

**Town of Hooksett  
Town Council Meeting Minutes  
Wednesday, October 27, 2021**

1  
2 The Hooksett Town Council met on Wednesday, October 27, 2021, at 5:30 in the Hooksett Municipal  
3 Building.

4  
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 27 Oct 2021 to order at (6:20) pm.

7  
8 **PROOF OF POSTING**

9 Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

10  
11 **ROLL CALL**

12 **In Attendance:** Councilor James Sullivan, Councilor Clifford Jones (left at 7:50), Councilor John  
13 Durand, Councilor Randall Lapierre, Councilor Roger Duhaime, Councilor David Boutin, Councilor  
14 Timothy Tsantoulis (left at 9:03), Councilor Clark Karolian, and Councilor Alex Walczyk.

15  
16 **NON-PUBLIC SESSION #1 NH RSA 91-A:3 II**

17  
18 ***Chair Sullivan motioned to enter non-public session at 5:33 pm in accordance with the***  
19 ***provisions of RSA 91-A:3, II (a, c, I). C Karolian seconded the motion.***

20  
21 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such  
22 employee, or the investigation of any charges against him or her, unless the employee affected (1) has  
23 a right to a meeting and (2) requests that the meeting be open, in which case the request shall be  
24 granted.

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

29 (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more  
30 members of the public body, even where legal counsel is not present.

31  
32 **Roll Call Vote #2**

33 ***R. Duhaime Aye***

34 ***J Durand NP***

35 ***C. Jones Aye***

36 ***R. Lapierre Aye***

37 ***A. Walczyk NP***

38 ***D. Boutin Aye***

39 ***C. Karolian Aye***

40 ***T. Tsantoulis Aye***

41 ***J. Sullivan Aye***

42 ***Voted unanimously in favor (7-0).***

43  
44 ***Chair Sullivan motioned to leave non- public session and return to public session at 6:13 pm. C.***  
45 ***Karolian seconded the motion.***

46  
47 **Roll Call Vote #4**

48 ***A. Walczyk Aye***

49 ***R. Lapierre Aye***

50 **C. Jones Aye**  
51 **R. Duhaime Aye**  
52 **J. Durand Aye**  
53 **C. Karolian Aye**  
54 **T. Tsantoulis Aye**  
55 **D. Boutin Aye**  
56 **J. Sullivan Aye**  
57 **Vote in favor 9-0**

58  
59

## 60 **PLEDGE OF ALLEGIANCE**

61 Chair Sullivan called for the Pledge of Allegiance

62

## 63 **AGENDA OVERVIEW**

64

## 65 **PUBLIC INPUT - 15 MINUTES**

66

67 David Ross 56 Sherwood Drive- I have an issue with taping of meetings. Back in the old days we paid  
68 close attention to the recording of meetings done back then on tape. I noticed at the last meeting was  
69 cut off prior to its actual conclusion. When I asked about if we had a live recording at Town Hall and  
70 that was not the case. We should be able to hear all meeting minutes on tape. It should be on tape as  
71 well as video recorded. The public has a right to know. We spent thousands of dollars to provide the  
72 video service. If we need to get a different streaming service, then we should re look at it. There should  
73 be local hard copy recording of the meetings. I just want to know I think this is a violation of 91: A. I  
74 presume there will be another public input session later.

75

76 J. Sullivan- Yes, we will have a 2<sup>nd</sup> input session later, and we will have the Town Administrator look  
77 into the concerns of 91: A.

78

79 D. Ross- and perhaps everyone need to be refreshed at what 91: a means, and that councilors cannot  
80 hold private meetings with 2 or more members/

81

82

## 83 **SCHEDULED APPOINTMENTS**

84  
85 **Dave Mercier, Underwood Engineering & Peter Bartash, Port One Companies - Tax Increment**  
86 **Finance District (TIF) –Funding Agreement between Town and Granite Woods Developer**

87

88 A. Garron- what's going to be presented tonight is a result of a plan that received a use variance to  
89 construct a half million square foot facility on the land off Hackett Hill Road. It received a variance and  
90 Planning Board approval along with presented conditions attached to it. One of the items we were  
91 working with the developer on was a water and sewer infrastructure proposal. This resides in the TIF  
92 district and what you will hear tonight is a proposal to install that water and sewer infrastructure within  
93 the TIF district and the concept on how we want to move forward and gain the support of the council  
94 and hopefully after you hear the proposal you will have the chance to ask questions.

95

96 B. Thomas- the developer and the Town want to get water and sewer from the town system to the  
97 Granite Woods site. We have come up with an idea to do it. The developer will pay for the pump station  
98 at Tri-Town arena run the sewer through the neighborhood to the south up Cross street Cross country  
99 to Hackett Hill Road crossing their site. The developer would fund all that work, and once their project  
100 starts collecting taxes 60% of the taxes would go back to the developer. You have a copy of the draft  
101 agreement, what is in red is what was changed since last week. The developer of Granite Woods  
102 through their contractor installs the sewer pump station at the tri-county arena and the sewer mains  
103 through the neighborhood to the south, across Route 3a, up cross street, and cross country (across  
104 state property and their property to Hackett Hill Road). The developer installs the water main from the  
105 Granite Woods property down Hackett Hill Road underneath Rte. 93 and then cross country to Rte. 3A.  
106 the following may be done as part of the agreement. The installation of water mains from Rte. 3A, up

107 crossroad, then cross country across properties owned by the State of NH to Hackett Hill Road thus  
108 creating a water line “looped” system. Cost estimate \$7,000,000. Will include all costs of construction  
109 but do not include the costs of water and sewer utilities across Granite Woods property. Once final bids  
110 are received, and reviewed, the final terms of reimbursement will be adjusted if necessary and finalized.  
111 Contractor will be approved by the Town and will meet appropriate criteria.  
112

