



AGENDA

Town of Hooksett Town Council

Wednesday, January 5, 2022 at 6:00 PM

A meeting of the Town Council will be held Wednesday, January 5, 2022 in the Hooksett Municipal Building commencing at **6:00 PM**.

	Page
1. CALL TO ORDER	
2. PROOF OF POSTING	
3. ROLL CALL	
4. PLEDGE OF ALLEGIANCE	
5. AGENDA OVERVIEW	
6. PUBLIC HEARINGS	
6.1. Public hearing to amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of Adjustment Staff Report - SR-21-206 - Pdf	5 - 6
6.2. Public Hearing for Proposed New Zoning Article (Section 3.6 F of Town Charter) for the Hooksett Town Council to vote on Planning Board recommended Zoning amendments Staff Report - SR-21-205 - Pdf	7 - 9
6.3. Tax Increment Finance District (TIF) –Public Hearing to Discuss Amending the Tax Increment Finance Plan (see also item 9.1) Staff Report - SR-21-210 - Pdf	11 - 47
6.4. Tax Increment Finance District (TIF) – Public Hearing to Discuss Funding Agreement between Town and Granite Woods Developer (see also item 9.2) Staff Report - SR-21-213 - Pdf	49 - 62
7. SPECIAL RECOGNITION	
7.1. BICENTENNIAL MOMENT	
7.2. Hooksett Police Department - Police Officer of the Year - Travis Mannon	
7.3. Hooksett Municipal Employee - New Hire	
8. PUBLIC INPUT - 15 MINUTES	
9. SCHEDULED APPOINTMENTS	
9.1. Scheduled Appointment Public Hearing to Discuss Amending the Tax Increment Finance Plan - James Vayo - Southern New Hampshire Planning Commission Staff Report - SR-21-211 - Pdf	63 - 102

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

9.2.	Scheduled Appointment for Public Hearing Relating to Granite Woods Development Agreement - Peter Bartash, Granite Woods Development and David Mercier, Underwood Engineering Staff Report - SR-21-214 - Pdf	103
10.	CONSENT AGENDA	
11.	TOWN ADMINISTRATOR'S REPORT	
12.	NOMINATIONS AND APPOINTMENTS	
12.1.	Nominations and Appointments Staff Report - SR-21-203 - Pdf	105 - 108
13.	BRIEF RECESS	
14.	OLD BUSINESS	
14.1.	FY 2022-23 Budget and Warrant Articles Staff Report - SR-21-204 - Pdf	109 - 122
14.2.	Proposed Town Charter Amendments for Article 8.2 Initiative Petitions (amend language) and Article 8.6 Recall of Officeholders (remove entire section) Staff Report - SR-21-207 - Pdf	123 - 125
15.	NEW BUSINESS	
15.1.	Fire Department Staff Car Purchase Staff Report - SR-21-208 - Pdf	127 - 135
15.2.	Ambulance purchase by the Fire Rescue Department Staff Report - SR-21-212 - Pdf	137 - 168
15.3.	Town Council Public Minutes - RSA 91:a Staff Report - SR-21-209 - Pdf	169 - 171
16.	APPROVAL OF MINUTES	
16.1.	Public: 12/08/2021 TC Minutes 12082021	173 - 191
16.2.	Public: 12/15/2021 SPECIAL MEETING MINUTES 12.15.2021	193 - 197
16.3.	Non-Public: 12/15/2021	
17.	SUB-COMMITTEE REPORTS	
18.	PUBLIC INPUT	
19.	NON-PUBLIC SESSION NH RSA 91-A:3 II	
20.	ADJOURNMENT	
	PUBLIC INPUT	
1.	Two 15-minute Public Input sessions will be allowed during each Council Meeting. Time will be divided equally among those wishing to speak, however, no person will be allowed to speak for more than 5 minutes.	

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

2. No person may address the council more than twice on any issue in any meeting. Comments must be addressed to the Chair and must not be personal or derogatory about any other person.
3. Any questions must be directly related to the topic being discussed and must be addressed to the Chair only, who after consultation with Council and Town Administrator, will determine if the question can be answered at that time. Questions cannot be directed to an individual Councilor and must not be personal in nature. Issues raised during Public Input, which cannot be resolved or answered at that time, or which require additional discussion or research, will be noted by the Town Administrator who will be responsible for researching and responding to the comment directly during normal work hours or by bringing to the Council for discussion at a subsequent meeting. The Chair reserves the right to end questioning if the questions depart from clarification to deliberation.
4. Council members may request a comment be added to New Business at a subsequent meeting.
5. No one may speak during Public Input except the person acknowledged by the Chair. Direct questions or comments from the audience are not permitted during Public Input.

Anyone requesting auxiliary aids or services is asked to contact the Administration Department five business days prior to the meeting.

Town Council
STAFF REPORT



To: Town Council
Title: Public hearing to amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of Adjustment
Meeting: Town Council - 05 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

Public hearing to amend Section 11.2 of the Hooksett Town Charter to following RSA 673:6, I (a) to allow five (5) alternates on the Zoning Board of Adjustment. See attached public hearing notice as published in the Union Leader December 27, 2021 edition for details.

RECOMMENDATION:

1. Open public hearing, listen to public input, close public hearing. If no further language changes of substantial impact, see steps 2-4. If there are further language changes of substantial impact, then another public hearing is required.
2. Town Clerk submit final language from the closed public hearing to DRA, AG & SOS for approval.
3. DRA, AG & SOS approved language to be placed on January 19, 2022 agenda for Town Council to make a decision on placing on the March ballot.
4. If this item is on the March ballot, then it is up to the voters for the Charter Amendment.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Zoning Board of Adjustment wants to maximize the number of alternate, as per state law, to increase the opportunity of having consistent quorums at their meetings.

ATTACHMENTS:

[ZBA Alternates-Public Hearing Notice for Union Leader](#)

TOWN OF HOOKSETT PUBLIC HEARING NOTICE

The Hooksett Town Council hereby provides notice that it will hold a Public Hearing regarding a proposed amendment to the Town's Charter at their next regularly scheduled meeting, which will take place at the Hooksett Municipal Offices (35 Main Street, Hooksett, NH 03106) on Wednesday, January 5, 2021, at 6:00PM. The proposed amendment is as follows: Section 11.2 Zoning Board of Adjustments
Amend to the following: There shall be a Zoning Board of Adjustment appointed by the Council, consisting of five (5) members each serving a three (3) year term and ~~three (3)~~ five (5) alternates each serving a three (3) year term. Such terms shall be staggered. The Council shall fill any vacancy for the period of the unexpired term. The Zoning Board of Adjustment shall have all the powers granted to such boards under state law." *This amendment follows RSA 673:6, I. (a) The local legislative body may provide for the appointment of not more than 5 alternate members to any appointed local land use board, who shall be appointed by the appointing authority. The terms of alternate members shall be 3 years.*

Town Council STAFF REPORT



To: Town Council
Title: Public Hearing for Proposed New Zoning Article (Section 3.6 F of Town Charter) for the Hooksett Town Council to vote on Planning Board recommended Zoning amendments
Meeting: Town Council - 05 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

Public hearing to amend paragraph F in Section 3.6 Ordinances in the Town Charter to provide the Hooksett Town Council authority to amend the Town's Zoning Ordinance(s). See attached public hearing notice as published in the Union Leader December 27, 2021 edition for details.

The Town Council's zoning change sub-committee recommends amending the Town's charter to allow Town Council to adopt, amend or repeal zoning ordinances, historic district ordinances, or building codes after the planning board holds at least one public hearing in accordance with RSA 675:7. Presently, Town meeting votes to adopt, amend or repeal zoning ordinances, historic district ordinances, or building codes. If approved by Town Meeting, that responsibility would fall to Town Council.

Other communities, with a Council form of government, have the authority to adopt and amend zoning ordinances. The town of Londonderry Council has this authority. Their zoning ordinance adoption or amendment process is much the same. The process includes a public hearing by the Planning Board, after which the Board makes a recommendation to the Town Council. Following state law, RSA 674:1.V, which states, "the Planning Board may, from time to time, recommend to the local legislative body amendments of the zoning ordinance or zoning map or additions thereto."

The current Town Meeting process allows for one opportunity for Hooksett to propose amendments. An opinion that is shared by other communities, having Council vote on these matters provides more opportunity to implement zoning amendments recommended by the master plan. The public would also have more opportunities to be involved in the amendment process. Hooksett propose process states that "the planning board holds at least ONE public hearing..." If needed or warranted, the planning board could hold multiple public hearings on any proposed amendment. The propose charter amendment will not impact the planning board, or any other board, committee or commission, involvement in the zoning ordinance, building codes or historic district amendment process. The planning board has been the primary vehicle to present and recommend changes to the zoning ordinance and will continue to do so in accordance with RSA 674:1. V.

Legal Counsel has reviewed the proposed charter amendment, has stated that, "The wording in the first paragraph is satisfactory for its intended purpose. ***The Council may adopt, amend or repeal zoning ordinances, historic district ordinances, or building codes after the Planning Board holds at least one public hearing in accordance with RSA 675:7. The hearing must occur within [30 days] of***

the introduction of a proposed change, and conclude with a vote by the Planning Board on a recommendation. In addition, creation or amendment to zoning ordinances historic district ordinances or building codes may be petitioned for by no less than two percent (2%) of the voters of the town and shall be established or amended in accordance with the procedures outlined under RSA 675:4."

POLICY IMPLICATIONS:

If the Charter amendment is passed, changing the vote on the zoning amendments, building code and district ordinances, from Hooksett voters to Town Council, then the following should also be amended in the Zoning Ordinance: HOOKSETT ZONING ORDINANCE Section 35 – Amendments. *Amend to the following:* This Ordinance may be amended by a majority vote of ~~any legal Town Meeting~~ Town Council, following the procedures set forth in the Town Charter, ~~when such amendment is published in the warrant calling for the meeting.~~ A Public Hearing must be held, notice of which shall meet the requirements to RSA 675:7.

RECOMMENDATION:

1. Open public hearing, listen to public input, close public hearing. If there is no further language changes of substantial impact, see below steps 2-4. If there are further language changes of substantial impact, then another public hearing is required.
2. Town Clerk submit final language from the closed public hearing to DRA, AG & SOS for approval.
3. DRA, AG and SOS approved language to be placed on Council Agenda for Council to make decision on placing on the March ballot- this meeting will be January 19, 2022.
4. If this item is on the March ballot, then it will be up to the voters for the Charter Amendment.

TOWN ADMINISTRATOR'S RECOMMENDATION:

The Zoning Change Committee has submitted its recommendation to Town Council to place this proposed amendment to the Town's Charter on the ballot. The main change proposed by this Charter amendment is to allow Town Council to decide zoning ordinance, building code and historic district amendments in place of Town Meeting. Board, Committee and Council, currently involved with developing amendments to the zoning ordinance, building codes and historic districts, can continue to prepare such amendments with a recommendation to council instead of Town Meeting.

ATTACHMENTS:

[Zoning-Public Hearing Notice for Union Leader](#)

TOWN OF HOOKSETT PUBLIC HEARING NOTICE

The Hooksett Town Council hereby provides notice that it will hold a Public Hearing regarding a proposed amendment to the Town's Charter at their regularly scheduled meeting, which will take place at the Hooksett Municipal Offices (35 Main Street, Hooksett, NH 03106) on Wednesday, January 5, 2021, at 6:00PM. The proposed amendments are as follows: Sec. 3.6. Ordinances. Amend paragraph F to the following: F. Creation of, or amendments to, Zoning ordinances, historic district ordinances or building codes may be petitioned for by no less than two percent (2%) of the voters of the town and shall be established or amended in accordance with the procedures outlined under RSA 675:4. Any Zoning Ordinance, Historic District Ordinance or Building Code or amendment to an existing Zoning Ordinance or Building Code proposed by the Council or the Planning Board shall be submitted to the voters of the Town in accordance with the provisions of RSA 675. The Council may adopt, amend, or repeal zoning ordinances, historic district ordinances, or building codes after the Planning Board holds at least one public hearing in accordance with RSA 675:7. The hearing must occur within [30 days] of the introduction of a proposed change, and conclude with a vote by the Planning Board on a recommendation. In addition, creation, or amendment to zoning ordinances historic district ordinances or building codes may be petitioned for by no less than two percent (2%) of the voters of the town and shall be established or amended in accordance with the procedures outlined under RSA 675:4.

If the charter amendment is passed, changing the vote on zoning amendments, building codes and district ordinances, from Hooksett Voters to Town Council, then the following should also be amended in the zoning ordinance. HOOKSETT ZONING ORDINANCE Section 35 – Amendments. Amend to the following: This Ordinance may be amended by a majority vote of any legal Town Meeting Town Council, following the procedures set forth in the Town Charter, ~~when such amendment is published in the warrant calling for the meeting.~~ A Public Hearing must be held, notice of which shall meet the requirements to RSA 675:7.

Town Council STAFF REPORT



To: Town Council
Title: Tax Increment Finance District (TIF) –Public Hearing to Discuss Amending the Tax Increment Finance Plan
Meeting: Town Council - 05 Jan 2022
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

PUBLIC HEARING:

The purpose of this agenda item is to hold a public hearing on January 5, 2022 at the regularly scheduled Town Council meeting to present and take public comment on amending the March 23, 2017 adopted TIF district plan in accordance with NH RSA 162-K. (**Draft TIF Plan attached**)

BACKGROUND INFORMATION:

The Town is contemplating the amendment of the current TIF district plan to incorporate the following changes:

1. To add several parcels on the east side of the Merrimack River to the TIF District as listed and as shown on a plan by the Southern New Hampshire Planning Commission (see attached).
2. To add three parcels (17-9, 17-38, and 17-39) off Cross Road as listed and as shown on a plan by the Southern New Hampshire Planning Commission (see attached) to the TIF District. The purpose of these additions is to address the issue that sewer and water utilities planned to service the Granite Woods development are shown exiting and then entering the TIF District. Thus, a portion of the proposed installation of sewer and water lines necessary to complete the water utility work from the Granite Woods property will be outside of the TIF district.

Per the Town's attorney:

*There is nothing in the TIF statute (RSA 162-K) that explicitly authorizes the use of TIF increments on projects that extend beyond the confines of the TIF. Based upon the language of RSA 162-K:6, III, I believe the intent is that the use of TIF increments is limited to the properties within the TIF district". The town could leave the TIF district as is and make the argument that as currently contemplated the use of TIF increments satisfies the spirit of 162-K because the work outside of the district is de minimis and essential to the functioning of the project within the district. But if challenged, that would be expensive, could delay development, and a reviewing court could disagree. Rather than take that risk, I recommend the town err on the side of caution and relocate this portion of water/sewer line **or simply amend the TIF district.***

Based on the attorney's statements above, we are recommending that the TIF district be amended to add the properties on Cross Road to the TIF district and the TIF district boundary be amended accordingly to include the properties and the section of Cross Road from Route 3A to the west end of the frontage of the properties.

3. As part of the Granite Woods Development agreement, The developer's has proposed to construct the infrastructure within this section of the TIF District, seek private bonding/debt to fund the installation of the infrastructure and for Hooksett to use the tax revenue derived from the project to fund their debt. The Town attorney was asked *"If Hooksett wanted to proceed with the proposal offered by Port One, private financing of the debt and Hooksett reimbursing them for it, would that be allowable under Hooksett's TIF Plan and RSA 162:K?"*

The Town Attorney responded with *"I do believe a valid alternative to the above exists, at least from the Town's perspective. It could take the form of **amending the TIF plan** to include use of TIF increments to reimburse private investors for private borrowing or financing and also to require and enforce fair share contributions in certain situations.*

Based on the attorney's statements above, we are recommending that the TIF district be amended to include use of TIF increments to reimburse private investors for private borrowing or financing and also to require and enforce fair share contributions in certain situations.

Public Hearing notices were sent to the Union Leader (it ran on 12/13/21), the Manchester School Board, and the Merrimack County, NH Board of Commissioners (see attached).

Additional information may be provided at the Public Hearing.

FINANCIAL IMPACT:

None.

