

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, May 12, 2021**

1
2 The Hooksett Town Council met on Wednesday, May 12, 2021 at 6:00 in the Hooksett Municipal
3 Building.
4

5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 12 May 2021 to order at 6:11 pm.
7

8 **PROOF OF POSTING**

9 Human Resource Coordinator Donna Fitzpatrick provided proof of posting.
10

11 **ROLL CALL**

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

15 **MISSING**

16 Councilor Clifford Jones and Councilor Roger Duhaime.
17
18

19 **PLEDGE OF ALLEGIANCE**

20 Chair Sullivan called for the Pledge of Allegiance.
21

22 **AGENDA OVERVIEW**

23 Chair Sullivan: We have no public hearings and no scheduled appointments.
24
25

26 **SPECIAL RECOGNITION**

27 **Hooksett Municipal Employee - New Hire and Promotions**
28
29

30 A. Garron: We have one individual ending employment and that is Abby Reeves as Family Services
31 Director. We welcome Alicia Jipson here with us today as the new Recording Clerk. Robert Wolinski
32 has been promoted from Lieutenant to Fire Captain and R. Stephan David from Firefighter EMT to
33 Lieutenant.
34
35

36 **CONSENT AGENDA**

37 **T. Tsantoulis motioned to accept \$100.00 check from HealthTrust to the Town of Hooksett for**
38 **the 2020 Wellness Coordinator Stretch Goal Earning Incentive per RSA 31:95-b, III (b) and return**
39 **said amount to the Administration line item 001-000.220.029.000. D. Boutin seconded the**
40 **motion.**
41
42

43 **Roll Call #2**

44 **R. Duhaime NP**

45 **J. Durand Aye**

46 **C. Jones NP**

47 **R. Lapierre Aye**

48 **A. Walczyk Aye**

49 **D. Boutin Aye**

50 **C. Karolian Aye**

TC MINUTES

05-12-2021

51 **T. Tsantoulis Aye**
52 **J. Sullivan Aye**
53 **Voted unanimously in Favor (7-0)**

54
55

56
57 **TOWN ADMINISTRATOR'S REPORT**

58

59 A. Garron: The number of COVID cases in Hooksett is down from 54 to 21 from 4-28-21. We are
60 moving in the right direction. The total number of Hooksett cases is now at 1,229. On May 7th we held
61 our 2nd Vaccination Pod for those employees that participated on April 9th to receive their 2nd shot of the
62 vaccine. At our next meeting we will revisit the mask mandate at Town Hall. A. Garron discussed the
63 ARPA and the tax credits that we are eligible for and went over the Paid Sick Leave indicating it is still
64 much like last year. If the council remembers from last time, we decided to make up the 2/3rd difference,
65 so the council allowed to allow any accrued time to be used, and not just sick leave. Paid family leave is
66 much like last year. We are recommending that we move forward with the paid family leave. Unlike last
67 year it does not reset in April. We are prepared to move forward with the paid time because that is the
68 easiest. We do have a few employees currently out with COVID-19 and unfortunately because we have
69 not adopted these, they are currently using their own personal time.

70

71 **A. Walczyk motioned to accept the voluntary Paid Sick Leave as provided by the American**
72 **Rescue Plan Act resetting paid leave for up to 80 hours per employee per the Qualifying**
73 **Reasons and terms as stated in ARPA for the time period of April 1, 2021 to September 30, 2021.**
74 **Seek consent of unions on behalf of its members. C. Karolian seconded the motion.**

75

76 **Roll Call #3**

77 **R. Duhaime NP**

78 **J. Durand Aye**

79 **C. Jones NP**

80 **R. Lapierre Aye**

81 **A. Walczyk Aye**

82 **D. Boutin Aye**

83 **C. Karolian Aye**

84 **T. Tsantoulis Aye**

85 **J. Sullivan Aye**

86 **Voted unanimously in Favor (7-0)**

87

88 **C. Karolian motioned that when an employee is required to use his/her own accrued time due to**
89 **COVID -19 School or place of care closing, the employee will be allowed to use any accrued**
90 **time including sick time. D. Boutin seconded the motion.**

91

92 A. Walczyk: We should seek input from the Union on this.

93

94 **Roll Call #4**

95 **R. Duhaime NP**

96 **J. Durand Aye**

97 **C. Jones NP**

98 **R. Lapierre Aye**

99 **A. Walczyk Aye**

100 **D. Boutin Aye**

101 **C. Karolian Aye**

102 **T. Tsantoulis Aye**
103 **J. Sullivan Aye**
104 **Voted unanimously in Favor (7-0)**
105

106 A. Garron: Corriveau Drive Access ROW: NHDES needs more testing done. High levels of Arsenic
107 were found in the initial testing. Although NHDES stated that the high levels of Arsenic have no
108 association with the fluid leaks but want to do additional testing. DES did take a water sample and
109 found that there was no contamination. At the next meeting we anticipate having the answers to the
110 questions in regard to Corriveau Drive.