113 A. Garron- I just want to restate that this area is in the TIF district that was establish in 2018. The  
114 original TIF was just located at exit 10 to take care of highway improvements. Then in 2018 that was  
115 expanded to exit 10 and 11, then in 2018-2019 a 2.5-million-dollar bond was passed to bring the sewer  
116 under the Merrimack River and also to do the planning and engineering for wherever we were going to  
117 put that sewer line we brought in Underwood Engineering to start us with that. We decided to start our  
118 engineering at exit 10 and exit 11 was going to be later. Mr. Bartash brought in a sizeable development  
119 over in Hackett Hill Road. That restarted the discussion regarding phases 3 and 4 with this  
120 development there. Given that our efforts are at exit 10, the concept that you are hearing tonight, is that  
121 the developer will continue to pay 100% of their taxes as everyone would. Right now, the whole districts  
122 accumulate \$1, and that \$1 will continue to go to the general fund. Upon development or improvement  
123 within the district now that it has been established and now the value of that district goes from \$1 to  
124 \$10, we can use that \$9 increment to go towards satisfying the debt incurred for the infrastructure that  
125 we put in place in order to get the development in this particular place. Traditionally the town would  
126 incur that debt much like it did with the 2.5 million dollars and then upon approvement use the funds to  
127 return that debt. In this particular case the developer said he will take the debt but everything else will  
128 operate as the TIF district the proceeds will come in then we will pay 60% of the fee of the revenue  
129 derived from the TIF to the developer which he will use to retire the debt, that’s the only difference  
130 between the old TIF district that we have done and this proposal that you have before you.  
131

132 T. Tsantoulis- so the work at the far end of exit 11 end will more or less run concurrent with the first  
133 segment of work along with this. Can you explain this 60/40 split?  
134

135 J. Sullivan- the developer pays for everything up front and we reimburse him over a period of 15 times  
136 with a 60/40 slit on the taxes. So, say the taxes were a \$1 the town would retain .40 and return to the  
137 developer .60. and over the period of 15 years that 60% will pay off that loan.  
138

139 Dave Mercier of Underwood Engineering- the only clarification I would add is that the laws that govern  
140 a TIF does not allow you to abate those taxes they have to physically pay 100% then you can choose  
141 to reimburse them back to help pay the debt.  
142

143 J. Sullivan- so I used the wrong terminology. So, we collect it and if we agree to it, we give them 60%  
144 back we keep the 40%, over 15 years that 60% will equal the initial contribution of those 7 million  
145 dollars.  
146

147 P. Bartash of Port One Companies- Plus the cost of borrowing that money. The mechanics behind how  
148 the 40/60 split was derived. Our motivation was to adhere to the timeline and not wait years for the  
149 Town to do this under the TIF master plan. We are getting the benefit of being able to maintain a  
150 timeline and not having to wait 2 or 3 years and by the same token the town is not taking on the risk to  
151 borrow the funds to do the work. So, when we designed the economics of this, we said what is our cost  
152 of capital to borrow the money and install the improvements, Underwood is designing the  
153 improvements, so we are using the town specifications and relying on the Town Engineer to provide  
154 that directive to what we are actually construction. When we looked at the mechanics of that math, we  
155 determined that over a 15-year period collecting a 60% reimbursement of our incremental tax increase  
156 within the district will put us in a position that we are basically breaking even. So, the total value of the  
157 60 cents on every dollar back to us as the developer is equal to the cost of inflation over time. We are  
158 receiving a financial benefit from the work that we are performing here to bring the water and sewer in,  
159 and we are just passing the cost thru to the town with the 60/40 split. This is a good step for the district

160 to get work going simultaneously with the work at exit 10 but we don't want to interrupt the TIF district's  
161 ability to collect current term taxes. So, we maximized the amount of tax revenue that can go into the  
162 TIF District today to fund other improvements or other work during that 15-year span.  
163  
164 C. Karolian- the MOU includes wording that says to the east, and it should be to the west. I think it is  
165 important as it pertains to the tax break. So, if we are looking at the future of potentially 1.5 million of  
166 tax revenue, \$900,000 of that per year would be given back to Port One the developer. Will the town  
167 have any say in what the financing will be drawn up.  
168  
169 P. Bartash- the funding as far as how it is all going to get financed it is an overall project financing  
170 package of it, so as far as having control we will control that as it includes financing for the whole  
171 project.  
172  
173 C. Karolian- so that 60% is the taxpayers paying off your loan isn't it.  
174  
175 P. Bartash- no, so right now the current tax payment from these parcels is \$20,074 a year. The future  
176 tax increase of that cost, what we are saying is instead of giving that money to the town and then  
177 through the function of the TIF district then having the town borrow the funds to pay for the work, we  
178 are just accelerating the process and being the conduit to do the work now and paying for the work  
179 now.  
180  
181 C. Karolian- I'm not sure what the exact wording is for the original warrant article for the TIF district but I  
182 am not sure it includes this type of MOU as far as tax rebate or the 60/40 split etc..  
183  
184 A. Garron- the answer to that is that before we went any further, we went to legal counsel to ask if we  
185 can do this. Under RSA 6:72k. This can be done; Town Council will have a Public Hearing to readopt a  
186 tax increment finance plan that will include this particular caveat.  
187  
188 C. Karolian- do we have written agreement with the state that is going to allow us to go across their  
189 land?  
190  
191 B. Thomas- not yet, we are working on it we have to submit them some details. We met with them, they  
192 have no issues with what we have proposed, they just wanted us to be very thorough with our designs.  
193  
194 C. Karolian- who drafted up the memorandum of understanding?  
195  
196 B. Thomas- I did with lots of other input.  
197  
198 D. Mercier- the difference in red is from the results from the attorney's review. The original agreement  
199 discussed the concept of giving a rebate on the taxes and that they didn't have to be paid in, and they  
200 said that wasn't kosher it had to be paid in and reissued back as a reimbursement provided the council  
201 modifies the TIF plan to allow that.  
202  
203 C. Karolian- so the way that I understand it the TIF district was created by a warrant article.  
204  
205 J. Sullivan- NO the TIF district was created by the council the funding to build the TIF district was  
206 created by warrant article.  
207  
208 C. Karolian- which would make the town go out to get bonds to build the infrastructure. And then the  
209 taxes collected in the TIF district would go to pay off the bond that the town would have.  
210  
211 J. Sullivan- the original MOU was posted; shall we review the difference in red.

