

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, September 22, 2021**

1
2 The Hooksett Town Council met on Wednesday, September 22, 2021, at 5:00 in the Hooksett
3 Municipal Building.

4
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 22 Sep 2021 to order at (5:00) 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 Clifford Jones (left at 6:35 pm) Councilor John
13 Durand (arrived at 5:13), Councilor Randall Lapierre, Councilor David Boutin (arrived at 5:42),
14 Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk

15
16 **Absent:** Councilor Roger Duhaime

17
18 **Chair Sullivan called the pledge of allegiance.**

19
20 **AGENDA OVERVIEW**

21
22 **PUBLIC HEARINGS- None**

23
24 **SPECIAL RECOGNITION**

25
26 Hooksett Municipal Longevity Employees (07/01/2020-06/30/2021) 5 yrs., 10 yrs., 15 yrs. 20 yrs.+
27 T. Tsantoulis presented a letter of thanks to those that were present for awards.

28
29 **5 YEAR ANNIVERSARY**

30 Seth Miller, Fire-Rescue
31 Kristy Tobine, Fire-Rescue
32 Angela Bergeron, Police
33 Evelyn King, Police
34 Erin Minihan, Police
35 Travis Mannon, Police
36 Brian Roche, Police
37 Shawn Dumont, Public Works-Highway
38 Matthew Gordon, Public Works-Highway
39 William Perry, Public Works-Recycling & Transfer

40
41 **10 YEAR ANNIVERSARY**

42 Deborah Ithier, Library
43 Billie Hebert, Tax

44
45 **15 YEAR ANNIVERSARY**

46 Janet Bouchard, Police

47
48 **20+ YEARS ANNIVERSARY**

49 Tobey Gamache, Fire-Rescue 20 years
50 LeeAnn Chase, Library 920 years
51 Jake Robie, Police 20 years
52 Bryce Knox, Fire-Rescue 21 years

53 Steven Colburn, Fire-Rescue 21 years
54 Kathleen Hebert, Library 21 years
55 Thomas Bartula, Public Works-Highway 21 years
56 Scott Tremaine, Wastewater 22 years
57 Francine Swafford, Police 31 years
58 Linda O'Keefe, Wastewater 33 years
59 Brian Towle, Wastewater 34 years
60 Jay Wilson, Police 35 years
61 Gary Blanchette, Police 36 years

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66 **PUBLIC INPUT - None**

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68 **BUDGET REVIEWS FISCAL YEAR 2022-2023**

69 **Library (Tab 16)**

70

71
72 J. Sullivan – The library budget has been requested to hold off until next week. We did have an item
73 that has already been moved and seconded which was an \$4,000 increase to bring it up to 1 million.
74 We can deal with that now or wait and accommodate the wishes of the librarians.

75

76 T. Tsantoulis- If there was support for Councilor Karolian's originally motion can we entertain that now?

77

78 J. Sullivan – Yes, I would suggest if it were in support of that and it passes then we should proceed, if
79 not then we move onto another level of numbers. So, we can proceed because it has been offered.

80

81 R. Lapierre- Was that motion tabled or on debated when we lost quorum?

82

83 J. Sullivan – Nothing was tabled, we lost quorum.

84

85 R. Lapierre- So is that motion still up for discussion?

86

87 J. Sullivan- It is still up for discussion we can consider it now. If we want.

88

89 C. Karolian- I think we were looking at the Library Director and Library Trustees recommendation
90 \$995,918 and I upped it by \$4,082 to make it an even 1 million seconded by A. Walczyk.

91

92 R. Lapierre- Was that a bottom-line increase or was it targeted to one of the line items in the budget?

93

94 C. Karolian- it was a bottom line and if they needed to put it into wages or insurance then they can do
95 that.

96

97 J. Sullivan – It was not earmarked to a specific line.

98

99 **Roll Call Vote #2**

100 ***R. Duhaime NP***

101 ***J Durand NP***

102 ***C. Jones Aye***

103 ***R. Lapierre Aye***

104 ***A. Walczyk Aye***

105 ***D. Boutin NP***

106 ***C. Karolian Aye***

107 ***T. Tsantoulis Aye***

108 ***J. Sullivan Aye***

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Vote in favor 6-0

J. Durand joined the meeting at 5:13.

Public Works (Tab 9)

T. Tsantoulis motioned to approve the Town Administrators proposed budget as presented for Public Works in the amount of \$4,677,164 for 2022-2023, seconded by R. Lapierre.

A. Garron- Based on my overview of our last meeting. The overall budget has increased by 1.59% over last year's budget, so less than 2%. In this budget under the paving amount that has been reduced by \$600, 000 and out on the warrant article for consideration. We do an analysis of all our roadways in town and that resulted in the need to increase our budget by \$600,000. Last year due to concerns with covid and the impact that would have on the budget that number was reduced. This year we are proposing this as a warrant article of \$600,000 for the next 5 years. Overall, the budget has a negative 3.98% impact.

J. Sullivan- There is \$300,000 in the operating budget for resurfacing the other amount which is different from the department request which is \$800,000 your intention is to have the council support to have that as a warrant article.

C. Karolian- Did you say if the warrant article was to be put in and passed it would give \$600,000 for the next 5 years.

C. Tewksbury- If you remember 5 years ago, we asked the voters to put \$300,000 for 5 years in a row, plus the \$300,000 in the operating budget for a total of \$600,000 each year. This time around we are asking to put \$300,000 in the operating budget and \$600,000 in the warrant article for a total of \$900,000 each year for the next 5 years. If it passes, then the voters will only need to vote on it 1x over the next 5 years. Which is what the beta study recommended to keep it level.