111
112 T. Tsantoulis: Where are we in regard to costs?

113
114 A. Garron: Right now, at the time the cost was \$2,000 to have the vehicles removed and an additional
115 \$2,000 to have the soil removed. It is our pursuit to have the cars sold on a government site to recoup
116 some of the funds. If the owner wants to come back and retrieve the vehicles, then our goal is to
117 retrieve our expended funds from the owner.

118
119 T. Tsantoulis: Does the vehicles have any value? Has anyone made any determination that the
120 equipment has any values?

121
122 A. Garron: No, we have not.

123
124 A. Garron: The Kiwanis Club, if you recall at the last meeting Wiley & Scrapetti proposed repainting or
125 replacing the wood sign and brackets on the "Town of Hooksett" sign. Is the board admittable to having
126 the Kiwanians Club take a look at the signs.

127
128 **T. Tsantoulis motioned to authorize The Kiwanis Club to look at the 1 sign. D. Boutin seconded**
129 **the motion.**

130
131 **Roll Call #5**
132 **R. Duhaime NP**
133 **J. Durand Aye**
134 **C. Jones NP**
135 **R. Lapierre Aye**
136 **A. Walczyk Aye**
137 **D. Boutin Aye**
138 **C. Karolian Aye**
139 **T. Tsantoulis Aye**
140 **J. Sullivan Aye**
141 **Voted unanimously in Favor (7-0)**

142
143 C. Karolian: Is the Kiwanis club going to want any recognition on this sign?

144
145 A. Garron: It is my understanding is that they do not want any recognition, they just want to redo the
146 sign for us.

147
148 C. Karolian: Why go from red to green and why not just refurbish what we have. It will be more
149 noticeable against the trees.

150

151 J. Sullivan: I know a couple of years ago the sign was repainted red. Why green? We can amend the
152 motion to keep it red.

153
154 **C. Karolian Motioned to make an amendment to keep the sign in red and not green as pictured.**
155 **J. Sullivan seconded the motion.**

156
157 **Roll Call #6**
158 **R. Duhaime NP**
159 **J. Durand Aye**
160 **C. Jones NP**
161 **R. Lapierre Aye**
162 **A. Walczyk Aye**
163 **D. Boutin Aye**
164 **C. Karolian Aye**
165 **T. Tsantoulis Aye**
166 **J. Sullivan Aye**
167 **Voted unanimously in Favor (7-0)**

168
169 A. Garron: The Finance Dept held a special meeting last week. The TIF refinancing sold on Thursday at
170 a rate of .9127%. the TD Bank rate was 2.55%. This will save the district \$168,780 over the next 9
171 years. I would like to express a thank you to them for their help.

172
173 C. Karolian: In regard to the TIF bond can this be sold and resold within the 9 years?

174
175 A. Garron: Our rate will remain the same over the 9 years.

176
177 J. Sullivan: Can we always refinance at a better rate if we want to in the future?

178
179 A. Garron: Yes, we can.

180
181 **BRIEF RECESS at 6:44 p.m. to 7:01 p.m.**

182
183 **OLD BUSINESS**
184
185 **Town Council Rules of Procedures - Amend for Scheduled Appointments**

186
187 J. Sullivan: Note that 5 & 6 are the new items and recommendations.

188
189 **D. Boutin motioned to approve amendments to the Town Council Rules of Procedures as**
190 **presented. T. Tsantoulis seconded the motion.**

191
192 **Roll Call #7**
193 **R. Duhaime NP**
194 **J. Durand Aye**
195 **C. Jones NP**
196 **R. Lapierre Aye**
197 **A. Walczyk Aye**
198 **D. Boutin Aye**
199 **C. Karolian Aye**
200 **T. Tsantoulis Aye**

201 **J. Sullivan Aye**
202 **Voted unanimously in Favor (7-0)**
203

204 **NEW BUSINESS**

205
206 **CARES Act Election Grant**

207
208 A. Garron: The Town of Hooksett has received CARES Act Election Grant funds. We have a surplus of
209 funds accepted from the CARES Act election grant. It is recommendation of Town Clerk, Todd Rainier
210 and Finance Director, Christine Soucie to disburse a portion of the excess funds in the form of a one-
211 time bonus to certain elected officials in an effort to recognize their selfless contribution of time and
212 effort to positively impact the absentee ballot process during the fall 2020 election cycle.

