

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, October 13, 2021**

1
2 The Hooksett Town Council met on Wednesday, October 13, 2021, at 6:00 in the Hooksett Municipal
3 Building.

4
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 13 Oct 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 (left at 9:09), Councilor Randall
13 Lapierre, Councilor Roger Duhaime, 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**

19
20 **AGENDA OVERVIEW**

21
22 **PUBLIC HEARINGS**

23
24 **Public hearing to accept the health insurance surplus of funds from HealthTrust FY2021 not to**
25 **exceed \$200,000 to the Town of Hooksett per RSA 31:95-b, III (a)**

26
27 J. Sullivan opened the Public Hearing at 6:02 pm reading the following statement: The Hooksett Town
28 Council will be holding a public hearing on Wednesday, October 13, 2021 @ 6:00pm at the Hooksett
29 Town Hall Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to accept the
30 health insurance surplus of funds from HealthTrust FY2021 not to exceed \$200,000 to the Town of
31 Hooksett per RSA 31:95-b, III (a). For documentation or questions contact the Administration
32 Department.

33
34 D. Fitzpatrick- We are here tonight as we do every year for our annual Health Insurance renewal rates,
35 and as we do sometimes accept the return of surplus of funds from our broker for our health and
36 medical and dental from HealthTrust. We have Stephanie Perrin; she is our benefits advisor from
37 HealthTrust. We had expected surplus of funds. The actual return of surplus funds will be \$193,073.89.
38 that's for fiscal year 2021.

39
40 S. Perrin- explained that every year we must close out our fiscal year and if we have an amount of
41 funds that exceeds the amount that we need to keep in our capital adequacy funds, that is when it is
42 returned to our members. This year what we saw we had about double going back to our member
43 groups than last year. We have a decrease as a whole in medical and dental claims, and gains on our
44 investments. 38.2 million going back to our member groups.

45
46 D. Fitzpatrick- on page 8 of your packet it describes what the council did last year as far as acceptance
47 and distribution of those funds. We are prepared this evening to accept these funds once the public
48 hearing closes. The distribution part of the funds should you choose to do this \$193,073.89 and we will
49 be going over the rate renewal, comes out to about \$207,000. One of the things you can do did not do
50 last year is say that we want that whole amount applied to the rate increase. The rate increase did go
51 down from last year from 8.3% to 7.2%, but it is still an increase, and we still have to absorb it
52 somehow. Or you could do like last year for the distribution part, which is for our 25 retirees, who are
53 offered the same type of plans that we offer, but the Town does not provide any contribution as we do

54 for active employees, retirees pay 100% of the premium. What we did last year we return their
55 contribution that they paid. We also gave the % back to any active employees should they have
56 provided any % of a contribution.

57
58 J. Sullivan – the Hearing is just to accept the funds and how we allocate or disburse those funds will be
59 under later discussion under 9.2.

60
61 D. Fitzpatrick- and we can do that portion this evening as well or we can push that off till October 27th.
62 We just received these final actual numbers so as far as the town portion of the contribution, finance is
63 still working on the numbers so we don't have a final number for you should you choose to distribute
64 like you did last year.

65
66 C. Karolian- You said that finance won't have the final number until when?

67
68 D. Fitzpatrick- We will have it by the October 27th meeting should you choose to distribute as you did
69 last year, or you can choose to take the full 193, 073.89 tonight and just say that you want it all applied
70 for the increase and not distribute to those that may have paid contributions and you may not need a
71 break down and you could do that tonight and distribute that way.

72
73 C. Karolian- I would think that we would want to wait until the 27th meeting so we know what numbers
74 what are without guessing or having the number change at a late date since finance is still working on
75 that.

76
77 J. Sullivan- based on that we can just accept the \$193,073.89 at the PH and then schedule the
78 distribution on the 27th if that is the will.

79
80 T. Tsantoulis- I agree with accepting the funds this evening because that is a determined amount, I
81 don't have a problem with taking that amount and applying it to the increase that we are going to be
82 looking at, if we do that, that can be taken care of tonight.

83
84 J. Sullivan- Lets close the hearing and accept the funds and then when we get to 9.2 we will see if
85 someone wants to make a motion to do that.

86
87 R. Duhaime- are these funds coming from savings?

88
89 S. Perrin- this is the amount of the return of surplus that we have for the whole HealthTrust population.
90 If we received more funds that were needed, or any investments anything that went above that capital
91 adequacy reserve amount that is what goes back to the groups, everyone is receiving it.

92
93 D. Fitzpatrick- the actual total is 38.2 million and the \$193,073.89 is our piece.

94
95 C. Karolian- if the Town Council choose, we could take that money and use it to pay the future rates for
96 the town of Hooksett and the taxpayer's contribution to offset the total amount that the town of Hooksett
97 would be paying.

98
99 D. Ross 56 Sherwood Drive- how is this money going to be utilized? We have already paid out the
100 money for the insurance and this is a rebate, and this money would go into next year's budget I would
101 presume, so now is that going to create any budget questions, can we plan on this money being here
102 next year. I think it is something to think about. How are you going to allocate this money?

103
104 C. Tewksbury- I would highly recommend that you return the portion that is related to wastewater back
105 to wastewater, which is about \$12,000, and return back to the retirees what is due back to them, which
106 is about \$24,000, and then what's left is about \$56,00 of that is a prorated share is what the employees
107 paid and what the town paid. Just looking at it roughly I see that we would have \$135,000 that came

108 from the town, and I recommend that you apply it to next fiscal year which is 2022-2023 in the form of
109 revenue to offset the increase which is about 7%, and that is what we did last year.