POLICY IMPLICATIONS:

None

RECOMMENDATION:

None required. Action will be required after 15 days (Town Council meeting scheduled for January 20, 2022 or January 26, 2022)

SUGGESTED MOTION:

None required. Action will be required after 15 days (Town Council meeting scheduled for January 20, 2022 or January 26, 2022)

TOWN ADMINISTRATOR'S RECOMMENDATION:

Recommend Council hold a special meeting on January 20 or change Council's January 19 meeting to January 26, 2022

ATTACHMENTS:

[Proposed-TIF District-Map v3](#)

[Proposed-TIF Limits toAG 21-1104](#)

[Proposed-TIF Parcel-List v3](#)

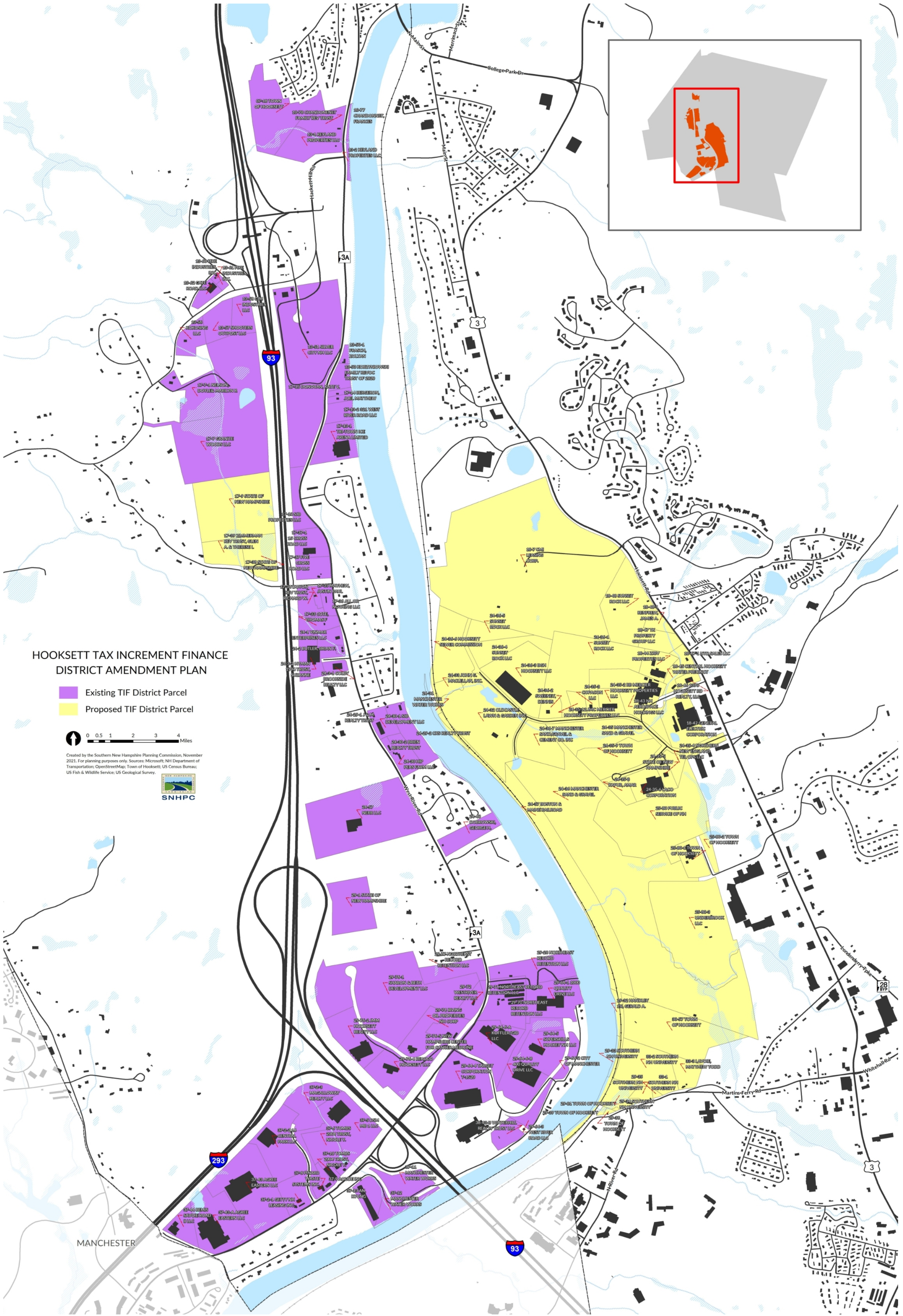
[TIF District Expansion Full Legal Opinion](#)

[Town of Hooksett Public Hearing Notice for Union Leader](#)

[Town Council Public Hearing Notice TIF County Commissioners](#)

[Town Council Public Hearing Notice TIF School Board](#)

[Draft TIFFinandDevPlan 12.21](#)





Southern New Hampshire Planning Commission

438 Dubuque Street, Manchester, NH 03102-3546, Telephone (603) 669-4664 Fax (603) 669-4350
www.snhpc.org

November 4th, 2021

André L. Garron, ICMA-CM
Town Administrator
Town of Hooksett
85 Main Street
Hooksett, NH 03106

Mr. Garron:

Per the request from the Town of Hooksett, I have enclosed a draft parcel list for amending the existing Hooksett Route 3A Tax Increment Finance (TIF) District. The enclosed draft parcel list would expand the TIF district to an area East of the existing TIF district boundary as well as three parcels abutting the west boundary of the existing TIF district. The proposed parcels to the East are primarily zoned Mixed Use and represent a consistent grouping of future use parcels. The parcels to the West are proposed for inclusion in the TIF district in order to maintain the planned sewer improvements within the district bounds. The SNHPC staff is happy to revise this draft parcel list at the direction of the Town of Hooksett.

State RSA 162-K sets limitations on the size and value of a TIF District when it is amended. The SNHPC has calculated both the land area and assessed value of the proposed 3A TIF District using the enclosed draft parcel list to demonstrate that the proposed amendment to the TIF District is within the limitations set forth in the State's RSA. The State RSA 162-K:5 states the Limitations of Districts as follows:

- I. *The total acreage included in any one development district ... when added to the total current acreage within the development districts for which bonds remain outstanding shall not exceed 10 percent of the total acreage of the municipality.*
- II. *The total assessed value of taxable real property of any one development district ... when added to the current total assessed value of taxable real property within development districts for which bonds remain outstanding, shall not exceed 16 percent of the most recent total assessed value of taxable real property in the municipality.*

The SNHPC analysis of the draft parcel list resulted in a proposed total TIF District area of 1,467.15 acres which is 6.2% of the Town of Hooksett's total taxable acreage. The total proposed TIF District value is \$211,682,847 which is 10.2% of the town's total assessed value before exemptions.

Sincerely,

James Vayo, AICP
Project Manager
Southern NH Planning Commission
438 Dubuque Street
Manchester, NH 03102

Enclosure: Draft Proposed Route 3A Tax Increment Finance District Amendment Map and Parcel List

Draft Parcel List for inclusion in a Proposed 3A TIF District Amendment								
AV Parcel ID	Parcel #	Owner Name	Street Address	Map	BLK	Lot	Assessed Value	Area (Acres)
	1477	17-9	STATE OF NEW HAMPSHIRE	(OFF EVERETT TURNPIKE)	17	9	\$134,800	27.00
	1543	17-38	STATE OF NEW HAMPSHIRE	17 CROSS ROAD	17	38	\$151,400	9.00
	1544	17-39	ERMAN REV TRUST, GLEN A. & THERESE L	31 CROSS ROAD	17	39	\$113,200	5.57
	1709	18-42	GENERAL ELECTRIC CORPORATION	9 INDUSTRIAL PARK DRIVE	18	42	\$6,000,000	11.69
	1710	18-43	NH AEROSPACE HOLDINGS LLC	13 INDUSTRIAL PARK DRIVE	18	43	\$12,684,800	17.42
	1711	18-44	ZIBV PROPERTIES LLC	18 WATER WORKS DRIVE	18	44	\$1,217,200	5.07
	1712	18-45	CENTRAL HOOKSETT WATER PRECINCT	10 WATER WORKS DRIVE	18	45	\$478,300	2.15
	1713	18-46	1370 HOOKSETT RD REALTY, LLC	1370 HOOKSETT ROAD	18	46	\$619,800	1.83
	1714	18-47	TK PROPERTY GROUP LLC	1380 HOOKSETT ROAD	18	47	\$267,900	4.99
	1715	18-47-1	NTD SALES LLC	1378 HOOKSETT ROAD	18	47	\$535,700	2.01
	1716	18-48	SUNSET ROCK LLC	1396 HOOKSETT ROAD	18	48	\$1,325,566	19.16
	103695	18-48-1	RENFREW, JAMES A.	HOOKSETT ROAD	18	48	\$251,000	2.29
	1607	18-7	CMI LEASING CORP.	1500 HOOKSETT ROAD	18	7	\$3,249,800	135.12
	2374	24-31	MANCHESTER WATER WORKS	OFF INDUSTRIAL PARK DR	24	31	\$7,500	2.50
	2375	24-32	OLDCASTLE LAWN & GARDEN INC.	24 LEHOUX DRIVE	24	32	\$896,600	27.70
	2376	24-33	JOHN G. MACLELLAN, INC.	29 LEHOUX DRIVE	24	33	\$201,200	1.00
	100818	24-35	MANCHESTER SAND & GRAVEL	LEHOUX DRIVE	24	35	\$95,700	13.67
	100002	24-35-12	IMC MERCIER HOOKSETT PROPERTIES LLC	11 LEHOUX DRIVE	24	35	\$346,900	2.63
	2379	24-35-2	RB MERCIER HOOKSETT PROPERTIES LLC	5 LEHOUX DRIVE	24	35	\$1,045,100	4.14
	2380	24-35-3	COPACON LLC	7 LEHOUX DRIVE	24	35	\$307,200	1.00
	2381	24-35-4	NORTHERN NEW ENGLAND TEL OPS LLC	14 PETERS BROOK DRIVE	24	35	\$163,300	2.00
	2382	24-35-5	STATE OF NEW HAMPSHIRE	2 PETERS BROOK DRIVE	24	35	\$247,100	2.80
	2383	24-35-6	LACO CORPORATION	4 PETERS BROOK DRIVE	24	35	\$4,091,700	6.20
	2384	24-35-8	KAPUR, AMAR	8 PETERS BROOK DRIVE	24	35	\$158,700	3.00
	2385	24-35-9	TOWN OF HOOKSETT	20 INDUSTRIAL PARK DRIVE	24	35	\$311,700	14.12
	2387	24-36	MANCHESTER SAND & GRAVEL	21 LEHOUX DRIVE	24	36	\$3,689,800	120.20
	100817	24-36-1	SUNSET ROCK LLC	15 LEHOUX DRIVE	24	36	\$872	25.30
	101625	24-36-2	SWEENEY, DENNIS	17 LEHOUX DRIVE	24	36	\$400,300	4.00
	101626	24-36-3	BGH HOOKSETT LLC	25 LEHOUX DRIVE	24	36	\$7,099,900	19.90
	101627	24-36-4	SUNSET ROCK LLC	27 LEHOUX DRIVE	24	36	\$303,300	8.23
	101628	24-36-5	SUNSET ROCK LLC	LEHOUX DRIVE	24	36	\$368,600	7.49
	101629	24-36-6	HOOKSETT SEWER COMMISSION	31 LEHOUX DRIVE	24	36	\$323,800	13.71
	103391	24-36-7	MANCHESTER SAND, GRAVEL & CEMENT	LEHOUX DRIVE	24	36	\$381,400	10.00
	2388	24-37	BOSTON & MAINE RAILROAD	OFF LEHOUX DRIVE	24	37	\$366,600	39.10
	2637	25-80	PUBLIC SERVICE OF NH	13 LEGENDS DRIVE	25	80	\$11,687,000	39.63
	2638	25-80-1	TOWN OF HOOKSETT	15 LEGENDS DRIVE	25	80	\$3,555,100	5.57
	5027	25-80-2	TOWN OF HOOKSETT	LEGENDS DRIVE	25	80	\$244,000	2.05
	5026	25-80-3	UNDERBROOK LLC	18 LEGENDS DRIVE	25	80	\$899,200	42.00
	2902	29-32	HANDLEY 1%, GERALD A.	(OFF) DEPOT ROAD	29	32	\$13,100	1.40
	2903	29-33	SOUTHERN NH UNIVERSITY	OFF MARTINS FERRY ROAD	29	33	\$3,800	0.20
	5202	29-34	SOUTHERN NH UNIVERSITY	75 MARTINS FERRY ROAD	29	34	\$86,300	6.00
	2906	29-35	SOUTHERN NH UNIVERSITY	65 MARTINS FERRY ROAD	29	35	\$83,500	1.56
	2909	29-38	TOWN OF HOOKSETT	75 DEPOT ROAD	29	38	\$283,600	0.34
	2910	29-39	TOWN OF HOOKSETT	79 DEPOT ROAD	29	39	\$3,700	0.35
	2939	29-81	TOWN OF HOOKSETT	73 DEPOT ROAD	29	81	\$12,800	0.10
	2998	30-57	TOWN OF HOOKSETT	OFF DEPOT ROAD	30	57	\$93,900	24.60
	3176	33-1	SOUTHERN NH UNIVERSITY	61 MARTINS FERRY ROAD	33	1	\$74,700	0.50
	3177	33-2	SOUTHERN NH UNIVERSITY	57 MARTINS FERRY ROAD	33	2	\$82,350	18.00
	3178	33-3	LAVOIE, MATTHEW TODD	53 MARTINS FERRY ROAD	33	3	\$257,600	4.58