212  
213 C. Karolian – the change in red is “for a period of 15 years, each year after Granite Woods has made  
214 their annual tax payment in full to the town, the town will reimburse Granite Woods for funding and  
215 performing the work to complete the improvements, in the amount of 60% of the assessed property tax  
216 within 45 days. The 60% reimbursement will hold true for the 15-year period regardless of what the  
217 actual tax rate is in any of the given years.  
218  
219 J. Sullivan- the 40/60 and 15 years was mentioned why the new wording what’s the difference.  
220  
221 B. Thomas- our attorney said that they had to pay the full amount of the taxes and then we will  
222 reimburse them.  
223  
224 C. Karolian- I thought that when the planning board discussed this it was 10 years.  
225  
226 B. Thomas- we looked at different concepts and ultimately determined that 15 years and the 60/40  
227 seemed more reasonable.  
228  
229 C. Karolian- is Underwood going to do the design work on the developer’s property.  
230  
231 D. Mercier- we are already under contract now. The contract didn’t say the exact routing, it said we  
232 would design sewer for the exit 11 area.  
233  
234 C. Karolian- with the developer having you do the work; I believe in the MOU it also indicates that  
235 Underwood would be the construction manager to inspect and make sure the construction of the  
236 infrastructure is going according to the town requirements and that the cost of Underwood doing that  
237 would be paid for by that.  
238  
239 D. Mercier- for clarification we wrote in the towns engineer as opposed to Underwood because we are  
240 not under contract and you could choose to use someone else for the construction phase, we are only  
241 under contract for the design.  
242  
243 B. Thomas- that’s not the way that I understand it. when we hired Underwood, we hired them for to  
244 include construction. Once the design is complete, they’ll do a proposal for the current contract to  
245 continue with the construction administration. The amount we had for engineering was 2.5 million, but  
246 we haven’t spent all of that some of that will go towards the construction administration.  
247  
248 C. Karolian- what I am looking at it was written Underwood Engineering incorp, construction  
249 observation services would be paid for by the town.  
250  
251 B. Thomas- part of that is from the 2.5 million bond from a few years ago.  
252  
253 C. Karolian- were paying for Underwood to do the engineering and construction monitoring of the  
254 infrastructure at Granite Woods which is private property.  
255  
256 B. Thomas- yes it would include that, but keep in mind that sewer will become a public sewer and it’s  
257 going to service all the way to Hackett Hill Road. It is a public sewer even though it will have an  
258 easement.  
259  
260 C. Karolian- but the easement will be on Port One’s property.  
261  
262 D. Mercier- it will be an easement across the property.  
263

264 C. Karolian- Port One will actually own the infrastructure?  
265

266 P. Bartash- No, were going to be granting the infrastructure to the town. And the purpose of having the  
267 town continue with its plan to fund the engineering and construction observation activities with  
268 Underwood is about eliminating a potential conflict of interest. Where we as a private party if we were  
269 going to be funding the engineering and observation to it there is a lack of representation on the towns  
270 behalf to oversee that work, we felt that sort of division of responsibility introduced a mutuality to the  
271 agreement that would make sure the town is granted an infrastructure that it wants.  
272

273 D. Boutin- in the 2<sup>nd</sup> paragraph on page 3 of the MOU it says Whereas, once complete, the  
274 improvements would be granted to the Town along with easement(s) across Granite Woods property in  
275 perpetuity along with all fee revenue generated by daily usage of the improvements. So, all the water  
276 and sewer infrastructure would be owned by the town.  
277

278 J. Sullivan- the work that they are doing is not just for the work on public property, but a good portion  
279 will be on private property to complete the loop.  
280

281 B. Thomas- it is either through private or public property through easements.  
282

283 J. Sullivan – then those easements then become owned by the public entity.  
284

285 A. Garron- the types of easements that are being sought here are the same plans that we have been  
286 designing at exit 10 so that we will always have access. This is our engineered plan that we designed  
287 to do over a year ago.  
288

289 B. Thomas- the word shall, I put in there to make the language stronger. The 4<sup>th</sup> paragraph was to call  
290 out the loop system. I also wanted to include the NHDOT. Again, adding the wording shall just  
291 strengthens the language. The 6<sup>th</sup> paragraph, the developer has been very specific that the cost cannot  
292 exceed 7 million dollars, I put the language in that we can have some leeway if it is a little over. And the  
293 7<sup>th</sup> paragraph I wanted the town to have final say.  
294

295 J. Sullivan- somewhere it was mentioned a public hearing, is that about what we are going to discuss  
296 tonight or is that something different regarding the modification of the TIF that would allow us to agree  
297 to this MOU.  
298

299 A. Garron- Yes, if the terms and the concepts are something that the council is amendable to a Public  
300 Hearing has to take place.  
301

302 J. Sullivan- So before this is agreed to council will hold a public hearing and the public hearing would  
303 address the changes to the TIF plan that the voters approved, and those changes would need to be  
304 approved on and if we change the TIF agreement then this would be the next step.  
305

306 ***D. Boutin motioned that the council hold a public hearing at its November 17<sup>th</sup> meeting to***  
307 ***address an amendment to the TIF district agreement having to do with reimbursement to private***  
308 ***investors with private borrowing or private financing, and 2<sup>nd</sup> to present and take public***  
309 ***comment on the draft MOU for the TIF district proposed between the Town of Hooksett and***  
310 ***Granite Woods, seconded by A. Walczyk.***  
311

312 J. Sullivan- this is just to hold a hearing to get input, by holding the hearing we are not committing to  
313 anything.  
314

315 A. Garron- the council is under no obligation to decide, but the purpose of the Public Hearing is to  
316 modify the TIF plan to allow this to happen or not and then a separate decision that would be made is  
317 that MOU in a form that you feel comfortable with and want to take action on. This is a decision that  
318 needs to be made to move onto the next level.