110

111 R. Lapierre- you said \$24,000 is the portion to the retirees, what % does that represent of the
112 premiums.

113

114 C. Tewksbury- if they paid \$10,000 for a plan how much of the 24 will they actually get, well it depends
115 on the plan, how many retirees, etc. The town did not contribute to their plan, so we won't keep any of
116 that portion.

117

118 D. Boutin- Christine, you are recommending that we accept the 193, and at the October 27th meeting
119 are you going to provide a memo on how that should be distributed. Do you have an idea that you can
120 share?

121

122 C. Tewksbury- waste water should receive \$12,065.12, retirees \$24,019.18 and the last portion based
123 on last year \$135,000 will come back to the town and the remaining portion will go back to the
124 employee.

125

126 D. Boutin- that \$135,000 that will be going to the town will be used to offset the 2022- 2023 healthcare
127 costs. After that what will our cost be?

128

129 C. Tewksbury- we roughly pay 2 million dollars for health insurance.

130

131 C. Karolian- the money that you are rebating to the town, that is the portion that the town paid into
132 HealthTrust not the employees or retirees?

133

134 S. Perrin- HealthTrust does not look at the % that a retiree or employee is paying, we only look at the
135 total contribution that the is being charged to the group and give it back that way. Then you look at the
136 % and give it back that way.

137

138 C. Karolian- so the entire overage that HealthTrust has is made by towns and participating members
139 within that town so if there is a rebate not only does it go to the town but to contributing members as
140 well.

141

142 S. Perrin- we do not dictate what you do with the surplus. Each member group does it differently.

143

144 C. Karolian- is there way for the town to break down the %.

145

146 D. Fitzpatrick- yes, we do have a report on how to split up those % based on contributions.

147

148 C. Tewksbury- we look at what did the town contribute, what did the employee contribute. If they did not
149 contribute any, they do not get any return.

150

151 ***J. Sullivan motioned to close the Public Hearing at 6:33 pm; seconded by C. Karolian.***

152

153 ***R. Lapierre motioned to waive Town Council Rules of Procedure and accept the HealthTrust***
154 ***FY2021 surplus of funds the same night as the public hearing seconded by T. Tsantoulis.***

155

156 ***Roll Call Vote #2***

157 ***R. Duhaime Aye***

158 ***J Durand Aye***

159 ***C. Jones NP***

160 ***R. Lapierre Aye***

161 **A. Walczyk Aye**
162 **D. Boutin Aye**
163 **C. Karolian Aye**
164 **T. Tsantoulis Aye**
165 **J. Sullivan Aye**

166
167 **Vote in favor 8-0**

168
169 **D. Boutin motioned to accept the FY2021 surplus of funds from HealthTrust in the amount of**
170 **\$193,073.89 for the Town of Hooksett per RSA 31:95-b, III (a), seconded by A. Walczyk.**

171
172 **Roll Call Vote #3**

173 **D. Boutin Aye**
174 **C. Jones NP**
175 **A. Walczyk Aye**
176 **J. Durand Aye**
177 **R. Duhaime Aye**
178 **T. Tsantoulis Aye**
179 **R. Lapierre Aye**
180 **C. Karolian Aye**
181 **J. Sullivan Aye**

182
183 **Vote in favor 8-0**

184
185 J. Sullivan- we will hold off on the decision of distribution until October 27th meeting.

186
187 **Stephanie Perrin, HealthTrust Benefits Advisor - Town of Hooksett, NH CY2022 Health Insurance**
188 **Renewal Rates.**

189
190 D. Fitzpatrick- The same 3 plan options that we have for medical and dental, the medical went down, it
191 still went up for the calendar year but down from last year. Last year was an 8.3% increase, this year
192 will a 7.2% increase. The expected dental went down even further to a negative 1.5%. the total
193 increase overall is \$207,164. That would be for FY 2022-2023 increase for the budget. On page 18 of
194 your packet is the motion that the council made last year, we are recommending that you keep the
195 same plans.

196
197 **D. Boutin motioned to continue the current health and dental plan options and contributions for**
198 **CY2022 active non-union employees and retirees under 65 years and 65 years of age and older**
199 **as presented; seconded by T. Tsantoulis.**

200
201 **Roll Call Vote #4**

202 **A. Walczyk Nay**
203 **R. Lapierre Aye**
204 **C. Jones NP**
205 **R. Duhaime Aye**
206 **J. Durand Aye**
207 **C. Karolian Aye**
208 **T. Tsantoulis Aye**
209 **D. Boutin Aye**
210 **J. Sullivan Aye**

211
212 **Vote in favor 7-1**

213

214
215
216
217

SPECIAL RECOGNITION

Hooksett Municipal Employees

221 A. Garron– We currently do not have any new hires. I am sad to announce but happy for him, our
222 Project Coordinator Nick Germain will be leaving us to go on to become the Town Administrator for the
223 Town of Wilton.

224

225 D. Boutin- I have to say it has been a pleasure working with Mr. Germain.

226

227 ***D. Boutin motioned that the Council Chair work with the Town Administrator drafting a letter***
228 ***thanking Nick on his work and congratulating him on his new position, seconded by T.***
229 ***Tsantoulis.***

230

231 ***All in favor.***

232

233 A. Garron – Nick oversaw the setup in the gym and then the switch back during covid. He made the
234 transition for me easier; it will be a tremendous loss.