AV Parcel ID	Parcel #	Owner Name	Street Address	Map	BLK	Lot	Assessed Value	Area (Acres)
Existing Route 3A TIF District Parcel Set	577	07-18	TOWN OF HOOKSETT	12 PINNACLE STREET	7	18	\$156,100	19.90
	828	10-77-	CHANDONNET, FRANCES	421 WEST RIVER ROAD	10	77	\$16,100	0.90
	829	10-78-	CHANDONENET FAMILY REV TRUST	420 WEST RIVER ROAD	10	78	\$214,700	7.20
	946	13-1	KEYLAND PROPERTIES LLC	412 WEST RIVER ROAD	13	1	\$423,700	9.50
	947	13-2	KEYLAND PROPERTIES LLC	411 WEST RIVER ROAD	13	2	\$19,300	1.10
	1103	13-50	YNIOWSKI FAMILY REVOC TRUST OF 2020	329 WEST RIVER ROAD	13	50	\$315,800	2.71
	1104	13-50-1	FRASCH, ZOLTAN	341 WEST RIVER ROAD	13	50	1\$428,800	0.79
	1105	13-51	SILVER CITY NH LLC	39 HACKETT HILL ROAD	13	51	\$1,436,700	54.14
	1110	13-56	KOKOSING LLC	51 HACKETT HILL ROAD	13	56	\$452,200	5.00
	1111	13-57	SHOOTERS OUTPOST LLC	HACKETT HILL ROAD	13	57	\$182,400	6.16
	1112	13-58	CJM INDUSTRIES LLC	47 HACKETT HILL ROAD	13	58	\$176,400	5.36
	1114	13-60	PIKE INDUSTRIES, INC.	1 CATE ROAD	13	60	\$174,500	0.52
	1115	13-61	PIKE INDUSTRIES, INC.	40 HACKETT HILL ROAD	13	61	\$93,800	0.52
	1116	13-62	CATE ROAD LLC	3 CATE ROAD	13	62	\$970,300	2.75
	1478	17-10	SJB PROPERTIES LLC	290 WEST RIVER ROAD	17	10	\$592,600	4.88
	5073	17-13-1	TRI-TOWN ICE ARENA LIMITED	311 WEST RIVER ROAD	17	13	1\$4,031,700	9.86
	5045	17-13-2	321 WEST RIVER ROAD LLC	321 WEST RIVER ROAD	17	13	2\$373,300	3.37
	1504	17-14	BERGERON, JOEL MATTHEW	325 WEST RIVER ROAD	17	14	\$118,600	1.00
	1505	17-15	DONOVAN, KATE V.	327 WEST RIVER ROAD	17	15	\$260,000	0.85
	1538	17-33	COTE, THOMAS F	246 WEST RIVER ROAD	17	33	\$319,200	3.90
	1539	17-34	DOYON REV TRUST, RICHARD W.	12 CROSS ROAD	17	34	\$309,600	3.95
	1540	17-35	MAYHEW, JUSTIN PAUL	8 CROSS ROAD	17	35	\$206,300	0.92
	1541	17-36	ALL OR NOTHING LLC	254 WEST RIVER ROAD	17	36	\$798,400	2.34
	1542	17-37	FIVE CROSS ROAD LLC	5 CROSS ROAD	17	37	\$334,100	5.00
	103852	17-37-1	15 CROSS ROAD LLC	15 CROSS ROAD	17	37	1\$1,515,400	5.42
	1471	17-7	GRANITE WOODS LLC	HACKETT HILL ROAD	17	7	\$855,300	60.15
	1472	17-7-1	NELSON,DOYLE& MARILYN R	77 HACKETT HILL ROAD	17	7	1\$301,064	12.52
	2342	24-1	VINMAR ENTERPRISES LLC	242 WEST RIVER ROAD	24	1	\$529,000	2.53
	2343	24-2	BUTLER, BRIAN F.	236 WEST RIVER ROAD	24	2	\$389,200	0.50
	2371	24-29-1	J & M REALTY TRUST	213 WEST RIVER ROAD	24	29	1\$345,700	1.37
	2372	24-29-2	CKS REALTY TRUST	16 SCOTT AVENUE	24	29	2\$767,000	7.55
	2373	24-30	HIP PEAS FARM LLC	191 WEST RIVER ROAD	24	30	\$545,700	5.29
	101325	24-30-1	SJB DEVELOPMENT LLC	209 WEST RIVER ROAD	24	30	1\$1,356,400	2.68
	101326	24-30-2	BRIEN REALTY TRUST	205 WEST RIVER ROAD	24	30	2\$461,400	0.70
	2344	24-3-1	COLBY BROOKSIDE REALTY LLC	2 BROOKSIDE WEST ROAD	24	3	1\$798,600	2.00
	2345	24-3-2	HYMAN 1994 TRUST, SUZANNE	4 BROOKSIDE WEST ROAD	24	3	2\$3,082,900	7.69
	2391	24-40	DOBROWSKI, GEORGE H.	149 WEST RIVER ROAD	24	40	\$226,200	7.45
	2411	24-57	NERR LLC	180 WEST RIVER ROAD	24	57	\$3,323,900	40.12
	2872	29-1	STATE OF NEW HAMPSHIRE	OFF EVERETT TURNPIKE	29	1	\$221,800	105.60
	2898	29-28	NORTHEAST RECORD RETENTION LLC	107 WEST RIVER ROAD	29	28	\$194,300	9.20
	100127	29-64-1	1000 QUALITY DRIVE LLC	1000 QUALITY DRIVE	29	64	1\$5,019,400	10.60
	100128	29-64-2	CITY OF MANCHESTER	77 KIMBALL DRIVE	29	64	2\$454,900	7.17
	100129	29-64-3	WEST RIVER ROAD LLC	500 QUALITY DRIVE	29	64	3\$294,900	3.33
	100130	29-64-4	TARGET CORPORATION T-1520	100 QUALITY DRIVE	29	64	4\$19,984,700	17.25
	100131	29-64-5	SUPERSKILLS HOCKEY NH LLC	600 QUALITY DRIVE	29	64	5\$2,119,100	9.95
	100288	29-64-6A	KOFFLER/GID LLC	200 QUALITY DRIVE	29	64	6A\$14,985,000	13.56
	100924	29-64-6B	400 QUALITY DRIVE LLC	400 QUALITY DRIVE	29	64	6B\$6,500,000	15.80
	2930	29-70	NORTHEAST RECORD RETENTION LLC	91 WEST RIVER ROAD	29	70	\$2,500,000	6.78
	2931	29-71	NORTHEAST RECORD RETENTION LLC	100 WEST RIVER ROAD	29	71	\$36,200	0.39
	2932	29-72	WESTRIVER REALTY LLC	90 WEST RIVER ROAD	29	72	\$1,887,400	3.64
	2933	29-74	IRVING OIL PROPERTIES NH CORP	86 WEST RIVER ROAD	29	74	\$1,300,000	4.17
	2934	29-76-1	SHARON & BETH DEVELOPMENT LLC	400 TECHNOLOGY DRIVE	29	76	1\$448,000	64.11
	2935	29-76-2	JMM HOOKSETT REALTY LLC	300 TECHNOLOGY DRIVE	29	76	2\$3,337,800	13.13
	2936	29-76-4	READCO HOOKSETT LLC	100 TECHNOLOGY DRIVE	29	76	4\$3,643,800	12.48
	2937	29-76-5	NH CENTER FOR CANCER MEDICINE	200 TECHNOLOGY DRIVE	29	76	5\$1,323,900	7.44
	2938	29-77	NORTHEAST RECORD RETENTION LLC	108 WEST RIVER ROAD	29	77	\$53,200	8.00
	3451	37-10	TOMBS 2004 TRUST, NICOLE Y.	38 WEST RIVER ROAD	37	10	\$921,700	1.40
	3452	37-11	MANCHESTER WATER WORKS	18 KIMBALL DRIVE	37	11	\$273,900	6.58
	3453	37-12	MANCHESTER WATER WORKS	27 KIMBALL DRIVE	37	12	\$8,700	2.00
	3454	37-13	AN, KYUNG	11 KIMBALL DRIVE	37	13	\$2,243,500	6.60
	3442	37-2-1	GETTY NH LEASING INC.	28 WEST RIVER ROAD	37	2	1\$2,198,500	6.15
	3443	37-2-2	14 CENTRAL PARK LLC	14 CENTRAL PARK DRIVE	37	2	2\$10,300,000	15.07
	3444	37-2-3	MAGALLOWAY REALTY LLC	1 CENTRAL PARK DRIVE	37	2	3\$495	10.14
	3483	37-43	AGREE EASTERN LLC	3 COMMERCE DRIVE	37	43	\$12,000,000	25.16
	104232	37-43-A	AGREE EASTERN LLC	2 COMMERCE DRIVE	37	43	A\$14,527,000	16.99
	3484	37-44	BEMIS SAVOIE ROAD II LLC	11 BEMIS ROAD	37	44	\$1,443,200	4.82
	4932	37-5	DSM MB 1 LLC	30 MARKET DRIVE	37	5	\$9,034,300	18.76
	3448	37-6	TOMBS 2004 TRUST, NICOLE Y.	42 WEST RIVER ROAD	37	6	\$571,800	8.20
	3449	37-8	PINARD WASTE SYSTEMS INC.	32 WEST RIVER ROAD	37	8	\$490,600	1.01
	3450	37-9	AOUDE INC	36 WEST RIVER ROAD	37	9	\$997,900	1.20
	100923	38-43-B	WINTERHILL REALTY TRUST LLC	38 KIMBALL DRIVE	38	43	B\$247,100	3.01
	Proposed TIF Total						\$211,682,847	1,467.15
	Town of Hooksett Total						\$2,078,641,876	23,831.95
	Proposed TIF Percent of Town Total						10.2%	6.2%

Bruce Thomas

From: Steven M. Whitley <SWhitley@dwmlaw.com>
Sent: Tuesday, November 02, 2021 2:20 PM
To: Bruce Thomas
Cc: Matthew R. Serge; Andre Garron; 'dmercier@underwoodengineers.com'
Subject: RE: TIF District Question

Hi Bruce,
 Matt asked me to respond to your questions.

As between "will" vs. "shall", I don't think there is much difference in intended meaning. In other words, either of those conveys that the provision or term is mandatory and so either is fine. Whereas, "may" or "could" denotes a permissive term and that the other party has some discretion on whether to take the described action. You already have it in the document as "shall" and that works; each party should understand that those terms are mandatory.

The paragraph in bold on page 3 also appears fine. Did you have any specific concerns related to this language? It allows Granite Woods to transfer its rights and obligations under the MOU to a related entity provided that subparagraph items (i-iii) are satisfied; if the transfer complies with this language, the town cannot prevent the transfer. If the town has concerns about such a transfer, the town could ask to add an additional "iv" that the affiliated-entity-transferee has sufficient expertise and/or experience with the magnitude and type of infrastructure development to carry out the obligations of the MOU in a timely and satisfactory manner. If the contemplated transfer is to an unaffiliated entity, the town does have the discretion to prevent the transfer provided there is a reasonable basis for doing so.

Your other question related to the use of TIF increments contemplated for water/sewer work taking place outside of the present boundaries of the TIF district. I recommend the town either move the water/sewer line to within the present TIF boundary or amend the TIF district to add additional property(ies) so that the water/sewer work is wholly within the TIF.

There is nothing in the TIF statute (RSA 162-K) that explicitly authorizes the use of TIF increments on projects that extend beyond the confines of the TIF. Based upon the language of RSA 162-K:6, III, I believe the intent is that the use of TIF increments is limited to the properties within the TIF district:

"III. In conformity with the development program, within the district, the municipality may:

- (a) Acquire, construct, reconstruct, improve, alter, extend, operate, maintain or promote developments aimed at improving the physical facilities, quality of life and quality of transportation;
- (b) Acquire real property or easements through negotiation or through powers of eminent domain, except that property acquired through powers of eminent domain shall be put to public use, as defined in RSA 162-K:2, IX-a;
- (c) Adopt ordinances regulating the use of public parking structures and other facilities constructed within the development district and access to them and the conditions under which such access is allowed. Traffic regulations may include, but shall not be limited to, direction and speed of traffic, kinds of service activities that will be allowed in arcades, parking structures and plazas, and rates to be charged in the parking structures;
- (d) Require construction of buildings within the district so as to accommodate and support pedestrian systems which are part of the program for the development district. When the municipality requires for the public

benefit the construction of columns, beams or girders with greater strength than required for normal building purposes, the municipality shall reimburse the owner for the added expense from development district funds;

- (e) Install lighting systems, street signs and street furniture, landscaping of street and public property, and snow removal systems compatible with the character of the district;
- (f) Acquire property for the district;
- (g) Lease air rights over public property and spend public funds for constructing the foundations and columns in the public buildings strong enough to support the buildings to be constructed on air rights;
- (h) Lease all or portions of basements, ground and second floors of the public buildings constructed in the district; and
- (i) Negotiate the sale or lease of property for private development if the development is consistent with the development program for the district."

The town could leave the TIF district as is and make the argument that as currently contemplated the use of TIF increments satisfies the spirit of 162-K because the work outside of the district is de minimis and essential to the functioning of the project within the district. But if challenged, that would be expensive, could delay development, and a reviewing court could disagree. Rather than take that risk, I recommend the town err on the side of caution and relocate this portion of water/sewer line or simply amend the TIF district.

Note that enlarging the TIF district boundaries is explicitly allowed: "The area of a district may be enlarged following the date of designation of the district." RSA 162-K:5. Enlarging the district can be done by the Town Council and requires a public hearing (with 7 days advance notice posted in 2 public places or publication in the paper), waiting at least 15 days, and then a Council meeting where the Council votes to expand. If expanded, the town should also revise Sect. V of the TIF Development Program to update the expanded TIF district's conformance with 162-K:5 (limitations on size or assessed value within TIF). As I understand it, the Council is already planning to amend the TIF development plan, so enlarging the TIF boundary could happen at the same time.

If you have any questions about this, just let me know. Thanks,
Steven

Steven M. Whitley
Attorney
Drummond Woodsum
603.792.7434 Direct | SWhitley@dwmlaw.com

From: Bruce Thomas <BThomas@hooksett.org>
Sent: Monday, November 1, 2021 2:34 PM
To: Matthew R. Serge <MSerge@dwmlaw.com>
Cc: Andre Garron <agarron@hooksett.org>; David Mercier <dmercier@underwoodengineers.com>
Subject: FW: TIF District Question

Hi Matt,

In addition to the issues below, attached is the latest version of the draft agreement with Granite Woods. The question came up of whether I was using the term "Shall" correctly or should it be "will" in some instances. "Shall" is shown in bold format in all instances.

Also, please review the paragraph in bold format on page 3.

Thank you,

Bruce A. Thomas, P.E.
Town Engineer
35 Main Street
Hooksett, NH 03106
(603) 419-4003
Cell: (603) 264-8508

From: Bruce Thomas
Sent: Thursday, October 28, 2021 4:08 PM
To: Matthew R. Serge
Cc: Andre Garron; David Mercier; Nicholas Williams; David Mercier
Subject: TIF District Question

Hi Matt,

We have another question about the TIF district. Shown on the attached plan, the sewer and water pipes are planned to exit then re-enter the TIF district. This is part of the system that the Developer will install and be reimbursed with his tax revenues (He pays the full amount of taxes and reimbursed for 60%).

The question is whether or not the sewer and water construction can be funded with the tax revenues even though it is out of the TIF district.

Also, the properties outside of the TIF district are zoned low density residential if that matters.

I'm hoping for an answer by Wednesday when we have a deadline for preparation for a public hearing about revising the TIF district.

Thank you,

Bruce A. Thomas, P.E.
Town Engineer
35 Main Street
Hooksett, NH 03106
(603) 419-4003
Cell: (603) 264-8508

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

The Town of Hooksett Town Council will be holding a public hearing on Wednesday, November 17, 2021, at 6:00pm at the Town Hall, 35 Main Street, Hooksett, NH. The public hearing is to discuss amendments to the current Tax Increment Finance (TIF) district plan and a proposed Memorandum of Understanding between the Town and a developer within the TIF district in accordance with RSA 162-K.

Questions should be directed to the Administration Department at (603) 485-8471.



Town of Hooksett

COMMUNITY DEVELOPMENT DEPARTMENT

Nicholas B. Williams
Town Planner

December 10, 2021

Merrimack County, New Hampshire Board of Commissioners
333 DW Highway, Suite 2
Boscawen, New Hampshire 03303

**Re: Town of Hooksett
Tax Increment Finance District Amendment
Notice of Public Hearing**

Dear Board Members,

Please be advised that the Hooksett Town Council will hold a public hearing on Wednesday, January 5th, 2022 at 6 PM in Council Chambers of Hooksett Town Offices for the purpose of discussing an amendment to the existing Route 3A Tax Increment Finance District. The proposed amendment includes the addition of several parcels of land to the existing district. Please see the enclosed list of properties, identified by Tax Map and Lot number, which are proposed as additions to the district. Please also see the enclosed graphic representation of the proposed amendment.

You are being notified of this public hearing in accordance with the provisions of New Hampshire RSA 162-K.

Please contact me directly with any questions you might have.

Respectfully,

Nicholas B. Williams, MCRP, AICP
Town Planner
Town of Hooksett Department of Community Development
35 Main Street
Hooksett, New Hampshire 03106
T: 603.268.0458
E: nwilliams@hooksett.org

Map(s) and Lot(s) to be added:

17-9, 17-38, 17-39, 17-40, 18-42, 18-43, 18-45, 18-46, 18-47 1, 18-7, 24-31, 24-32, 24-33, 24-35, 24-35-12, 24-35-2, 24-35-3, 24-35-4, 24-35-5, 24-35-6, 24-35-8, 24-35-9, 24-36, 24-36-1, 24-36-2, 24-36-3, 24-36-4, 24-36-5, 24-36-6, 24-36-7, 24-37, 24-52, 24-55, 25-80, 25-80-1, 25-80-2, 25-80-3, 29-1, 29-2, 29-25-2, 29-32, 29-33, 29-34, 29-35, 29-38, 29-39, 29-81, 30-57, 33-1, 33-2, 33-3, 38-43-A, 38-43-B.



Town of Hooksett

COMMUNITY DEVELOPMENT DEPARTMENT

Nicholas B. Williams
Town Planner

December 10, 2021

Hooksett School Board
90 Farmer Road
Hooksett, New Hampshire 03106

**Re: Town of Hooksett
Tax Increment Finance District Amendment
Notice of Public Hearing**

Dear Board Members,

Please be advised that the Hooksett Town Council will hold a public hearing on Wednesday, January 5th, 2022 at 6 PM in Council Chambers of Hooksett Town Offices for the purpose of discussing an amendment to the existing Route 3A Tax Increment Finance District. The proposed amendment includes the addition of several parcels of land to the existing district. Please see the enclosed list of properties, identified by Tax Map and Lot number, which are proposed as additions to the district. Please also see the enclosed graphic representation of the proposed amendment.

You are being notified of this public hearing in accordance with the provisions of New Hampshire RSA 162-K.

Please contact me directly with any questions you might have.

Respectfully,

Nicholas B. Williams, MCRP, AICP
Town Planner
Town of Hooksett Department of Community Development
35 Main Street
Hooksett, New Hampshire 03106
T: 603.268.0458
E: nwilliams@hooksett.org

Map(s) and Lot(s) to be added:

17-9, 17-38, 17-39, 17-40, 18-42, 18-43, 18-45, 18-46, 18-47 1, 18-7, 24-31, 24-32, 24-33, 24-35, 24-35-12, 24-35-2, 24-35-3, 24-35-4, 24-35-5, 24-35-6, 24-35-8, 24-35-9, 24-36, 24-36-1, 24-36-2, 24-36-3, 24-36-4, 24-36-5, 24-36-6, 24-36 7, 24 37, 24-52, 24-55, 25-80, 25-80-1, 25-80-2, 25-80-3, 29-1, 29-2, 29-25-2, 29-32, 29-33, 29-34, 29-35, 29-38, 29-39, 29-81, 30-57, 33-1, 33-2, 33-3 38-43-A, 38-43-B.