319  
320 **Roll Call Vote #5**

321 ***T. Tsantoulis Aye***

322 ***C. Jones Abstain conflict of interest***

323 ***R. Duhaime Nay***

324 ***A. Walczyk Aye***

325 ***R. Lapierre Aye***

326 ***C. Karolian Nay***

327 ***J. Durand Nay***

328 ***D. Boutin Aye***

329 ***J. Sullivan Aye***

330 ***Voted in favor 5-3-1 Abstain conflict of interest employed by Underwood Eng.***

331  
332  
333 ***R. Lapierre motioned that we extend discussion on scheduled appointment 11.1. seconded by***  
334 ***C. Karolian.***

335  
336 ***Motion passed all in favor.***

337  
338 R. Duhaime- we had this posted we have people here; I want to talk about it. Who is Granite Woods?  
339 Who are the owners?

340  
341 P. Bartash- the 2 owners are myself and my partner Kevin Boucher.

342  
343 P. Bartash- the entire parcel that was one was granite woods was once owned by a single owner.  
344 There were 3 parcels that consisted of that entire property. Since that time this main parcel which is the  
345 main parcel that we own the 60 acres is now under separate ownership from the front 2 parcels, with  
346 different owners. There exists a common access easement from Hackett Hill Road to the parcel that we  
347 own. In the course of reviewing this project with the zoning and planning board it was determined that  
348 we need to work and coordinate with owners of the front 2 parcels and as part of that process we  
349 agreed to relocate the access easement to one side of their properties instead of bifurcating to separate  
350 properties they could have one continuous lot area to be in that location. The sewer location and the  
351 water easement location will run through what is currently one of the 2 properties in the front so as far as  
352 it pertains to the MOU and again as prepared by the town to us. We are talking about this holistically  
353 because it's a holistic approach to this project and the fact that this project is reached through an  
354 access easement from Hackett Hill Road that the reason for the mention of those properties within the  
355 MOU, but to clarify we only own the 60.5 acres.

356  
357 R. Lapierre- point of information the parcels that he's talking about 13-58 that's owned by CJM  
358 industries 13-57 is owned by Shooters Outpost and 17-7 is listed as Granite Woods LLC.

359  
360 P. Bartash- right which is owned by Kevin Boucher.

361  
362 R. Duhaime- so I am making an MOU with these 3 entities. You're talking about taxes for 3 pieces of  
363 properties?

364  
365 P. Bartash- we are talking about taxes for one piece of property and just to clarify as far as the way the  
366 structure is typical for a commercial real estate transaction in development transaction is to form a  
367 special purpose entity for that particular transaction which is what granite woods JVL LLC is. It's an  
368 agreement between ourselves and the owner of the land to do this project on that property that entity  
369 becomes the controlling entity for the entire development process and also holds all of the agreements  
370 with that development. This MOU is between Granite Woods and the Town of Hooksett.

371  
372 R. Duhaime- so the cost of what you're saying of offsite improvements you're looking at \$8.9 million this  
373 is just with improvements of your property or is it on all 3 properties.

374  
375 P. Bartash- there are 3 buckets that come out to the 8.9 million, there is 1.9 million total cost to run  
376 water and sewer from Hackett Hill Road across our property through the DOT parcels and back to

377 crossroad. There's also 3 million to build the pump station and the balance is to run the water and  
378 sewer from Hackett Hill Road and the water and sewer lines to the pump station.  
379  
380 R. Duhaime- as far as we have Underwood Engineering here, they are going to do to the work. Are you  
381 comfortable with them doing the work or do you think it needs to go out to bid?  
382  
383 B. Thomas- I am comfortable with them they have done a fine job.  
384  
385 A. Walczyk- why do we need to specify that all the work is done by Underwood Engineering.  
386  
387 B. Thomas- keep in mind that 80% of the design has already been completed by Underwood  
388 Engineers.  
389  
390 P. Bartash- the spirit is to make sure that the design is to the town's specifics. The town has already  
391 started working with Underwood and it is more to protect the town and its interests.  
392  
393 A. Walczyk- that makes sense, but I don't necessarily agree. I don't see why they need to be called out  
394 in the MOU.  
395  
396 D. Mercier- I don't see any negative to the town taking that stance. It's the Towns engineer.  
397  
398 A. Walczyk- I thought I heard at one point the town will reimburse the cost to finance the project, is that  
399 true.  
400  
401 P. Bartash- the reimbursement from the tax revenue is going to pay for the cost of the improvements  
402 not the whole project.  
403  
404 a. Walczyk- the town will reimburse for all the 7 million dollars in financing of that is that correct?  
405  
406 R. Lapierre- the reimbursement does not address the cost of the project which is the reimbursement of  
407 the taxes that they expect to pay. The current law and the way the TIF is setup doesn't allow us to pay  
408 them that way. But the amount of money we pay is based on a future projection of taxes and not on  
409 their actual costs.  
410  
411 P. Bartash- so if the taxes were lower and our costs were higher that would be a risk to us.  
412  
413 P. Bartash- what's being reimbursed is the cost of the improvements not the cost of our entire project or  
414 the buildings. It is just the improvements and the cost associated with the financing.  
415  
416 T. Tsantoulis- in 2018 when we drafted the TIF we established that Underwood Engineering was the  
417 best engineer firm for this type of project, and I don't see why we wouldn't continue to use them.  
418  
419 C. Karolian- 13-57 is owned by someone else, and 13-58 is owned by someone else entirely but yet  
420 you want them included in the MOU for the granite woods project.  
421  
422 P. Bartash-the only reason we are including them is because those 3 parcels together are serviced by a  
423 single common shared access easement and there's work that we have done to coordinate the location  
424 of that easement in relation to parcels 13-57 and 13-58 and so the location of that easement and the  
425 location of the water and sewer infrastructure do impact those properties even though they are not  
426 actual parties to this agreement.  
427  
428 C. Karolian- it looks like if those 2 properties were not included it looks like you would be land locked  
429 and have no access to the property.  
430  
431 P. Bartash- no, there is an existing easement today that provides access from Hackett Hill Road to lot  
432 17-7.  
433  
434 C. Karolian- should the town engage in a MOU that includes the owners of those 2 properties.  
435  
436 P. Bartash- the easement is for the benefit of our property.  
437  
438 C. Karolian- will the other 2 owners also reap the benefits of the 60/40 split?  
439  
440 P. Bartash- NO