235

236 C. Karolian- I always received help timely, sad to see him go, and happy to see him move on up.

237

238

PUBLIC INPUT - 15 MINUTES

239

240

241 D. Ross 56 Sherwood Drive- I would hope that all discussion that the town makes happens in public
242 and not behind scenes. The public has the right to know. There are some things that the TA can do and
243 things that the Board can do. You probably heard about the ZBA meeting last night and the changes
244 and things being labeled as a variance. The master plan did not just appear it has been a long time in
245 the making. If we want to have a zoning change it starts with hearings. We need to do changes the right
246 way. It starts with the Planning Board then to the ZBA. If this apartment building gets approved without
247 going to the ballot there will be a lot of mad people.

248

249 J. Sullivan- This council does not have the authority as the charter is written today those decisions lay
250 solely on the ZBA. Our comments on that should not be considered it is a ZBA issue.

251

252 Mr. Ross- You have a subcommittee presuming zoning authority.

253

254 J. Sullivan- The subcommittee is gathering the information. We do have a committee working on that
255 and have not received any updates on that.

256

257 Mr. Ross- Zoning begins at planning that is their jobs, not yours. You already have the authority to put it
258 on the warrant. I would hope that you would keep you fingers out of where they don't belong.

259

260 C. Karolian- Point of clarification what property are we talking about, has the PB or ZB made changes
261 to those buildings.

262

263 Mr. Ross- The Cigna building and the one across the street.

264

265 R. Lapierre - If this is something we should be discussing we should ask the TA to put it on the agenda
266 as new business for future discussion.

267

268 D. Boutin- This is an active application before the ZBA, and we shouldn't be talking about it.

269

270 R. Duhaime- At the end I will discuss during the subcommittee reports.

271

272 SCHEDULED APPOINTMENTS

273

274 **Carol Granfield, Municipal Resources Inc. (MRI) - Hooksett Updated Classification Pay Plan to**
275 **include MRI Wage Study Recommendations (tabled at 09/22/2021 Council Meeting)**

276

277 ***R. Lapierre motioned to remove the above item for discussion from the table; seconded by D.***
278 ***Boutin.***

279

280 ***All in favor***

281

282 A. Garron- If the Board recalls at our last meeting, we broached the discussion of the new pay scale
283 that was prepared by MRI as a result of the wage study that was conducted over the spring early
284 summer. One of the questions that came up was why we have some slots that do not have any
285 employees or positions identified. It was then tabled for discussion, and we arranged for Carol to come
286 in and explain why we have open slots in the scale.

287

288 C. Granfield- The new pay scale is a 20-step grade pay scale; the old scale has 26 grades. The reason
289 why pay scales do have no positions or vacant grade levels is in the development of a pay scale there
290 has to be varying % between each grade levels. This pay scale was developed looking both at the
291 market as well as the ranking of the positions for internal equity. The no positions are a place for some
292 positions down the road, you might have a new position that after being evaluated may fall within that
293 vacant position. Your old pay scale actually had more grade levels that had no positions. Some of the
294 positions were modified and went to unionized positions and that itself made the scale go down to 20
295 levels. It is the way pay scales are developed having the varying degree in between.

296

297 C. Karolian- so what you are saying is that in the future we are proposing 6 empty positions that are
298 filtered into the 20. And you are saying that for future positions that come up you want to plug them in.

299

300 C. Granfield- you can do that. That was just one indication of what you can do with the plan. It is all in
301 how it is developed. It is based on the market and the rating. I just indicated in some positions if the
302 position does not fit based on internal and external parts, you can plug it into another open spot.

303

304 C. Karolian- Position 19 no position assigned. Is under the TA, so why not put an Assistant TA under
305 the TA into the grade 19.

306

307 C. Granfield- it could if it was evaluated and warranted to be that way based on looking internal equity.
308 The TA was valued at a grade 20 and that's why there is a vacant grade level below it because there
309 were no others measured at that level.

310

311 A. Garron- To further Carol's response, along with the study came a packet of a rating scale, that we
312 are going to use from this point on to evaluate where the position that we are considering will fall within.

313

314 C. Karolian- What I did notice on the old grades of 6, the max went to \$139,364 and the new proposed
315 wages are all bumped up and do not mirror the old and goes up to \$162,178 automatically.

316

317 C. Granfield- There was a chart that had the market summary data. The minimum rate of the positions
318 was exceptionally low. What the town has done in evaluating it, you have expanded it with adding the
319 COLAS, but you never adjusted the bottom, that is why we got rid of the bottom. The lower level was
320 extremely lower, because you adjusted at the high end and not the lower.

321

322 D. Boutin- These numbers that you came up with how they compare to other communities in size.

323

324 C. Granfield- one of the charts you have is the market report and shows all the communities that were
325 surveyed and where you fit in there. With recruitment issues the average is a good place to be. Some
326 have gone to the higher side. When we developed, we felt the average was the best way to measure
327 the community.

328
329 D. Boutin- With this pay grade reclass that you suggested, how does that place us in the labor market?
330

331 C. Granfield- I think it puts you in a favorable market and still have room to grow. Puts you in a good
332 location as far as room to grow.

333
334 C. Karolian- The other towns by comparison were the based-on population?
335

336 C. Granfield- Do we look at size, recruitment, area, population, where they get the labor markets from,
337 community. It was

338
339 C. Karolian- so it wasn't based on the tax rate or the number of employees or the operating budget. It
340 was solely based on the market.

341
342 R. Duhaime- Is there any kind of studies where I can see what other towns are having for positions are
343 harder to replace. Where is the hardest to retain and replace?
344

345 C. Granfield- The public safety, lower level, and many at medium level have decided not to return to
346 work, but majority in public safety.

