

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, June 23, 2021**

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2 The Hooksett Town Council met on Wednesday, June 23, 2021, at 6:00 in the Hooksett Municipal
3 Building.

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5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 23 Jun 2021 to order at (6:00) pm.

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8 **PROOF OF POSTING**

9 Chair Sullivan provided proof of posting.

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11 **ROLL CALL**

12 **In Attendance:** Councilor James Sullivan, Councilor Clifford Jones, Councilor Randall Lapierre (arrived
13 at 6:01), Councilor Roger Duhaime (Arrived at 6:22), Councilor David Boutin, Councilor Timothy
14 Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk.

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16 Councilor John Durand Not Present

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18 **PLEDGE OF ALLEGIANCE**

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20 **AGENDA OVERVIEW-** Chair Sullivan gave agenda outline.

21
22 **PUBLIC HEARINGS**

23 ***Public Hearing for Pawnbroker and Secondhand Dealers Ordinance 2014-1 &***
24 ***Application - Proposed Amendments***

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27 Chairman Sullivan opened the Public Hearing at 6:03 and read the following Public Hearing
28 Notice: The Hooksett Town Council will be holding a public hearing on Wednesday, June 23,
29 2021 @ 6:00pm at the Hooksett Town Hall – Council Chambers, 35 Main Street, Hooksett,
30 NH. The purpose of the public hearing is to discuss the proposed revisions to Pawnbrokers
31 and Secondhand Dealers Ordinance #2014-1 and application. This notice is per Chapter
32 231:132-a of the NH Revised Statutes annotated, and section 3.6 of the Hooksett Town
33 Charter. The full text of the proposed ordinance is available at the Town Clerk’s office and via
34 www.hooksett.org for your inspection. Questions should be directed to the office of the Town
35 Clerk at 485-9534.

36
37 Chairman Sullivan invited questions from the public, there being no questions from the
38 Council, or from the public. Public Hearing closed at 8:42 pm.

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41 **SPECIAL RECOGNITION**

42 **Hooksett Fire-Rescue Department – Swearing in Ceremony**

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44
45 Fire Chief S. Colburn swore in Andrew Riotto and Nicholas Dumais to the Fire Department for the Town
46 of Hooksett.

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48 ***J. Sullivan motioned to unseal a portion of the non-public session minutes from 6/9/21 T.***
49 ***Tsantoulis seconded the motion.***

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Voted in favor (7-1)

C. Karolian abstained from voting as he was not present.

Hooksett Municipal Employee - New Hire

A. Garron announced Peter Flynn as the new Family Services Director.

PUBLIC INPUT - 15 MINUTES

John of 142 Hackett Hill Road came and thanked the council for the hard work that they do, he watches the meeting online, and has some grave concerns. He is disgusted with people who volunteer their time trying to get business done. The May 26th meeting, he was not happy with. There were 53 min of debate of the full Town Council including members from HR, the Town Administrator. That was 14 people that sat through a 53 min debate. Kids watch these meetings, and it was sickening. Let's please move forward and stop.

SCHEDULED APPOINTMENTS

A. Garron received a letter from the Van Horns to discuss the drainage issues on Corriveau Drive. There are some additional issues that we have been made aware of and they are here to discuss today.

K. Van Horn of Corriveau Drive spoke and thanked the town employees. This was a long time coming. Things are draining properly now. Because of this process of what happened the drainage in Corriveau Drive changed and into my driveway. Topsoil has washed away, there was a sink hole, had a curb built, the light post fell over, the driveway is completely washing away at this point. Kevin Is now asking for consideration that the town work with him to fix the problems that were caused by these issues. I did nothing improper that caused these issues.

J. Sullivan- we would look to the departments that would address this and they can make their recommendations and directions.

K. Van Horn- we did not create a go forward plan due to the current issues needed to be fixed.

D. Boutin motioned to direct A. Garron and Bruce Thomas to work with K. Van Horn and investigate the appropriate remedy and cost to address the concerns and report back to the town council the solutions and how we will pay for the repairs; seconded by R. Duhaime.