Hooksett, NH Rte. 3A & 3 Corridor - Infrastructure

Tax Increment Finance (TIF) District

Development Program and Financing Plan

January 8, 2022



Adopted by the Town of Hooksett Town Council on

January 2022

Hooksett Rte. 3A Corridor and 3 – Infrastructure TIF Plan March 2017

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Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx , 2022

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DRAFT

Hooksett, NH Rte. 3A Corridor – Infrastructure TIF Plan March 2017

I. Introduction

In 2007 the Town approved a Tax Increment Financing District for properties around Exit 11. However this TIF was never formally enacted upon and was closed in February 2017.

It is proposed that a new Rte. 3A **and 3** Corridor Infrastructure TIF District be established. The new TIF District will encompass non-residential property along the Rte. 3A **and 3** Corridor and it will be for infrastructure improvements. The Rte. 3A corridor section is from Exit 10 to Exit 11 **and Rt. 3 between Martins Ferry Road and Memorial Drive**. The new TIF includes the same non-residential properties as the 2007 Exit 10 and 11 TIF **and adds non-residential properties on the east side of the Merrimack river off of Rt. 3.**

In accordance with RSA K: 4, as part of the adoption of the TIF District, a public hearing for this Rte. 3A **and 3** **Corridor** Infrastructure must be held, **January 5, 2022**. The hearing shall be held at least 15 days prior to the date on which action on the proposal is scheduled to take place, **January , 2022**. The public hearing shall present the district boundaries as well as the TIF Development Program and Financing Plan (DP&FP). The Rte. 3A **and 3 Infrastructure** TIF DP&FP is **included in this document**. The Merrimack County Commissioners and the SAU 15 (Auburn, Candia, and Hooksett) School District were invited to the public hearing for their input and to have reasonable opportunity for comment.

In accordance with the provisions of RSA 162-K, Municipal Economic Development and

Revitalization Districts, the Hooksett Town Council hereby establishes the Rte. 3A and 3 Corridor – Infrastructure Tax Increment Financing (TIF) District.

The Town has previously adopted a TIF District (Exit 10) in 2001 which included adopting the enabling provisions of RSA 162-K in 1999 for the successful Exit 10 TIF District. The Exit 10 TIF District was closed in 2013 after the Town debt was paid off in 2012. **On March 23, 2017, the Town of Hooksett adopted a new Tax Increment Finance District along Rt. 3A from Exit 10 and expanded the area to include properties in and around Exit 11.**

II. Purpose and Objectives

The purpose of the Hooksett Tax Increment Financing district [hereinafter the “district”] is to fund public improvements and infrastructure upgrades necessary to attract and advance desirable development and private investment along the Rte. 3A **and 3 Corridor** from the area of Exit 10 to the area of Exit 11 **and Rt. 3 between Martins Ferry Road and Memorial Drive** in the Town of Hooksett. The objectives of this development program and TIF plan are to:

- Stimulate development of commercial and industrial properties within the district by providing infrastructure and public amenities that encourage and create opportunities for businesses to locate and expand within the district.
- Enhance employment and earnings opportunities for area residents.
- Expand the property tax base of the Town of Hooksett.

Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx , 2022

- Encourage other businesses to locate or expand within the community.
- Encourage better land-use development
- Reduce the negative environment potential of increased subsurface-based sewage treatment

Achievement of these objectives will occur through the improvement to the investment in public facilities and amenities including the municipal wastewater collection system and water distribution system, the construction of other public amenities as described in the development program and TIF plan [hereinafter the "plan"]. Per statute, the TIF may not be used for financing purposes not identified in the Plan, nor for general town services.

As outlined in this plan, the ideas for the district go back many years. While the Town recognizes that there is at least one property owner actively and currently pursuing re-development options, the overriding issue and concern is the economic development of commercial and industrial properties. This Plan is structured to allow and encourage private cost-sharing of the infrastructure that would benefit both property owners and the community at-large.

III. Background

Land within the district – and the resulting economic and tax base – has remained underdeveloped because of the lack of public infrastructure, including sewer and water. An infrastructure-serviced district can contribute more than an un-serviced district to the town's tax base through positive economic development. The economic development objectives of the district are consistent with the Town of Hooksett Master Plan, adopted by the Planning Board in 2004, which sets as a goal extending sewer to the Rte. 3A corridor from Exit 10 to Exit 11 as one of the Economic Development Vision Statements.

To assist the Town realize the Master Plan goals, the Town retained Arnett Development Group LLC (ADG) with assistance by Weston & Sampson Engineers (W&S) in January 2016 to prepare a report on "Development of an Application for a Tax-Increment Financing District". The final report was not about just a possible TIF District Plan, but was a more comprehensive, pre-district fact-finding report with recommendations and possible options. The report is attached to this plan. The viewpoint of the report was to provide information and assessments that will help the community leadership;

- Build its economic base
- Minimize any tax or risk liability, and
- Plan for the better land-use development of the 3A commercial corridor

The Report looked at several planning issues including:

- Public infrastructure that is most needed along Route 3A
- The possible locations, phases, and designs of that future infrastructure
- The effect of a possible TIF District on the public financing of infrastructure, as well as other ways to equitably finance infrastructure
- The capacity of the existing sewer system for both carrying and treatment of effluents
- The existing land-use regulations and Master Plan

The Economic Development Plan chapter of the Master Plan was updated in 2013. Two of the key recommendations of this plan were to

- "Adopt a community-supported plan for development at Exits 10 and 11" (per the EDAC and Planning Board) and to
- "Implement a TIFD District to fund water and sewer improvements in this area (EDAC and Town Council", both consistent with the 2004 Master Plan."

Subsequently a TIF Committee was established by the Town Council in June 2016. The TIF Committee worked with ADG and a final report was presented to the Town Council in October December 2016 with the following findings and recommendations agreed to by Town Council:

- **Findings:**
 - 3A corridor needs sewer infrastructure
 - Targeted area should be as designed for a TIF including exit 10 and exit 11 areas
 - Residential property should be excluded from the TIF district, but residences would be eligible to connect to infrastructure if constructed, per town ordinances
 - TIF District Plan should be drafted and adopted by Town Council before the next assessment date (April 1, 2016) to capture new value and to notify potential investors of the Town's intentions.
 - Adopt the District WITHOUT any construction funding commitments, but
 - WITH a not to exceed dollar Cap (ex: \$18m) if approved by voters in subsequent Town Meeting Warrants
 - If it is authorized, build and finance one or two phases
 - 60/40 Public/Private of cost-sharing is the target
 - A Cost-sharing formula is agreed upon for private cost-sharing, based upon projected usage, land area and building size.
- **Recommend:**
 - Work with private owners in 2017 and 2021 for financial and usage pledges
 - Be ready to make a "go" or "no go" decision by the fall of 2017 to proceed with a warrant article for engineering design and construction costs at the 2018 Town Meeting. It is currently estimated that the design and construction costs will be **\$28,000,000**.
 - If "go", then proceed with the phase (exit 10 or exit 11 and Rt. 3 TIF area addition) that is most ready, ~~and that has the targeted 40% private match committed.~~

On March 8, 2017, Town council held a hearing for a new Rte. 3A Corridor Infrastructure TIF District be established. The new TIF District will encompass non-residential property along the Rte. 3A Corridor and it will be for infrastructure improvements. The Rte. 3A corridor section is from Exit 10 to Exit 11.

In accordance with RSA-K:4, as part of the adoption of the TIF District, a public hearing for this Rte. 3A Corridor Infrastructure must be held. The hearing shall be held at least 15 days prior to the date on which action on the proposal is scheduled to take place. The public hearing will present the district boundaries as well as the TIF

Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx , 2022

Development Program and Financing Plan DP&FP). The Rte. 3A Infrastructure TIF DP&FP is attached. The Merrimack County Commissioners and the SAU 15 (Auburn, Candia, Hooksett) School District have been invited to the public hearing for their input to have reasonable opportunity for comment.

The Town has already adopted the provisions of RSA 162-K in 1999 for the successful Exit 10 TIF District. The Exit 10 TIF District was closed in 2013 after the Town debt was paid off in 2012. On March 23, 2017, Town Council, after a public hearing, adopted the 2017 TIF Finance and Development plan.

The following is a description of the planned phasing of the infrastructure plan:

Phase 1 and 2 (Design 95% Complete):

- Phases 1 and 2 will take place in the Exit 10 area. They will require a new pump station in the Kimball Drive area on property owned by Arleigh Greene and a second river crossing to connect the proposed sewer to the Martins Ferry Road pump station via force main (the first river crossing has been installed at the Tri-Town arena). The Martins Ferry pump station will have to be modified to accept the flows from the Exit 10 area.
- Phase 1 will require gravity sewer from the new pump station on Kimball Drive to Route 3A at the intersection of Goonan Road.
- Phase 2 will require gravity sewer from the new pump station on Kimball Drive to Route 3A just north of the self-storage facility.
- The sewers on Route 3A would be constructed by private entities (Walmart, Bass Pro Shops Market Basket, etc...). Agreements would be signed between the Town and these entities where the Town would not begin construction unless the entities agreed in advance to do their portion of construction. This resolves the issue of how much Walmart and the other companies should be required to contribute as their contribution would be the construction of the sewer to service their properties.
- Also added to Phase 1 is a water line from Vista Drive (off Pinnacle Hill) to Rt 3A just north of Hackett Hill Road. This is to connect the water tower to the water main on Rt 3A. This water main extension is required to achieve adequate flows and pressures to support the TIF area.

Phase 3 (Design 75% Complete):

- Phase 3 takes place in the Tri-Town Arena area and services the Granite Woods development, the Bayview Terrace neighborhood and ultimately Cross Street. It will also serve the Palazzi/Richie Brothers property and other properties in the area of Exit 11.
- Included under Phase 3,
 - The Tri-Town Pump Station (TTPS) would be constructed.
 - A new Gravity Sewer and water main would be installed from TTPS south to Cross Road and Rt 3A westerly on Cross Road and then north through two State owned properties and across their property to a designated point on Hackett Hill Road. Easements will be required from the State to cross their properties.
 - Others would construct sewer from the TTPS northerly to Hackett Hill road,

Phase 4 (Design 65% complete)

Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx , 2022

- Included under Phase 4 is a new Gravity Sewer along Rte 3A from Meadowbrook Lane to 124 West River Road (Rte 3A), and;
- A new water main to connect the Manchester Water Works system near Dunkin Donuts to the Hooksett Village Precinct's water system near Sunrise Boulevard.

The expanded TIF plan will include land on the east side of the Merrimack River, along Rt. 3 between Martins Ferry Road and Memorial Drive. The expansion will add 52 parcels equaling 840 acres and zoned commercial, Industrial Mixed Use and Performance Zone. The proposed sewer between Martin Ferry pump station and the sewer plant will provide sewer access to the new parcels added to the district. It is estimated that the expansion of the TIF district will add a potential 3.7 million S.F. of development within the district and potentially adding \$8.6M of TIF Revenue.

IV District Boundaries

The boundary of the district generally follows the Rte. 3A Corridor from Exit 10 to Exit 11 and Rt. 3 between Martins Ferry Road and Memorial Drive. The boundary generally is bounded between the west side of the Merrimack River and Rte. 3A to Interstate 93 and Rt. 3 between Martins Ferry Road and Memorial Drive. The singularly residential areas of the District have not been included in the area that forms the TIF. The Boundary Map is attached in **Appendix A**.

V. Conformance with Limitations of the District

The size of the district is 1467.15 acres. The Town of Hooksett has a total of 22,115 acres. Therefore the district represents 6.2 % of the overall acreage of the Town and meets the thresholds contained in RSA 162-K:5.I (i.e. No one district can include more than 5% of a community's land area and all districts combined within a town cannot exceed 10% of a community's land area). The prior TIF District enacted in 2001 for infrastructure improvements (traffic) at exit 10 was closed when the town-debt was paid off.

As of tax year 2020, the total assessed value of all taxable property within the TIF boundary is \$211,682,847. The total of all taxable property within the Town of Hooksett is \$2,078,641,876. Therefore the properties within the TIF represent 10.2% of the overall value of the Town, and meet the thresholds contained in RSA 162-K: 5.II (i.e. No one district can include more than 8% of a community's assessed value and all districts combined cannot exceed 16% of a communities assessed value). ~~As noted in Section 1 of this plan, the Town had approved a TIF district around Exit 11 in 2007, however it was never enacted upon and it was closed in February 2017.~~

It is the objective of this plan is to establish a new Rte. 3A and 3 Corridor Infrastructure TIF. The new TIF District will encompass generally non-residential property along the Rte. 3A and 3 Corridor and it will be for infrastructure improvements. The Rte. 3A and 3 corridor section is from Exit 10 to Exit 11 and on the west side of the Merrimack River, between Martins Ferry Road and Memorial Drive.

Further, this Rte. 3A and 3 Corridor Infrastructure TIF District shall be approved and enacted upon prior to April 1, 2022. A listing of the properties within this new district with the corresponding acreage and values is included in **Appendix B**.

VI. Proposed Improvements

The Town of Hooksett may undertake a multiphase approach to completing improvements within the Rte. 3A and 3 Corridor TIF District depending on the needs of the TIF District and pledges to cost-share. The 2021 engineering and construction cost estimate for wastewater and water infrastructure improvements is **\$28,000,000** for the entire TIF district. The Town may elect to proceed with a single phase for the entire \$21M project or the Town may elect to approach the **project in multiple phases projects** depending upon property owner interest as sources of private sources are identified around either Exit 10 or Exit 11 **or Rt. 3 between Martins Ferry and Memorial Drive**. All proposed work will be funded through a combination of the sources outlined in Section XIV.

These engineering and construction costs been generated based on input from professionals and consultants, and they are **2021** estimates. As final design plans are generated and bid documents produced these figures will be better calculated by the design engineers and responding contractors.

Design and Construction of the infrastructure improvements:

The Town will initiate and oversee the design and construction of the infrastructure improvements, utility improvements, and related infrastructure upgrades. This work will be performed by contracting to qualified contractors.

Total estimated costs for the Rte. 3A and 3 Corridor Infrastructure activities = **\$28,000,000**

The specific components of the phases need to be flexible. The Town needs to retain the ability to react to outside economic forces to segment, phase and sequence the improvements in a reasonable fashion that makes sense for the overall re-development goals of the Town for the TIF District, and also respects and balances the overall budget needs of the Town. By and through the adoption of this Plan it is the intent and understanding of the Hooksett Town Council that the individual work activities of the different phases may be adjusted by the Administrator [see Section (IX)] without the need or requirement for additional Council votes or a formal public hearing, as long as the Administrator finds that the changes are in compliance and conformance with the overall limitations, budget, goals and purpose of the Plan.

VII. Economic Benefits of the Overall TIF Project

The improvements described herein are anticipated to service the existing property owners, citizens and voters by accommodating and encouraging future growth in the tax and economic base of the Town.

The proposed improvements identified in **five** phases will provide the incentive and be the catalyst for new investors. It is estimated that the proposed improvements put forth by the Town, taken together with the

private investments will have the potential to generate between \$5.6 million to \$22.5 million in new property values within seven to fifteen years.

This forecast is based on a review of the development capability of the existing vacant and underutilized properties within the District. The range reflects an assumed 5% to 20% increase in overall reevaluation of properties within the TIF District. A summary of estimated values after redevelopment is included in **Appendix B**.

VIII. Open Space

As described above, any infrastructure development could result in the creation of some additional open space / green space as a result of the development of the properties within the TIF District. It is noted that it is not the purpose of this TIF District to create public open space, and is not part of the budgeted activities.

IX. Environmental Controls

In constructing the planned public improvements described in Section III. above, The Town of Hooksett, as well as private parties, will be required to comply with all appropriate environmental regulations. These regulations may include, but are not limited to, any or all of the following:

- State and federal regulations regarding the protection of wetlands and floodplains.
- State standards for design of public sewer systems.
- State permits regarding soil disturbance/filling.
- State and federal regulations regarding air, water, and noise pollution.
- Applicable Town building codes, zoning ordinance, subdivision and site planning regulations.

X. Proposed Re-Use of Private Property

As outlined in the details for the work, the Town may be assuming ownership of property or obtaining easements that will be necessary for the construction of the infrastructure improvements. All public uses and any private uses, whether through lease agreements, outright sales, or other appropriate mechanism will be conducted in conformance with all applicable sections of the RSA 162-K, especially Section 162-k:6.III.(i) and in accordance with all federal and state regulations. Any public use not yet outlined and determined will be reviewed by the Advisory Board and approved by the Administrator [see Section XX of the Plan] prior to the expenditure of any public funds or other grant monies associated with the improvement.

XI. Relocation and Displacement

The development program is not anticipated to require relocation and/or displacement of any persons, families, business concerns or others; however should circumstances change as the project unfolds, the Town of Hooksett will work to minimize the impacts of relocation for any residents or businesses within the District boundary. All relocation and dislocation activities will be in conformance with RSA 162-K, and federal and state regulations.

