

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, February 10, 2021**

1
2 The Hooksett Town Council met on Wednesday, February 10, 2021 at 6:00 in the Hooksett Municipal
3 Building.
4

5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 10 Feb 2021 to order at 6:01 pm.
7

8 **NON-PUBLIC SESSION #1 NH RSA 91-A:3 II**
9

10 ***D. Boutin motioned to enter non-public session at 6:01 pm, in accordance with the provisions of***
11 ***RSA 91-A:3, II (c) and (l). T. Tsantoulis seconded the motion.***
12

13 *RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation*
14 *of any person, **other than a member of this board**, unless such person requests an open meeting.*
15 *This exemption shall extend to include any application for assistance or tax abatement or waiver of*
16 *a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*
17

18 *RSA 91-A:3, II (l) Consideration of legal advice provided by legal counsel, either in writing or orally,*
19 *to one or more members of the public body, even where legal counsel is not present.*
20

21 **Roll Call Vote #1**

22 ***C. Karolian Aye***

23 ***D. Boutin Aye***

24 ***T. Tsantoulis Aye***

25 ***R. Lapierre Aye***

26 ***A. Walczyk Aye***

27 ***R. Duhaime Aye***

28 ***J. Durand Aye***

29 ***C. Jones Aye***

30 ***J. Sullivan Aye***

31 ***Voted unanimously in favor (9-0).***
32

33 ***D. Boutin motioned to leave non-public session and return to public session at 6:24 pm. T.***
34 ***Tsantoulis seconded the motion.***
35

36 **Roll Call Vote #2**

37 ***R. Duhaime Aye***

38 ***J Durand Aye***

39 ***C. Jones Aye***

40 ***R. Lapierre Not present***

41 ***A. Walczyk Aye***

42 ***D. Boutin Aye***

43 ***C. Karolian Aye***

44 ***T. Tsantoulis Aye***

45 ***J. Sullivan Aye***

46 ***Voted in favor (8-0).***
47

48 ***Chair Sullivan motioned to seal the minutes of the non-public session because it is***

49 **determined that the divulgence of this information would likely render a proposed action**
50 **ineffective. T. Tsantoulis seconded the motion.**

51

52 **Roll Call Vote #3**

53 **D. Boutin Aye**

54 **C. Jones Aye**

55 **A. Walczyk Aye**

56 **J. Durand Aye**

57 **R. Duhaime Aye**

58 **T. Tsantoulis Aye**

59 **R. Lapierre Not present**

60 **C. Karolian Aye**

61 **J. Sullivan Aye**

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

63

64 Chair Sullivan called for a brief recess at 6:24 pm.

65

66 Chair Sullivan called the public meeting to order at 6:29 pm.

67

68 **PROOF OF POSTING**

69 Human Resources Coordinator Donna Fitzpatrick provided proof of posting.

70

71 **ROLL CALL- ATTENDANCE**

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

75

76 **PLEDGE OF ALLEGIANCE**

77 Chair Sullivan called for the Pledge of Allegiance.

78

79 **SPECIAL RECOGNITION**

80 **Hooksett Fire-Rescue - Swearing-in ceremony new Firefighters/AEMTs**

81

82 Chair Sullivan called upon Fire Chief James Burkush to conduct the swearing-in ceremony.

83

84
85 Chief Burkush: Thank you. We have three new firefighters to be sworn in tonight and we will also be
86 pinning two new lieutenants. Gregory Beals served in the US Army for four years and then with the
87 Jaffrey Fire Department. He has completed Firefighter 1 & 2 certification and is an A-EMT. He is now
88 working on an additional degree from Wesleyan University. Joshua Noyes is 31 years old and spent
89 three years with the Chichester Fire Department. He is married with three daughters and one son. He
90 hopes to spend many years with Hooksett Fire. Jacob Andrews is the youngest of the three. He grew
91 up in Dunbarton and enjoys spending time with his father, who has always been an important part of his
92 life. He likes to spend his free time outside, playing basketball and doing things with his family. Being a
93 firefighter requires passion and compassion. The pandemic has put a lot of stress on our families. Our
94 firefighters have recently stepped up to work at vaccination sites. We are proud of the work we do every
95 day, which involves rigorous training.

96

97 Chief Burkush administered the oath to the new firefighters and this part of the ceremony was
98 concluded with the pinning of badges.