347
348 ***T. Tsantoulis motioned to approve the non-union 20-grade classification Pay Plan as presented***
349 ***effective November1, 2021; seconded by D. Boutin.***

350
351 **Roll Call Vote #5**

352 ***T. Tsantoulis Aye***

353 ***C. Jones NP***

354 ***R. Duhaime Nay***

355 ***A. Walczyk Aye***

356 ***R. Lapierre Aye***

357 ***C. Karolian Nay***

358 ***J. Durand Nay***

359 ***D. Boutin Aye***

360 ***J. Sullivan Aye***

361
362 ***All in favor 5-3***

363
364 A. Garron – Upon approval of this new pay scale it does bring 7 employees up to the minimum. That
365 amount is 13,861.94 which we have in this year's budget. There are also 3 positions that also will
366 change their status from hourly to an exempt and will go from administrative assistant to an executive
367 assistance in accordance with his pay plan and that will also be a change with this pay scale. Our next
368 step regarding this

369
370 R. Lapierre- what I heard was that a current administrative assistant will be promoted to executive
371 assistance?
372

373 A. Garron- 2 will be promoted, and their titles are warranted on due to their duties and the wage scale.
374

375 R. Lapierre- and that is a decision that you as a town administrator are making?
376

377 A. Garron- correct based on the wage study.

378

379 R. Lapierre- Are their adjustments accounted for in the budgets that we approved?

380

381 A. Garron- yes, the proposed budgets that you just approved.

382

383 A. Garron- On October 22, 2021, will be the 2nd part of the implementation of the pay equity part of the
384 strategy. This today was to bring everyone up to the minimum, then we will address the pay equity.

~~385~~

~~386~~

~~387~~

388

Barry Cogan, Kiwanis Club of Hooksett - Winter Carnival 2022

391 Barry Cogan- Good evening, I'm Barry Cogan and I'm requesting permission from you this evening to
392 hold a one-day winter carnival event for the Hooksett Community at the Hooksett Town Offices gym
393 and the adjacent parking lot and field on Saturday, January 29, 2022, from 10:00 am to 4:00 pm. I ran
394 the Hooksett Winter Carnival in 2019 and 2020 and those events went smoothly and were well
395 attended. We're planning outdoor activities such as snowshoeing, sledding, outdoor games for kids,
396 corn-hole games for all, a winter mountain bike demonstration, professional ice sculptures, and a kids
397 car seat safety check in conjunction with the Hooksett Police Department. Indoors, we'll have food and
398 other vendors in the gym, along with a DJ, kids from Unbound Dance Academy performing dance
399 demonstrations, and kids from Tokyo Joe's giving karate demonstrations on the stage. This will be a
400 volunteer effort of the Hooksett Kiwanis and the Hooksett Chamber of Commerce, and we plan to invite
401 the Boy Scouts, Girl Scouts, and Lions Club to participate, if we receive the go-ahead for this event.
402

403

404 ***D. Boutin motioned to grant permission to the Hooksett Kiwanis club to hold a 1-day Winter***
405 ***Carnival event for the Hooksett Community at the Hooksett Town Offices gym and the adjacent***
406 ***parking lot and field on Saturday January 29, 2022, from 10am to 4pm; seconded by R. Duhaime.***

407

408 ***All in favor***

409

~~410~~

CONSENT AGENDA

412

413 ***D. Boutin motioned to approve the consent agenda; seconded by T. Tsantoulis.***

414

415 ***J. Durand and C. Karolian opposed rest of present Council in favor.***

416

417 **Town Council to accept PPE and cleaning supplies donated by Amazon, valued at \$300.00 to the**
418 **Town of Hooksett for the Fire Rescue Department under RSA 31:95-e, II.**

419

420 C. Karolian- I do not see a date for when this was received there is no date on the note from Amazon or
421 staff report. When was it donated? Are these counts for boxes or cases?

422

423 Fire Captain Joseph Stalker- the disinfectant wipes are tubs. 20 boxes of gloves. They are in the
424 maintenance bay until acceptance.

~~425~~

~~426~~

428

**Hip Peas Development, #191 West River Road, Release of \$46,684.54 Site Irrevocable Letter of
Credit.**

~~429~~

432

**Amazon Property – 400 Quality Drive - Bond Release of Site Bond of \$362,512.50 and Landscape
Bond of \$61,000**

433

434
435 ***C. Karolian motioned to table the discussion until we get the dates on when these were***
436 ***received; seconded by J. Durand.***

437

438 **Roll Call Vote #6**

439 ***J. Durand Aye***

440 ***R. Lapierre Nay***

441 ***C. Karolian Aye***

442 **D. Boutin** *Nay*
443 **C. Jones** *NP*
444 **T. Tsantoulis** *Nay*
445 **A. Walczyk** *Nay*
446 **R. Duhaime** *Aye*
447 **J. Sullivan** *Nay*

448
449 **Motion failed 3-5**

~~450~~
451

452 **TOWN ADMINISTRATOR'S REPORT**

453
454
455 A. Garron- We have dropped down to 55 new covid cases over the last 2 weeks, and 1,539 total from
456 the beginning of March of last year. Statewide we have 55% fully vaccinated and 59% at 1 dose. We
457 are not growing to fully vaccinated in the state of NH.