441  
442 P. Bartash- if it clears up the language, we can remove them from the MOU the agreement is between  
443 our parcel and the Town.  
444  
445 C. Karolian- do we need a 2<sup>nd</sup> MOU with the other owners.  
446  
447 P. Bartash- a 2<sup>nd</sup> MOU with these property owners is not necessary as they don't have any financial  
448 needs in this, and they have no control over the easement that involves our parcel. We have had a  
449 good relationship with the 2 owners, and they know what our plans are.  
450  
451 C. Karolian- should we be expanding the TIF district, or are we spending money outside of the TIF  
452 district and are we legally allowed to do that?  
453  
454 J. Sullivan- since the council created the TIF District we can increase the area of the TIF district, so if  
455 the concerns are that we are going outside of the area then the council at their choosing should expand  
456 the TIF district.  
457  
458 P. Bartash- I want to highlight to the town council that we have been here for 18 months. We have  
459 worked very extensively with the town, and the water dept and how do we create tangible needs for the  
460 needs of the community. The point of this is we present an opportunity to the town. We are going to  
461 become a taxpayer and through our taxes we are going to fund this project. We are channeling our  
462 taxes to make this project work. Yes, it benefits our property, but it also benefits a lot of other  
463 properties.  
464  
465 D. Boutin- I've been involved in Planning Board for 20 years and I say this very sincerely that Mr.  
466 Bartash was a breath of fresh air. I never felt he tried to weasel his way. At one meeting I asked 15  
467 questions and the next meeting he answered all 15 questions and I also want to make sure that this  
468 benefits the Town of Hooksett. To A. Walczyk point, I have worked with Underwood Engineer for many  
469 years. We are here today because of the work that Underwood has done. I also want to complement  
470 our Town Engineer. Bruce has done a phenomenal job and protecting the interest of the town of  
471 Hooksett.  
472  
473 C. Karolian- I disagree with the fact that D. Boutin allude to your intentions. These questions are not all  
474 ours.  
475

476 **CONSENT AGENDA**

477  
478 ***Motion for the Town to release the bond (International Fidelity Insurance Co # CTIFSU0757012)***  
479 ***for the Cornerstone Park located at the northwest corner of Smyth Road and Londonderry***  
480 ***Turnpike of \$25,000 returning the funds to the International Fidelity Insurance Company.***

481  
482 ***T. Tsantoulis motioned to approve the Consent Agenda 12.1 as presented seconded by A.***  
483 ***Walczyk.***

484 ***Voted unanimously in favor (9-0)***  
485  
486

487 **TOWN ADMINISTRATOR'S REPORT**

488 A. Garron- number of covid cases has gone down slightly to 51. Total cases down to 1588.  
489

490 A. Garron- we did put together a newsletter that was compromised of the little league baseball tribute  
491 also the Stone House has been saved and the intention from the newsletter article was that they  
492 wanted to save it. Halloween is on Sunday no changes. Hooksett Chamber of Commerce annual  
493 meeting- they invited me to speak on the various projects going on in Hooksett. More eyes are being  
494 turned onto Hookset and focusing on making Hooksett a welcoming area. The bathrooms at Donati  
495 field has been started they have been doing some ground work. I did receive an inquiry about DPW  
496 trash the inquiry was how do we get trash pickup at Stonegate. My advice was for them to go to the  
497 advisory group and then from the council can make a decision from there. Last Friday we had a kickoff  
498 meeting with Central Water and their consultant to start the project. We sat and mapped out how the  
499 study is going to go. Last Friday councilor Walczyk and I met with Revision Energy who put together a  
500 proposal for the sewer commission. We met with the consultant and discussed a variety of ways that it  
501 can be approached. We heard back from the Sheehan grant, and we were unsuccessful getting that  
502 grant. There were many applicants We will continue to seek out other funding.

503  
504 J. Sullivan – The newsletter also included other articles from the Lilac Bridge, recycling, and family  
505 services.

506  
507 R. Duhaime- are we going to do the expanded newsletter more than 4 times a year?  
508

509 A. Walczyk- the newsletters are they also online?  
510

**511 NOMINATIONS AND APPOINTMENTS**

512  
513 Nominations and Appointments (October 2021)

514  
515 ***R. Lapierre motioned to appoint Jordan Davis to the Town Hall Preservation Committee to a***  
516 ***term expiring 6/30/2024" I also motion to appoint Jordan Davis to the Heritage Commission to a***  
517 ***term expiring 6/30/2024" EDAC role TBD.***

518 ***Voted in favor (8-0)***

519  
520 J. Sullivan- we will get a clarification on the EDAC.  
521

**522 OLD BUSINESS**

~~523~~  
524  
525 **FY 2022-23 Budget and Warrant Articles**

526  
527 ***R. Lapierre motioned to increase the FY 2022-23 Town Councils' recommended budget by***  
528 ***\$207,164.00 to cover the change in premiums for the employees' health and dental insurances.***  
529 ***Total recommended budget will be \$19,098,045.00, seconded by A. Walczyk.***

530  
531 R. Lapierre- we were told these numbers were coming Christine does a great job of getting these  
532 numbers to us, so I don't think there should be any questions.

533  
534 **Roll Call Vote #6**  
535 ***J. Durand NP***  
536 ***R. Lapierre Aye***  
537 ***C. Karolian Nay***  
538 ***D. Boutin NP***  
539 ***C. Jones Aye***  
540 ***T. Tsantoulis Aye***  
541 ***A. Walczyk Aye***  
542 ***R. Duhaime NP***  
543 ***J. Sullivan Aye***  
544 ***Voted in favor (5-1)***

545  
546 C. Tewksbury- this is a new warrant article for the Heritage Commission to research, write, edit, design,  
547 and publish an updated local history book.