99

100 Chair Sullivan: As I always say, best of luck and stay safe.

101
102 Chief Burkush: Next I would like to introduce our two new lieutenants. We were tied up with COVID
103 issues and were not able to have this ceremony in the fall. Seth Miller came to us from Litchfield and
104 has been with us for two years. He reminds me of myself when I was young; he lives and breathes his
105 work as a firefighter. He has paramedic certification and is a phenomenal person. His promotion to
106 lieutenant occurred on October 01, 2020. Kristy Tobine has been with Hooksett Fire for five years. She
107 works at Station 1, mentors the female firefighters on the squad, and just welcomed a new grandchild.
108 Her promotion date was November 01, 2020.

109
110 Chair Sullivan: Congratulations to our newest lieutenants, and thanks to the family members here to
111 support them.

112
113 **Hooksett Municipal Employees – New Hires**

114 A. Garron: We have four new employees. The first three are the new firefighters we just met. We also
115 welcome Baxter Palmer, a new heavy equipment operator for the Recycling & Transfer Division of the
116 DPW.

117
118 **CONSENT AGENDA**

119
120 **To accept a \$1,000.00 (Check #11010-38523) donation, from Home Depot (store #3403), to the**
121 **Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA 31:95-b III(b).**

122
123
124 **To accept a \$160.00 (Check #290) donation, from Jillian Pekins of Valley Roofs & More, LLC of**
125 **Pembroke, to the Town of Hooksett for the Hooksett Police Department (Donation Line) per RSA**
126 **31:95-b III(b).**

127
128
129 **Partial Surety Release from \$341,504.63 to \$25,000 for the Cornerstone Park Site located at the**
130 **northwest corner of Smyth Road and Londonderry Turnpike.**

131
132 ***T. Tsantoulis motioned to approve the first two items of the Consent Agenda. D. Boutin***
133 ***seconded the motion.***

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

135
136 ***D. Boutin motioned to approve the third Consent Agenda item. R. Lapierre seconded the***
137 ***motion.***

138
139 R. Duhaime: What is the status of the landscaping on this project?

140
141 B. Thomas: They are not done with the landscaping.

142
143 R. Duhaime: Will the \$25,000 that remains cover the landscaping? Is there a landscaping bond?

144
145 B. Thomas: I am glad you asked that question. The site plan bond is calculated at 30% of the cost of
146 the entire project. I inflated that a bit. Some of the landscaping is done, and I have no reason to think
147 they won't finish. I also held back some funds for erosion control. This is a good developer.

148
149 C. Karolian: I have a question regarding soil erosion. There is a tremendous amount of difference in the
150 elevation between Smyth Road and their parking lot.

151
152 B. Thomas: They have a lot of stone riff raff to eliminate erosion.

153
154 C. Karolian: Does it go all the way around?
155

156 B. Thomas: No, and that is why I withheld some of the bond. I held back one-half of the amount
157 budgeted for erosion.
158
159 C. Karolian: I have a hard time wrapping my head around this, in general. Why do we require bonds but
160 developers get Cos to run their businesses before the jobs are complete?
161
162 B. Thomas: It would be a hardship on a developer if they place loam and seed in the fall but are not
163 able to open until Spring.
164
165 R. Lapierre: I have a point of order: We should restrict discussion to the matter at hand.
166
167 Chair Sullivan: Councilor Karolian, you can ask your questions during the Town Administrator's report.
168
169 D. Boutin: I call the question.
170
171 R. Duhaime: Can I ask one more question?
172
173 Chair Sullivan: We need to have a roll call on the request to call the question.
174
175 R. Duhaime: That will take more time than it will take to ask my question.
176
177 D. Boutin: I withdraw my request to call the question.
178
179 R. Duhaime: What about fencing? I believe there is fencing in the back on the site plan.
180
181 B. Thomas: They have a guardrail.
182
183 Chair Sullivan called for a vote on the motion to approve the partial surety release for the Cornerstone
184 Park Site.

185
186 ***The motion carried (6-3).***
187

188 **TOWN ADMINISTRATOR'S REPORT**

189 A. Garron: The number of active COVID cases is down to 37 as of yesterday, from 59 as of January
190 20th. The total number of cases in Hooksett stands at 931. We are heading in the right directions. In
191 March the vaccine distribution will move from Phase 1A to Phase 1B. 2A is for teachers, grades K
192 through 12. As Fire Chief Burkush said, his staff is helping with the vaccination process at SNHU.
193
194 A. Garron: The Deliberative Session went well, although the turnout was not very good. I want to thank
195 School Superintendent Rearick and his staff for the exceptional job they did with the set-up. It was very
196 well organized and the necessary precautions were taken. Four rooms were set up for distancing, the
197 sound system was good and we were able to Live Stream the session for those who could not attend. I
198 want to thank Town Clerk Todd Rainier, Assistant Moderator Don Riley, and Kathie Donnelly who
199 recorded and transcribed the minutes of the session.
200
201 A. Garron: Old Home Days has been cancelled for 2021; we are hopeful for 2022, which is our
202 bicentennial year as well.
203
204 A. Garron: We have hired a Building Inspector/Code Enforcement Officer, who will start with us on
205 February 16th. It was a long process but we found a good candidate for the position.
206

207 A. Garron: DPW has been working with the Fire Department because the small preemption lights are
208 not working. These are the small lights which operate when the regular lights are turned off during a fire
209 or other type of emergency. The State will provide the labor for the installation, which will save the
210 Town a lot of money.