XII. Operations and Maintenance of the District

The added cost for operation and maintenance associated with the infrastructure improvements including the extended water and wastewater systems will be reflected in the user fees assessed against the end users for service provided. Maintenance of municipal roadways, trails and other public amenities will be incorporated in the normal operations of the Town's Public Works Department.

XIII. Estimated Costs of the Development Program

As outlined in Section VI, the estimated engineering and construction costs for wastewater and water infrastructure improvements for the Rte. 3A and 3 Corridor Infrastructure TIF District are **\$28,000,000**.

It is anticipated that the Town funding will come from the issuance of Municipal Bonds for the activities. **Appendix C** outlines the costs associated with the issuance of these Bonds and the anticipated yearly obligations for the Town. In summary, the costs of the Development Plan are as follows:

- Annual Principal & Interest (P&I) Payments for 20-year **\$28,000,000** bond at **2.50%** interest range from **\$700,000** (1st year) to **\$17,500** (20th year)
- Total P & I Payments for 20 year bond of **\$28,000,000 = \$35,700,000**

Cost projections are based upon 2021 cost estimates prepared by professional consultants. To the extent that elements of the project are implemented in out years, an inflation factor derived from the Engineering News Record for the lapsed time period will be applied.

XIV. Funding Sources

The Town of Hooksett intends to use multiple funding sources to complete the proposed development program for work discussed above. Those sources include but are not limited to either sole or combined use of municipal bonding, state or federal funding, private investment and Town reimbursement of private funding of the development program, foundation grants, municipal appropriations, leases, off-site improvement charges, and betterment / special assessments. Additionally, in order to reduce the amount of municipal bonding, the Town may seek funding from other sources, that may include, but are not limited to, the following:

- Community Development Block Grant Program (CDBG);
- Rural Development Grants
- NHDFS Financial Assistance Water or Wastewater Grant Program
- NHDOT Enhancement Grants

For any grant or funding program that requires the Town to match or pay some other proportional share, the funding for this match or share shall either come from the bonding, some other general appropriation, or from some gift, grant, private match or other appropriate funding source including tax increments.

Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx, 2022

It is the overall intent of the Plan to be partially funded through the generation of tax increments as described and defined per RSA 162-K:10.III (a){1}. The tax increments may be directed annually towards and dedicated to the retirement of all of the outstanding bonds and notes issued for the improvements and activities associated with this Plan. In addition, tax increments may be utilized to reimburse private funding of a development program that is determined by the Town to be consistent with the Plan; the terms and conditions of the contemplated development program work and reimbursement(s) shall be agreed to in writing, in advance, between the Town and the private developer. All tax increments shall be set aside and placed into the dedicated TIF fund. The baseline values used to determine tax increments will be as of April 1, 2022.

For the purposes of determining the tax increments, the market based appreciation in value of any property shall be considered as new values to be captured for the dedicated TIF fund.

If there are available tax increments in excess of that which is necessary to fund the outstanding financial obligations for the bond payments in a given year, grant or funding match, or private reimbursement, then the excess amount shall either be used to make additional payments towards the outstanding financial obligations or be placed under the control of the Town Council in escrow until sufficient funds are available to complete any other work approved in the Plan, or as an amendment to this Plan by the Town Council.

Pursuant to RSA 162-K, the Town of Hooksett may issue bonds or other appropriate debt instruments to pay for the proposed work and improvements outlined in this Plan. Any bonding for subsequent phase activities shall be approved by the Town Council prior to the issuance of any bonds. Said approval of subsequent phase bonding does not constitute an amendment to this Plan.

As noted elsewhere in this Plan, the work activities for the different phases need to be flexible so the Town can react to any changed external circumstances and effectively move the goals and objectives forward. The Town Council, in consultation with the Administrator, shall ultimately determine the initiation, pace and final scale of the District within the limits set herein, including if and when the level of tax increments in the District, combined with any other grant funds or private investment, justifies additional borrowing or the implementation of specific work activities or improvements. The enactment of the District allows for the infrastructure, but does not authorize the infrastructure. That can only result from subsequent vote on bonding and acceptance of construction designs and build contracts.

XV. Development Agreements

Since construction of the proposed improvements will commence prior to realization of the required incremental value necessary to service the bonds or reimburse any private development to complete the Development Plan, the Town Council may require the developer, or developers to execute a clearly enforceable Developer's Guarantee Agreement with the Town. This agreement will require the developer(s) to pay any agreed upon deficiency between the Town's actual annual cost for bond debt service and incremental tax revenues generated in the District, or if a reimbursement agreement with a private developer will require the reimbursement funds to be paid from tax increments. The Town Council shall have final approval of the

language of any Agreement negotiated by the Administrator. All Agreements shall be executed and recorded in the Merrimack County Registry of Deeds.

The Town acknowledges that the creation of a public-private partnership to further the goals and objectives of the TIF District and the Plan involves some level of risk on the part of both parties. At the same time, the Town recognizes that opportunities for risk with public funds may not be in the best interest of the citizens and taxpayers of Hooksett. It is not the intent of the Town, acting through the Town Council, to vote to authorize the issuance of any bonds or other financial obligation notes or reimbursement terms without the execution and recording of the appropriate Development Agreements in order to protect the interests of the Town and its residents.

XVI. Impacts on Other Taxing Jurisdictions

A. Property taxes applied to incremental assessed value in the TIF District will include the municipal, school, county, and precinct taxes currently collected by the Town. The **2020** applicable tax rates are as follows:

- **Municipal** **\$5.63/ \$1,000**
- **County** **\$2.95/ \$1,000**
- **Local School** **\$11.93/ \$1,000**
- **State School** **\$2.00/ \$1,000**
- **Total** **\$22.51/ \$1,000**

The estimated impact of tax increment financing on the assessed values of all other taxing jurisdictions within the Town of Hooksett is negligible, since the proposed improvements are designed to encourage commercial investment and lessen the residential tax burden. Thus, these activities are anticipated to contribute to a long-term increase in the non-residential tax base, and at a faster rate than would otherwise be achieved.

XVII. Plan Amendments

Pursuant to RSA 162-K: 9, this plan may be amended by a vote of Town Council in conformance with all applicable time frames and notice requirements.

XVIII. Duration of Program

The TIF District will exist until all debt issued and borrowing initiated to fund the development program is retired and all improvements anticipated within the Plan for the District as originally adopted or subsequently amended by action of the Town Council have been completed. Upon full repayment of the outstanding bonds, the TIF will be closed by action of Town Council.

XIX. TIF District Administration

The Town Administrator shall be the Administrator of the District, and in addition to the duties and powers granted to the Town Administrator, the Administrator shall have the following powers:

- 1) Negotiate for the acquisition of real property or easements, and sign options and / or purchase and sales agreements to acquire said property or easements subject to final approval by the Town Council;
- 2) Negotiate and sign, upon the approval of the Town Council, any contracts relative to the design, engineering, construction or operations of any phase or component of the activities proposed under this Plan;
- 3) Apply for, and accept and execute, upon the approval of the Town Council, grants from any private or public organization or corporation, or from any state or federal agency for any work associated with this Plan;
- 4) Negotiate any Development Agreements and present the Agreements to the Town Council for final approval;
- 5) Certify to the Town Council, for acquisition through eminent domain, property that cannot be acquired by negotiation, but is required for implementation of the Plan; and
- 6) Certify to the Town Council the amount of funds, if any, which must be raised through the sale of bonds to finance the activities, associated with this Plan. The Town Council may grant through an affirmative vote of the Council, additional powers, as deemed necessary and appropriate, in order to implement the goals, purpose, work and improvements outlined in this Plan or any future amendment.

XX. Advisory Board

In accordance with 162-K: 14, the Council shall create, by resolution, an Advisory Board for the District and delineate its advisory roles and responsibilities. The Advisory Board shall consist of seven members appointed by the Council. A majority of the membership will include owners or occupants of real property within or adjoining the district. A majority of the membership shall be residents of the Town. The function of the Advisory Board shall be to advise the Town Council and the Town Administrator in planning, construction and implementation of the development program along with maintenance and operation of the district after it has been completed. The role of Advisory Board shall be limited to review of plans and recommendation to the District Administrator on matters related to scheduling of infrastructure improvements. In instances where a majority of the Advisory Board believes that the Administrator has not sufficiently considered the Advisory Board's recommendation, they may, by majority vote, refer the matter along with their written recommendations and explanations therefore to the next regularly scheduled meeting of the Town Council. In such instances the Administrator shall delay implementation pending Town Council review and determination on the matter.

XXI. Annual Report

Pursuant to RSA 162 K: 11, the Town, by and through the Administrator of the District, in consultation with the Advisory Board, shall prepare an annual report containing the following:

- A Narrative Report on the status of the implementation of the Plan and a summary of the work that has been completed within the previous year;
- The amount and source of revenue of the District;
- The amount and purpose of expenditures;
- The amount of principal and interest on any outstanding bonded indebtedness;

- The original assessed value of the District;
- The captured assessed value retained by the District;
- The tax increments received; and
- Any additional information necessary to demonstrate compliance with the tax increment-financing plan.

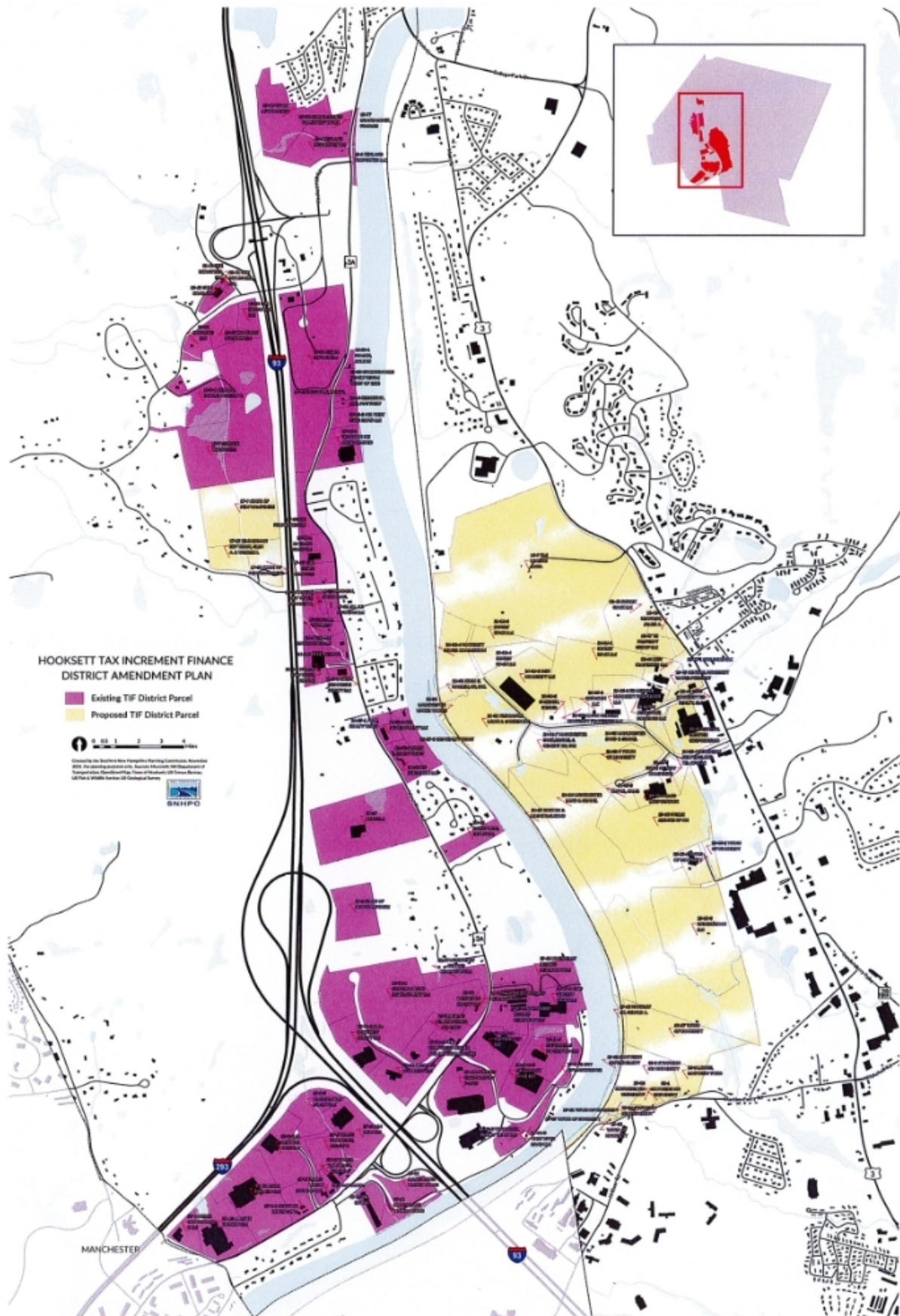
XXII. Adoption of the Plan

Adoption of this plan has been carried out through the following actions:

- The holding of a public hearing by the Hooksett Town Council regarding the adoption of Chapter 162-K on January 5, 2022.
- Affirmative vote by the Town Council to Adopt the provisions of Chapter 162-K a minimum of 15 days later, on January , 2022.
- The holding of the public hearing on January 5, 2022 by the Hooksett Town Council, per 162-K: 9.III, shall include the opportunity for the Merrimack County Commissioners and the SAU 15 (Auburn, Candia, Hooksett) School District to meet with the Town Council to discuss these matters and to gather any other public input to have reasonable opportunity to comment on the plan.
- Adoption of the Development Program and Tax Increment Financing Plan (RSA 162-K: 6 and 162-K: 9) for the Hooksett Rte. 3A and 3 Corridor TIF District occurred by an affirmative vote of the Town Council at their meeting on January, 2022.
 - Appointment of the Advisory Board, pursuant to 162-K: 14, by a vote of the Town Council.

Appendix A- District Boundaries Figures 1

Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx, 2022



Appendix B- District Properties, Acreages, and Values

Rte. 3A and 3 Corridor Infrastructure TIF Plan ADOPTED BY TOWN COUNCIL January xx, 2022

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Town of Hooksett Route 3A TIF District