Roll Call Vote #2

R. Duhaime Aye

J Durand NP

C. Jones Aye

R. Lapierre Aye

A. Walczyk Aye

D. Boutin Aye

C. Karolian Aye

T. Tsantoulis Aye

J. Sullivan Aye

Voted unanimously in favor (8-0)

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E. Labonte- added that Corriveau Drive is on the paving plan for next year.

Sue Kunkel & Nancy Gosselin 39 Sterling Drive, Hooksett Kiwanis - September 18, 2021, 5K road race.

S. Kunkel of the Kiwanis club presented that we have had this race for several years, we have already contacted a number of the neighbors in the area. We have 120 runners and use this as a fundraiser for the Kiwanis. We are here to get permission and approval.

D. Boutin- are you asking or the town to pay for the waste receptacles and the porta potties or asking for the use.

S. Kunkel- we are asking for permission to put them out there.

D. Boutin moved that the council approve the Kiwanis 5k trail race to be held on September 18, 2021, request based on the presentation and approve requests 1 through 6; A. Walczyk seconded the motion.

Voted unanimously in favor (8-0)

Old Town Hall Preservation Committee - Concept for Use of Old Town Hall

J. Sullivan- committee is looking for confirmation on what the old Town Hall will be and the intention. The past intention was a meeting house. My direction from the committee is for reaffirmation that the old Town Hall will be for a meeting house.

D. Boutin motioned that the old Town Hall will be used as a meeting House. T. Tsantoulis seconded the motion.

Voted unanimously in favor (8-0)

D. Boutin- I want to encourage the subcommittee to be flexible on this so that we can accommodate as many meetings as possible in that space.

A. Garron- there is still work to be done on design and mapping it out.

Town Clerk, Todd Rainier and Police Chief, Janet Bouchard - Pawnbroker and Secondhand Dealers Ordinance 2014-1 & Application - Proposed Amendments

Town Clerk, Todd Rainier - Civil Forfeiture

T. Rainer- we are here for the annual dog civil forfeiture. We have had a much greater response to the emails that we send out. This year we mailed out letters for almost 400 unregistered dogs. This was a minimal expense at .51 a letter. We cut that number down to just over 200 dogs in 2 weeks. The list presented today has 204 dogs that are unregistered by our records. We ran out of tags based on last year's numbers. Last year we had 743 dogs unregistered.

R. Lapierre motioned to sign the warrant authorizing the civil forfeit to commence. T. Tsantoulis seconded the motion.

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Voted unanimously in favor (8-0)

Carol Granfield, Municipal Resources Inc.- MRI Presentation on Hooksett Municipal Non-union Wage & Classification Study

A. Garron- back in January the Board authorized the rate study to commence and that was carried out by MRI. This rate study was for non-union employees. MRI has put together a great report. We have 13 comparable communities that submitted information to the survey.

Carol Granfield of MRI- Gave a brief overview on the project.

J. Sullivan- we are not looking for any motions, only here to accept the report.

D. Boutin moved to accept the report as presented, T. Tsantoulis seconded the motion.

Voted in favor 7-1)

R. Lapierre abstained from voting.

R. Duhaime- do you have anything in this report that makes up for when addressing the pay scale when a department head does or does not have an assistant.

C. Granfield- NO it is not a staffing study. We do not identify staffing issues. Only address pay.

CONSENT AGENDA.

Donation of Village School Conceptual Drawing by SAU 15-

R. Lapierre motioned to accept the donation of the Drawing of the Village School valued under \$5,000 from the Hooksett School District to the Town of Hooksett for the Administration Department per RSA 31:95- e.II. D. Boutin seconded the motion.

Voted unanimously in favor (8-0)

Starbucks, 1277 Hooksett Road, Bond Release of \$93,600.00 to the Developer

R. Lapierre motioned to release site work bond of \$93,600 for Starbucks at 1277 Hooksett Road to the Mascoma Bank. D. Boutin seconded the motion.

Voted unanimously in favor (8-0)

TOWN ADMINISTRATOR'S REPORT

A. Garron- the Emergency Order has expired as of June 11th. The map that you see now is from the states site. This shows that the # of cases in Hookset have dropped from 11 to (1-4). Fully vaccinated is at 53.5%. I am impressed with the staff and how they reacted. We are moving back in July to the council chambers. Our meetings that allowed for remote access has now expired and have gone back to 91-a. people can still access it remotely. Regular in person meeting are going to be the normal again.