213
214 **D. Boutin motioned to approve CARES Act balance of \$8,747.95 to cover one-time bonuses**
215 **totaling \$5,382.50 (\$5,000.00 in bonuses and \$382.50 in employment taxes) for the following**
216 **elected officials who contributed their time and effort for the 2020 election cycle:**

217 **One-time bonus for the following official:**

218 **Town Clerk 1,500.00**

219 **Moderator 500.00**

220 **Assistant Moderator 500.00**

221 ***Town Council 500.00**

222 *** Councilor Walczyk, Sullivan, Boutin, Tsantoulis, Lapierre, Duhaime.**

223
224 J. Sullivan - Should we be voting on accepting the fund if the majority are the ones to be receiving the
225 funds?

226
227 A. Walczyk: Can we choose to not accept the funds? I Would like to make a motion to remove the
228 councilors from receiving the funds.

229
230 A. Garron: We didn't want to make this uncomfortable. We wanted to recognize those that helped out.
231 You all made this run very smoothly. This was not just ordinary effort, and felt it needed recognition. I
232 made these recommendations for the amounts for the Town Clerk he did not.

233
234 C. Karolian: What happens to these funds if it gets voted down?

235
236 A. Garron: It will go back to the unexpended fund balance.

237
238 **D. Boutin: Moved to table this item. This is the 1st time the council is seeing this and need time**
239 **to decide on the right course of action. If we, do it now we will need to continue doing it in the**
240 **future. Seconded by T. Tsantoulis.**

241
242 J. Sullivan: Does anyone want more information?

243
244 C. Karolian: Why can't we talk about it now?

245
246 **Roll Call Vote #8**

247 **J. Durand Aye**

248 **D. Boutin Aye**

249 **C. Jones NP**

250 **R. Duhaime NP**

251 **C. Karolian Nay**

TC MINUTES

05-12-2021

5

252 A. Walczyk Aye
253 T. Tsantoulis Aye
254 R. Lapierre Nay
255 J. Sullivan Nay
256 Voted in Favor (4-3)

~~257~~
~~258~~
260 D. Boutin motioned to accept NH Dept of Safety, Homeland Security and Emergency
261 Management Performance Grant (EMPG) in the amount of \$4,000 for the Local Emergency
262 Operations Plan Update Project per RSA 31:95-b III(b) with a \$4,000 match from the Town for a
263 total project cost of \$8,000, and to authorize the Town Administrator to sign all documents
264 related to the grant. T. Tsantoulis seconded the motion.

265
266 C. Karolian: Is the Town going to match the \$4,000 in the grant, not through cash but through employee
267 work? If the consult is doing the work why are the employees also responsible for doing the work.

268
269 D. Nadeau: The match is through labor. The consult will create the plan, but employees will need to be
270 involved. Will this be during normal work hours? Yes. The department should be there during the
271 creation of the plan.

272
273 **Roll Call Vote #9**
274 J. Durand Nay
275 D. Boutin Aye
276 C. Jones NP
277 R. Duhaime NP
278 C. Karolian Nay
279 A. Walczyk Aye
280 T. Tsantoulis Nay
281 R. Lapierre Aye
282 J. Sullivan Aye
283 Voted in Favor (4-3)

~~284~~
~~285~~
287 Street Name Approval Request for Private Drive named Kappa Court off Benton Road.

288
289 C. Karolian motioned to approve a new private Drive to named Kappa Court. Seconded by D.
290 Boutin.

291
292 **Roll Call Vote #10**
293 J. Durand Aye
294 D. Boutin Aye
295 C. Jones NP
296 R. Duhaime NP
297 C. Karolian Aye
298 A. Walczyk Aye
299 T. Tsantoulis Aye
300 R. Lapierre Aye
301 J. Sullivan Aye
302 Voted unanimously in Favor (7-0)

303

304 T. Tsantoulis: As I understand this is a private road and the purpose of naming it is for 911 purposes
305 only, and there is no maintenance on the road.