Draft Parcel List for Proposed TIF Amendment

11/4/2021

AV Parcel ID	Parcel #	Owner Name	Street Address	Map	BLK	Lot	Assessed Value	Area (Acres)
577	07-18	TOWN OF HOOKSETT	12 PINNACLE STREET	7	18		\$156,100	19.90
829	10-77	CHANDONNET, FRANCES	421 WEST RIVER ROAD	10	77		\$16,100	0.40
829	10-78	CHANDONNET FAMILY REV TRUST	420 WEST RIVER ROAD	10	78		\$214,700	7.20
946	13-1	KEYLAND PROPERTIES LLC	414 WEST RIVER ROAD	13	1		\$423,700	0.50
947	13-2	KEYLAND PROPERTIES LLC	411 WEST RIVER ROAD	13	2		\$19,300	1.10
1103	13-50	YN-OWSKY FAMILY REVOC TRUST OF 2020	329 WEST RIVER ROAD	13	50		\$315,800	2.71
1104	13-50-1	FRASCH, ZOLTAN	341 WEST RIVER ROAD	13	50	1	\$428,800	0.79
1105	13-51	SILVER CITY NH LLC	39 HACKETT HILL ROAD	13	51		\$1,436,700	4.14
1120	13-56	KOKOSING LLC	51 HACKETT HILL ROAD	13	56		\$452,200	5.00
1111	13-57	SHOOTERS OUTPOST LLC	HACKETT HILL ROAD	13	57		\$181,400	6.16
1112	13-58	CJM INDUSTRIES LLC	47 HACKETT HILL ROAD	13	58		\$176,400	5.36
1114	13-60	PIKE INDUSTRIES, INC.	1 CATE ROAD	13	60		\$174,500	0.52
1115	13-61	PIKE INDUSTRIES, INC.	40 HACKETT HILL ROAD	13	61		\$93,800	0.52
1116	13-62	CATE ROAD LLC	3 CATE ROAD	13	62		\$970,100	2.75
1478	17-10	SIB PROPERTIES LLC	290 WEST RIVER ROAD	17	10		\$592,600	4.88
5073	17-13-1	TRI-TOWN ICE ARENA LIMITED	311 WEST RIVER ROAD	17	13	1	\$4,031,700	9.86
5045	17-13-2	321 WEST RIVER ROAD LLC	321 WEST RIVER ROAD	17	13	2	\$473,300	3.37
1504	17-14	BERGERON, JOEL MATTHEW	325 WEST RIVER ROAD	17	14		\$118,600	1.90
1505	17-15	DONOVAN, KATIE V.	327 WEST RIVER ROAD	17	15		\$266,000	0.85
1538	17-33	COTE, THOMAS F.	246 WEST RIVER ROAD	17	33		\$319,200	1.40
1539	17-34	DOYON REV TRUST, RICHARD W.	12 CROSS ROAD	17	34		\$309,600	3.95
1540	17-35	MAYHEW, JUSTIN PAUL	8 CROSS ROAD	17	35		\$206,300	0.92
1541	17-36	ALL OR NOTHING LLC	254 WEST RIVER ROAD	17	36		\$798,400	7.14
1542	17-37	FIVE CROSS ROAD LLC	5 CROSS ROAD	17	37		\$334,100	5.00
103852	17-37-1	15 CROSS ROAD LLC	15 CROSS ROAD	17	37	1	\$1,535,400	5.42
1471	17-7	GRANITE WOODS LLC	HACKETT HILL ROAD	17	7		\$855,300	40.25
1472	17-7-1	NELSON, DOYLE & MARYLYN R.	77 HACKETT HILL ROAD	17	7	1	\$303,064	12.52
2342	24-1	VINMAR ENTERPRISES LLC	242 WEST RIVER ROAD	24	1		\$529,000	2.53
2343	24-2	BUTLER, BRIAN F.	236 WEST RIVER ROAD	24	2		\$389,200	0.50
2371	24-29-1	J & M REALTY TRUST	213 WEST RIVER ROAD	24	29	1	\$545,700	1.37
2372	24-29-2	CKS REALTY TRUST	16 SCOTT AVENUE	24	29	2	\$767,000	7.56
2373	24-30	HIP PEAS FARM LLC	191 WEST RIVER ROAD	24	30		\$545,700	5.79
101325	24-30-1	SUB DEVELOPMENT LLC	209 WEST RIVER ROAD	24	30	1	\$1,556,400	2.68
101326	24-30-2	SPEN REALTY TRUST	205 WEST RIVER ROAD	24	30	2	\$461,400	0.70
2344	24-31	COLBY BROOKSIDE REALTY LLC	2 BROOKSIDE WEST ROAD	24	31		\$798,600	7.00
2345	24-32	RYMAN 3994 TRUST, SUZANNE	4 BROOKS DE WEST ROAD	24	32		\$3,082,900	7.69
2391	24-40	DOBROWSKI, GEORGE H.	149 WEST RIVER ROAD	24	40		\$246,200	7.45
2411	24-57	VERRELL, C.	180 WEST RIVER ROAD	24	57		\$3,323,300	40.12
2877	29-1	STATE OF NEW HAMPSHIRE	OFF EVERETT TURNPIKE	29	1		\$221,800	105.60
2898	29-28	NORTHEAST RECORD RETENTION LLC	107 WEST RIVER ROAD	29	28		\$194,300	9.20
100127	29-64-1	1000 QUALITY DRIVE LLC	1000 QUALITY DRIVE	29	64	1	\$5,019,400	10.60
100128	29-64-2	CITY OF MANCHESTER	17 KIMBALL DRIVE	29	64	2	\$454,000	7.17
100129	29-64-3	WEST RIVER ROAD LLC	500 QUALITY DRIVE	29	64	3	\$294,900	3.33
100130	29-64-4	TARGET CORPORATION T 1520	100 QUALITY DRIVE	29	64	4	\$19,984,700	17.25
100131	29-64-5	SUPERSKILLS HOCKEY NH LLC	600 QUALITY DRIVE	29	64	5	\$2,119,100	9.55
100288	29-64-6A	KOFFER/GRD LLC	200 QUALITY DRIVE	29	64	6A	\$14,985,000	13.56
100924	29-64-6B	400 QUALITY DRIVE LLC	400 QUALITY DRIVE	29	64	6B	\$6,500,000	15.80
2930	29-70	NORTHEAST RECORD RETENTION LLC	91 WEST RIVER ROAD	29	70		\$2,500,000	6.78
2931	29-71	NORTHEAST RECORD RETENTION LLC	100 WEST RIVER ROAD	29	71		\$36,200	0.39
2932	29-72	WESTRIVER REALTY LLC	90 WEST RIVER ROAD	29	72		\$1,887,400	3.64
2933	29-74	IRVING OIL PROPERTIES NH CORP	86 WEST RIVER ROAD	29	74		\$1,300,000	4.17
2934	29-76-1	SHARON & BETH DEVELOPMENT LLC	400 TECHNOLOGY DRIVE	29	76	1	\$448,000	64.11
2935	29-76-2	JMM HOOKSETT REALTY LLC	200 TECHNOLOGY DRIVE	29	76	2	\$3,337,800	13.13
2936	29-76-4	READCO HOOKSETT LLC	100 TECHNOLOGY DRIVE	29	76	4	\$3,643,800	12.48
2937	29-76-5	NH CENTER FOR CANCER MEDICINE	200 TECHNOLOGY DRIVE	29	76	5	\$1,323,900	7.44
2938	29-77	NORTHEAST RECORD RETENTION LLC	108 WEST RIVER ROAD	29	77		\$53,200	8.00
3451	37-10	TOMBS 2004 TRUST, NICOLE Y.	38 WEST RIVER ROAD	37	10		\$921,700	1.40
3452	37-11	MANCHESTER WATER WORKS	18 KIMBALL DRIVE	37	11		\$271,900	0.58
3453	37-12	MANCHESTER WATER WORKS	27 KIMBALL DRIVE	37	12		\$8,700	2.00
3454	37-13	AK, KYUNG	13 KIMBALL DRIVE	37	13		\$2,243,500	6.60
3442	37-2-1	GETTY NH LEASING INC.	28 WEST RIVER ROAD	37	2	1	\$2,198,500	6.15
3443	37-2-2	14 CENTRAL PARK LLC	14 CENTRAL PARK DRIVE	37	2	2	\$10,300,000	15.07
3444	37-2-3	MAGALLONWAY REALTY LLC	1 CENTRAL PARK DRIVE	37	2	3	\$495	10.14
3445	37-43	AGREE EASTERN LLC	3 COMMERCE DRIVE	37	43		\$12,000,000	25.16
104252	37-43-A	AGREE EASTERN LLC	2 COMMERCE DRIVE	37	43	A	\$14,527,000	16.99
3484	37-44	BEMIS SAVOIE ROAD LLC	11 BEMIS ROAD	37	44		\$1,443,200	4.82
4932	37-5	DSM MB 1 LLC	30 MARKET DRIVE	37	5		\$9,034,300	18.76
4448	37-6	TOMBS 2004 TRUST, NICOLE Y.	42 WEST RIVER ROAD	37	6		\$571,800	8.20
3449	37-8	PIVARD WASTE SYSTEMS INC	32 WEST RIVER ROAD	37	8		\$490,600	1.01
3450	37-9	ADUDE INC	36 WEST RIVER ROAD	37	9		\$997,900	1.20
100923	38-43-B	WINTERHILL REALTY TRUST LLC	38 KIMBALL DRIVE	38	43	B	\$247,100	3.01
Proposed TIF Total:							\$211,682,847	1,467.15
Town of Hooksett Total:							\$2,078,641,876	23,831.95
Proposed TIF Percent of Town Total							10.2%	6.2%

Town of Hooksett Route 3A TIF District

Draft Parcel List for Proposed TIF Amendment

11/4/2021

AV Parcel ID	Parcel #	Owner Name	Street Address	Map	BLK	Lot	Assessed Value	Area (Acres)
Draft Parcel List for inclusion in a Proposed 3A TIF District Amendment	1477	STATE OF NEW HAMPSHIRE	(OFF EVERETT TURNPIKE)	17	9		\$134,800	27.00
	1543	STATE OF NEW HAMPSHIRE	17 CROSS ROAD	17	38		\$151,400	9.00
	1544	ERMAN REV TRUST, GLEN A. & THERESA L	31 CROSS ROAD	17	39		\$113,200	5.57
	1709	GENERAL ELECTRIC CORPORATION	9 INDUSTRIAL PARK DRIVE	18	42		\$6,000,000	11.69
	1710	NH AEROSPACE HOLDINGS LLC	13 INDUSTRIAL PARK DRIVE	18	43		\$12,684,800	17.42
	1711	ZIBV PROPERTIES LLC	18 WATER WORKS DRIVE	18	44		\$1,217,200	5.07
	1712	CENTRAL HOOKSETT WATER PRECINCT	10 WATER WORKS DRIVE	18	45		\$478,300	2.15
	1713	1370 HOOKSETT RD REALTY, LLC	1370 HOOKSETT ROAD	18	46		\$619,800	1.83
	1714	TK PROPERTY GROUP LLC	1380 HOOKSETT ROAD	18	47		\$267,900	4.99
	1715	NTD SALES LLC	1378 HOOKSETT ROAD	18	47	1	\$535,700	2.01
	1716	SUNSET ROCK LLC	1396 HOOKSETT ROAD	18	48		\$1,325,566	19.16
	103695	RENFREW, JAMES A.	HOOKSETT ROAD	18	48	1	\$251,000	2.29
	1607	CMJ LEASING CORP.	1500 HOOKSETT ROAD	18	7		\$3,249,800	135.12
	2374	MANCHESTER WATER WORKS	OFF INDUSTRIAL PARK DR	24	31		\$7,500	2.50
	2375	OLDCASTLE LAWN & GARDEN INC	24 LEHOUX DRIVE	24	32		\$896,600	27.70
	2376	JOHN G. MACLELLAN, INC.	29 LEHOUX DRIVE	24	33		\$201,200	1.00
	100818	MANCHESTER SAND & GRAVEL	LEHOUX DRIVE	24	35		\$95,700	13.67
	100002	IMC MERCIER HOOKSETT PROPERTIES LLC	11 LEHOUX DRIVE	24	35	12	\$346,900	2.63
	2379	RB MERCIER HOOKSETT PROPERTIES LLC	5 LEHOUX DRIVE	24	35	2	\$1,045,100	4.14
	2380	COPACON LLC	7 LEHOUX DRIVE	24	35	3	\$307,200	1.00
	2381	NORTHERN NEW ENGLAND TEL OPS LLC	14 PETERS BROOK DRIVE	24	35	4	\$163,300	2.00
	2382	STATE OF NEW HAMPSHIRE	2 PETERS BROOK DRIVE	24	35	5	\$247,100	2.80
	2383	IACO CORPORATION	4 PETERS BROOK DRIVE	24	35	6	\$4,091,700	6.20
	2384	KAPUR, AMAR	8 PETERS BROOK DRIVE	24	35	8	\$158,700	3.00
	2385	TOWN OF HOOKSETT	20 INDUSTRIAL PARK DRIVE	24	35	9	\$311,700	14.12
	2387	MANCHESTER SAND & GRAVEL	21 LEHOUX DRIVE	24	36		\$3,689,800	120.20
	100817	SUNSET ROCK LLC	15 LEHOUX DRIVE	24	36	1	\$872	25.30
	101625	SWEENEY, DENNIS	17 LEHOUX DRIVE	24	36	2	\$400,300	4.00
	101626	BGH HOOKSETT LLC	25 LEHOUX DRIVE	24	36	3	\$7,099,900	19.90
	101627	SUNSET ROCK LLC	27 LEHOUX DRIVE	24	36	4	\$303,300	8.23
	101628	SUNSET ROCK LLC	LEHOUX DRIVE	24	36	5	\$368,600	7.49
	101629	HOOKSETT SEWER COMMISSION	31 LEHOUX DRIVE	24	36	6	\$323,800	13.71
	103391	MANCHESTER SAND, GRAVEL & CEMENT	LEHOUX DRIVE	24	36	7	\$381,400	10.00
	2388	BOSTON & MAINE RAILROAD	OFF LEHOUX DRIVE	24	37		\$366,600	39.10
	2637	PUBLIC SERVICE OF NH	13 LEGENDS DRIVE	25	80		\$11,687,000	39.63
	2638	TOWN OF HOOKSETT	15 LEGENDS DRIVE	25	80	1	\$3,555,100	5.57
	5027	TOWN OF HOOKSETT	LEGENDS DRIVE	25	80	2	\$244,000	2.05
	5026	UNDERBROOK LLC	18 LEGENDS DRIVE	25	80	3	\$899,200	42.00
	2902	HANDLEY 1%, GERALD A.	(OFF) DEPOT ROAD	29	32		\$13,100	1.40
	2903	SOUTHERN NH UNIVERSITY	OFF MARTINS FERRY ROAD	29	33		\$3,800	0.20
	5202	SOUTHERN NH UNIVERSITY	75 MARTINS FERRY ROAD	29	34		\$86,300	6.00
	2906	SOUTHERN NH UNIVERSITY	65 MARTINS FERRY ROAD	29	35		\$83,500	1.56
	2909	TOWN OF HOOKSETT	75 DEPOT ROAD	29	38		\$283,600	0.34
	2910	TOWN OF HOOKSETT	79 DEPOT ROAD	29	39		\$3,700	0.35
	2939	TOWN OF HOOKSETT	73 DEPOT ROAD	29	81		\$12,800	0.10
	2998	TOWN OF HOOKSETT	OFF DEPOT ROAD	30	57		\$93,900	24.60
	3176	SOUTHERN NH UNIVERSITY	61 MARTINS FERRY ROAD	33	1		\$74,700	0.50
	3177	SOUTHERN NH UNIVERSITY	57 MARTINS FERRY ROAD	33	2		\$82,350	18.00
	3178	LAVOIE, MATTHEW TODD	53 MARTINS FERRY ROAD	33	3		\$257,600	4.58

Appendix C- Bond Estimate Payment Schedule

Bond Amount: \$28,000,000.00, 20 Year Bond, Payments Calculated at a rate of 2.50%

NHMBB New Hampshire Municipal Bond Bank

Town of Hooksett

July 2022 Bond Sale

20 Year Estimated Schedule - Level Principal

2021 Assessed Valuation: \$2,054,122,246

Date Prepared: 12/23/21

Interest Start Date: 08/11/22

First Interest Payment: 02/15/23

Net Interest Costs: 2.50% Our 20 year interest rate in our July 2021 bond sale was 1.74% and we expect the interest rate for July 2022 to be lower than 2.50%. We use 2.50% to be conservative for budgeting purposes.

Debt Year	Period Ending	Principal Outstanding	Principal	Rate	Interest	Total Payment	Fiscal Year Total Payment	Assessed Valuation	FY-Est. Tax Rate Inc.
	2/15/2023				\$ 700,000.00 ✓	\$ 700,000.00	\$ 700,000.00	\$ 2,054,122,246	\$ 0.34
1	8/15/2023	\$ 28,000,000.00	\$ 1,400,000.00	2.50%	350,000.00	1,750,000.00			
	2/15/2024				332,500.00	332,500.00	2,082,500.00	2,054,122,246	\$ 1.01
2	8/15/2024	26,600,000.00	1,400,000.00	2.50%	332,500.00	1,732,500.00			
	2/15/2025				315,000.00	315,000.00	2,047,500.00	2,054,122,246	\$ 1.00
3	8/15/2025	25,200,000.00	1,400,000.00	2.50%	315,000.00	1,715,000.00			
	2/15/2026				297,500.00	297,500.00	2,012,500.00	2,054,122,246	\$ 0.98
4	8/15/2026	23,800,000.00	1,400,000.00	2.50%	297,500.00	1,697,500.00			
	2/15/2027				280,000.00	280,000.00	1,977,500.00	2,054,122,246	\$ 0.96
5	8/15/2027	22,400,000.00	1,400,000.00	2.50%	280,000.00	1,680,000.00			
	2/15/2028				262,500.00	262,500.00	1,942,500.00	2,054,122,246	\$ 0.95
6	8/15/2028	21,000,000.00	1,400,000.00	2.50%	262,500.00	1,662,500.00			
	2/15/2029				245,000.00	245,000.00	1,907,500.00	2,054,122,246	\$ 0.93
7	8/15/2029	19,600,000.00	1,400,000.00	2.50%	245,000.00	1,645,000.00			
	2/15/2030				227,500.00	227,500.00	1,872,500.00	2,054,122,246	\$ 0.91
8	8/15/2030	18,200,000.00	1,400,000.00	2.50%	227,500.00	1,627,500.00			
	2/15/2031				210,000.00	210,000.00	1,837,500.00	2,054,122,246	\$ 0.89
9	8/15/2031	16,800,000.00	1,400,000.00	2.50%	210,000.00	1,610,000.00			
	2/15/2032				192,500.00	192,500.00	1,802,500.00	2,054,122,246	\$ 0.88
10	8/15/2032	15,400,000.00	1,400,000.00	2.50%	192,500.00	1,592,500.00			
	2/15/2033				175,000.00	175,000.00	1,767,500.00	2,054,122,246	\$ 0.86
11	8/15/2033	14,000,000.00	1,400,000.00	2.50%	175,000.00	1,575,000.00			
	2/15/2034				157,500.00	157,500.00	1,732,500.00	2,054,122,246	\$ 0.84
12	8/15/2034	12,600,000.00	1,400,000.00	2.50%	157,500.00	1,557,500.00			
	2/15/2035				140,000.00	140,000.00	1,697,500.00	2,054,122,246	\$ 0.83
13	8/15/2035	11,200,000.00	1,400,000.00	2.50%	140,000.00	1,540,000.00			
	2/15/2036				122,500.00	122,500.00	1,662,500.00	2,054,122,246	\$ 0.81
14	8/15/2036	9,800,000.00	1,400,000.00	2.50%	122,500.00	1,522,500.00			
	2/15/2037				105,000.00	105,000.00	1,627,500.00	2,054,122,246	\$ 0.79
15	8/15/2037	8,400,000.00	1,400,000.00	2.50%	105,000.00	1,505,000.00			
	2/15/2038				87,500.00	87,500.00	1,592,500.00	2,054,122,246	\$ 0.78
16	8/15/2038	7,000,000.00	1,400,000.00	2.50%	87,500.00	1,487,500.00			
	2/15/2039				70,000.00	70,000.00	1,557,500.00	2,054,122,246	\$ 0.76
17	8/15/2039	5,600,000.00	1,400,000.00	2.50%	70,000.00	1,470,000.00			
	2/15/2040				52,500.00	52,500.00	1,522,500.00	2,054,122,246	\$ 0.74
18	8/15/2040	4,200,000.00	1,400,000.00	2.50%	52,500.00	1,452,500.00			
	2/15/2041				35,000.00	35,000.00	1,487,500.00	2,054,122,246	\$ 0.72
19	8/15/2041	2,800,000.00	1,400,000.00	2.50%	35,000.00	1,435,000.00			
	2/15/2042				17,500.00	17,500.00	1,452,500.00	2,054,122,246	\$ 0.71
20	8/15/2042	1,400,000.00	1,400,000.00	2.50%	17,500.00 ✓	1,417,500.00	1,417,500.00		
TOTALS		\$ 28,000,000.00			\$ 7,700,000.00	\$ 35,700,000.00	\$ 35,700,000.00		

Please show all warrant articles related to this project to bond counsel prior to submitting them to DRA. If you need a list of approved bond counsels, please let us know and we will provide one.

