Then we should ask the Planning Board to look into that as a council motion.

462 D. Boutin- This is not a problem throughout the Town. Be careful what you are doing here. You may
463 open a can of worms here, and where do you draw the line. I think the town goes out of its way to help
464 businesses out.

465
466 C. Karolian- What site was there a site visit by councilors?
467

468 A. Garron- It was on 7 Lahouse Drive. It is Pro-cut CNC, the councilors that went how did they get
469 invited and no one else?
470

471 J. Sullivan- It was a pre meeting with the TA in preparation for the agenda. During that meeting R.
472 Duhaime came in and had concerns about this property. TA Garron then went to the Planning Board for
473 clarification.
474

475 R. Duhaime- I called T. Tsantoulis and A. Walczyk as back up and to see their opinions on what we can
476 do about this. I felt there was some injustice being done.
477

478 C. Karolian- I am personally offended that I did not get invited.
479

480 R. Duhaime- If we invited more, we would have had a meeting.
481

482 T. Tsantoulis- I agree with D. Boutin 100% we have rules at the Planning Board for reason. If we start
483 making special exceptions, then we start the good ole old boy days. We do not want to do this here.
484

485 R. Duhaime- These are businesses in town, who pay taxes.
486

487 J. Sullivan- The administrator brought up a meeting that you had. These are the rules and Planning
488 Board development must follow. My point is if we believe that this package is too high, then there is
489 nothing stopping us from changing the rules.
490

491 ***D. Boutin motioned that we do not make a request to the Planning Board to change the rules***
492 ***seconded by T. Tsantoulis.***
493

494 ***Roll Call Vote #7***

495 ***C. Jones Abstained*** has something going on with the PB conflict of interest

496 ***C. Karolian Abstained*** Refuse to vote

497 ***R. Lapierre Abstained*** I don't like voting for motions that don't do anything.

498 ***R. Duhaime Nay***

499 ***A. Walczyk Aye***

500 ***J. Durand Aye***

501 ***T. Tsantoulis Aye***

502 ***D. Boutin Aye***

503 ***J. Sullivan Aye***
504

505 ***Vote in favor 5-1-3***
506

507 Little League world series- We been talking of giving a nice homecoming to our world series little
508 leaguers. We would like to recognize the players and get some trophies or mementos. Crown Trophy
509 is willing to donate half of the cost, and will the Town Council vote to donate the other half.
510

511 Donna Fitzpatrick Human Resources- The owner of Crown Trophy is willing to donate half of the price
512 with a balance of \$165. 75 We have an 8-inch key to the Town in a presentation box. It will be for all 13
513 kids. The keys are \$25.50 each.

514
515 J. Sullivan- We were also thinking of having a mini parade at 5:30 and then have it come here for the
516 presentation of the keys to the Town.

517
518 R. Lapierre- Are you coordinating with the chair of the Little League so that we do not cross paths with
519 planning?

520
521 J. Durand- How many players are Manchester players? Do they have any recognition on it?
522

523 ***J. Sullivan motioned that the Town of Hooksett Town Council honors the Little League***
524 ***Manchester North Hooksett team with their accomplishment winning the New England title and***
525 ***achieving success at the Little League World Series and reaching the final 8, and that the Town***
526 ***of Hooksett honors them with a ceremony on September 1st, 2021, and to accept the donation***
527 ***from Crown Trophy for their 50% contribution of \$165.75 and the Town to pick up \$165.75;***
528 ***seconded by C. Karolian.***

529
530 ***C. Karolian amended the motion to rescind the dollar amount as the Town Administrator already***
531 ***has the authority to spend these funds without Town Council permission.***

532
533 ***Vote unanimously in Favor 9-0***
534

535 Request to have a brief Non-Public on the current court case at the end of the meeting.

536
537 C. Karolian- The National Night Out event that occurred on August 3rd. the information that we received
538 was the donations that were received by the PD. Why are we motioning to accept donations after the
539 fact when we have already used it.

540
541 J. Bouchard- We have no idea knowing in advance what will be donated. We have items coming in up
542 to that day of the event.

543
544 C. Karolian- This is a planned event with a date known well in advance, I find it hard to believe that you
545 cannot plan in advance what donations that you will receive.

546
547 J. Bouchard- A lot of the donations we do not pick up until the day of and do not know the items that we
548 are getting for donations.

549
550 Donna Fitzpatrick- We have many other events that happen similar to this. What we have been doing
551 for the motions is that we accept what we have received so far and then up until the event, not to
552 exceed what is allowed in the RSA.

553
554 T. Tsantoulis- This is all transparent, this is just logistics. Their generosity is appreciated. We are
555 reporting that we have received the goods. We have seen this process in play for a while and it seems
556 to work.