C. Karolian- I am hesitant on the warrant article and going 5 years out. I don't know what the super majority number is if it a percentage. It is tough for me to say that it is going to be \$300,000 budget in the annual budget and then \$600,000 in a warrant article for a total of \$900,000 for the next 5-years for resurfacing.

J. Sullivan- How we approach that we can discuss at that time and numbers can be tweaked.

C. Karolian- Those numbers are they reflected in the budget for resurfacing?

A. Garron- It is not just for resurfacing; it is for roadway reconstruction. It depends on what is warranted on the specific roads. It depends on what is warranted for that section of road.

C. Karolian- DPW can break it down to what is needed. So, at this time we are only approving \$300,000.

A. Garron- If the budget passes and the warrant article fails, we have \$300,000 to tend to our roadways.

T. Tsantoulis- I believe I understand what we are doing. I want to remind those listening and, in the audience, when we hired the consultants a few years ago we approved this plan that we voted on. One of the recommendations was that we move forward with the repaving, and we are playing catch up. We are not always going to be spending this much each year. We are playing catch up. Roadway quality is

164 something that people expect. We must remember that this is something that is near and dear to their
165 hearts.

166
167 R. Lapierre- I also did notice that OT had a reduction I wonder if that is actuals or projections. How do
168 you plan on achieving the reduction in overtime that you are proposing in the budget?

169
170 E. Labonte- It was based on a 5-year averages.

171
172 C. Karolian- When we hired the company to do their road survey that was pre covid. That was prior to
173 the issues that we have with covid in reference to revenues, people out of work tax increases etc.. The
174 TA you are recommending over half a million dollars reduction in the department request, and what are
175 you basing that on?

176
177 A. Garron- Yes. Largely it was the \$600k that we took out to put on the warrant article. With the
178 remaining items I want to see innovations that need to take place, but I don't want to leave them without
179 the resources to not be able to run the department. I believe that we have a budget presented before
180 you that meets all those criteria.

181
182 C. Karolian- I am looking at that line item for the resurfacing. I see that the default is \$326,000 and the
183 request is \$300,000 and the request was \$800,000.

184
185 A. Garron- If you remember that default number, if we would have left the actual number the way it was
186 and not have reduced it, would have affected the default budget this year, and last year we reduced it
187 down to \$600,000 given the concerns we may not have the revenue to meet our financial goals.

188
189 C. Karolian- so if the warrant article were to fail, then your TA request would be \$300,000 for that line
190 item and that would be it for that year.

191
192 A. Garron- Yes correct.

193
194 E. Labonte- The budget is flat from what we asked from last year. In the end we are in a negative by
195 almost 4% from what we asked for last year.

196
197 **Roll Call Vote #3**

198 ***D. Boutin NP***

199 ***C. Jones Aye***

200 ***A. Walczyk Aye***

201 ***J. Durand Aye***

202 ***R. Duhaime NP***

203 ***T. Tsantoulis Aye***

204 ***R. Lapierre Aye***

205 ***C. Karolian Nay***

206 ***J. Sullivan Aye***

207

208 ***Vote in favor 6-1***

209

210
211 **Fire-Rescue (Tab 7)**

212

213
214 ***R. Lapierre motioned to approve the Town Administrators proposed budget as presented for***
215 ***Fire Rescue in the amount of \$4,782,856 for 2022-2023, seconded by T. Tsantoulis.***

216

217 A. Garron- As an overall point the budget that I present to you has an overall increase of 2.62% over
218 last year. Looking at the overall accommodation and need and initiatives I believe that this will give the
219 department the chief the means to move the department forward.
220

221 T. Tsantoulis- What is the OT request?
222

223 J. Sullivan- The overtime budget presented is \$300,000.
224

225 T. Tsantoulis- What are we doing to get that to anywhere but where it is?
226

227 S. Colburn- The \$351,000 represents a 4% increase over what was adjusted by the budget committee
228 and approved by the voters. We added 4% to represent the contract changes. Ultimately TA Garron
229 made the \$51,000 cut to that. This already represents a significant cut in overtime. This will affect
230 services, and response time, how long people will wait for ambulances and fire trucks. We can work
231 with the \$51,000 cut but it is already a cut from what is requested from last year.
232

233 T. Tsantoulis- Moving forward Chief from this point on what do you have in place to address the OT
234 issue.
235

236 S. Colburn - In my interview the only option that you can do to reduce the OT, is hire more employees,
237 get grants, or increase OT.
238

239 A. Garron- We did work on this, and we did have some good discussion on this this. The number of
240 \$337,532 was not a number that I recommended to the council it was more like \$299,000. We just
241 came off negotiations with the labor union and part of the negotiation was a provision that allowed lower
242 staff to act up to fulfill people that are out and cover that with a lower level. We wanted to give that a
243 change to work. We never got a chance for this to see if it can work because the budget committee
244 increased the budget, by \$40,000 and we are only into the 2nd year of the contract.
245

246 J. Durand- How much was paid out in OT last year?
247

248 S. Colburn- It did due to covid, a significant amount was reimbursed. It's hard to base it off that. We
249 almost received a million dollars in grant funds.
250

251 J. Durand- is the number good or do you go over or under the budget? So do you think the 300 is
252 workable.
253

254 S. Colburn- I got my budget number based off the budget committee. We never go over our budget, we
255 keep it under. At the end of the day, we have to stay within our budget.
256

257 C. Karolian- I tried to articulate at our last meeting my thoughts about the role of the council as far as
258 the different departments and I firmly believe I don't think it is up to us to dictate you to make cuts, that
259 is up to you and Andre. We are here to look at the bottom line and what you are requesting. Ultimately
260 the decision is on the Town Administrator to approve or disapprove operational wise of where you
261 spend the money. When we talked about the ambulance and the 3 Fire Fighters, you are saying it is
262 self-funded and not included in your budget.
263

264 S. Colburn- So of the 20-line FF 17 are not in this budget 3 are paid out of the ambulance line.
265

266 A. Garron- Again included in the TA proposed budget of the 2.62% is the recommendation of the
267 addition of a part time secretary for the department and that would be the one personnel change that
268 would go along with this proposed budget.
269

270 J. Sullivan- I assume there is a calculation on NHRS. There is a difference between the calculations
271 submitted by the Chief and the Town Administrator. The administrators is down a little bit.