Town Council STAFF REPORT



To: Town Council
Title: Tax Increment Finance District (TIF) – Public Hearing to Discuss Funding Agreement between Town and Granite Woods Developer
Meeting: Town Council - 05 Jan 2022
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

Background Information:

The purpose of this agenda item is to provide information for a public hearing at January 5, 2022 Town Council meeting of the Town Council where information will be presented and public comment taken on the proposed agreement between Granite Woods and the Town.

Project Description:

The Tax Increment Finance (TIF) Committee, Town Staff and Consultant Underwood Engineering have been working to expand the sewer system in the Route 3A Tax Increment Finance (TIF) District. Concurrently, the developer of the Granite Woods property (Port One Companies) has expressed interest in having sewer and water installed to his property. The Granite Woods property is on Hackett Hill Road and is situated along the east side of the Route 93.

The water and sewer installation to the Granite Woods property is expected to cost approximately \$7,000,000. It includes the installation of the pump station on the Tri-Town arena property and the installation of sewer lines from the pump station, through the neighborhood south of the pump station, up Cross Road a short distance, and cross country across properties owned by the State of New Hampshire to the Granite Woods property and to Hackett Hill Road.

The improvements will also include the installation of water lines and other utility accoutrements necessary to complete the water utility work from the Granite Woods property down Hackett Hill Road, underneath Rte 93 and then cross country to Rte 3A, and also cross country across properties owned by the State of New Hampshire to Cross Road and then down to Rte 3A thus creating the loop.

All of the sewer and water work will be designed by Underwood Engineering and the Hooksett Village Water Precinct and will be designed and constructed to acceptable standards. Costs of sewer and water that cross the Granite Woods property will be borne by the Developer.

Under the agreement, the Developer will finance and construct the sewer and water work. Once the additional taxes are realized, the Developer would be given tax credits to cover his bond payments.

Taxes collected over and above the bond payments would be utilized to develop other projects in the TIF District.

The Granite Woods Developers expect to pay approximately \$1,500,000 per year in taxes based upon a future re-assessment to reflect the as-built value of the development. In exchange for Developer's funding and performing the work to complete the Improvements, the Granite Woods property would pay a tax rate in the amount of 40% of the new property tax per year property tax per year as adjusted (annual consumer price index estimated at 2.39% per annum) for a period of 15 years. The remaining 60% of the new property tax would be paid directly by the Granite Woods property owner to its lenders and investors to offset financing costs attributable to the work. The 40%/60% split will hold true for the 15 year period regardless of what the actual tax rate is in any of the given years.

Two paragraphs were added to the most recent draft Memorandum of Understanding (MOU). The first is found at the top of page 2 of the MOU and copied below:

"WHEREAS, The total funds to the Developer based on a 15-year term and per this Agreement shall not be less than \$13,781,771 and not more than \$16,078,732".

Per the Developer, the lower amount represents the minimum amount necessary to pay back lenders and investors in exchange for funding the improvements and guaranteeing the debt. The upper amount is set as a cap on funds the developer would receive in the event future tax assessments increase (thus increasing the value of the 60% reimbursement) in accordance with generally accepted market return expectations. The Developer provided this paragraph to address concerns stated during the general Public Input discussion at the November 17th meeting of the Town Council.

The second paragraph added is shown as the sixth paragraph down on page two of the MOU and below. The basis of this paragraph was provided by the Hooksett Village Water Precinct, but was slightly modified by the Developer.

"WHEREAS, The Town would be responsible for obtaining commercially reasonable plan review and approval, as well as any related construction agreements, from the Hooksett Village Water Precinct and Hooksett Sewer Commission, whose approval shall be timely and not unreasonably withheld."

FINANCIAL IMPACT:

Future Taxation from the TIF District will be obligated to the Developer of the Granite Woods property. Completion of the infrastructure improvements will likely lead to future development in the area, resulting in an increase in the Town tax base.

POLICY IMPLICATIONS:

None

RECOMMENDATION:

None required. Action will be required after 15 days (Town Council meeting scheduled for January 20, 2022 or January 26, 2022)

SUGGESTED MOTION:

None required. Action will be required after 15 days (Town Council meeting scheduled for January 20, 2022 or January 26, 2022)

TOWN ADMINISTRATOR'S RECOMMENDATION:

Review and approve if amended TIF plan is adopted

ATTACHMENTS:

[Town of Hooksett Public Hearing Notice for Union Leader TIF Amendment](#)

[Off-site Development MOU -Ver 12-23-21](#)

[TIF Plan with labels](#)

[Town Attorney Full Opinion on Granite Woods MOU](#)

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

The Hooksett Town Council will be holding a public hearing on Wednesday, January 5th, 2022 at 6:00PM in Council Chambers of Hooksett Town Hall, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to discuss a proposed amendment to the existing Route 3A Tax Increment Finance (TIF) district plan. The proposed amendment includes the addition of the following parcels of land: Tax Map(s) and Lot(s) 17-9, 17-38, 17-39, 17-40, 18-42, 18-43, 18-45, 18-46, 18-47-1, 18-7, 24-31, 24-32, 24-33, 24-35, 24-35-12, 24-35-2, 24-35-3, 24 35 4, 24 35 5, 24 35 6, 24-35-8, 24-35-9, 24-36, 24-36-1, 24-36-2, 24-36-3, 24-36-4, 24-36-5, 24-36-6, 24-36-7, 24-37, 24-52, 24-55, 25-80, 25-80-1, 25-80-2, 25-80-3, 29-1, 29-2, 29-25-2, 29 32, 29 33, 29-34, 29-35, 29-38, 29-39, 29-81, 30-57, 33-1, 33-2, 33-3, 38-43-A, 38-43-B.

Questions should be directed to the Town Administration Department at (603) 485-8471.

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

The Hooksett Town Council will be holding a public hearing on Wednesday, January 5th, 2022 at 6:00PM in Council Chambers of Hooksett Town Hall, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to discuss a proposed Memorandum of Understanding between the Town of Hooksett and Granite Woods Development JV LLC. The Memorandum of Understanding pertains to funding mechanisms for sewer and water infrastructure improvements within the Route 3A TIF district and associated with the proposed development of 47 Hackett Hill Road.

Questions should be directed to the Town Administration Department at (603) 485-8471.

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MEMORANDUM OF UNDERSTANDING
**Tax Increment Finance District (TIF) – Proposed Agreement between Town of
 Hooksett and Granite Woods Development JV LLC**

WHEREAS, the Town of Hooksett (herein called the “Town”) and the Granite Woods Development JV LLC (the “Developer”) wish to have sewer and water utilities installed from the Tri-Town Ice Arena (where there is an existing sewer crossing from the west side of the river to the east side near the Hooksett Sewer Treatment Plant) to the Developer’s property on Hackett Hill Road known as parcel 17-7. The Improvements are critical to the development of these properties and for furthering economic growth in the Exit 11 area that will enable the development of other commercial projects in the area. Taxes collected from other development projects and any taxes collected from the Granite Woods property would be utilized to develop other projects in the TIF District.

WHEREAS, the Granite Woods property is situated on the south side of Hackett Hill Road and along the west side of the Route 93 and includes parcel 17-7.

WHEREAS, the Town has been working to expand the sewer system in the Route 3A Tax Increment Finance (TIF) District area that encompasses most of the properties along Route 3A between Exits 10 and 11.

WHEREAS, the water and sewer installation (the “Improvements”) to expand the water and sewer network in the area of Exit 11 and to the Granite Woods property are estimated to cost approximately \$7,000,000 not including carry costs associated with market rate origination fees, closing fees, rates of interest, or additional interest reserves required to secure the funds. On-site water and sewer installation work is estimated to cost approximately \$1,900,000.

WHEREAS, The Granite Woods property is currently paying annual property taxes in the amount of \$19,663.

WHEREAS, the Granite Woods property expects to pay approximately \$1,500,000 per year in taxes based upon a future re-assessment to reflect the as-built value of the development. For a period of fifteen years, each year after Granite Woods has made their annual tax payment in full to the Town, the Town will reimburse Granite Woods for funding and performing the work to complete the Improvements, in the amount of 60% of the assessed property tax within 45 days. The 60% reimbursement will hold true for the fifteen year period regardless of what the actual tax rate is in any of the given years. The reimbursement funds shall be used solely to for repayment of costs associated with the Improvements.

WHEREAS, The total benefit to the Town, including the value of the on- and off-site improvements plus the incremental revenue to the TIF District, is equal to approximately \$18,087,847.

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WHEREAS, The total funds to the Developer based on a 15-year term and per this Agreement shall not be less than \$13,781,771 and not more than \$16,078,732.

WHEREAS, the Town has funded, and will continue to fund, costs to Underwood Engineers, Inc. for the design and specification of the Improvements.

WHEREAS, “Improvements” shall include the installation of the pump station on the Tri-Town arena property and the installation of sewer and other utility accoutrements necessary to complete the sewer work from the pump station, through the neighborhood south of the pump station including (Westbank Road, Meadow Crest Road, and West River Road), up Cross Road a short distance, and cross country across properties owned by others to the Granite Woods property to Hackett Hill Road.

WHEREAS, “Improvements” shall also include the installation of water lines and other utility accoutrements necessary to complete the water utility work from the Granite Woods property down Hackett Hill road underneath Rte 93 and then cross country to Rte 3A and cross country across properties owned by the State of New Hampshire to Cross Road and then down to Rte 3A thus creating a water line “looped” system.

WHEREAS, All of the sewer and water work will be designed by Underwood Engineers, Inc. and will be constructed by the Developer to the standards of the New Hampshire Department of Environmental Services, the New Hampshire Department of Transportation, the Hooksett Sewer Commission, the Hooksett Village Water Precinct and the Town of Hooksett.

WHEREAS, The Town would be responsible for obtaining commercially reasonable plan review and approval, as well as any related construction agreements, from the Hooksett Village Water Precinct and Hooksett Sewer Commission, whose approval shall be timely and not unreasonably withheld.

WHEREAS, The Town and Developer would agree to a formal Off-Site Development Agreement based upon this Memorandum of Understanding (MOU) whereby the Developer would privately fund the work (the “Funds”) required to expand the water and sewer network per the “improvements” defined above. The total required Funds are currently estimated to be \$7,000,000 and shall include all costs of construction within the Right of Ways and Easements including project bidding, project management, pipe, manhole, hydrant, gate valve installation, water and sewer services to the right of way lines or easement lines, all paving and pavement patching, erosion control, mobilization, construction inspection and traffic control and all other costs associated with such work (the “Construction”), but do not include the costs of water and sewer utilities across the Granite Woods property. Once final bids are received, and reviewed, the final terms of reimbursement will be adjusted if necessary and finalized.

WHEREAS, The Developer, as Guarantor of the Funds, would construct the Improvements through a Contractor approved by the Town and meeting the Town’s pre-qualification criteria according to the drawings and specifications (the “Contract

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Documents”) prepared by Underwood Engineers, Inc.. Underwood Engineers, Inc. would perform construction observation services throughout the water and sewer utility installation process to evaluate whether the “Improvements” are installed in conformance with the Contract Documents. Discrepancies in the work will be corrected by the Contractor in a timely fashion. Underwood Engineers, Inc.’s construction observation services would be paid for by the Town. Each progress payment made to the Contractor by the Developer for the completed “Improvements” would need to be signed off on by the Town prior to release of payment to the Contractor.

WHEREAS, Once complete, the Improvements would be granted to the Town along with easement(s) across the Granite Woods property in perpetuity along with all fee revenue generated by daily usage of the Improvements.

WHEREAS, The Town would be responsible for obtaining permission from NH DOT to construct water and sewer utilities through their parcels on Cross Road and any other easements or permits required to permit construction of the Improvements per the Contract Documents.

WHEREAS, The Town will not be held liable in any way for the payback of the financing to construct the “Improvements”, and in the event that the Developer defaults on its payment to its lenders and investors, or does not complete construction of the “Improvements”, the Town will become the sole owner of the “Improvements” in whatever state they may be in at that time, with no liens or encumbrances.

WHEREAS, Notwithstanding anything to the contrary hereunder, Developer shall have the right, in its sole and absolute discretion but otherwise in accordance herewith, to assign all or a portion of its rights under this Memorandum of Understanding, by providing prior written notice of the applicable Transfer(s) to the Town by a date that is no later than ten (10) days prior to the then-scheduled Closing Date, along with copies of all reasonably related Transfer documentation, provided that the applicable Transferee entity (or entities) is (or are) an entity (or entities) in which either Developer, directly or indirectly, owns an interest, is related to or is otherwise affiliated with, provided the applicable Transferee

(i) Assumes in writing the obligations of Developer hereunder,

(ii) Agrees to be bound by the terms of this Memorandum of Understanding, and

(iii) Shall be deemed to have made any and all representations and warranties made by Developer hereunder. The Town shall have the right, in its sole and absolute discretion, to approve such Transfer to an unaffiliated entity which approval shall not be unreasonable withheld. In the event of such a permitted Transfer, original Developer (but not any parties also comprising part of the applicable Transferee) shall, to the extent of such Transfer, automatically be released from any liability under this Memorandum of Understanding.

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(iv) The affiliated-entity-transferee has sufficient expertise and/or experience with the magnitude and type of infrastructure development to carry out the obligations of the MOU in a timely and satisfactory manner. If the contemplated transfer is to an unaffiliated entity, the town has the discretion to prevent the transfer provided there is a reasonable basis for doing so.

NOW, THEREFORE, the parties do mutually agree as follows:

- 1) Granite Woods Development JV LLC agrees to:
 - a) Provide the funding necessary to construct all sewer and water utility improvements as described above.
 - b) Provide for the construction (includes project management and traffic control) of the sewer and water utility improvements as described above.
 - c) Provide documentation of all payments to costs associated with the improvements.
- 2) The Town agrees to:
 - a) Obtain all required easements and permits as described above.
 - b) Provide final design documents for the “Improvements” described above.
 - c) Provide construction observation services for the “Improvements” as described above.
- 3) The Parties hereby acknowledge that this MOU represents the terms and conditions that Parties agree to be the basis of an Off-Site Development Agreement between Granite Woods Development JV LLC and the Town of Hooksett. The Parties do not rely upon any statement or representation made by any person, firm, or entity other than those set forth in this MOU.
- 4) Each person signing this MOU hereby represents and warrants that he or she has the full authority and is duly authorized and empowered to execute this MOU on behalf of the party for which he or she signs, and further acknowledges that they have had the opportunity to review this MOU with an attorney of their choosing prior to signing this MOU.