548  
549 Recess at 7:51 loss of quorum

550  
551 K. Northrup- We should have done this 10 years ago; it would have been cheaper. It's a good as time  
552 as any. Things have changed since the last update. The cost sounds horrifying. I got figures from other  
553 towns and some paid more. It is a yearlong process.  
554

555 J. Sullivan – regarding funding in the past we have used fund balance on some occasion vs raising  
556 funds. Is that a possibility or thoughts?

557

558 C. Tewksbury- it is a possibility

559

560 J. Sullivan- I motion we use fund balance to fund this seconded by T. Tsantoulis. That would require  
561 reworded warrant article.

562

563 C. Tewksbury- I would reword it and present it to the budget committee.

564

565 K. Northrup- this is really up to the voters and if they vote for it then they care about it. This is a forever  
566 investment.

567

568 ***J. Sullivan motioned to amend the warrant article for the History books funding to come from***  
569 ***general fund balance. Seconded by T. Tsantoulis.***

570

571 **Roll Call Vote #7**

572 ***C. Jones NP***

573 ***C. Karolian Nay***

574 ***R. Lapierre Aye***

575 ***R. Duhaime Aye***

576 ***A. Walczyk Aye***

577 ***J. Durand Aye***

578 ***T. Tsantoulis Aye***

579 ***D. Boutin Aye***

580 ***J. Sullivan Aye***

581 ***Voted in favor (7-1)***

582

583

584 ***A. Walczyk motioned as amended to recommend to see if the town will vote to raise and***  
585 ***appropriate the sum of \$75,000.00 to research, write, edit, design, and publish an updated local***  
586 ***history book. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI***  
587 ***and will not lapse until the updated local history book is completed or by June 30, 2027,***  
588 ***whichever is sooner. Funding to come from general fund balance. Seconded by R. Duhaime.***

589

590 **Roll Call Vote #8**

591 ***R. Lapierre Aye***

592 ***R. Duhaime Aye***

593 ***T. Tsantoulis Aye***

594 ***A. Walczyk Aye***

595 ***J. Durand Aye***

596 ***C. Jones NP***

597 ***D. Boutin Aye***

598 ***C. Karolian Aye***

599 ***J. Sullivan Aye***

600 ***Voted in favor (8-0)***

601

602 ***C. Karolian motioned to see if the town will vote to raise and appropriate the sum of \$10,000.00***  
603 ***to be added to the Conservation Land Improvements Capital Reserve Fund previously***  
604 ***established, seconded by T. Tsantoulis.***

605

606 R. Duhaime- I think this is to low I wanted to see this increased.

607  
608 Cindy Robertson Conservation Commission – there is a finite amount of land in Hooksett a large portion of  
609 funding comes from current use. That is starting to become stagnant. We continue to have trail  
610 maintenance requirements and stewardship plan. The 426 acres right now, we do not have the finance  
611 to implement the plan. We spent the money to do the stewardship plan. We have about \$100,000 total  
612 in funds. While I agree that the 10k is minimal this time. Conservation will run out of funding at some  
613 point.

614  
615 C. Robertson- conservation as a commission will have to decide how to spend these funds.

616  
617 J. Sullivan- the obligated funds will only be replenished up to \$36,000.

618  
619 ***T. Tsantoulis motioned to make an amendment to change the amount to \$30,000 from \$10,000.***  
620 ***For the Conservation Fund. Seconded by R. Duhaime.***

621  
622 T. Tsantoulis- Hearing what we are hearing our CC land is a big asset and we need to act accordingly.

623  
624 D. Boutin- I think the increase that you proposed is worthy, but it won't accomplish what they need to  
625 get done. If we are going to do it, then we need to do the whole things.

626  
627 ***Roll Call Vote #9***

628 ***J. Durand Nay***

629 ***D. Boutin Nay***

630 ***C. Jones NP***

631 ***R. Duhaime Aye***

632 ***C. Karolian Aye***

633 ***A. Walczyk Aye***

634 ***T. Tsantoulis Aye***

635 ***R. Lapierre Aye***

636 ***J. Sullivan Aye***

637 ***Voted in favor (6-2)***

638  
639 ***T. Tsantoulis motioned to see if the town will vote to raise and appropriate the sum of***  
640 ***\$30,000.00 as amended to be added to the Conservation Land Improvements Capital Reserve***  
641 ***Fund previously established. Seconded by R. Duhaime.***

642  
643 ***Roll Call Vote #10***

644 ***C. Karolian Aye***

645 ***T. Tsantoulis Aye***

646 ***R. Lapierre Aye***

647 ***C. Jones NP***

648 ***D. Boutin Nay***

649 ***J. Durand Aye***

650 ***A. Walczyk Aye***

651 ***R. Duhaime Aye***

652 ***J. Sullivan Aye***

653 ***Voted in favor (7-1)***

654

655 ***T. Tsantoulis motioned to see if the town will vote to raise and appropriate the sum of***  
656 ***\$250,000.00 to be added to the Fire Apparatus Capital Reserve Fund previously established;***  
657 ***seconded by D. Boutin.***

658  
659 R. Duhaime- can we get any savings here?

660  
661 S. Colburn- based on the CIP we need to set aside funds.

662  
663 R. Duhaime- can we stretch it to make it last longer?

664  
665 S. Colburn- we could but I don't know that. The idea was to keep a level fund for when we need to  
666 replace equipment.

667  
668 T. Tsantoulis- the capital reserve just means that we are setting aside the funds. It is not being spent  
669 now. It is saving for the day we do need it. By staying on this plan, we will have the funds available  
670 when we need it.

671  
672 J. Sullivan- we are just putting money away in a fund.

673  
674 R. Duhaime- just because you have the money does not mean you have to spend it. Are you keeping  
675 up with maintenance?

676  
677 S. Colburn- yes, we are doing the necessary steps to keep them maintained.