272

273 C. Tewksbury - It is a direct relation to the wages and the overtime for the administrator and the
274 department's request.

275

276 Councilor Boutin joined at 5:42 pm.

277

278 ***C. Karolian motioned that we amend the motion and accept the default budget of \$4,767,041 for***
279 ***a total reduction of \$15,815 as opposed to the TA recommended budget for Fire and Rescue;***
280 ***seconded by T. Tsantoulis.***

281

282 R. Lapierre- I would like to point out that the voters always have the option to choose the default budget
283 over the recommended budget.

284

285 **Roll Call Vote #4**

286 ***A. Walczyk Aye***

287 ***R. Lapierre Nay***

288 ***C. Jones Nay***

289 ***R. Duhaime NP***

290 ***J. Durand Aye***

291 ***C. Karolian Aye***

292 ***T. Tsantoulis Aye***

293 ***D. Boutin Abstained not present for discussion***

294 ***J. Sullivan Nay***

295

296 ***Vote passed 4-3-1 abstention***

297

298 ***R. Lapierre motioned that we approve as amended to accept the default budget of \$4,767,041 for***
299 ***a total as opposed to the TA recommended budget for Fire and Rescue; seconded by T.***
300 ***Tsantoulis.***

301

302 **Roll Call Vote #5**

303 ***T. Tsantoulis Aye***

304 ***C. Jones Nay***

305 ***R. Duhaime NP***

306 ***A. Walczyk Nay***

307 ***R. Lapierre Aye***

308 ***C. Karolian Aye***

309 ***J. Durand Aye***

310 ***D. Boutin Abstained not present for discussion***

311 ***J. Sullivan Aye***

312

313 ***Vote passed 5-2-1 abstention***

314

317 **Administration (Tab 2)**

318

319 ***R. Lapierre motioned to approve the Town Administrators proposed budget as presented for***
320 ***Administration Budget in the amount of \$1,409,767 for 2022-2023, seconded by D. Boutin.***

321

322 R. Lapierre- I do see that it is a 9.6 % increase over the 21-22 budget, and I'll ask the administrator to
323 talk to that number.

324

325 A. Garron- It does start off as a 9.6% budget. Please keep in mind that a majority is yes, the
326 administration but also the community. In the full-time employment line, I am requesting a full-time
327 administrative assistant. I requested it last year and withdrew it last year due to covid. The difference of
328 what was requested last year to this year was making the part time admin to a full-time position. I have
329 since come to know that the part time position is still needed to support other staff. That is the gist of
330 what that increase in the fulltime line item. R. Duhaime did ask what the salary would be, and it would
331 be at \$56,600 based off the wage study that we have completed. I recommend that we reduce the
332 technology line to \$83,100. To be reduced by about \$18,000. The reason behind that we, spoke to our
333 IT dept, realizing that since block 5 has been relatively flat. This number incorporates cyber security.
334 We also have an opportunity to stabilize that number for 3 years. In addition to the IT support, one of
335 the increases we are looking at a budget software packet. Also, we have an increase that we took on
336 because of covid, such as zoom.

337
338 N. Germain- The computer tech line is decreased this year. That number will go up and down from year
339 to year based on what equipment is phased in and phased out.

340
341 C. Karolian- It listed the department request at \$1,413,767, who requested that?

342
343 A. Garron- Finance first starts it and then I have an opportunity to take a second look at it.

344
345 J. Sullivan- should the part time line show a reduction?

346
347 A. Garron- last year I proposed a part time position, so now I am asking for in addition to the part time
348 assistant I am seeking a full time assistant.

349
350 ***R. Lapierre motioned to amend my motion to reflect the decrease that the TA just offered so that***
351 ***the new number will be \$1,391,467 Seconded by D. Boutin.***

352
353 A. Garron- In the miscellaneous line there has been a change under the Heritage Commission. They
354 want to build up money to redo the 1968 History book. The project ranges from \$50k to the \$100k. We
355 agreed that this was best served as a warrant article item.

356
357 **Roll Call Vote #6**

358 ***J. Durand Aye***

359 ***R. Lapierre Aye***

360 ***C. Karolian Aye***

361 ***D. Boutin Aye***

362 ***C. Jones Aye***

363 ***T. Tsantoulis Aye***

364 ***A. Walczyk Aye***

365 ***R. Duhaime NP***

366 ***J. Sullivan Aye***

367
368 ***Vote in favor 8-0***

369
370 ***C. Karolian motioned to amend the dollar amount to \$1,300,000 instead of the \$1,391,467***
371 ***seconded by J. Durand.***

372
373 D. Boutin- call the question seconded by C. Karolian

374
375 **Roll Call Vote #7**

376 ***C. Jones Nay***

377 ***C. Karolian Aye***

378 ***R. Lapierre Nay***

379 **R. Duhaime NP**
380 **A. Walczyk Nay**
381 **J. Durand Aye**
382 **T. Tsantoulis Aye**
383 **D. Boutin Nay**
384 **J. Sullivan Nay**

385
386 **Vote failed 3-5**

387
388 D. Boutin moved the question to approve the original proposed budget of \$1,391,467 as approved for
389 the Administrative Budget for 2022-2023 budget year.