212 Corriveau Drive- loam and seeding of the area has been completed. We are wrapping that up.
213
214 Pennichuck- after our last meeting letters sent to legal counsel regarding Pennichuck rate increase
215 withdrawing from being an intervener.
216
217 ARPA- Local Fiscal Recovery Funds- A. Garron went over the allowable uses, and that we will be
218 receiving 1.5 million in funds. This will be on the July 7th agenda. Went over the ineligible uses of the
219 funds.
220
221 Comcast- have met with the representatives from Comcast and based on the areas of the contract that
222 we do have some control on, we all read through the old one and contrasted and compared. Legal
223 counsel also looked over it and made a minor adjustment in reference to polls. The hope is that we will
224 bring back the agreement at the next council meeting to read and act on.
225
226 R. Duhaime- are there any areas in town that cannot get internet.
227
228 A. Garron- we did ask that question and they said no.
229
230 Accident at Cross Road- there was a horrible accident here and as a result we have been receiving
231 several emails that the town look at that intersection. There is a heightened concern there.
232
233 Fire Hydrant issue- the report has been forwarded to the Fire Marshall for review.
234
235 D. Boutin- as of this afternoon the report has not been sent. I would like to see the report that was sent
236 in. consensus is to allow the council has no issues with the council looking at the report. I had
237 requested to get what the standard was that he was using that made the 4th hydrant necessary. I want
238 to get that answer if they did any water flow tests on the other 3 hydrants.
239
240 C. Jones- the Fire Department does not do flow tests on the hydrants; the water districts do the flow
241 tests.
242
243 D. Boutin- if someone goes before a board for a site plan review who informs them that they need to do
244 a flow test?
245
246 C. Jones- the Fire Departments do not own the hydrants, the districts do.
247
248 D. Boutin- Motioned that the Town Administrator discuss this matter with the district and see if a water
249 flow test was done.
250
251 J. Sullivan- this does not need a motion; it was required for all questions to be directly brought to the
252 Town Administrator.
253
254 R. Duhaime- would like to know from Manchester water works what the volume and pressure of water
255 is.
256
257 Veterans Park- I would like to invite Police Chief Bouchard up to speak.
258
259 J. Bouchard- I have contacted A. Garron about complaints that the police are not doing anything. Want
260 to let people know that complaining on social media is not a formal complaint and we do not monitor
261 social media for complaints. Once nice weather hits people want to go and swim in the river. We get

262 calls people jumping off from the bridge. What is happening is that the land is not posted no-
263 trespassing. The railroad also does not have any no trespassing signs. Even though it is not posted it is
264 private property of the railroad and therefore a violation. Not to mention it is an active railroad and very
265 dangerous. We can add no parking signs, but the board will need to approve the signs. We could put
266 trash cans down there to help with the litter but then that puts more work on the DPW. There needs to
267 be more signs.

268
269 ***D. Boutin motioned the council to authorize the placement of no parking signs to be determined***
270 ***by the Police Chief, Town Administrator and DPW to place appropriate signs at the vicinity of***
271 ***Veterans Park and Jacobs Square to address no-trespassing and parking R. Duhaime seconded***
272 ***the motion.***

273

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

275 **T. Tsantoulis opposed.**

276

277 **NOMINATIONS AND APPOINTMENTS**

278

279 ***R. Duhaime motioned to appoint Christopher Stelmach as a member of the Planning Board to a***
280 ***term expiring 6/30/2024, effective July 1st 2021 and to appoint Cindy Robertson as a member of***
281 ***the Conservation Commission to a term expiring 6/30/2024, effective July 1st 2021 and to***
282 ***appoint David Scarpetti as a member of the Economic Development Advisory Committee to a***
283 ***term expiring 6/30/2024, effective July 1st 2021, and to appoint Richard Bairam as a member of***
284 ***the Zoning Board of Adjustment to a term expiring 6/30/2024, effective July 1st D. Boutin***
285 ***seconded the motion.***

286

287 **Voted unanimously in favor (8-0)**

288

289 ***D. Boutin motioned to waive Town Council's normal rules of Procedures and nominate and***
290 ***appoint the following individuals Kathy Northrup as a member of the heritage Commission to a***
291 ***term expiring 6/30/2024, effective July 1st 2021 and Robert Better as an Alternate to the***
292 ***Conservation Commission to a term expiring 6/30/2024, effective July 1st 2021 and Raymond***
293 ***Bonney as a member of the Recycling and Transfer Advisory Board to a term expiring 6/30/2024,***
294 ***effective July 1st 2021 R. Duhaime seconded the motion.***

295

296 **Voted unanimously in favor (8-0)**

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299 J. Sullivan- those watching tonight there are open positions to fill.