458
459 Appletree- They are a group working with DES with the water issues over in the Londonderry Turnpike
460 area. We met with them yesterday and shared that we are moving forward with a feasibility study in the
461 area and a survey that would lead to a bigger study. They have also agreed to look at the survey. When
462 we were working with DES, we were prepared to have a water fair Q&A session then covid hit. We still
463 want to have that go on. We are also exploring having vendors there to ask about their remedies. We
464 also talked about potential funding. DES has available funds, and it may open opportunities for us to
465 find funds. If you were looking at the amount of money, we are looking to spend on the 19 homes we
466 are looking at \$20,000 per household, we will need help on this.

467
468 Expanded Newsletter- We are looking to expand that to 2 more new newsletters. Quarterly, and trying
469 to improve communications.

470
471 ZBA- I think we should hold off till subcommittee reports.

472
473 D. Boutin- I think it is wrong for the TC to talk about an application that is in front of the ZBA. We should
474 not be interrupting in any way.

475
476 Departments- I was informed by the Police Chief that 5 officers received the Community Policing
477 Awards from Mc Donald's restaurants. Officer Brandon Carleton, Officer Kevin Laliberte, Officer Eric
478 Foley, Officer Jordan Estevez, Officer Schleiden Menelde.

479
480 ***D. Boutin motioned the Town Council to put a congratulatory letter to the individuals who***
481 ***received the awards to be placed in their personal files, seconded by T. Tsantoulis.***

482
483 ***All in favor.***

484
485 C. Karolian- Does this get in the way of charter?

486
487 J. Sullivan- We can send letters, where they go, the TA will see to where that goes.

488
489 R. Lapierre- Our charter does have a non-interference; we could vote to overrule them. R. Lapierre
490 read the section in the charter pertaining to this.

491
492 Projects- Water Feasibility Study, I will continue to keep you abreast, we will be meeting with the
493 consultant tomorrow.

494
495 R. Duhaime- so have we gotten any follow up on those that want to hook up to water.

496

497 A. Garron- we had a meeting with Appletree. We have the survey completed. We wanted to have their
498 input and see if it was a valid survey to get the input that we are looking for.

499
500 Solar- we had met with a solar company that gave us some really good input on how we can proceed. I
501 have spoken with other Town Administrators and their projects and what they have done. We are
502 meeting with 1 more vendor to get their perspective and put together an RFP.

503
504 D. Boutin- can you elaborate about leasing. Is that leasing the entire site to an individual who will build
505 a solar farm and the town will garnish a lease payment.

506
507 A. Garron- yes, it is a lease agreement. They can derive the energy from the sites.

508
509 T. Tsantoulis- as an FYI the City of Manchester is doing just what the TA is proposing. I suggest that
510 we consult with Manchester and glean some information from their projects.

511
512 Non-public on Trimbur v. Hooksett and road paving.

513
514 J. Durand- on the pay chart I don't see the town engineer under here.

515
516 A. Garron- that is because they are under the union, this is a non-union scale.

517
518 R. Duhaime- have we received the bucket on the loader?

519
520 E. Labonte- the loader has been delivered.

521
522 C. Karolian- did you say UNH is conducting a pole on this?

523
524 A. Garron- no, part of Appletree's expertise is that they have access into UNH services.

525
526 **NOMINATIONS AND APPOINTMENTS**

527
528
529 ***J. Sullivan motioned to nominate Antonio Lacasse as an Alternate to the Zoning Board of***
530 ***Adjustment; seconded by D. Boutin.***

531
532 ***J. Sullivan motioned to nominate Jordan Davis to the Town Hall Preservation Committee, the***
533 ***Economic Development Advisory Committee and to the Heritage Commission; seconded by D.***
534 ***Boutin.***

535
536 ***C. Karolian motioned to suspend because the ZBA is having quorum challenges, the Town***
537 ***Council's Rules of Procedure and appoint Mr. Lacasse as an Alternate to the Zoning Board of***
538 ***Adjustment to a Term Expiring 6/30/2024; seconded by D. Boutin.***

539
540 ***All in favor***

541
542
543 A. Lacasse- (via zoom) I originally applied for the alternate position for the Planning Board, then the Town
544 Council recommended me to be a fill in for the alt. position for the ZBA. I figured that the ZBA would give
545 me great experience with issues going on in town. I am looking forward to learning a lot and providing
546 insight.

547
548 C. Karolian- thank you for stepping up to the plate.

549
550 **OLD BUSINESS**

551
552
553 **FY 2022-23 Budget and Warrant Articles**

554

555 A. Garron- we are trying to get a jump on the warrant articles. We usually do this in November. We
556 want to take a look at a few now, and then take them as they come along.
557

558 C. Tewksbury- the articles that are listed tonight are primarily coming from DPW. Then the next meeting
559 will be police. A lot of the warrants you see year after year. What I would like is after we talk about each
560 article it would be great if we can recommend that the article be out on the ballot and then designate a
561 council to speak to the article at Town Meeting. In January we will tighten up that list and make sure
562 everyone knows what they are speaking to.
563

564 C. Tewksbury- you are asking the voters to spend 3 million over 6 years being \$600,000 each year.
565 This same type of article was asked back in 2017.
566

567 ***T. Tsantoulis motioned to recommend the Preservation and Improvements of Town Roads***
568 ***article in the amount of \$ 3,000,000.00 to be placed on the 2022 Hooksett Ballot; seconded by D.***
569 ***Boutin.***
570

571 E. Labonte- that figure was based on the road survey that was conducted 2 years ago. That survey said
572 to maintain the roads at our existing level we needed to put \$900,000 a year into the roads and the
573 Town Council agreed with that and recommended moving forward with that.
574

575 C. Karolian- why not do this annually, instead of a 5-year projected.
576

577 C. Tewksbury- the statute only allows for 5 years the reason why this warrant works well is that you are
578 assured this money. You are more assured for planning purposes.
579