390
391 **Roll Call Vote #8**
392 **R. Lapierre Aye**
393 **R. Duhaime NP**
394 **T. Tsantoulis Aye**
395 **A. Walczyk Aye**
396 **J. Durand Nay**
397 **C. Jones Aye**
398 **D. Boutin Aye**
399 **C. Karolian Nay**
400 **J. Sullivan Aye**

401
402 **Vote in favor 6-2**

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406 **Community Development (Tab 4)**

407
408 **D. Boutin motioned to approve the Town Administrators proposed budget as presented for the**
409 **Community Development Budget in the amount of \$516,804 for 2022-2023, seconded by T.**
410 **Tsantoulis.**

411
412 D. Boutin- Very reasonable budget. They do a lot for the town.
413
414 T. Tsantoulis- No comment.

415
416 **Roll Call Vote #9**
417 **J. Durand Aye**
418 **D. Boutin Aye**
419 **C. Jones Aye**
420 **R. Duhaime NP**
421 **C. Karolian Aye**
422 **A. Walczyk Aye**
423 **T. Tsantoulis Aye**
424 **R. Lapierre Aye**
425 **J. Sullivan Aye**

426
427 **Vote in favor 8-0**

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431 **Finance (Tab 6)**

432
433 **D. Boutin motioned to approve the Town Administrators proposed budget as presented for the**
434 **Finance Budget in the amount of \$262,605 for 2022-2023, seconded by R. Lapierre.**

435
436 D. Boutin- Finance is very important and has limited responsibilities and I feel the budget is in order.
437
438 R. Lapierre- So I know this is a smaller department, the budget was kept flat from the previous budget,
439 how is this possible?
440
441 C. Karolian- You are requesting \$300 less than the department is requesting.
442
443 A. Garron- If you look the banking service was reduced based on what was spent.
444

445 **Roll Call Vote #10**

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

455
456 **Vote in Favor 8-0**

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460 **Debt & Leases (Tab 13)**
461
462 ***D. Boutin motioned to approve the Town Administrators proposed budget as presented for the***
463 ***Debt & Leases Budget in the amount of \$117,555 and \$300,000 for a total of \$417,555 2022-2023,***
464 ***seconded by T. Tsantoulis.***

465
466 D. Boutin- This is straight forward I encourage all to move forward.
467
468 C. Tewksbury- we cannot forget the \$1 for the TAN. So, if you want it to be \$417,556, that will include
469 all.
470
471 ***D. Boutin motioned to modify the above motion to include \$1 for the TAN for a total amount of***
472 ***\$417,556 for the Debt & Leases Budget for 2022-2023, seconded by C. Karolian.***

473
474 **Roll Call #11**

475 **T. Tsantoulis Aye**
476 **R. Lapierre Aye**
477 **J. Durand Aye**
478 **C. Jones Aye**
479 **C. Karolian Nay**
480 **A. Walczyk Aye**
481 **R. Duhaime NP**
482 **D. Boutin Aye**
483 **J. Sullivan Aye**

484
485 **Vote in favor 7-1**

486
487 J. Sullivan- On the election budget the superintendent said the additional \$5,000 was not needed this
488 year for the sound. Would it be appropriate to reduce that by \$5,000?

489
490 A. Garron- I would say you could reduce that provided we are going to be meeting in the gym from now
491 on.
492
493 R. Lapierre- was this something that you previously voted on?
494
495 J. Sullivan – Yes.
496
497 ***J. Sullivan motioned to rescind the previous vote for of the bottom-line budget for the Town***
498 ***Clerk and Election budget seconded by D. Boutin***
499
500 ***All in favor 8-0***
501
502 ***J. Sullivan motioned to reduce the Town Clerk and Election Budget by \$5,000 to \$40,246;***
503 ***seconded by D. Boutin.***
504
505 **Roll Call Vote #12**
506 ***D. Boutin Aye***
507 ***A. Walczyk Aye***
508 ***J. Durand Aye***
509 ***C. Karolian Aye***
510 ***R. Lapierre Aye***
511 ***T. Tsantoulis Aye***
512 ***R. Duhaime NP***
513 ***C. Jones Aye***
514 ***J. Sullivan Aye***
515
516 ***Vote in favor 8-0***
517
518
519 **DELIBERATION - BUDGET FISCAL YEAR 2022-2023**
520
521 C. Karolian- In the debt section it lists Fire Truck for principal and TIFF other info what is this money
522 for?
523
524 C. Tewksbury - The principal payment for the 2018 safety center improvement and fire truck that is
525 \$100,000 that was approved in 2018, that was one bond for 2 projects. The interest fir that 2018 for that
526 payment is the \$31, 620, so we must divide it between what's principal and interest, and the 2nd piece is
527 the 2019 TIFF sewer and other infrastructure the principal portion is \$200,000 and the interest portion is
528 \$85,935 and both have offsetting revenue from the TIFF district.
529
530 C. Tewksbury - The last budget that you hadn't discussed was the budget committee budget. Under tab
531 12. They did not prepare this budget; they had a quorum issue. If you button this up by approving this,
532 then we will have a bottom-line budget to move onto the budget committee
533
534 ***D. Boutin moved to approve the Budget Committee Budget seconded by T. Tsantoulis.***
535
536 C. Karolian- Why the difference in the department request.
537
538 A. Garron- Again it was based on what was spent and they have spent less so we reduced it by that.
539
540 **Roll Call Vote #13**
541 ***C. Karolian Aye***
542 ***D. Boutin Aye***

