

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, September 8, 2021**

1
2 The Hooksett Town Council met on Wednesday, September 8, 2021, at 6:00 in the Hooksett Municipal
3 Building.

4
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 08 Sep 2021 to order at (6:00) pm.

7
8 **PROOF OF POSTING**

9 Administrative Services Coordinator Donna Fitzpatrick provided proof of posting.

10
11 **ROLL CALL**

12 **In Attendance:** Councilor James Sullivan, Councilor John Durand, Councilor Randall Lapierre,
13 Councilor Roger Duhaime (6:11), Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor
14 Clark Karolian, and Councilor Alex Walczyk.

15
16 **Absent:** Councilor Clifford Jones

17
18 **PLEDGE OF ALLEGIANCE and moment of silence for the 20th anniversary of 9/11.**

19
20 **AGENDA OVERVIEW**

21
22 **PUBLIC HEARINGS**

23 The Hooksett Town Council will be holding a public hearing on Wednesday, September 8, 2021 @
24 6:00pm at the Hooksett Town Hall – Council Chambers, 35 Main Street, Hooksett, NH. The purpose of
25 the public hearing is to discuss, (1) the proposed amendments to Intoxicating Beverages Ordinance
26 #00-9 and (2) the proposed Parks and Recreation Ordinance #2021-1. This notice is per Chapter
27 231:132-a of the NH Revised Statutes annotated, and section 3.6 of the Hooksett Town Charter. The
28 full texts of the proposed ordinance amendment and the new ordinance are available on the Town
29 Clerk web pages via www.hooksett.org for your inspection. Questions should be directed to the
30 Hooksett Public Works Department at 603-668-8019.

31
32
33 **Public Hearing to discuss**

34
35 **1.) The proposed amendments to Intoxicating Beverages Ordinance # 00-9**

36
37 Earl Labonte Director of Public Works- The original ordinance did not include all of the parks in it. it
38 gave an issue enforcing it. It also did not include the trails. The ordinance covers the use of alcoholic
39 beverages in the area known as Jacobs Square, Donati Field, Fraser Memorial Field, Veterans Park,
40 head's Pond Trail, Pinnacle Park, Lilac Bridge Monument, Hooksett Dog Park, Peters brook, Hooksett
41 Riverwalk Trail and Lambert's Park. It added several parks into the ordinance.

42
43 A. Walczyk- Do we want to limit it to just these parks? Cause there are more parks that are not listed. I
44 am happy to send you the list and go over it with you. Should we include the Hooksett skate park and
45 Heritage Landing. Should we add them now? I'd like to not stop this.

46
47 J. Sullivan- Does adding parks stop us from moving forward with the Public Hearing, or do we stop and
48 start a new Public Hearing?

49

50 A. Garron- I would gather that if we were to receive good information during public comment, I don't
51 think anything prohibits the council from amending the ordinance as long as those things are added,
52 and people have a opportunity to voice their opinion one way or the other.
53
54 A. Walczyk- I would add Hooksett Skate Park, Quimby Mountain, Heritage Landing.
55
56 D. Boutin- A. Walczyk is Quimby Mountain Town owned or private?
57
58 A. Walczyk- Quimby is listed as a conservation land and so is Hedge Pond.
59
60 T. Tsantoulis- Why don't we just add a sentence that says any and all town owned facilities. I don't think
61 that we have to get tied up with specifically naming every park and this covers any and all facilities.
62
63 **J. Sullivan motioned to amend the Intoxicating Beverages Ordinance # 00-9 to add Hooksett**
64 **Skate Park, Quimby Mountain, Heritage Landing, and all other town owned property, seconded**
65 **by D. Boutin.**
66
67 J. Sullivan- Police Chief we are looking at an ordinance for the parks having a specific list that you can
68 enforce or can it be a more generic list.
69
70 J. Bouchard- It can be specific or generic. We can enforce it as no open containers on any town land, it
71 works either way.
72
73 T. Tsantoulis- With that being said if something opens up on the other side of town then we are
74 covered, and we don't have to go through this process again.
75
76 C. Karolian- Before I can vote on this I need to know are these conversation lands are they town owned
77 property or are they owned by an association that is not town owned property, do we know for sure that
78 he is adding our town owned property?
79
80 A. Garron- I am unsure I would have to get clarification.
81
82 **C. Karolian- Based on the TA's response I motion that we table this until we get a definitive**
83 **answer seconded by T. Tsantoulis. This will be tabled till September 22 as a Public Hearing.**
84
85 **Roll Call Vote #2**
86 **R. Duhaime Aye**
87 **J Durand Aye**
88 **C. Jones Not Present**
89 **R. Lapierre Nay**
90 **A. Walczyk Nay**
91 **D. Boutin Nay**
92 **C. Karolian Aye**
93 **T. Tsantoulis Aye**
94 **J. Sullivan Aye**
95
96 **Vote in favor 5-3**
97
98 2.) The proposed Parks and Recreation Ordinance #2021-1.
99