580 C. Karolian- this will guarantee that the money is set aside and cannot be changed.
581

582 A. Garron - I would add that financially we want to stabilize our commitment to the road projects and
583 keep the roads at a decent condition. But to keep them that way we need to put some funds into them.
584

585 R. Duhaime- we can appropriate this money, but we will still have a 2nd say on if this is spent.
586

587 C. Karolian- am I to understand if the warrant article to pass the TC does not have to spend the money.
588

589 C. Tewksbury- that is the truth with any article. You can spend it how you want.
590

591 E. Labonte- this year we reground, and then repaved. Some consider that reconstruction.
592

593 J. Sullivan- is it non lapsing?
594

595 C. Tewksbury- it is non lapsing and will go back to fund balance.
596

597 T. Tsantoulis- when we hired that firm a couple of years ago to evaluate the roads. They were going to
598 recommend what those roads needed.
599

600 E. Labonte- they identified roads that needed to be repaired based on the road criteria the road has,
601 how you maintain the road based on those criteria comes out of that program.
602

603 T. Tsantoulis- it would be a good idea if the voters were made aware of this plan and what we are
604 intending to do.
605

606 D. Boutin- in these roads projects what often leads to a road pavement problem is drainage. Do you
607 use these funds go towards that?

608
609 E. Labonte- it has not
610
611 C. Tewksbury- the warrant does include drainage.
612
613 R. Lapierre- do you have to set up a special fund within the article in order to restrict what the funds are
614 used for.
615
616 D. Boutin- what do we need to do to amend the article.
617
618 C. Tewksbury- would say that the board would need to vote on that, and I would have to reach out to
619 DRA on how this can be written.
620
621 R. Duhaime- do you have a plan on what roads are getting done.
622
623 E. Labonte- the roads that will be repaired has been submitted to the CIP, at a cost of \$900,000.
624
625 R. Lapierre- this year instead of requesting the \$900,000 for road repair we requested the \$600,000 on
626 the warrant. How does this get reflected next year?
627
628 C. Tewksbury- in the 1st year you will see it as a separate warrant article, but the following four years it
629 ends up in the operating budget and it also increases the default budget by that same amount.
630
631 R. Lapierre- so a council 3 years will not know where that amount came from.
632
633 C. Karolian- it is clear that this council is confused, I motion that we request a town attorney that drafts
634 a legal warrant article that covers all the bases. No 2nd on the floor.
635

636 **Roll Call Vote #7**

637 **C. Jones NP**

638 **C. Karolian Nay**

639 **R. Lapierre Aye**

640 **R. Duhaime Aye**

641 **A. Walczyk Aye**

642 **J. Durand Aye**

643 **T. Tsantoulis Aye**

644 **D. Boutin Aye**

645 **J. Sullivan Aye**

646
647 **Majority All in favor 7-1**

648 **J. Sullivan and A. Walczyk will speak to the motion at Town Meeting.**

649
650 **J. Sullivan motioned to recommend the purchase of an Auto Collection Truck in the amount of**
651 **\$300,000.00 to be placed on the 2022 Hooksett Ballot; seconded by D. Boutin.**

652
653 **Roll Call Vote #8**

654 **R. Lapierre Aye**

655 **R. Duhaime Aye**

656 **T. Tsantoulis Aye**

657 **A. Walczyk Aye**

658 **J. Durand Aye**

659 **C. Jones NP**

660 **D. Boutin Aye**

661 C. Karolian Aye

662 J. Sullivan Aye

663

664 *Vote All in favor 8-0*

665 *T. Tsantoulis and D. Boutin will speak to the motion at Town Meeting.*

666

667 *D. Boutin motioned to recommend to raise and appropriate in the amount of \$ 200,000.00 to be*
668 *added to the Town Building Maintenance Capital Reserve Fund on the 2022 Hooksett Ballot; T.*
669 *Tsantoulis.*

670

671 *Roll Call Vote #9*

672 *J. Durand Aye*

673 *D. Boutin Aye*

674 *C. Jones Np*

675 *R. Duhaime Aye*

676 *C. Karolian Nay*

677 *A. Walczyk Aye*

678 *T. Tsantoulis Aye*

679 *R. Lapierre Nay*

680 *J. Sullivan Aye*

681

682 *Vote in favor 6-2*

683 *T. Tsantoulis and R. Duhaime will speak to the motion at Town Meeting.*

684

685 *D. Boutin motioned to raise and appropriate the sum of \$200,000 to be added to the Public*
686 *Works Vehicles Capital Reserve Fund previously established; seconded by T. Tsantoulis.*

687

688 *Roll Call Vote #10*

689 *C. Karolian Nay*

690 *T. Tsantoulis Aye*

691 *R. Lapierre Aye*

692 *C. Jones NP*

693 *D. Boutin Aye*

694 *J. Durand Aye*

695 *A. Walczyk Aye*

696 *R. Duhaime Aye*

697 *J. Sullivan Aye*

698

699 *Vote in favor 7-1*

700 *A. Walczyk and T. Tsantoulis will speak to the motion at Town Meeting.*

701

702 *D. Boutin motioned to see if the town will vote to raise and appropriate the sum of \$53,600.00 for*
703 *the purpose of upgrading the Donati Park restrooms, resurface tennis courts and the track with*
704 *\$25,000.00 to come from the Parks and Rec Facility Development Capital Reserve Fund and*
705 *\$10,000.00 to come from the Recreation Revolving Fund and of \$18,600.00 from general*
706 *taxation; seconded by A. Walczyk.*

707

708 *Roll Call #11*

709 *T. Tsantoulis Aye*

710 *R. Lapierre Aye*

711 *J. Durand Aye*

712 *C. Jones Aye*

713 *C. Karolian Aye*

714 **A. Walczyk Aye**
715 **R. Duhaime Aye**
716 **D. Boutin Aye**
717 **J. Sullivan Aye**

718
719 **Vote in favor 8-0**

720 **R. Lapierre and A. Walczyk will speak to the motion at Town Meeting.**

721
722 R. Lapierre- I think that there is more that can be done at Donati park. I think using the ARPA funds
723 would be a good use, with the increased interest in baseball.