543 **T. Tsantoulis Aye**
544 **R. Lapierre Aye**
545 **A. Walczyk Aye**
546 **R. Duhaime NP**
547 **J. Durand Aye**
548 **C. Jones Aye**
549 **J. Sullivan Aye**

550

551 **Vote in favor 8-0**

552

553 **D. Boutin motioned to accept the Bottom-line budget \$18,890,881 seconded by T. Tsantoulis.**

554

555 J. Sullivan- What is the %.

556

557 C. Tewksbury - 1.24% increase over last year's budget.

558

559 C. Karolian - This doesn't have to be done tonight. I need to see a comparison. I am a visual person
560 and I need to see each year's budget for comparison.

561

562 D. Boutin move the question seconded by A. Walczyk.

563

564 **Roll Call Vote #14**

565 **R. Duhaime NP**

566 **J Durand Nay**

567 **C. Jones Aye**

568 **R. Lapierre Aye**

569 **A. Walczyk Aye**

570 **D. Boutin Aye**

571 **C. Karolian Nay**

572 **T. Tsantoulis Aye**

573 **J. Sullivan Aye**

574

575 **Vote in favor 6-2**

576

577 D. Boutin- I'd like to take a moment to recognize all and their efforts the budget is very responsibly put
578 together.

579

580 **SCHEDULED APPOINTMENTS**

581 **None**

582

583 **CONSENT AGENDA**

584

585 **T. Tsantoulis motioned to move the consent agenda of 13.1 and 13.2; seconded D. Boutin.**

586

587 **All in favor 8-0**

588

589 C. Karolian- Under the homeland security I was curious why it was not submitted in last year's budget
590 vs this year's budget.

591

592 C. Tewksbury- The only thing I can say is that we received that payment this month. Why they didn't
593 come back to you back in May, I would just assume they ran out of time. We did receive it after the
594 fiscal year ended so it will go back towards the general fund.

595

596 J. Sullivan – Can we hold off on voting till the chief comes back. Let's table it right now.

597

598 **All those in favor of tabling say Aye, all members were in favor 8-0.**

599

600

601

TOWN ADMINISTRATOR'S REPORT

602

603 A. Garron- We increased by 2 new cases since our last meeting. We are creeping up very slowly with

604 vaccinations I think you may have seen the reports that NH is moving in a slower pace.

605

606 Parade- Was rescheduled to Sept 8th. It went very well. We presented the team with the keys to the

607 town congratulations to them and thank you to all the volunteers.

608

609

J. Sullivan- Thank you to Crown Trophy for their donation for a portion of the key's costs.

610

611 Projects- Feasibility study- When we went over the uses of the ARPA funds there was a need to supply

612 water to 19 homes on Farmer Road. Present at that meeting was Chris Culberson. What has been

613 handed out to you is a breakdown proposal for that feasibility study to be conducted. Total cost of

614 \$18,000 which Central has committed \$6,000 towards this. This project could lead to a broader project.

615 I suggest we move forward with the feasibility study. It is my understanding that there may be other

616 trunks of funds to tap into.

617

618

J. Sullivan- If we approve the study then the funds can come out of ARPA funds?

619

620 C. Karolian- The red line why are they including xxx they already have a water service through them.

621 Why is this enlarged beyond more than Farmer and Auburn Road.

622

623

C. Karolian- It is

624

625

R. Lapierre- we all have access to the gis system. Pennichuck does have the franchise on the roads

626 that C. Karolian mentioned. They feed from Manchester water works.

627

628 A. Garron- yes and where that dividing line is somewhere on Joan Drive. It was recommended that the

629 council look at Farmer and then look at Auburn Road, and then we decided to expand the circle.

630

631

C. Karolian- I understand that when it comes to the survey, there were 19 home who would or would

632 not want to hook up, I think they all should be surveyed and the 183 homes.

633

634

A. Garron- The first project was told to us that it will cost \$400,000 to get 19 homes set up. The other

635 there is no project in front of them to decide on. It would be more of a general survey.

636

637

C. Karolian- I think we should stick to the original plan.

638

639

A. Garron- We are going to be having a meeting

640

641

C. Karolian- My worry is if that if we don't address Farmer Road and Auburn now this will become this

642 an ongoing project and never get done.

643

644

T. Tsantoulis- We are running away with this. We were given what I feel was a strong guess by the

645 water dept as a hard guess of \$400k. We heard a statement from the owner who spent \$20k. That was

646 his best guess. No engineer has come in and done any real estimate.

647

648

D. Boutin- Why is this red outline are. Who included all these other subdivisions?

649

650 A. Garron- Originally when the public came out and discussed the project. This seems to have been on
651 the Central water precincts mind years ago for consideration as well. When this came to, we decided to
652 expand the survey.

653
654 D. Boutin- With regards to Farmer Road, do we know how many have agreed to sign up.

655
656 A. Garron- No

657
658 D. Boutin- Assuming all 19 wells are contaminated, can they be required to tie into our line?

659
660 A. Garron- Not to my understanding there is no ordinance.

661
662 A. Garron- Yes, the feasibility is \$18,000 and Central has committed \$6,000 so it will cost \$12,000 on
663 the feasibility outlined in red.