557
558 **CONSENT AGENDA**
559

560 T. Tsantoulis motioned to accept consent agenda items 10.1 through 10.3; R. Lapierre motioned
561 to remove 10.4 for discussion; seconded by D. Boutin.

562
563
564 **10.1- Motion to accept the donation of food, drinks, paper products, and entertainment with a**
565 **combined estimated value under \$5,000.00 from Hooksett Kiwanis, Laconia Kiwanis, Merrimack**
566 **County Savings Bank, Barrett Insurance, Hooksett Police Association, Cup Cake Fairy USA,**
567 **Freinhofer Bakery Outlet, Walmart, Hannaford Supermarket, and Shaw's, of Hooksett, NH, to the**
568 **Town of Hooksett for the Hooksett Police Department per RSA 31:95-e:II.**

569
570
571 **10.2- Motion to accept \$840.85 raised at our fourth annual National Night Out event held on**
572 **August 3, 2021, to the Town of Hooksett through the Police Department for families in need per**
573 **RSA 31:95-b, III(b).**

574
575 **10.3- Accept the donation of \$1,000.00 from the Rice Family Charitable Fund to the Town of**
576 **Hooksett for the Conservation Commission fund per RSA 31:95-b:III (b).**

577
578
579 **Vote in favor 8-1**

580
581 **J. Sullivan motion to accept the consent agenda of 10.4; seconded by C. Karolian**

582
583 **C. Karolian motioned that we accept the release of surety landscape bond; seconded by J.**
584 **Sullivan**

585
586 **Vote in favor 9-0**

587
588
589 **NOMINATIONS AND APPOINTMENTS**

590
591 Nominations and Appointments - August 2021

592
593
594 Nick Germain- Your open alternate to the Planning Board has been Sheena Gilbert and Tony Lacasse.
595 Mrs. Gilbert is here tonight, and Mr. Lacasse was not able to make it here tonight.

596
597 Sheena Gilbert- I was intrigued by the opportunity. Cynthia and I attended a survival event together and
598 said that there were opportunities in the Town to do so. I have been looking to volunteer more, and I
599 thought that this was appropriate. I have lived in Hooksett for 20 years. I have seen a lot of the
600 development of the town, I'd like to ensure the protection of monuments, historical sites, and wetlands,
601 and I am interested in the revitalization of existing projects in the Town.

602
603 C. Karolian- Do you have any views on the TIF districts 1, 2 ,3?

604
605 S. Gilbert- I have read the PB minutes it seems like a hot topic, and there are general concerns about
606 cost and who is going to be responsible of the TIF and making sure that incoming business are meeting
607 those requirements.

608
609 J. Sullivan- I offer to nominate Sheena Gilbert and Tony Lacasse. At our following meeting we will make
610 the appoints.

611
612 N. Germain- We just learned yesterday the Library Trustees will have an opening, and the TC will
613 appoint someone as interim for the vacancy.

614
615
616 **OLD BUSINESS**

617
618 ADA Restrooms Donati Park Update

TC MINUTES

08-25-2021

12

619 Earl Labonte- As you know we did approach the TC on the ADA restroom for the Donati Park. It was
 620 supposed be a four-season heated facility. When they went to get it stamped by a NH PE, because of
 621 the heating it would not meet ADA compliant due to the insulation thickness and the needed turning
 622 radius. They have written a letter apologizing and have come up with 3 solutions. 1.) Continue with the
 623 order removing the heater and insulation and making the facility usable available as a three season
 624 facility, closing it during the winter months. 2.) change to the optional facility that would be ADA
 625 compliant year-round at an increase cost of \$60,000 for basically the same usage. 3.) cancel the order.

626
 627 J. Sullivan- I am aware of ADA requirements. I don't have an issue having it open during the winter. We
 628 don't know the future for the building.

629
 630 ***J. Sullivan motioned that the Hooksett Town Council authorizes the administration to amend the***
 631 ***contract for the ADA compliant bathroom facilities to accommodate four season accessibility***
 632 ***and to meet ADA compliance, and to come out of the recreational impact account; seconded by***
 633 ***J. Durand***

634
 635 ***Vote in favor 9-0***

636
 637 T. Tsantoulis- One of the recommendations was to cancel the order. Which should be off of the table.
 638 We should remain ADA compliant and remain ADA compliant throughout the year.

639
 640 C. Karolian- So we are looking at \$166,000. I suggest that we upgrade to the stainless steel.