100 Earl Labonte Director of Public Works - This is the parks operating policy and sets curfew hours. The
101 purpose is to put the curfew into effect at the parks that are scheduled for activities that require
102 permits, and it coincides with the noise ordinance it says the curfew is from 9pm to 7am and gives the
103 law enforcement the authority to “chase” people out. In the past there was nothing supporting the
104 ordinance other than the permit.

105
106 R. Duhaime- Do we need it; do we have a problem with people in the parks. I don’t know if the police
107 have been called for any issues.

108
109 J. Bouchard- The ordinance is always helpful, and it is easy to enforce and helpful to ask those to
110 leave after hours. Nothing good happens after 9:00pm in a park.

111
112 C. Karolian- If we do let’s say fireworks in the summertime and it is after 9:00pm, and people are still
113 around what do we do then?

114
115 J. Bouchard-You can get a waiver, or choose not to enforce it for that day, it is common sense in that
116 event, or they will get a special permit.

117

118

119

SPECIAL RECOGNITION

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Hooksett Municipal Employee – No New hires.

123

PUBLIC INPUT - None

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SCHEDULED APPOINTMENTS

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Jon Lyscars - Hooksett Community Center Project

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Jon Lyscars president of the Hooksett Community Center with Matt Barrett and Dave Scarpetti-It is a Non-profit established in 2019. We have a small presentation for you. The intent of the Non-Profit is to build a community center for Hooksett without the taxpayers being affected. The Non- Profit will do all the fundraising and grant writing and working with all the business within the center to continue to generate revenue. Our mission is to build a community center and bring people together. The citizens of Hooksett are our bosses, we are not experts. We found out about North Conway’s Community Center they have been successful for over 40 years; they have a great relationship with the Town and work with the town on programs. We are being transparent and posting all minutes and agendas on our website. We take input from the citizens and want the public to participate. We are in the gathering input stage. We will reach out more formally in the future. We need to look at the programing first to know what we want and need. We are looking at a piece of land to purchase. While we gather the land, we will need experts. We have a pro-bono attorney working with us and a pro-bono architecture working on the renderings. The programs are the most important thing. We have had requests for music, an indoor waterpark, trips. We want to bring the history of Hooksett into the fold. We have discussed a small museum. We have also talked about a small police and fire substation that they could interact with the citizens, and possibly receive and answer calls if necessary. We want to promote businesses. We are discussing small venues such as a barber shop, business incubators work and is a great way for small businesses to get started. Fundraising such as naming rights, pavers, grants, estate donations, yearly pass sales, daily passes, building donations. What does Hooksett want? When asked they wanted cooking classes, art classes, music classes, dance classes, ski trips, beach trips, hiking trips daycare, wedding venue, rock climbing wall, fitness center, banking substations, game room, tours and trips. I know we have a sign ordinance, and we need to get permission to post signs on town land, we are seeking permission to do so to advertise.