664
665 D. Boutin- I don't think the others have any issues we need to focus on Farmer Road. That's what we
666 should focus on now.

667
668 J. Durand- In the study does it include asking all if they want to hook up.

669
670 A. Garron- The result could come back to say that it is not warranted to put a line in there. And I think
671 that is what it will provide. We don't have a project to be able to survey

672
673 R. Lapierre- it was a month ago on August 11th. The concept was to have a feasibility study of the entire
674 area to see what would be needed to give water to that area.

675
676 C. Karolian- I think we can close this up. There were 183 homes that were tested by the state of NH. In
677 this contract it says water quality sampling has not been included in this study and this money would
678 come from recovery funds.

679
680 **C. Karolian moved to take 13.1 off the table, all in favor 8-0.**

681
682 C. Karolian- Why was this not taken care of then?

683
684 S. Colburn- The shooter grant was done in Bedford and awarded to them. We sent our info to them. I
685 don't know why it took them so long. The state cut s off for spending in June anyways and we knew that
686 this was not going to be paid for this fiscal year.

687
688
689 **OLD BUSINESS**

690
691 **D. Boutin motioned to close the Public Hearing part a; and motioned to accept and adopt the**
692 **proposed Parks and Recreation Ordinance #2021-1 as presented effective 9/22/202; seconded**
693 **by T. Tsantoulis**

694
695 **All in favor 8-0**

696
697
698 **C. Karolian motion to remove from the table the Intoxicating Beverages Ordinance 00-9**
699 **Amendment – Tabled from 9/8/2021 Meeting; seconded by T. Tsantoulis.**

700
701 **All in favor 8-0**

702

703 ***D. Boutin motioned to close the Public Hearing part a; and motioned to adopt the amended***
704 ***beverages Ordinance 00-9 as amended effective 9/22/2021; seconded by T. Tsantoulis.***

705
706 A. Walczyk- Do we want to change the date in the first sentence to the current date?

707
708 E. Labonte- No that was the date it was originated. You are just amending it.

709
710 A. Walczyk- At the Parks and Rec meeting we would like to see if we can add Lambert Park Pavilion in
711 the language.

712
713 E. Labonte- No not at this time or we would have to start the process all over again. The pavilion is in
714 Lambert Park and Lambert Park is covered in this ordinance. The other reason why this was tabled was
715 because Mr. Karolian asked if this was all town owned property, and we went back and looked at all the
716 deeds and yes this is all town owned property.

717
718 **Roll Call Vote #15**

719 ***D. Boutin Aye***

720 ***C. Jones NP***

721 ***A. Walczyk Aye***

722 ***J. Durand Aye***

723 ***R. Duhaime NP***

724 ***T. Tsantoulis Aye***

725 ***R. Lapierre Aye***

726 ***C. Karolian Aye***

727 ***J. Sullivan Aye***

728

729 ***Vote in favor 7-0***

730

731 Councilor Jones left the meeting at 6:35 pm.

732

733 **Naming the Pedestrian Bridge**

734

735 N. Germaine- The clear winner is Lilac Crossing, which got a majority of the votes.

736

737 ***C. Karolian motioned to designate the pedestrian bridge spanning the Merrimack River centered***
738 ***on approximately Latitude 43° 5'44.36" N and Longitude 71°27'47.79" W with the name Lilac***
739 ***Crossing; seconded by D. Boutin.***

740

741 ***Vote in favor 7-0***

742

743 **Town Administrator Further Discussion with Town Council on Use of Local Fiscal Recovery**
744 **Funds (ARPA) the Town Accepted on 7/7/2021 in the amount of \$1,522,397.00 (Tabled at the**
745 **Council's 8/11/2021 special meeting)**

746

747 ***C. Karolian motioned to remove from the table seconded by D. Boutin.***

748

749 ***Vote in favor 7-0***

750

751 ***C. Karolian motioned that we authorize the Town Administrator to spend \$12,000 of the ARPA***
752 ***funds for the Feasibility Study and have central water precinct to oversee the feasibility study;***
753 ***seconded by A. Walczyk.***

754

755 A. Garron- In addition that we add central water precinct to oversee the feasibility study.

756

757

758
759 T. Tsantoulis- In doing the survey could the engineering firm compartmentalize these areas. So, we
760 have a rough idea of Farmer Road and then expand out to the other areas as we move over a period.
761
762 C. Karolian- To have them focus on Farmer Road and Auburn Road first.
763
764 D. Boutin- Can we also request a timetable of when projects would be done.
765

766 **Roll Call Vote #16**

767 **A. Walczyk Aye**
768 **R. Lapierre Aye**
769 **C. Jones NP**
770 **R. Duhaime NP**
771 **J. Durand Aye**
772 **C. Karolian Aye**
773 **T. Tsantoulis Aye**
774 **D. Boutin Aye**
775 **J. Sullivan Aye**

776
777 **Vote in favor 7-0**

~~778~~

780 **Hooksett Updated Classification Pay Plan to include MRI Wage Study Recommendations**

781
782 ***D. Boutin moved to approve the updated classification pay plan to include the MRI wage study;***
783 ***seconded by T. Tsantoulis.***
784

785 A. Garron- If I understand you correctly you are looking to approve?

786
787 J. Sullivan- that is his motion yes.
788

789 A. Garron- what I would recommend is what we were going to present to you regarding the wage chart
790 was to gain a consensus. On October 22nd we want to come to you with a proposal to implement the
791 study. That recommendation that is in that current wage chart because that wage chart would increase
792 certain positions up to a minimum and would be more conducive to be done with a total proposal. We
793 wanted to at least introduce it to the council tonight.
794