641
 642 ***C. Karolian motioned to amend the motion to include an upgrade of stainless-steel laboratories,***
 643 ***sinks, water closet, urinals; seconded by J. Sullivan.***

644
 645 ***C. Karolian motioned to table the motion until Earl can furnish the final numbers including those***
 646 ***numbers.***

647
 648
 649 **NEW BUSINESS**

650
 651 **Proposed Amendment to Intoxicating Beverages Ordinance # 00-9**

652
 653 ***D. Boutin motion to schedule the hearing at the next council meeting September 8th ordinance 9***
 654 ***on intoxicating Beverages; seconded by J. Sullivan***

655
 656 ***All in favor 9-0***

657
 658
 659
 660 **Proposed Parks and Recreation Ordinance #2021-1**

661
 662 ***A. Walczyk moved to schedule the hearing at the next council meeting September 8th to discuss***
 663 ***the proposed Parks and Recreation Ordinance; seconded by J. Sullivan***

664
 665 ***Vote in favor 9-0***

666
 667 J. Sullivan has changes to the ordinance to include all the parks that need the signs and some
 668 grammar errors.

669
 670
 671
 672 **Town Council Establish Town Administrator Goals FY 2021-2022**

673

674 TA Goals- A. Garrons list of goals are implementation of the wage study recommendation, review
 675 Hooksets permit and application fee system, carry over a Pasco that is harmful to bees, master plan
 676 implementation (yet to be adopted), town owned land disposition and a plan on how to move forward,
 677 build out study for the Park and Rec land.
 678

679 A. Walczyk- I think it is a continuation from last year, having municipal buildings running off of solar
 680 power.
 681

682 **J. Sullivan motioned that we accept the goals as presented by the Town Administrator as goals**
 683 **for the 2021-2022 year seconded by D. Boutin.**
 684

685 **Roll Call Vote #8**

686 ***R. Lapierre Abstained***

687 ***R. Duhaime Aye***

688 ***T. Tsantoulis Aye***

689 ***A. Walczyk Aye***

690 ***J. Durand Nay***

691 ***C. Jones Aye***

692 ***D. Boutin Aye***

693 ***C. Karolian Abstained because council is not following the timelines***

694 ***J. Sullivan Aye***
 695

696 **Vote in Favor 6-1-2**
 697
 698
 699

700 **Town Report - Finalizing Details**

701
 702 ***D. Boutin motioned to approve the Town Council Report with amendments with grammar edits.***
 703

704 ***All in Favor 9-0***
 705

706 ***C. Karolian motioned to approve the Town Report cover with the amendment to remove the date***
 707 ***of 1968.***
 708

709 **Vote in Favor 7-2**
 710
 711

712 **Town Council Discussion on Advisory Boards/Committees**

713
 714
 715 J. Sullivan- I suggest that the TC goes back to their boards and committees and get clarification on their
 716 charges and any suggested changes and responsibilities.
 717

718 C. Karolian- The website specifically and the duties are in conflict.
 719

720 ***J. Sullivan motioned that if any board or committee feels that there are any changes to their***
 721 ***charges then they draft a new draft for their charges; Seconded by D. Boutin***
 722

723 **Vote in favor 9-0.**
 724

725 A. Walczyk- Who do we send to?
 726

727 J. Sullivan- Send to the TA.

728

729 E. Labonte- Came back with a total figure on the new ADA facilities at Donati Park at \$185,843

730

731 ***J. Sullivan motioned to approve an update to the bathroom facilities at Doanti Park to be ADA***
 732 ***compliant and to include stainless steel fixtures, not to exceed \$185,843.00 the additional***
 733 ***monies to come out of impact fees; seconded by J. Durand***

734

735 **Roll Call Vote #9**

736 ***J. Durand Aye***

737 ***D. Boutin Aye***

738 ***C. Jones Aye***

739 ***R. Duhaime Aye***

740 ***C. Karolian Aye***

741 ***A. Walczyk Aye***

742 ***T. Tsantoulis Aye***

743 ***R. Lapierre Aye***

744 ***J. Sullivan Aye***

745

746 ***Vote in favor 9-0***

747

748 **APPROVAL OF MINUTES**

749 ***J. Sullivan motioned to approve the amendments to the minutes of 5/26/21 to include the***
 750 ***corrections presented by C. Karolian; seconded by T. Tsantoulis.***

751

752 ***J. Sullivan motioned to approve the amendments to the minutes of 5/26/21 to include the***
 753 ***corrections presented by C. Karolian; seconded by T. Tsantoulis.***

754

755 Line 470: Notation: Chair Sullivan began taking minutes for the remainder of the meeting (video was

756 not turned back on) due to staff leaving the meeting once the Council went into non-public session.

757 Line 475: Councilor Karolian- There had been some concerns and discussion at a Town Council

758 meeting early last year about Town Council addressed not being listed on the Town website.