152

153

154

C. Karolian- Is the location the same as the last time we had a Non-Public and discussed the location?

155

J. Lyscars- I really do not remember, oh actually yes it will be the same location.

156
157 J. Duhaime- Your main building what are you looking at for cost?
158
159 J. Lyscars- We are in the phase of programming, the programming will determine the building size have
160 heard figures around 5 to 10 million, but that is not set in stone yet. We need to establish the
161 programming first and then build in stages.
162
163 A. Garron- The same ask is being of them to display the signs just as the parents asked for permission
164 to post the senior graduation signs.
165
166 ***R. Duhaime motioned to grant permission to Hooksett Community Center to place signs on***
167 ***town property; seconded by T. Tsantoulis.***
168
169 ***Vote unanimously in favor 8-0.***
170
171
172 **CONSENT AGENDA**
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174
175 **NOMINATIONS AND APPOINTMENTS**
176 Library Trustee- Francis Broderick is leaving town we are fortunate to have Sandra Mack interested in
177 the position. We will miss Mr. Broderick. You have Sandra's application in front of you she will bring
178 important skills and great advocacy to the library and tour board.
179
180 Sandra Mack- I've been before the board for various reasons in the past and for different events in
181 Hooksett and on part of boy scouts and Hooksett Kiwanis. I have been a resident of Hooksett since
182 1998. For 17 years I have been a classroom teacher for 2nd grade and 3rd grade, I am now an
183 administrator for a preschool Pre-K. I am also currently the immediate past president of the Kiwanis and
184 their community service committee chair. I've been a member of Hooksett Kiwanis club since 2014. I
185 believe that my dedication, my community skills, work experience, leadership, and organization skills
186 really make me a good fit for this position on the board of trustees.
187
188 ***R. Lapierre motioned to wave the Council's Rules of Procedure and appoint Sandra Mack to the***
189 ***Library Trustees to a term set to expire 6/30/2022; Seconded by D. Boutin.***
190
191 **Roll Call Vote #3**
192 ***D. Boutin Aye***
193 ***C. Jones Not Present***
194 ***A. Walczyk Aye***
195 ***J. Durand Aye***
196 ***R. Duhaime Aye***
197 ***T. Tsantoulis Aye***
198 ***R. Lapierre Aye***
199 ***C. Karolian Aye***
200 ***J. Sullivan Aye***
201
202 **Vote unanimously in Favor 8-0**
203
204 N. Germain- You have a choice to make tonight, Sheena Gilbert came to your last meeting and Mr.
205 Lacasse was unable to show up, but you have both of their applications. Both are being considered for
206 1 open alternate position on the Planning Board.
207

208 **C. Karolian motioned to appoint Sheena Gilbert as an Alternate to the Planning Board with a**
209 **term expiring 6/30/2024; Seconded by T. Tsantoulis.**

210

211 **Roll Call Vote #4**

212 **A. Walczyk Aye**

213 **R. Lapierre Aye**

214 **C. Jones Not Present**

215 **R. Duhaime Aye**

216 **J. Durand Aye**

217 **C. Karolian Aye**

218 **T. Tsantoulis Abstain Process not fair**

219 **D. Boutin Abstain Process not fair**

220 **J. Sullivan Aye**

221

222 **Vote in favor 6-0-2**

223

224 J. Sullivan- I vote yes but I want to make a clarification on when voting on 2 applications for 1 open
225 position and the proper procedure.

226

227 R. Duhaime- I looked at the applications, and Sheena was the first person to fill out her application and
228 I feel she should get the appointment.

229

230 N. Germain- I would suggest that the town recruit someone to serve on southern NH Planning
231 Commission, which is a very important body that represents Hooksett, currently has no one
232 representing Hooksett. That position is not always exciting, but they talk about a lot of interesting
233 things. There is a lot of macro planning at the state level, and they may have some say in this.

234

235 R. Lapierre- do you know where and how they meet.

236

237 N. Germain- they meet in Manchester on the 2nd bridge street. I can't remember when the meetings are
238 but I think it is once a month.

239

240 J. Sullivan- Are we allowed 2 representatives to serve on the Committee?

241

242 N. Germaine- You are actually allowed 3.

243

244 J. Sullivan- D. Boutin can you ask someone on the Planning Board if anyone would be interested in
245 serving.

246

247 A. Garron- This may be an alternative for the other person who did not get the alternate on the Planning
248 Board seat. My understanding that it does not have to be a member of the Planning Board, but it can be
249 anyone.

250

251 J. Sullivan- Can you reach out to Mr. Lacasse and thank him for his interest and ask him about his
252 interest on this.