724
725 T. Tsantoulis- I noted this the other day the.

726
727 J. Sullivan- if this passes, we will have upgraded ones and a new one already approved.

728
729 **C. Karolian motioned to see if the town will vote to raise and appropriate the sum of \$50,000.00**
730 **to be added to the Drainage Upgrades Capital Reserve Fund previously established; seconded**
731 **by D. Boutin.**

732
733 **Roll Call Vote #12**

734 **D. Boutin Aye**
735 **A. Walczyk Aye**
736 **J. Durand Aye**
737 **C. Karolian Aye**
738 **R. Lapierre Aye**
739 **T. Tsantoulis Aye**
740 **R. Duhaime Nay**
741 **C. Jones NP**
742 **J. Sullivan Aye**

743
744 **Vote in favor 8-0**

745 **D. Boutin and J. Sullivan will speak to the motion at Town Meeting.**

746
747 **C. Karolian motioned to see if the town will vote to raise and appropriate the sum of \$30,000.00**
748 **to be added to the Automated Collection Equipment Capital Reserve Fund previously**
749 **established; seconded by D. Boutin.**

750
751 **Roll Call Vote #13**

752 **C. Karolian Aye**
753 **D. Boutin Aye**
754 **T. Tsantoulis Aye**
755 **R. Lapierre Aye**
756 **A. Walczyk Aye**
757 **R. Duhaime Aye**
758 **J. Durand Aye**
759 **C. Jones NP**
760 **J. Sullivan Aye**

761
762 **Vote in favor 8-0**

763 **J. Sullivan and T. Tsantoulis will speak to the motion at Town Meeting.**

764

765 **C. Karolian motioned to see if the town will vote to raise and appropriate the sum of \$25,000.00**
766 **to be added to the Parks & Recreation Facilities Development Capital Reserve Fund previously**
767 **established; seconded by D. Boutin.**

768

769 **Roll Call Vote #14**

770 **R. Duhaime Aye**

771 **J Durand Aye**

772 **C. Jones NP**

773 **R. Lapierre Aye**

774 **A. Walczyk Aye**

775 **D. Boutin Aye**

776 **C. Karolian Aye**

777 **T. Tsantoulis Aye**

778 **J. Sullivan Aye**

779

780 **Vote in favor 8-0**

781 **A. Walczyk and R. Lapierre will speak to the motion at Town Meeting.**

782

~~783~~

785 **Lilac Bridge Memorial Project Wrap-up Report**

786

787 A. Garron- Our Town Engineer Bruce Thomas is here to give a briefing.

788

789 B. Thomas- we finished the memorial project. We did have the review. The whole project cost
790 \$105,369, and we also did a landscaping plan. We got 2 free lilac trees from the state under the lilac
791 program.

792

793 D. Boutin- I want to thank Mr. Thomas for his work.

794

~~795~~

797 **Lambert's Park Pavilion Project Wrap-up Report**

798

799 B. Thomas- we currently have 3 picnic tables and you have approved 5 more being donated. We wont
800 fit 8 under but maybe 6 and put some on the outside. We had it wired for a light fixture in the future.
801 The project took too long, he did give us the shrubs for free and the lighting in the inside. I am happy
802 with how it came out.

~~803~~

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~~822~~

NEW BUSINESS

Stormwater Management Program (SWMP)

T. Tsantoulis motioned to adopt the Stormwater Management Program as presented by Public Works Director Earl Labonte; seconded by D. Boutin.

Roll Call Vote #15

D. Boutin Aye

C. Jones Aye

A. Walczyk Aye

J. Durand Aye

R. Duhaime Nay

T. Tsantoulis Aye

R. Lapierre Aye

C. Karolian Aye

J. Sullivan Aye

823 **Vote in favor 8-0**

824

825 E. Labonte- this is a required program we don't have a choice.

~~826~~

829 **Halloween Policy 2021**

830

831 **D. Boutin motioned to adopt the proposed approach for Halloween as presented; seconded by**
832 **T. Tsantoulis.**

833

834 **Vote in favor 7-0**

~~835~~

839 **Town Council Rules of Procedures (Council Chair Sullivan 08/11/2021 workshop item)**

840

841 **J. Sullivan motioned that we amend the Council Rules and Procedures to include 20 and 21**
842 **pertaining to rescinding of a prior vote and reconsideration of a prior vote; seconded by D.**
843 **Boutin.**

844

845 **Roll Call Vote #16**

846 **A. Walczyk Aye**

847 **R. Lapierre Aye**

848 **C. Jones NP**

849 **R. Duhaime Aye**

850 **J. Durand NP**

851 **C. Karolian Aye**

852 **T. Tsantoulis Aye**

853 **D. Boutin Aye**

854 **J. Sullivan Aye**

855

856 **Vote in favor 7-0**

857

858 R. Lapierre- question about the language.

859

860 A. Walczyk- can any decision be rescinded?

861

862 J. Sullivan- in affect we could make a motion to rescind that.

863

864 **Town Administrator Contract Addendum - 07/01/2021 Wage Adjustment**

865

866 **D. Boutin motioned to approve the Town Administrator contract addendum for wage adjustment**
867 **as presented for effective date July 1, 2021, seconded by T. Tsantoulis.**