306
307 A. Walczyk left the meeting at 7:27 p.m.
308

311 **Purchase of Auto Truck**

312
313 E. Labonte, Director of Public Works is requesting approval to purchase a 2021 Auto Truck. this would
314 replace Auto Truck 1, a 2012 Auto Truck that would be used as a trade-in. No tax impact \$125,000 to
315 come from the Solid Waste Disposal Special Revenue fund and \$175,000 to come from the Automated
316 Collection Equipment Capital Reserve.

317
318 C. Karolian: What is the delivery date? And does this price does not include the surcharge?
319

320 E. Labonte: If we approve there will be no addition al surcharge.
321

322 **D. Boutin motioned to approve and consent the purchase of a new Auto Truck from McNeilus**
323 **for \$302,085. This price does not include the trade-in value of the existing Auto Truck, estimated**
324 **at \$55,000. The actual value will be finalized at the time of delivery and deducted from the**
325 **quoted price. Motion seconded by C. Karolian.**
326

327 **Roll Call Vote #11**

328 **J. Durand Aye**

329 **D. Boutin Aye**

330 **C. Jones NP**

331 **R. Duhaime NP**

332 **C. Karolian Aye**

333 **A. Walczyk NP**

334 **T. Tsantoulis Aye**

335 **R. Lapierre Aye**

336 **J. Sullivan Aye**

337 **Voted unanimously in Favor (6-0)**

338

340 **APPROVAL OF MINUTES**

341 **Public Minutes: 04/21/2021 Special Meeting**

342

343
344 **D. Boutin motioned to approve the minutes of the April 21, 2021 Special Meeting. -T. Tsantoulis**
345 **seconded the motion.**

346

347 **Roll Call Vote #12**

348 **J. Durand Aye**

349 **D. Boutin Aye**

350 **C. Jones NP**

351 **R. Duhaime NP**

352 **C. Karolian Aye**

353 **A. Walczyk NP**

354 **T. Tsantoulis Aye**

355 **R. Lapierre Aye**

356 **J. Sullivan Aye**

357 Voted unanimously in Favor (6-0)

~~358~~
~~360~~

361 Public Minutes: 04/28/2021

362 D. Boutin motioned to approve the minutes of the April 28, 2021.T. Tsantoulis seconded the
363 motion.

364

365 Roll Call Vote #13

366 J. Durand Aye

367 D. Boutin Aye

368 C. Jones NP

369 R. Duhaime NP

370 C. Karolian Aye

371 A. Walczyk NP

372 T. Tsantoulis Aye

373 R. Lapierre Aye

374 J. Sullivan Aye

375 Voted unanimously in Favor (6-0)

~~376~~
~~378~~

379 Non-Public Minutes 4/28/2021

380 D. Boutin motioned to approve the minutes of the April 28, 2021.C. Karolian seconded the
381 motion.

382

383 Roll Call Vote #14

384 J. Durand Aye

385 D. Boutin Aye

386 C. Jones NP

387 R. Duhaime NP

388 C. Karolian Aye

389 A. Walczyk NP

390 T. Tsantoulis Aye

391 R. Lapierre Aye

392 J. Sullivan Aye

393 Voted unanimously in Favor (6-0)

~~394~~
~~395~~

396

397 **SUB-COMMITTEE REPORTS**

398

399 J. Sullivan: The Bicentennial is coming together. All the events seem to be falling in line.
400 The Economic Commission, the developer has withdrawn their plans and the property is up for sale
401 again. Old Stone House is up for sale. Heritage Month is in May. Economic Development Commission
402 is looking at individual uses for some of the bigger box stores in town. Someone is looking at the Cigna
403 property and looking to turn it into high end apartments. With additional uses around it. We do have
404 people discussing the remote parking lot for the Amazon facility. Good things are happening.

405

406 D. Boutin: I became aware of it yesterday. The problem we have in Hooksett, is that people who come
407 in now want to move on projects now, and not wait until March for town voting and re-zoning. I would
408 like us to think about amending the town charter to allow the town council to make decisions on
409 changes.

410

411 J. Sullivan: If you feel we should draft an amendment to the charter it will need a public hearing. It
412 needs to be thought out and on the agenda. Let us get it on an agenda for the future. Worth a long
413 discussion. If it requires zoning changes nothing can happen till March.

414
415 D. Boutin: Details will need to be thought about, and I would like to recommend we create a sub-
416 committee to work on it.