253

254 R. Duhaime- So for clarification we have 3 openings, and you don't have to be a member of the
255 Planning Board.

256

257 N. Germain- Yes there are 3 opening to my knowledge.

258

259 **TOWN ADMINISTRATOR'S REPORT**

260 A. Garron presented his report update below:

261
262 Covid 19- We have one less case than at our previous meeting. 1,385 total cases in Hooksett since
263 March of last year, as you know the number of cases continues to grow in NH. Our fully vaccinated is at
264 75% in Hooksett. We are in the top 5 in the state.

265
266 Little League Parade- We had to cancel this last event last week due to the rain. We have rescheduled
267 it for Saturday, September 18 starting at 5pm. The parade route will still be the same starting at the
268 Holy Rosary and will proceed to the entrance to Donati park to the field, and the ceremony to take place
269 at the field.

270
271 Projects- Water feasibility study- They are still working on getting me those numbers. In the interim we
272 are looking at getting a small survey out to the 19 residents on Farmer Road to give us a fair
273 assessment of who would hook up if the facilities were provided.

274
275 NHDOT- I spoke with NHDOT, I believe in 2018 there was a roadway improvement plan for route 3a
276 and Hackett Hill Road and that particular project was going to receive 2/3rd funding from the state and
277 1/3 would come from other means, such as local if not impact fees. That was in the 2016-2026 state
278 10-year plan. That proposal was \$1.8 million dollars but that particular swelled proposal o 4.8 million for
279 the roundabout proposal that had been drawn up by TF Meran. Since that time a warrant article was
280 put on for town vote that was not successful. My recommendation that we reapproach the state and
281 reinstate that plan. It is a failed intersection. I have written a letter to the state to have them consider
282 reinstating the program. I sent along the traffic study that identified key areas, and I sent in information
283 on accidents that have occurred. I intend to go to the GASET meetings to advocate the issue.

284
285 Trimbur- I received some news from our attorney that I suggest we go into Non-Public to discuss.
286

287 **OLD BUSINESS-**

288
289 R. Duhaime- What is the status on the bucket, have we received the bucket yet for the loader?
290

291 A. Garron- Not to my knowledge we have not.
292

293 **NEW BUSINESS**

294 **Signage Placement and Inventory**

295
296
297 Earl Labonte Director of Public Works- According to the town ordinance we are to have an inventory
298 maintained at the Town clerk's office and public works office of all regulatory signs. In searching for that
299 inventory, we had not been able to get a good list, it had not been maintained in years. The purpose is
300 to try to get an inventory list on record, and if we can't get an approval document this council will be the
301 approval document as they are already placed out there.

302
303 ***T. Tsantoulis motioned to accept the signage listing to be kept on file in the Town Clerks Office***
304 ***and at Public Works. Public Works will update this listing at least semi-annually to add all new***
305 ***signage as approved through the Planning process and when the new streets are accepted by***
306 ***the town as town-maintained roadways; seconded by D. Boutin.***

307
308 ***Vote unanimously in favor. 8-0***

309
310 J. Durand- I was looking at the list and there are signs that are listed that I know there are no signs.
311

312 E. Labonte- It is possible they may have been stolen. We have moved some signs around and taken
313 some away that may be why you hadn't noticed them, and some will be replaced.

314 .
315 R. Duhaime- When will the town engineer have a GIS map of where these signs are?

316
317 E. Labonte-I do not know I don't control the Town Engineers time.

~~318~~
~~319~~
320
321 **Speed Limit sign request for Hills Road at Hooksett/Auburn town line**

322
323 E. Labonte- We had a couple of requests from residents out there. Hills Road 2 or 3 years ago was
324 completely connected to Auburn, and Auburn has upgraded their side of Hills Road and the residents
325 have complained that travelers are traveling a higher speed. We went out and looked at the area. It
326 meets the requirement per RSA to have a 30 mile an hour speed limit. We did screen the police, fire
327 and planning to see if they had any objections to that speed limit, and they did not.

328
329 ***D. Boutin motioned to approve the request for a 30 MPH speed limit sign on Hills Road on the***
330 ***Hooksett Auburn town line as you enter Hooksett; Seconded by A. Walczyk.***

331
332 **Vote unanimously in favor 8-0**

333
334 T. Tsantoulis- I will say there is not an increase in traffic more so it is an increase in speed due to the
335 new pavement.