795
796 D. Fitzpatrick- If you approve the consensus then those individuals will get the minimum. So, your next
797 comment to us will be how much is that going to cost, and we don't have that figure until we get the
798 consensus to get that information. If you approve it tonight, we don't have the dollar amounts of how
799 much your approval is going to cost.
800

801 C. Karolian- I want to move to table this because we don't know how much this is going to cost us.
802

803 J. Sullivan- we are not doing that tonight. This motion is not saying that x is going to get this amount
804 tonight.
805

806 D. Fitzpatrick- You are accepting a list of positions based on MRI study, however you are not accepting
807 or approving the actual dollar amount because we have not cost them out. By us saying these are the
808 positions then we can go back price these out and then come back to you.
809

810 D. Boutin call the question no second.
811

812 R. Lapierre- The motion is to approve the wage scale is what you moved or the list? And who seconded
813 that?
814

815 D. Boutin- No it was just the list.
816

817
818 A. Garron- if we were to cover this later, we would cover the chart and the implementation plan. If we
819 covered the chart today, we are at least alerting you to the point that one the number of levels is going
820 from 26 to 20. Some positions may change based on the recommendations. If the consensus is made
821 then we will move forward and look at the new changes, and cost this out and see if that is acceptable.
822

823 R. Lapierre- There is a lot of consolidation here.
824

825 D. Fitzpatrick- We have 5 or 6 that we would need to bring up to the minimum.
826

827 C. Karolian- I want to point out of the 20 we have 6 vacant with dollar figures how do we know what
828 those positions are.
829

830 ***C. Karolian motioned to table the motion until the next meeting. Seconded by D. Boutin.***
831

832 J. Durand- I would like to know is the no positions assigned and what those cost would be.
833

834 A. Walczyk- Can you do anything with this now?
835

836 A. Garron- We will come back with the information that you are asking.
837

838 **Roll Call Vote #17**

839 ***T. Tsantoulis Aye***

840 ***C. Jones NP***

841 ***R. Duhaime NP***

842 ***A. Walczyk Nay***

843 ***R. Lapierre Nay***

844 ***C. Karolian Aye***

845 ***J. Durand Aye***

846 ***D. Boutin Nay***

847 ***J. Sullivan Aye***
848

849 ***Vote in favor 4-3***

850

851 **NEW BUSINESS**

852
~~853~~
854 ***T. Tsantoulis motioned to approve the purchase a new 2020 Ford Explorer PIU Hybrid,***
855 ***emergency equipment, wrapping and lettering and patrol pc docking station for a combined***
856 ***total of \$52,422.90; seconded by D. Boutin.***
857

858 C. Karolian- If we approve the cost of the vehicle whose budget is this?
859

860 J. Bouchard- This is approved in the budget that was approved last year.
861

862 T. Tsantoulis- I'd like to say congrats to the chief for her 15-year service.
863

864 J. Bouchard- I completed my 16th year and am now on my 17th year.
865

866 A. Garron- One of my prior recommendations was to replace 1 car that was taken off last year with
867 ARPA funds to get us back on schedule.
868

869 **Roll Call Vote #18**

870 ***J. Durand Aye***

871 ***R. Lapierre Aye***

872 ***C. Karolian Aye***

873 ***D. Boutin Aye***

874 ***C. Jones NP***

875 *T. Tsantoulis Aye*
876 *A. Walczyk Aye*
877 *R. Duhaime NP*
878 *J. Sullivan Aye*

879
880 *Vote in favor 7-0*

~~881~~
~~882~~

885 **2021 MS-535 Financial Report of the Budget**

886
887 *A. Walczyk motioned to authorize the Town Council to sign the 2021 MS-535 Financial Report of*
888 *the Budget for period ending June 31, 2021, as presented; seconded by D. Boutin.*

889
890 *All in favor 7-0*

891
892 C. Karolian- On page 43 it lists sale of Muni property, which property is being sold.

893
894 C. Tewksbury - It is not land necessary, but equipment and vehicles that we sell.

895
896 C. Karolian- On page 44. It shows xx for unclaimed property taxes

897
898 C. Tewksbury – That would be property taxes. All our property that is lienable has been liened. With the
899 exception for the ones that you do not lien. That \$811 of uncollectable of the portions of our liens that
900 we don't think that we will collect.

901
902 C. Karolian- For a future way of doing business for the town accepting a road, we make sure a road has
903 had taxes paid up.

904
905 C. Tewksbury- Those old roads that was how it was done in the past, and we don't do that anymore.

906
907 C. Karolian- Page 33 from enterprise funds from sewer, I thought they had their own budget, that was
908 not a part of the tax.

909
910 C. Tewksbury - Yes but the Department of revenue wants to see it wash in and wash out.

~~911~~
914 *A. Walczyk motioned to transfer \$316,287.08 from the School Impact Fee Special Revenue Fund*
915 *to the Hooksett School District; seconded by C. Karolian.*

916
917 *All in favor 7-0*

~~918~~
921
922 **APPROVAL OF MINUTES**

923
924 *T. Tsantoulis motioned to approve the public minutes of the September 1, 2021, as amended;*
925 *seconded by A. Walczyk.*

926
927 Chief Bouchard is referenced as Jennifer, and it should be Janet.

928
929 Line 11: Roll call

929
930 Delete Clifford Jones as being in attendance.

930
931 Line 119: Strike "ran", replace with "run".