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~~301~~ **OLD BUSINESS**

303 **FY 2020-21 Budget Encumbrances**

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305 C. Tewksbury- we were unsure of 3 items of when they were going to come in so we encumbered them
306 as a safety net.

307

308 C. Karolian – asked about the road paving.

309

310 ***D. Boutin motioned to encumber items #14.1 in the amount of \$336,455.97 from the FY 2020-21***
311 ***budget under RSA 32:7. T. Tsantoulis seconded the motion.***

312

313 **Voted unanimously in favor (8-0)**

314
315 D. Boutin- asked why roll call was not taken.
316
317 J. Sullivan- Because the vote on the encumbrances have already been made.
318
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320 **NEW BUSINESS**
321
322 **DPW Fleet Maintenance Truck Purchase**
323
324 ***D. Boutin motioned to approve vehicle replacement and purchase a 2022 Ford F-350 pick-up***
325 ***truck from Grappone Ford at a State bid price of \$39,654 with trades. T. Tsantoulis seconded the***
326 ***motion.***
327
328 **Roll Call Vote #3**
329 ***D. Boutin Aye***
330 ***C. Jones Aye***
331 ***A. Walczyk Aye***
332 ***J. Durand NP***
333 ***R. Duhaime Aye***
334 ***T. Tsantoulis Aye***
335 ***R. Lapierre Aye***
336 ***C. Karolian Aye***
337 ***J. Sullivan Aye***
338
339 **Voted unanimously in favor (8-0)**
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341 **ADA Restrooms for Donati Park**
342
343 E. Labonte DPW Director- In the past this had come in way over bid. We found a new vendor that came
344 in much better price for us. It will be serviced off the water & sewer. We will do the site work. We have
345 asked for a waiver of a connection fee. This facility will be heated year-round. Parks and ground will
346 service it daily. We have looked into a digital locking system. And we intend to do this at a later date.
347
348 D. Boutin- as far as the motion should we include the electric lock. No, we should not, we should look at
349 this later. I think we can do better at an alternate source.
350
351 R. Lapierre- what type of hand drying will you have in the bathroom? Paper towels.
352
353 E. Labonte- An electric dryer would be \$700 each.
354
355 C. Karolian- Did I understand that the bathrooms would be closed on the weekends?
356
357 E. Labonte- Yes until we get the electronic door locks.
358
359 R. Duhaime- what is the square footage? 23x10 230sf. It is all concrete. Are we going to address the
360 falling light post?
361
362 E. Labonte- We may depends on if we own the post.
363
364 A. Walczyk- I am inclined to add the electric hand dryer.

365
366 E. Labonte- We could put them in a later date using our own electrician.
367
368 T. Tsantoulis- want to add that this will be ADA compliant.
369
370 ***R. Duhaime motioned to approve the purchase of "Kodiak" ADA restrooms for Donati Park from***
371 ***CXT Precast Concrete Products to be funded from (1) Public Recreation Facilities Impact Fees***
372 ***(\$38,059.50), (2) Park and Recreation Facilities Capital Reserve (\$38,059.50), and LaMontagne***
373 ***fees from Beaverbrook (\$28,000). R. Lapierre seconded the motion.***
374

375 **Roll Call Vote #4**

376 **A. Walczyk Aye**
377 **R. Lapierre Aye**
378 **C. Jones Aye**
379 **R. Duhaime Aye**
380 **J. Durand NP**
381 **C. Karolian Aye**
382 **T. Tsantoulis Aye**
383 **D. Boutin Aye**
384 **J. Sullivan Aye**