336
337 **Illicit Discharge Detection Elimination (IDDE) Plan**

338
339 E. Labonte- This is a federal requirement that we have one. Established legal authority. This is when a
340 septic is overflowing into a storm drain or a basement drain tied into the either the storm or the sewer,
341 which is not authorized. This gives us the ability to enforce the law as they are indicated, this law
342 should have been established 2 years ago, but we are trying to get it into place now.

343
344 ***T. Tsantoulis motioned to adopt the Illicit Discharge Detection and Elimination (IDDE) plan as***
345 ***presented; seconded by C. Karolian.***

346
347 **Vote unanimously in favor 7-0**

348
349 T. Tsantoulis- We really have no choice but to follow through with this, this is a requirement.

~~350~~
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352
353 **Hooksett Salt Reduction Plan**

354
355 E. Labonte- This is also a mandated requirement from EPA. We have some chlorine impacted
356 waterways; they are mainly over near Manchester. We have an outfall in Hooksett that is affected. We
357 had to come up with a plan that will help reduce the salt use in that area. In the plan that you have there
358 is a couple of errors. On page 35 section 3 needs to be taken off that sheet, as you can see there is
359 nothing there and thought it best to remove it so that there are not any questions, and you can see it is
360 not included in the rest of the plan. The index 2.2 B&P was spelt out. B&P means "best practices".
361 Section 2 B&P was spelt out again. In Section B use of alternate icing calcium magnesium acetate is
362 applied "to" was missing and it was put back in. Roadways was changed to walkways on both bullets.
363 Those will be changed before the plans are published on the web.

364
365 ***D. Boutin motioned to adopt the proposal as amended of the Salt Reduction plan as presented;***
366 ***Seconded by C. Karolian***

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Vote unanimously in favor 7-0

R. Duhaime- Do we have the equipment to implement this plan?

E. Labonte - We don't need any special equipment. We are not doing brine, we do have a calcium tank. We will go with what we have now.

Town Council Discussion on Hooksett Recycling

R. Lapierre- I didn't have any part in the preparation of this material but I am in favor of depending on what we hear.

A. Garron- I was under the impression that the Council wanted to discuss the recycling, as we don't do recycling as we did in the past. We have gotten away with single source recycling due to costs.

R. Lapierre- I wanted to understand the economics behind it and understand the dynamics that could lead to having single serve recycling back to the residents.

E. Labonte- we would have to hire more people and purchase additional trucks. We also picked up two condos, we don't have the manpower, curbside was costing us 2x as much as normal trash collection. It was more costly to do curbside that is why we got rid of it. We were paying more to collect recycling than normal trash.

J. Sullivan- for our questions and concerns to have the advisory committee to see if they need to change that is where it should start.

T. Tsantoulis- The fact that we are having this conversation is good. I receive lots of calls about why we do not recycle. A lot of things must change on a larger scale. We are talking about this now. If the opportunity comes around again, we should look into it, and people can still recycle at the transfer station if they wish.

E. Labonte- We recycle plastics, glass, cans aluminum, metal, used oils, clean cardboard, white paper, ect. The list can be found on the website.

R. Duhaime- It is apparent that I have noticed in the last year, with my daughters they order from amazon and Walmart we have more cardboard than I have ever had. Maybe we consider recycling just cardboard only.

C. Karolian- We did have last year we had issues with vendors doing drop and hook and we found a vendor that was going to pay us for the cardboard. I will run that by the recycling committee if that is an option. I think that is a good idea. We also talked about the subcommittee and their duties. The town website indicates the duties for the recycling and transfer committee. The administrative code advises the council on matters to the management of the municipal solid waste and recycling center. One is more detailed, and one is short, and we need to straighten it out. We should also change the town ordinance to allow the department head to set the rates of collection, because it changes, and the town should not be paying because they are stuck with an ordinance at a set price.