678  
679 **Roll Call #11**

680 ***T. Tsantoulis Aye***

681 ***R. Lapierre Aye***

682 ***J. Durand Aye***

683 ***C. Jones NP***

684 ***C. Karolian Nay***

685 ***A. Walczyk Aye***

686 ***R. Duhaime Nay***

687 ***D. Boutin Aye***

688 ***J. Sullivan Aye***

689 ***Voted in favor (6-2)***

690  
691 ***R. Lapierre motioned to see if the town will vote to raise and appropriate the sum of \$62,500.00***  
692 ***to be added to the previously established Capital Reserve Funds and to apportion the sum***  
693 ***among several funds as listed below: Air Packs & Bottles \$ 27,500.00 Fire Rescue Tools &***  
694 ***Equipment 35,000.00 Total \$ 62,500.00 seconded by T. Tsantoulis.***

695  
696 R. Lapierre- I've heard that you need to replace hoses, is this appropriate to replace hoses.

697  
698 C. Tewksbury- there is a possibility, we would have to go back and look at the original article and what  
699 the intent was.

700  
701 **Roll Call Vote #12**

702 ***D. Boutin Aye***

703 ***A. Walczyk Aye***

704 ***J. Durand Aye***

705 ***C. Karolian Nay***

706 **R. Lapierre Aye**  
707 **T. Tsantoulis Aye**  
708 **R. Duhaime Aye**  
709 **C. Jones NP**  
710 **J. Sullivan Aye**  
711 **Voted in favor (7-1)**  
712  
713 **C. Karolian motioned to see if the town will vote to raise and appropriate the sum of \$71,000.00**  
714 **to be used to purchase and outfit a vehicle for the Hooksett Police Department K9 Unit.**  
715 **Seconded by T. Tsantoulis.**  
716  
717 J. Bouchard- we brought back the K9 program. We have not asked for any taxpayer money since it  
718 started. His car is coming to the end of its life. We looked at different options on how to replace it. I felt  
719 a warrant article was the best option to let the voters have a say and since we have not asked the  
720 taxpayers to fund this program. The car is not big enough to hold all of the equipment.  
721  
722 T. Tsantoulis- for clarification it does not specify they type of vehicle; it just says new vehicle will be  
723 bigger.  
724  
725 R. Duhaime- if this passes does it save you on your budget next year.  
726  
727 J. Bouchard- no cause that's not part of my plan for the replacement vehicles. We are just hoping this  
728 car will last. We don't want to convert another vehicle due to cost.  
729  
730 **Roll Call Vote #13**  
731 **C. Karolian Aye**  
732 **D. Boutin Aye**  
733 **T. Tsantoulis Nay**  
734 **R. Lapierre Aye**  
735 **A. Walczyk Aye**  
736 **R. Duhaime Aye**  
737 **J. Durand Aye**  
738 **C. Jones NP**  
739 **J. Sullivan Aye**  
740 **Voted in favor (7-1)**  
741  
742 **J. Sullivan motioned to see if the town will vote to raise and appropriate the sum of \$50,000.00**  
743 **to be added to the Emergency Radio Communications Capital Reserve Fund previously**  
744 **established. Seconded by C. Karolian.**  
745  
746 R. Lapierre- is this in addition to equipment that is in your annual budget?  
747  
748 J. Bouchard- Yes  
749  
750 **Roll Call Vote #14**  
751 **R. Duhaime Aye**  
752 **J Durand Aye**  
753 **C. Jones NP**  
754 **R. Lapierre Aye**  
755 **A. Walczyk Aye**  
756 **D. Boutin Aye**

757 C. Karolian Aye  
758 T. Tsantoulis Aye  
759 J. Sullivan Aye  
760 Voted in favor (8-0)

761  
762 **R. Lapierre motioned Capital Reserve Funding – GIS Digital Parcel Recompile To see if the**  
763 **town will vote to raise and appropriate the sum of \$100,000.00 to be added to the Town Wide**  
764 **Digital Mapping Systems Capital Reserve Fund previously established. Seconded by A.**  
765 **Walczyk.**

766  
767 **Roll Call Vote #15**  
768 **D. Boutin Aye**  
769 **C. Jones NP**  
770 **A. Walczyk Aye**  
771 **J. Durand Nay**  
772 **R. Duhaime Aye**  
773 **T. Tsantoulis Aye**  
774 **R. Lapierre Aye**  
775 **C. Karolian Aye**  
776 **J. Sullivan Nay**  
777 **Voted in favor (6-2)**

778  
779 **J. Sullivan motioned to see if the town will vote to raise and appropriate the sum of \$30,000.00**  
780 **to be added to the Revaluation Capital Reserve Fund previously established. Seconded by T.**  
781 **Tsantoulis.**

782  
783 **Roll Call Vote #16**  
784 **A. Walczyk Aye**  
785 **R. Lapierre Aye**  
786 **C. Jones NP**  
787 **R. Duhaime Aye**  
788 **J. Durand Aye**  
789 **C. Karolian Aye**  
790 **T. Tsantoulis Aye**  
791 **D. Boutin Aye**  
792 **J. Sullivan Aye**  
793 **Voted in favor (8-0)**

794  
795  
796 **T. Tsantoulis Motioned to have the Town Administrator draft the warrant article for non-union**  
797 **employees, including Library employees, for a 1.6% COLA and funds to support a 2% internal**  
798 **equity adjustment. Seconded by A. Walczyk.**

799  
800 A. Garron- conducted a wage study for 44 nonunion employees.

801  
802 C. Tewksbury- we looked at both scenarios. It would be very costly. The ranges are 40% from the mid  
803 to the high. In order to get to that you would need to give 2% each year.

804  
805 R. Lapierre- 2% over 10 years is xx. My point is 10 years this wage scale should be different from now.

806  
807 C. Tewksbury- once we address these inequity's, how do we maintain where they should be?

808

809 A. Garron- phase 3 is as important as stage 2. We are establishing a cola. I believe the cola is at 5%.  
810 So instead of taking the cola, we look at an average. I would suggest the cola and look at a  
811 discretionary adjustment. We looked at a number of scenarios. We looked at longevity and we looked  
812 at the numbers and it came out to 1%.