211
212 A. Garron: Senate Bill 99 was brought to my attention last week. It would reinstate the 40% Meals &
213 Lodging Tax distribution to cities and towns in New Hampshire by repealing the suspension of the
214 catch-up formula. The hearing was on February 8th, and I wrote a letter indicating our support of the bill.
215 Currently, we get \$741; that amount would increase to \$580,000 if this bill passes. These funds would
216 go a long way to help with projects and operational costs. The 40% distribution was agreed upon years
217 ago. This bill would re-establish what should have been.

218
219 D. Boutin: Is the new Building Inspector going to serve as Code Enforcement Officer too?
220

221 A. Garron: Yes, he is.
222

223 R. Duhaime: Have you done anything on the wage study? Do you have an update?
224

225 A. Garron I have done a lot of work on the wage study It is a very important project. I am gathering the
226 information now to put together an RFP.
227

228 **PUBLIC INPUT**

229 None.
230

231 **NOMINATIONS AND APPOINTMENTS**

232 Chair Sullivan: Mr. Germain, where do we stand on vacancies?
233

234 Mr. Germain: I can bring that up on the screen for you now. We had a resignation on the TIF Advisory
235 Board, so we need a new member, someone living in or operating a business in the District. The
236 Planning Board positions have been filled.
237

238 Chair Sullivan: We always welcome members to the Bicentennial Committee, and I know we need a
239 business leader for the Economic Development Committee. The Old Town Hall Preservation
240 Committee has two members and would like to have more. Parks & Rec and Recycling each need one
241 more member, and the ZBA is looking for two alternates.
242

243 **OLD BUSINESS**

244 None.
245

246 **NEW BUSINESS**

248 **Non-Union Classification Pay Plan Updates**

249
250 D Fitzpatrick: These updates are housekeeping issues. Because of the new Teamsters Mid-
251 management Union, the members of the new union have been removed from the non-union list. If you
252 are looking at the color copy, this is the red section. Those in green have been removed because the
253 position exists in the Public Works union. Those in blue are amended titles, such as mine, which was
254 Administrative Services Coordinator and now is Human Resources Coordinator. Also in blue are
255 reclassified positions. The Code Enforcement Officer (CEO), Grade 16, has been changed from exempt
256 to non-exempt (hourly). This is based on legal advice we received. The Town Attorney said that the
257 CEO is interpreting code, not making decisions. This is similar to the Fire Inspector position discussed
258 at a previous meeting.

259
260 **R. Lapierre motioned to approve the updated Classification Pay Plan as presented for effective**
261 **date February 10, 2021. T. Tsantoulis seconded the motion.**
262 **Voted unanimously in favor (9-0).**
~~263~~
264
265

266 **APPROVAL OF MINUTES**

267 **Public: 12/09/2020**

268
~~269~~
270 **Public: 01/13/2021**

271
~~272~~
273 **Public: 01/20/2021**

274
~~275~~
276 **Non-Public: 12/09/2020 (not sealed)**

277
~~278~~
279 **Non-Public: 01/13/2021**

280
281
282 **D. Boutin motioned to approve the Public minutes of 12/09/2020, 01/13/2021, and 01/20/2021;**
283 **and the Non-Public minutes of 12/09/2020. T. Tsantoulis seconded the motion.**

284
285 R. Lapierre: Would you like to include the non-public minutes of 01/13/2021?

286
287 C. Karolian: Point of order: The speaker didn't have the floor.

288
289 **C. Karolian motioned to amend the motion to include the non-public minutes of 01/13/2021.**

290
291 Chair Sullivan called for a vote on the motion as amended.

292
293 **Voted unanimously in favor (9-0).**

294
295 **SUB-COMMITTEE REPORTS**

296
297 C. Karolian: The Recycling and Transfer Committee discussed picking up trash in private communities,
298 specifically Berry Hill. The policy for 18+ years has been that the town will pick up trash in private
299 communities if they sign a waiver. This applies to Berry Hill and others. Second, it was reported that the
300 Recycling and Transfer Division will be purchasing new barrels. Third, the cardboard and paper vendor
301 we have been using retired in December. I put them in touch with vendors I know of in Fitchburg and
302 Wilmington MA. On behalf of Mr. Labonte, Ms. Cummings arranged with the Fitchburg vendor to
303 regularly leave an empty trailer and take the full one, paying about \$25 per ton.