423 **APPROVAL OF MINUTES**

424

425 ***D. Boutin motioned to approve the public minutes of the August 25, 2021, as amended;***
426 ***seconded by T. Tsantoulis.***

427

428 Line 440- A. Garron spoke on this and his name should be added.

429 Line 468- "the councilors that went how did they get invited and no one else: should be moved to line
430 478.

431

432 ***Vote unanimously in favor 8-0***

433

434 ~~435~~
436 ***D. Boutin motioned to approve the non-public minutes of the July 28, 2021, #2 10:01-10:20pm;***
437 ***seconded by T. Tsantoulis.***

438

439 ***Vote unanimously in favor 8-0***

440

441 **Non-Public: 07/28/2021 #1 5:45pm-5:59pm did not vote on.**

442

446 ***D. Boutin motioned to approve the non- public minutes of the August 25, 2021; seconded by T.***
447 ***Tsantoulis.***

448

449 ***Vote unanimously in favor 7-0-1 C. Karolian abstained due to not present.***

450

451

452 **SUB-COMMITTEE REPORTS**

453

454 R. Lapierre- I made it to the first budget meeting I only made it fo the adjournment motion, but it was
455 just an organizational meeting our real work begins at the end of the month.

456

457 A. Walczyk- Park n Rec met we do need members; the pavilion is in the process of being set up. The
458 electricity is getting ready to be installed. The Conservation Commission met and did their annual report
459 and announced the Hooksett walking trail to open in the end of October.

460

461 C. Karolian- Who is erecting the pavilion? Is it the Town of a separate company?

462

463 A. Garron- It is a contractor. When we settled on it, it was bid by a contractor. Not done by the town.

464

465 C. Karolian - Is there a timeframe for when that is to be done?

466

467 A. Garron- No we do not.

468

469 T. Tsantoulis- The board of assessors, has been busy with abatements. The Cigna building valuation
470 has been reduced by a significant amount based on the sale price. This is alot of tax revenue the town
471 will not be seeing for a while. It was probably reduced by 60% 65% of its value.

472

473 J. Sullivan- The bicentennial calendar is filling up. We talked about hosting some walks, and maybe the
474 recycling center can have an open house. If any committees would like to have a bicentennial
475 component let us know.

476

477 **PUBLIC INPUT NONE**

478

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

480
481 **J. Sullivan motioned to enter non-public session of 9/8/2021 at 7:51pm in accordance with NH**
482 **RSA 91-A:3 II a&e. The motion was seconded by T. Tsantoulis.**
483
484 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such
485 employee, or the investigation of any charges against him or her, unless the employee affected (1) has
486 a right to a meeting and (2) requests that the meeting be open, in which case the request shall be
487 granted.
488 (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or
489 filed by or against the public body or any subdivision thereof, or by or against any member thereof
490 because of his or her membership in such public body, until the claim or litigation has been fully
491 adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody
492 or board shall not constitute a threatened or filed litigation against any public body for the purposes of
493 this subparagraph.
494
495 **Roll Call Vote #5**
496 **T. Tsantoulis Aye**
497 **C. Jones Not Present**
498 **R. Duhaime Aye**
499 **A. Walczyk Aye**
500 **R. Lapierre Aye**
501 **C. Karolian Aye**
502 **J. Durand Aye**
503 **D. Boutin Aye**
504 **J. Sullivan Aye**
505
506 **Vote unanimously in favor 8-0**
507
508 **J. Sullivan motioned to exit the non-public session of 09/08/2021 at 8:31 pm. Seconded by D.**
509 **Boutin.**
510
511 **Voted unanimously in favor (8-0)**
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513
514 **Back in Public Session at 8:32pm.**
515
516
517 **J. Sullivan motioned to seal the non-public session of 09/08/2021; Seconded by D. Boutin.**
518
519 **Voted unanimously in favor (8-0)**
520
521 **ADJOURNMENT**
522
523 **J. Sullivan motioned to adjourn the public session of 09/08/2021 at 8:33pm. Seconded by D.**
524 **Boutin.**
525
526 **Voted unanimously in favor (7-0)**
527
528
529 Respectfully submitted,
530 *Alicia Jipson*
531 Alicia Jipson
532 Recording Clerk
533
534
535 Please see subsequent meeting minutes for any amendments to these minutes