868

869 **Vote in favor 6-1 R. Duhaime opposed.**

870

871

872 **APPROVAL OF MINUTES**

~~873~~

874

875 **T. Tsantoulis motioned to approve the public minutes of the September 15, 2021; seconded by**

876 **D. Boutin.**

~~877~~

879 **T. Tsantoulis motioned to approve the public minutes of the September 22, 2021; seconded by**

880 **D. Boutin.**

~~881~~

882

883

884 **SUB-COMMITTEE REPORTS**

885

886 R. Lapierre- union negotiations are going well. We have a clear idea of what we want to achieve. The
887 teamsters union had to cancel but the town still met and used that time affectively. Board of Assessors
888 we have a few items that we need to address. Budget Committee is going almost too easy. During the
889 budget process we have gone thru a few line items, have done a great jo explain the budget, and the
890 increases and decreases. Having the confidence in preparedness has led to a successful meeting.

891
892 A. Walczyk- parks n Rec met and are looking maybe to put a sign up at Lamberts Park similar to the
893 bridge and looking to the historical society for that. Conservation Commission River walk trail will have
894 a grand opening on October 28th all are welcome to attend. we need new members. Working with the
895 supervisors of the check list and the Town Clerk to look over the roles and responsibilities as they need
896 updating, and some items on the town charter and to see if we need a subcommittee.

897
898 T. Tsantoulis- board of assessor we have had some large abatements come in that have been costly.
899 We have not had any Hooksett youth achiever.

900
901 C. Karolian- recycling we looked at the definition of what the duties are. The duties that we see now
902

903 J. Sullivan- Bicentennial we will invite past councilors and current councilors to an event.
904

905 R. Duhaime- zoning. We had a long meeting and a lot of residents very concerned about what is going
906 to go on in the Cigna building. We had a speaker come in. Residential building is hot right now. The
907 residents don't want these apartments in town they were very against what is going on. We did not get
908 any information from the PB. We got frustration. There is no reason that we cannot talk about this.
909 Nobody from the town was at this meeting to give the residents some information. We are looking for
910 more information. The land around Manchester airport is running out.

911
912 A. Garron- it was stated that again at a public meeting that myself and the town planner have not
913 attended a meeting. If I was asked and if the town planner were asked, we would be more than happy
914 to attend. And if I am given a role of what is needed of me. I take offense to this. I was criticized for not
915 attending this meeting, but I was not asked to attend the meeting if I had I would have been there.

916
917 R. Lapierre- we were looking for some overall plan. His support should have been there. This is a major
918 thing and a lot of people concerned with this. I don't think this is a ZBA issue.

919
920 D. Boutin- a master plan is a fluid document. It tends to be up at this level. The PB we have a housing
921 subcommittee. Hooksett has a tremendous shortage of housing in town. Town needs to be proactive on
922 this.

923
924 A. Garron- it seems like an offer was made by the client's attorney.

925
926 ***C. Karolian motioned to extend the meeting past 9:30 seconded by R. Lapierre.***

927
928 ***Vote all in favor 7-0***

929
930 ***J. Sullivan motioned to enter no-public at 9:58 pm; seconded by C. Karolian.***

931 **NON-PUBLIC SESSION NH RSA 91-A:3 II C&E**

932 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person,
933 other than a member of the public body itself, unless such person requests an open meeting. This
934 exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or
935 other levy, if based on inability to pay or poverty of the applicant.

936
937 (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or
938 filed by or against the public body or any subdivision thereof, or by or against any member thereof

939 because of his or her membership in such public body, until the claim or litigation has been fully
940 adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody
941 or board shall not constitute a threatened or filed litigation against any public body for the purposes of
942 this subparagraph.

943

944 **Roll Call Vote #17**

945 ***T. Tsantoulis Aye***

946 ***C. Jones NP***

947 ***R. Duhaime Aye***

948 ***A. Walczyk Aye***

949 ***R. Lapierre Aye***

950 ***C. Karolian Aye***

951 ***J. Durand NP***

952 ***D. Boutin Aye***

953 ***J. Sullivan Aye***

954

955 ***Vote in favor 7-0***

956 ***J. Sullivan motioned to exit non-public session of 10/13/21 at 10:39pm. Seconded by D. Boutin.***

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

958 **Public session 10:39pm**

959 **J. Sullivan motioned to seal the minutes of 10/13/2021; seconded by T. Tsantoulis.**

960

961 **Roll Call Vote #18**

962 ***J. Durand NP***

963 ***R. Lapierre Aye***

964 ***C. Karolian Aye***

965 ***D. Boutin Aye***

966 ***C. Jones NP***

967 ***T. Tsantoulis Aye***

968 ***A. Walczyk Aye***

969 ***R. Duhaime Aye***

970 ***J. Sullivan Aye***

971 ***Vote in favor 7-0***

972 **ADJOURNMENT**

973

974 ***J. Sullivan motioned to adjourn the public session of 10/13/2021 at 10:42pm. Seconded by C.***
975 ***Karolian.***

976 **Voted unanimously in favor (7-0)**

977

978 Respectfully submitted,

979 *Alicia Jipson*

980

981 Alicia Jipson

982 Recording Clerk

983

984
985 Please see subsequent meeting minutes for any amendments to these minutes
986