417
418 J. Sullivan: I think because it is new, we need to add creating a subcommittee for our next meeting.
419

420
421 **NON-PUBLIC SESSION NH RSA 91-A:3 II(a)**
422 **D. Boutin motioned to enter non-public session under NH RSA:91-A:3, II at 7:45 pm. C. Karolian**
423 **seconded the motion.**

424
425 RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining
426 of such employee, or the investigation of any charges against him or her, unless the employee affected
427 (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the
428 request shall be granted.

429
430 **Roll Call Vote #15**

431 **J. Durand Aye**
432 **D. Boutin Aye**
433 **C. Jones NP**
434 **R. Duhaime NP**
435 **C. Karolian Aye**
436 **A. Walczyk NP**
437 **T. Tsantoulis Aye**
438 **R. Lapierre Aye**
439 **J. Sullivan Aye**

440 **Voted unanimously in Favor (6-0)**

441
442 **D. Boutin motioned to leave non-public session and return to public session at 7:59 pm J.**
443 **Sullivan seconded the motion.**

444 **Roll Call Vote #16**

445 **D. Boutin Aye**
446 **C. Jones NP**
447 **A. Walczyk NP**
448 **J. Durand Aye**
449 **R. Duhaime NP**
450 **T. Tsantoulis Aye**
451 **R. Lapierre Aye**
452 **C. Karolian Aye**
453 **J. Sullivan Aye**

454 **Voted unanimously in Favor (6-0)**

455
456

457 **T. Tsantoulis motioned to seal the minutes of the non-public session and return to public**
458 **session at 7:59 pm J. Sullivan seconded the motion.**

459 **Roll Call Vote #17**

460 **D. Boutin Aye**

461 **C. Jones NP**

462 **A. Walczyk NP**

463 **J. Durand Aye**

464 **R. Duhaime NP**

465 **T. Tsantoulis Aye**

466 **R. Lapierre Aye**

467 **C. Karolian Aye**

468 **J. Sullivan Aye**

469 **Voted unanimously in Favor (6-0)**

470

471 J. Durand: Stated that there is a councilor serving on Council that is not living in town.

472 J. Sullivan: Asked, which Councilor and it was stated Councilor Walczyk.

473 T. Tsantoulis: Stated he was concerned that Councilor Walczyk was not here for this discussion.

474 C. Karolian: Stated that Councilor Walczyk was made aware of this during the break and choose not to
475 remain. That the concern has been there since there was discussion on Councilors addresses on the
476 Town web site and stated there was evidence and referred to many dates and pictures of Councilor
477 Walczyk at a residential location in Manchester and has pictures of a Manchester residential location
478 parking pass affixed to Councilor Walczyk's car.

479 J. Sullivan: Asked for the list of dates to be provided.

480 J. Durand: Stated there is no malice in bringing the subject.

481 D. Boutin: Thought this whole discussion was inappropriate. Councilor Boutin suggested that Chair
482 Sullivan reach out to Councilor Walczyk and confirm whether the allegations are true. If true, ask for
483 Councilor Walczyk to resign. Discussion ensued.

484 **D. Boutin motioned directing the chair, to contact Council Walczyk regarding the concerns that**
485 **he is no longer a resident of Hooksett and to obtain information on this subject and clarification**
486 **and if necessary, seek a resignation. J. Sullivan seconded the motion.**

487 **Roll Call Vote #18**

488 **J. Durand Aye**

489 **D. Boutin Aye**

490 **C. Jones NP**

491 **R. Duhaime NP**

492 **C. Karolian Aye**

493 **A. Walczyk NP**

494 **T. Tsantoulis Aye**

495 **R. Lapierre Nay**

496 **J. Sullivan Aye**

497 **Voted in Favor (5-1)**

498 J. Sullivan stated that he will confer with the Town Administrator about determining if a special meeting
499 is warranted. The Chair will bring back his findings and will be discussed on the next agenda.

500

501 **ADJOURNMENT**

502
503 ***T. Tsantoulis motioned to adjourn at 8:24 pm. D. Boutin seconded the motion.***
504

505 **Roll Call Vote #19**

506 ***R. Duhaime NP***
507 ***J Durand Aye***
508 ***C. Jones NP***
509 ***R. Lapierre Aye***
510 ***A. Walczyk NP***
511 ***D. Boutin Aye***
512 ***C. Karolian Aye***
513 ***T. Tsantoulis Aye***
514 ***J. Sullivan Aye***
515 ***Voted unanimously in favor (6-0).***

516
517
518 Respectfully submitted,
519 *Alicia Jipson*
520 Alicia Jipson
521 Recording Clerk

522
523 **Please see subsequent meeting minutes for any amendments to these minutes.**