813  
814 D. Boutin- what's the upside to the merit %.

815  
816 A. Garron- 1 to 2 % plus the cola.

817  
818 D. Boutin- does this imply that all that are entitled to an adjustment would get the same.

819  
820 A. Garron- no some are where they should be and so no, they will not all be the same.

821  
822 A. Garron- no it will not be the same. You have some that are highflyers, and some are not.

823  
824 **Health Insurance FY2021 Surplus of Funds - Distribution of funds**

825  
826  
827 ***A. Walczyk motioned to distribute the FY2021 surplus of funds in the amount of \$193,073.89 as***  
828 ***follows: \$24,019.18 to retirees, \$12,065.12 to Wastewater, \$13,839.60 to Town employees, and***  
829 ***\$143,149.99 as revenue to offset the increase in health insurance for FY 2022-23. Seconded by***  
830 ***R. Lapierre.***

831  
832 **Roll Call Vote #17**

833 ***T. Tsantoulis NP***

834 ***C. Jones NP***

835 ***R. Duhaime Aye***

836 ***A. Walczyk Aye***

837 ***R. Lapierre Aye***

838 ***C. Karolian Aye***

839 ***J. Durand Aye***

840 ***D. Boutin Aye***

841 ***J. Sullivan Aye***

842 ***Voted in favor (7-0)***

843

844

845 **NEW BUSINESS**

846  
847 **Old Home Day Committee - 2022 Special Event for Hooksett Bicentennial**

848  
849  
850 J. Sullivan – in the past the OHD Committee has wished to have it a 2-day event, but we have held off.  
851 This year we are looking to having it a 3-day event.

852  
853 A. Garron- this was discussed in 2018 as a 2.5-day event. In September the TC discussed and had  
854 tabled it due to questions on impact of department services.

855  
856 A. Walczyk- I see that there is a letter to be drafted to the neighbors.

857  
858 J. Sullivan- in the past neighbors have asked that if we are going to hold events longer than 1 day that  
859 they get notified.

860  
861 Andrew Janis 39 Main Street- I am disappointed that no one from that committee didn't come tonight. It  
862 seems like they put the cart before the horse. Why is Donati Park the only place that can hold events.  
863 We are now looking at 8 days and expecting thousands of visitors you should ask the neighborhood  
864 first. Then you are going to vote on this before letting us know.

865  
866 J. Sullivan- of the Vietnam wall coming we felt that having the full coverage was appropriate and not in  
867 a secluded area. Can OHD be held someplace else, that is a possibility.



868  
869 A. Walczyk- do we know if a letter was sent to the neighbors on the changes to OHD or bicentennial  
870 events.  
871  
872 J. Sullivan- we will send a letter. As of now this is the only year it will be a 3-day event for 2022. If we  
873 approve this, it will be just for 2022 for OHD.  
874  
875 A. Garron- we can send out a letter.  
876  
877 J. Sullivan- if we vote on it tonight, it will be for the planned events.  
878  
879 C. Karolian – why wouldn't we schedule a Public Hearing on this? I would motion to schedule a PH to  
880 let them decide if it is a 1 day or 3-day event. Seconded by J. Durand.  
881  
882 R. Lapierre- has the newsletter gone out?  
883  
884 A. Garron- it may not be ready for this next newsletter.  
885  
886 ***J. Sullivan motioned to extend the meeting, seconded by C. Karolian.***  
887 ***Voted in favor 6-1.***  
888

889 **PUBLIC INPUT**

890  
891 David Ross- I don't think the church gets a tax bill, and they should be the biggest one to be notified as  
892 they are a large abutter. This thing that I am hearing about the new financing. You cannot be  
893 committing this money without consulting DRA. Was it our engineer who drafted the MOU? Sounded  
894 like he was working for the developer not us.  
895

896 J. Sullivan- no decisions have been made.  
897

898 **NON-PUBLIC SESSION #2 NH RSA 91-A:3 II (a.c.I)**

899  
900 ***Chair Sullivan motioned to enter non-public session at 9:39 pm in accordance with the***  
901 ***provisions of RSA 91-A:3, II (a, c, I). C. Karolian seconded the motion.***  
902

903 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such  
904 employee, or the investigation of any charges against him or her, unless the employee affected (1) has  
905 a right to a meeting and (2) requests that the meeting be open, in which case the request shall be  
906 granted.

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

911 (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more  
912 members of the public body, even where legal counsel is not present.  
913

914 **Roll Call Vote #18**

915 ***J. Durand Aye***  
916 ***R. Lapierre Aye***  
917 ***C. Karolian Aye***  
918 ***D. Boutin Nay***  
919 ***C. Jones NP***  
920 ***T. Tsantoulis NP***  
921 ***A. Walczyk Aye***  
922 ***R. Duhaime Aye***  
923 ***J. Sullivan Aye***

924 **Vote in favor (6-1)**  
925  
926 **Chair Sullivan motioned to leave non- public session and return to public session at 10:06 pm.**  
927 **C. Karolian seconded the motion.**  
928  
929 **Roll Call Vote #19**  
930 **C. Jones NP**  
931 **C. Karolian Aye**  
932 **R. Lapierre Aye**  
933 **R. Duhaime Aye**  
934 **A. Walczyk Aye**  
935 **J. Durand Aye**  
936 **T. Tsantoulis NP**  
937 **D. Boutin Aye**  
938 **J. Sullivan Aye**  
939 **Voted in favor (7-0)**  
940  
941 **ADJOURNMENT**  
942  
943 **Chair Sullivan motioned to adjourn at 10:06 pm. C. Karolian seconded the motion.**  
944 **Voted unanimously in favor (7-0)**  
945  
946  
947 Respectfully submitted,  
948 *Alicia Jipson*  
949  
950 Alicia Jipson  
951 Recording Clerk  
952  
953 Please see subsequent meeting minutes for any amendments to these minutes  
954