759

760 Line 477: After the word Walczyk ass "car at 141 Eastern Ave in Manchester."

761

762 ***All in favor 9-0***

763

764 ***D. Boutin motioned to approve the public minutes of July 28, 2021, seconded by T. Tsantoulis.***

765

766 ***All in favor 8-1***

767

768 ***J. Sullivan motioned to approve the public minutes of the July 28, 2021, as amended; seconded***

769 ***by D. Boutin.***

770 Line 620 - replace "Ass" with "Add"

771 Line 712 - C. Karolian voted Nay [not Aye]

772 Line 718 - Motion passed (7-1)

773 Line 740 - A. Walczyk I do not believe the Town Attorney had done an investigation. An

774 investigation was not conducted. I do not believe the motion by the council was fulfilled.

775 Line 747 - should be: And under 3.2, the council is the sole judgement of qualifications.

776 Line 748- I voted for the motion because I was not sure if these two violated the town charter.

[if, not of].

Line 770: They should be Censured for overstepping their bounds. [replace the word

777 reprimanded with "Censured"]
 778 Line 782: Independent investigations of other members of the council isn't appropriate. [add
 779 "isn't appropriate."]
 780 Line 785- believe the investigation 3.13 process was violated [add the words "investigation
 781 3.13"]

782 ***J. Durand motioned to extend the meeting at 9:30.***

783 ***J. Durand and C. Karolian left at 9:35.***

784
 785 **D. Boutin motioned to approve the public minutes of the Special Meeting on August 11, 2021;**
 786 **seconded by C. Jones**

787
 788 **Vote in favor 7-0**

789
 790

791

792 **SUB-COMMITTEE REPORTS**

793

794 Bicentennial- The motion that we made to conduct a survey to have the citizens help in official naming
 795 of the Lilac bridge has been put out on the website.

796

797 **PUBLIC INPUT**

798

799 Joan McHugh of 14 Jefferson Drive- We need clarification. We are sitting here, and we have no
 800 understanding of what you are doing. We are looking to see if with that rescue money will we be able to
 801 go forward with this. The seriousness of what they are dealing with, and how long they have been
 802 dealing with it. We need to pay attention to the citizenry of what is happening. We want to emphasize
 803 the seriousness of this.

804

805 J. Sullivan- We are aware, and we are discussing the funds.

806

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

808

809 ***J. Sullivan motioned to enter non-public session of 08/25/2021 at 9:46pm in accordance with NH***
 810 ***RSA 91-A:3 II e. The motion was seconded by D. Boutin.***

811 (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or
 812 filed by or against the public body or any subdivision thereof, or by or against any member thereof
 813 because of his or her membership in such public body, until the claim or litigation has been fully
 814 adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody
 815 or board shall not constitute a threatened or filed litigation against any public body for the purposes of
 816 this subparagraph.

817

818 **Roll Call Vote #10**

819

820 ***C. Karolian NP***

821

822 ***T. Tsantoulis Aye***

823

824 ***R. Lapierre Aye***

825

826 ***C. Jones Aye***

827

828 ***D. Boutin Aye***

829

830 ***J. Durand NP***

831

832 ***A. Walczyk Aye***

830 **R. Duhaime Aye**

831 **J. Sullivan Aye**

832

833 **Vote in favor 7-0**

834 **J. Sullivan motioned to exit the non-public session of 08/25/2021 at 10:03 pm. Seconded by D.**
835 **Boutin.**

836 **Roll Call #11**

837 **T. Tsantoulis Aye**

838 **R. Lapierre Aye**

839 **J. Durand NP**

840 **C. Jones Aye**

841 **C. Karolian NP**

842 **A. Walczyk Aye**

843 **R. Duhaime Aye**

844 **D. Boutin Aye**

845 **J. Sullivan Aye**

846

847 **Vote in favor 7-0**

848

849

850 D. Boutin- I have concern of logistical items regarding the budgetary items. On September 1st we have
851 11 budgets that we are dealing with, on the 15th we have 3. I suggest that we move some to the next
852 meeting.

853

854 J. Sullivan- I can make an adjournment to end at 9:00 pm. We are going to add a special recognition at
855 6:00 which may be 20 minutes.

856

857 **ADJOURNMENT**

858 **J. Sullivan motioned to adjourn the public session of 07/25/2021 at 10:06pm. Seconded by D.**
859 **Boutin.**

860 **Voted unanimously in favor (8-0)**

861

862

863

864 Respectfully submitted,

865 *Alicia Jipson*

866 Alicia Jipson

867 Recording Clerk

868

869

870 Please see subsequent meeting minutes for any amendments to these minutes