385
386 **Voted unanimously in favor (8-0)**
387

388 **Safety Manual Update**

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390 ***R. Lapierre motioned to approve changes to the Safety Manual as recommended by Primex.***
391 ***T. Tsantoulis seconded the motion.***
392

393 **Voted unanimously in favor (8-0)**
394

395 **APPROVAL OF MINUTES**
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398 **T. Tsantoulis motioned to approve the public minutes of the June 9, 2021. As amended R.**
399 **Duhaime seconded the motion.**
400

401 Line 376 of the 6/9/21 minutes has been changed to add bicentennial after the word "the"
402 Line 329 of the 6/9/21 minutes has been changed should clarify R Duhaime as Roger Duhaime and the
403 spelling for Mike Sorel.
404 Line 333 of the 6/9/21 minutes has been changed should clarify R Duhaime as Roger Duhaime and the
405 spelling for Mike Sorel.
406 Line 439 of the 6/9/21 minutes D. Boutin motioned to add "Town Vehicles and Use of Personal Vehicles
407 Policy" To the Administrative Code. T. Tsantoulis seconded the motion. Voted in favor (7-1) C. Karolian
408 opposed.

409
410 **Voted in favor (7-1)**

411 **R. Duhaime abstained was not at the meeting.**
412

413 **R. Lapierre motioned to approve the non-public minutes of the June 9, 2021. D. Boutin**
414 **seconded the motion.**

415
416 **Voted in favor (6-2)**
417 **R. Duhaime abstained was not at the meeting.**
418 **C. Karolian abstained was not at the meeting.**

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SUB-COMMITTEE REPORTS

423
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425 A. Walczyk- Conservation Committee met and the Brook Trail is going to be opening, looking at signs
426 being placed. Ribbon cutting on September 30th. Parks N Rec Pavilion construction might be done at
427 end of July. We do want to put signs up at the pavilion will those need to be approved at Town Council.
428 The Lilac Bridge landscape has been completed. The Rail Trail may be looking for Hooksett to
429 participate.

430
431 T. Rainer- added that "no alcohol" signs are to be constructed at all parks.

432
433 J. Sullivan- Chair can we check the ordinance on that.

434
435 T. Tsantoulis- Board of Assessors has been handling several abatement requests. We have not
436 awarded a Hookset Youth Achiever award in sometime. If we have any exemplarily youths, please step
437 forward.

438
439 J. Sullivan- Heritage Committee sent a letter on a demo permit. Historical marker created. We welcome
440 volunteers for the Bicentennial Committee. We are looking for parking volunteers. We are way ahead of
441 schedule and looking for donations and corporate sponsors. We have received a donation in the
442 amount of \$850. The Economic Development Committee had a big box developer come in and discuss
443 their struggles and what they are trying to do and their restrictions. Possibly a town slogan to get
444 business into Hooksett.

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

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448 ***T. Tsantoulis motioned to enter non-public session of 06/23/2021 at 8:50pm in accordance with***
449 ***NH RSA 91-A:3 II a. The motion was seconded by D. Boutin.***

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

Roll Call Vote #5

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456 ***T. Tsantoulis Aye***

457 ***C. Jones Aye***

458 ***R. Duhaime Aye***

459 ***A. Walczyk Aye***

460 ***R. Lapierre Aye***

461 ***C. Karolian Aye***

462 ***J. Durand NP***

463 ***D. Boutin Aye***

464 ***J. Sullivan Aye***

465

466 ***T. Tsantoulis motioned to exit the non-public session of 06/23/2021 at 9:25pm. Seconded by R.***
467 ***Lapierre.***

468 **Voted unanimously in favor (8-0)**

469 ***J. Sullivan motioned to seal the non-public session minutes of 06/23/2021 at 9:26 pm. Seconded***
470 ***by T. Tsantoulis.***

471 **Voted unanimously in favor (8-0)**

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473 **ADJOURNMENT**

474 ***R. Lapierre motioned to adjourn the public session of 06/23/2021 at 9:29pm. Seconded by T.***
475 ***Tsantoulis.***

476 **Voted unanimously in favor (8-0)**

477

478 Respectfully submitted,

479

480 *Alicia Jipson*

481 Alicia Jipson

482 Recording Clerk