- 931 Line 154: Strike “Unanimously”
- 932 Line 173: Strike “\$12,019”, replace with “\$1,219”
- 933 Line 186: Strike “unanimously”
- 934 Line 188: Move to Line 175
- 935 Line 220: Strike “unanimously”
- 936 Line 231: add question mark to end of sentence
- 937 Line 328: Strike “number one” replace with “leading town”
- 938 Line 331: after word and add “historically”
- 939 Line 333: Add “So far as bus transportation, can you give an example of where go, what destinations?”
- 940 Line 426: Strike “3” and replace with “4”
- ~~941~~
- 943 ***T. Tsantoulis motioned to approve the public minutes of the September 8, 2021, as amended; seconded by D. Boutin.***
- 944
- 945
- 946 ***All in Favor 7-0***
- 947 Line 83: Strike “till” replace with “until”
- 948 Line 188: Move to Line 175
- 949 Line 347: Strike “7” replace with “8”
- 950 Line 368: Strike “7” replace with “8”
- 951 Line 449: Strike “unanimously”
- 952 Line 461: Strike “of” replace with “or”
- 953 Line 526: Strike “7” replace with “8”
- 954 ***J. Sullivan motioned to approve the non- public minutes of the August 28, 2021, session #1***
- 955 ***5:45pm-5:59pm as amended; seconded by R. Lapierre.***
- 956
- 957 ***All in favor (7-0)***
- 958 ***J. Sullivan motioned they unseal that section of the minutes from the 07/28/2021 Non-Public***
- 959 ***session #1 5:45pm-5:59pm for the Town Administration Contract. Seconded by D. Boutin.***
- 960 ***All in Favor (7-0)***
- 961 ***07/28/2021 non-public unsealed motion:***
- 962 ***R. Lapierre moved to grant the Town Administrator a 3.5% raise retroactive to July 1, 2021. T.***
- 963 ***Tsantoulis seconded.***

964 **Roll Call Vote #2**
965 ***R. Duhaime NP***
966 ***J Durand NP***
967 ***C. Jones Aye***
968 ***R. Lapierre Aye***
969 ***A. Walczyk Aye***
970 ***D. Boutin Aye***
971 ***C. Karolian abstain (timeline not adhered to)***
972 ***T. Tsantoulis Aye***
973 ***J. Sullivan Nay***

974 ***Vote in favor 5 – 1 (opposed Sullivan) – 1 (abstain Karolian)***

975 **SUB-COMMITTEE REPORTS**

976
977 J. Sullivan- Bicentennial are moving along, there will be need for additional volunteers at general
978 events.
979
980 A. Walczyk- Parks & Rec- We need members. Pavilion nearly complete and trees have been planted at
981 Donati Park. Conservation Commission we have a grand opening of phase 3 river walk trail, and the
982 friends of the library are holding a give back to the community volunteer fair on Tuesday December 7th
983 from 6-8 at the Hooksett Library.
984
985 R. Lapierre- Union negotiations are going as expected.
986
987 C. Karolian- Is the pavilion being inspected by the town engineer? Is our town inspecting that as it goes
988 along?
989
990 A. Garron- My understanding that yes, it is. Electrical was being held up due to a slab. I believe Bruce
991 Thomas was inspecting the footings on foundations as well as the building inspector.

992 ***J. Sullivan motioned to enter non-public session of 09/22/21 at 8:12pm per NH RSA 91-A:3 II***
993 ***(a). Seconded by C. Karolian.***

994 NH RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the
995 disciplining of such employee, or the investigation of any charges against him or her.

996 **Roll Call Vote #19**

997 ***C. Jones NP***
998 ***C. Karolian Aye***
999 ***R. Lapierre Aye***
1000 ***R. Duhaime NP***
1001 ***A. Walczyk Aye***
1002 ***J. Durand Aye***
1003 ***T. Tsantoulis Aye***
1004 ***D. Boutin Aye***
1005 ***J. Sullivan Aye***

1006 ***Vote in favor 7-0***

1007 **Discussion #1 (a) – Police Chief Contract**

1008 ***D. Boutin motioned to approve a Police Chief Contract for Janet Bouchard as presented for a 3-***
1009 ***year term commencing August 29, 2021, to August 29, 2024. Seconded by A. Walczyk.***

1010 **Roll Call Vote #20**

1011 ***R. Lapierre Aye***

1012 ***R. Duhaime Np***
1013 ***T. Tsantoulis Aye***
1014 ***A. Walczyk Aye***
1015 ***J. Durand Nay***
1016 ***C. Jones NP***
1017 ***D. Boutin Aye***
1018 ***C. Karolian Aye***
1019 ***J. Sullivan Aye***

1020 ***Vote in favor 6-1 (Durand Opposed)***

1021 ***J. Sullivan motioned to exit non-public session of 09/22/21 at 8:19pm. Seconded by D. Boutin.***

1022 ***Vote in favor 7-0.***

1023 **Note: Non-Public session above was not sealed.**

1024 **Public session 8:19pm**

1025 J. Sullivan- A contract for Police Chief Janet Bouchard has been approved tonight for a 3-year term
1026 from August 29, 2021, to August 29, 2024 (contract will be posted on www.hooksett.org).

1027 A. Garron: Chief Bouchard will be achieving her master's degree in criminal justice this December
1028 2021.

1029 **ADJOURNMENT**

1030 ***R. Lapierre motioned to adjourn public session at 8:20pm. Seconded by D. Boutin.***

1031 ***Vote in favor 7-0.***

1032

1033 Respectfully submitted,

1034 *Alicia Jipson*

1035 Alicia Jipson

1036 Recording Clerk

1037

1038

1039 Please see subsequent meeting minutes for any amendments to these minutes

1040

1041

1042