304
305 A. Walczyk: The Conservation Commission is working on signs for the Riverwalk Trail. We are also
306 working on the designation of a monarch butterfly location. We would receive free milkweed seeds.

307
308 T. Tsantoulis: The Board of Assessors met tonight, and we are caught up on the BTLA settlements. A
309 couple more are coming up.

310
311 D. Boutin: What is the BTLA?

312
313 T. Tsantoulis: It is the Board of Tax & Land Appeals.

314
315 R. Duhaime: The ZBA met last night. I wasn't able to attend, but they discussed the impacts of the
316 Hackett Hill developments, including the failure of the intersection at the bottom of hill. SNHRPC is
317 involved.

318

319 Chair Sullivan: The Old Town Hall Preservation Committee will meet next Wednesday at 3:30 pm.
320 Nothing is scheduled for the Heritage Commission. The Bicentennial Committee has met four times and
321 will continue meeting throughout the year. Many activities – large and small – are being planned. The
322 Town Council will do a ‘Bicentennial Minute.’ The School Board will plan some activities. We are
323 arranging to have the Vietnam Moving Wall for four days in May. Saturday, July 02, 2022 is the actual
324 birthday of the town, and we are planning bigger events. We will have a birthday cake, perhaps a Civil
325 War Encampment, a Firemen’s Muster, a recreation of the signing of the town incorporation papers and
326 town photographs. The Committee has reached out to the civic organizations in hopes that they will
327 incorporate the bicentennial theme into their activities in 2022. The Committee is planning on a Battle of
328 the Departments and the official dedication of the Lilac Walking Bridge, perhaps with a couple of signs
329 from Kiwanis, if the town permits. It will be lit up. Another plan is to have red, white and blue striping on
330 the town roads. Another plan is to have open houses and tours of old homes. The Library is planning
331 several bicentennial-themed events, including local authors, bicentennial-themed trivia nights and photo
332 contests. The Governor’s Council may hold one of its meeting here in Hooksett, and we also are
333 planning on concerts and movie nights.

334

335 D. Boutin: Councilor Walczyk, would you explain more about the monarch butterflies?

336

337 A. Walczyk: An area listed as a location or habitat for monarch butterflies gets milkweed seeds to plant,
338 which is what the caterpillars eat. Last year a field was planted with milkweed, but the field was mowed
339 before they milkweed could grow and provide food for the caterpillars, which was unfortunate timing.

340

341 D. Boutin: The *Starbucks* which is opening in three weeks on Hooksett Road is a good example of
342 when it makes sense to issue a CO before all of the landscaping is done.

343

344 PUBLIC INPUT

345 None.

346

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

348

349 ***Chair Sullivan motioned to enter non-public session at 7:29 pm in accordance with the***
350 ***provisions of RSA 91-A:3, II (a) & (c). D. Boutin seconded the motion.***

351

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

356

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

361

362 **Roll Call Vote #5**

363 ***T. Tsantoulis Aye***

364 ***C. Jones Aye***

365 ***R. Duhaime Aye***

366 ***A. Walczyk Aye***

367 ***R. Lapierre Aye***

368 ***C. Karolian Not present***

369 ***J. Durand Aye***

370 **D. Boutin** Aye
371 **J. Sullivan** Aye
372 **Voted in favor (8-0).**

373
374 Other persons present during non-public session: Town Administrator André Garron and Human
375 Services Coordinator Donna Fitzpatrick

376
377 **D. Boutin motioned to leave non-public session and return to public session at 7:37 pm. T.**
378 **Tsantoulis seconded the motion.**
379 **Voted unanimously in favor.**

380
381 **NEW BUSINESS (continued)**
382 **Fire Chief Contract**

383
384 **C. Karolian motioned to accept the letter of resignation from Fire Chief James Burkush, with the**
385 **last day of employment being March 28, 2021 (as initially received by Chair Sullivan on January**
386 **20, 2021). T. Tsantoulis seconded the motion.**
387 **Voted unanimously in favor (9-0).**

388
389 **ADJOURNMENT**

390
391 **C. Karolian motioned to adjourn at 7:38 pm. T. Tsantoulis seconded the motion.**
392 **Voted unanimously in favor (9-0).**

393
394 Respectfully submitted,
395 *Kathleen Donnelly*
396 Kathleen Donnelly
397 Recording Clerk

398
399
400 **Please see subsequent meeting minutes for any amendments to these minutes.**

401
402
403
404
405
406
407