IN WITNESS WHEREOF, the Town of Hooksett and the Granite Woods Development JV LLC have executed this MOU this _____ day of _____, 2021.

Attest:

TOWN OF HOOKSETT

By: _____
Andre L. Garron

DRAFT 12-23-21

Town Administrator

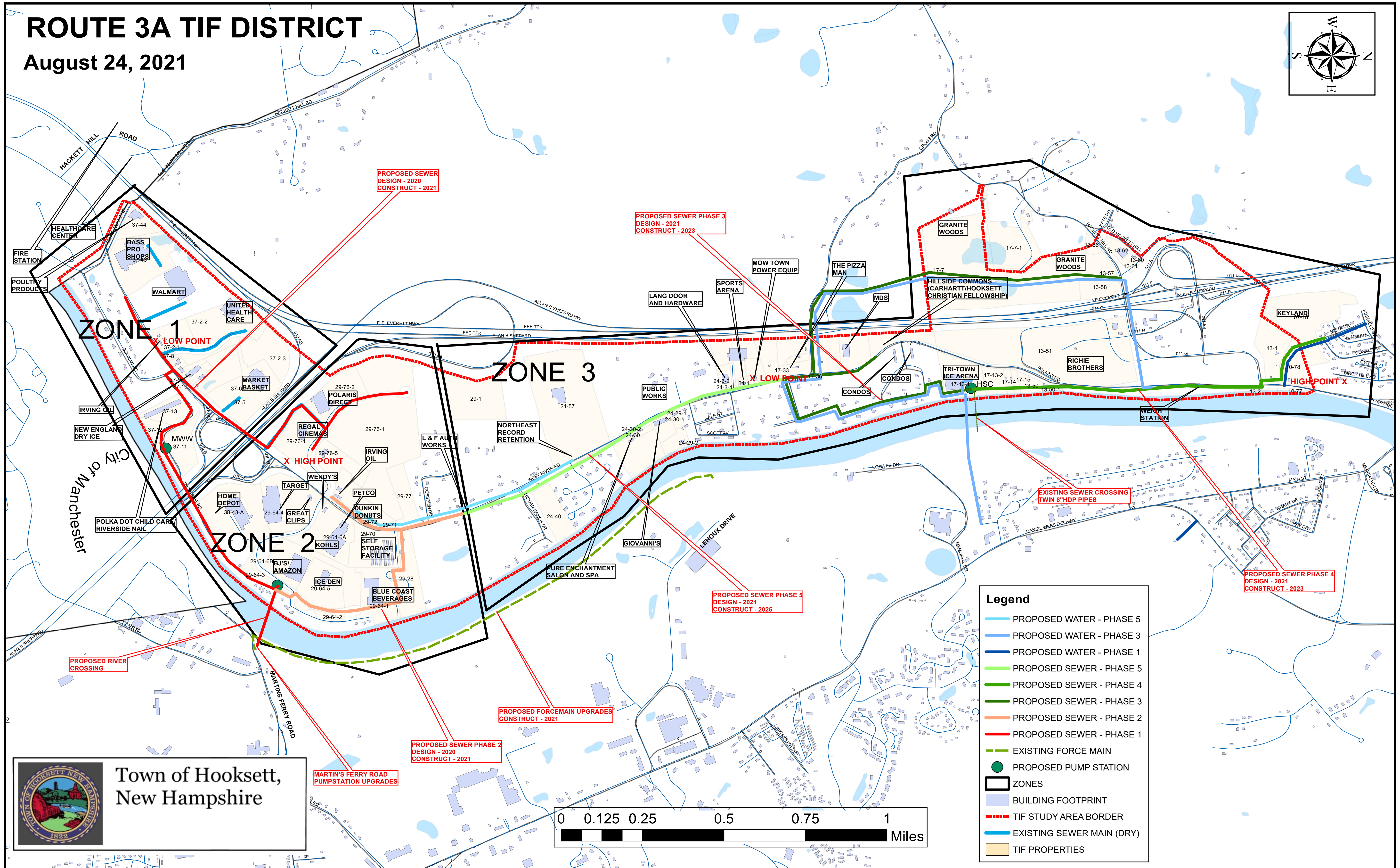
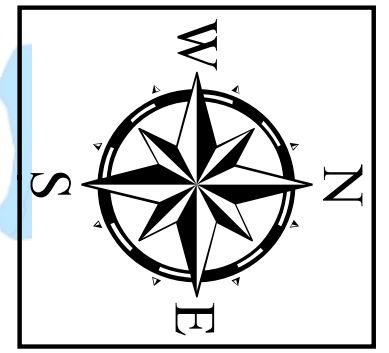
Attest:

GRANITE WOODS DEVELOPMENT JV
LLC

By: _____
Peter W. Bartash
Manager

ROUTE 3A TIF DISTRICT

August 24, 2021



Bruce Thomas

From: Matthew R. Serge <MSerge@dwmlaw.com>
Sent: Monday, October 25, 2021 3:21 PM
To: Bruce Thomas
Cc: Andre Garron
Subject: FW: Hooksett Tax Increment Finance (TIF) District

Hello, Bruce. I am forwarding to you an email from my colleague Steven Whitley, who has provided a thorough analysis of the proposed agreement. I have reviewed the email and his advice appears sound. Steven is happy to discuss this further, if necessary.

Thanks.

-Matt

From: Steven M. Whitley <SWhitley@dwmlaw.com>
Sent: Friday, October 22, 2021 10:04 AM
To: Matthew R. Serge <MSerge@dwmlaw.com>
Subject: RE: Hooksett Tax Increment Finance (TIF) District

Matt,

You asked me to review the infrastructure funding proposal between Granite Woods (same as Port One I assume?) and the Town to evaluate compliance with the TIF statute (RSA 162-K) as well as the Town's TIF Development Program and Financing Plan ("the TIF plan"). As noted by Andre below, the arrangement contemplates:

- Granite Woods privately funding the infrastructure work;
- In exchange, for a 15 year period the town would only require payment of 40% of the taxes due; the remaining 60% that is not collected by the town would be paid by Granite Woods directly to its private investor to pay off the infrastructure improvement debt. In addition, the Town would enforce a fair share contribution to Granite Woods from future developments enjoying the benefit of the infrastructure improvements.

This is a creative idea. I've not seen this sort of arrangement though and I discussed with the other municipal and public finance attorneys who work in NH and they had not seen this either. In sum, our view is that the arrangement is not consistent with the Town's TIF plan, and more concerning, it contemplates an arrangement that is not authorized by RSA 162-K. As described in further detail below, the former can be addressed by amending the TIF plan. The latter (compliance with 162-K) is more difficult to resolve. I understand the goal was to avoid taking this request to town meeting and also to avoid this hitting the tax rate. The precise arrangement above cannot be corrected to be consistent with 162-K, but there is an alternative that might work from the Town's perspective but Granite Woods may not find it satisfactory.

TIF Plan-Noncompliance

The TIF Plan describes the Town issuing a bond and then using TIF increments to pay the debt service payments, with an agreement in place whereby the private developer commits to covering any shortfalls

between the debt service payments and the available TIF increments; all in an effort to fund the infrastructure development with no tax burden on the residents. TIF Plan, Sects. XIV & XV, pg. 10. Any leftover TIF increments are to be used as additional debt service payments or placed in escrow until enough accrues to fund another aspect of the TIF Development Plan. *Id.*, Sect. XIV. The TIF Plan does contemplate funding from private investors too (listed as a potential funding source), but does not provide any detail on what that might look like or specifically describe how TIF increments would reimburse the private investor. *Id.*

The Town's current TIF plan does not authorize the use of TIF increments to accept less than the full amount of taxes due, or to reimburse private parties and/or investors that may privately fund the infrastructure improvements, or to require a fair share contribution from those who benefit from the improvements in the future. The Town does have the power to amend the TIF plan, pursuant to RSA 162-K:9, IV & :4, and Sect. XVII of the Plan. Amending the TIF plan can be done by vote of the Council and requires 7 days advance public notice of a public hearing (posted in 2 public places or published in the paper) and then 15 days after that public hearing the Council may vote to amend. The use of TIF increments to pay private investors and to require fair share contributions could legally be included in the TIF plan; as discussed below, the arrangement regarding acceptance of less than all due property taxes cannot unfortunately.

RSA 162-K Noncompliance

The TIF statute, RSA 162-K, is fairly broad. I don't believe it can fairly be interpreted as authorizing the Town to *prospectively* agree on acceptance of less than the full amount of taxes due. Moreover, the state law that does authorize abatements likewise does not provide this authority. The relevant statutory language is below:

- The municipality shall adopt a tax increment financing plan for any development district established under this chapter. The plan shall allocate use of tax increments for retirement of bonds and notes, operation, maintenance and improvements in the district and for general municipal purposes. RSA 162-K:9.
- The municipality shall expend the tax increments received for any development program only in accordance with the tax increment financing plan. Tax increments shall be used only to pay off costs and administrative expenses incurred in developing the district. RSA 162-K:10, IV.
- Selectmen or assessors, for good cause shown, may abate any tax, including prior years' taxes, assessed by them or by their predecessors, including any portion of interest accrued on such tax. RSA 76:16, I(a).

By statute, use of TIF increments is limited to: retirement of bonds, operation/maintenance/improvements in the district, general municipal purposes, or to pay off costs and admin expenses incurred in developing the district. RSA 162-K does not address the arrangements described above; it speaks in broader terms and I believe it would be a losing argument to say that the above arrangement was intended to fall within that language even though broad. The tax abatement statute (RSA 76:16) does not help either as it speaks only to the current year's tax liability or prior years; not the future.

Alternative Arrangement

I do believe a valid alternative to the above exists, at least from the Town's perspective. It could take the form of:

1. Amending the TIF plan to include use of TIF increments to reimburse private investors for private borrowing or financing and also to require and enforce fair share contributions in certain situations. Amending the TIF plan can be done by vote of the Council and requires 7 days advance public notice of a public hearing (posted in 2 public places or published in the paper) and then 15 days after that public hearing the Council may vote to amend. RSA 162-K:9, IV & :4.
2. Granite Woods privately funds the infrastructure improvements as contemplated;

3. Granite Wood's is appropriately assessed taking into account those improvements as of April 1st of each tax year;
4. Granite Woods duly pays the property taxes based on those assessments, and the appropriate TIF increment would accrue from those payments;
5. For some agreed upon period, the Town makes a payment to Granite Woods, using TIF increments, equal to 60% (or some other agreed upon percentage) of the most recent tax bill during the agreed upon period (either for each tax payment or annually); the Town would thus retain 40% of these tax payments as contemplated above. Granite Woods could then pass that payment on to its private investor to pay down its infrastructure development debt or to reimburse itself for those payments already made. Note that this would require Granite Woods to front the money for the infrastructure improvements, and also likely the debt service payments.

This alternative is preferable because the TIF plan would contemplate this usage of TIF increments and the Town would be assessing, taxing, and receiving payment in full.

If Andre or the Council wish to discuss this further, just let me know. Thanks,

Steven

From: Andre Garron <agarron@hooksett.org>
Sent: Friday, September 24, 2021 10:57 AM
To: Matthew R. Serge <MSerge@dwmlaw.com>
Subject: Hooksett Tax Increment Finance (TIF) District

Good Morning Matt,

The Town of Hooksett's TIF Advisory Committee has been working with a group interested in developing within Hooksett TIF District. As you may be aware, Port One recently receive conditional approval to construct a 500,000 S.F. facility near exit 11 of the TIF district. Hooksett has been working with Port One to develop an agreement for them to construct or participate in the construction of water and sewer infrastructure that would both support their development and a significant portion of the infrastructure development, including a pump station, within northern section of the TIF district.

The developer's proposal (Attached- Titled: Offsite Development MOU), is to construct the infrastructure within this section of the TIF District, seek private bonding/debt to fund the installation of the infrastructure and for Hooksett to use the tax revenue derived from the 500,000 S.F. to pay them for the debt payments.

Also attached to this email is a copy of the March 23, 2017 approved TIF plan. Section XV (Pg 10.) Development Agreement, allows the town to enter into an development agreement with the developer towards the funding and implementation of the TIF plan. Section XIV (Funding Sources) lays out potential funding sources to advance the implementation of the TIF District.

My question is, given the language of section XV and XIV, if Hooksett wanted to proceed with the proposal offered by Port One, private financing of the deb and Hooksett reimbursing them for it, would that be allowable under Hooksett's TIF Plan and RSA 162:K?

If you need more information, please let me know.

Best,

André

André L. Garron, ICMA-CM
Town Administrator
Town of Hooksett
35 Main Street
Hooksett, NH 03106
603-485-1184 office
agarron@hooksett.org

Town Council
STAFF REPORT



To: Town Council
Title: Tax Increment Finance District (TIF) –Public Hearing to Discuss Amending the Tax Increment Finance Plan - James Vayo - Southern New Hampshire Planning Commission
Meeting: Town Council - 05 Jan 2022
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

James Vayo of the Southern New Hampshire Planning Commission will be available to answer question for the public hearing regarding amending the March 23, 2017 adopted TIF district plan in accordance with NH RSA 162-K.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

None.

SUGGESTED MOTION:

None.

TOWN ADMINISTRATOR'S RECOMMENDATION:

SNHPC will provide and overview of the amended TIF District which includes development and TIF revenue potential.

ATTACHMENTS:

[Hooksett-TIF Build-Out Slide-Set 21-1223](#)

Overview of Hooksett Proposed TIF District Amendment and Build-Out Analysis

Southern NH Planning Commission
December 23, 2021

James Vayo, AICP
Project Manager



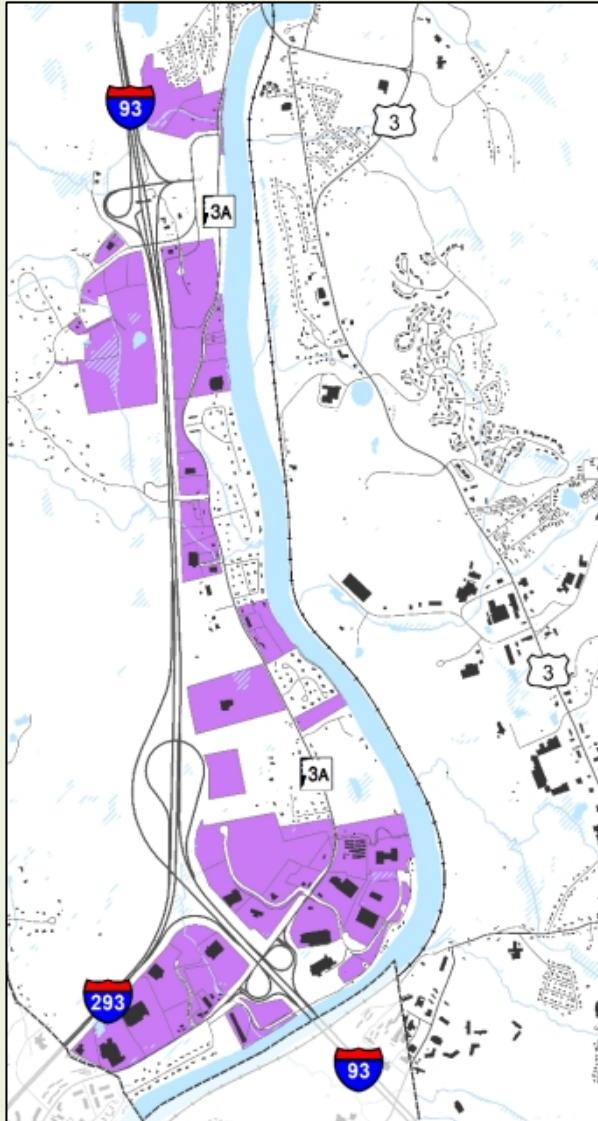


What is a Build-out Analysis?

- A Build-out Analysis is an assessment of development potential within a given area, which considers:
 - Existing and/or proposed land use regulations;
 - Environmental constraints to development; and
 - The scope and scale of existing development in the area.
- A Build-out Analysis is not:
 - A prediction that development will happen according to a certain timeline; or
 - An estimate of the future cost of community services.



Hooksett Route 3A TIF District Boundaries As Adopted by The Town Council in 2017



- Hooksett TIF District Boundaries as adopted by the Town Council in 2017.
 - **71 Parcels**
 - **Approx. 650 Acres (*GIS)**
- Encompasses non-residential properties adjacent to Exits 10 and 11 on Interstate 93 and along Route 3a between the two interstate exits.

*Area calculation determined through available GIS Parcel Data for the Town of Hooksett



Why Did the Town of Hooksett Establish a Route 3A TIF District?

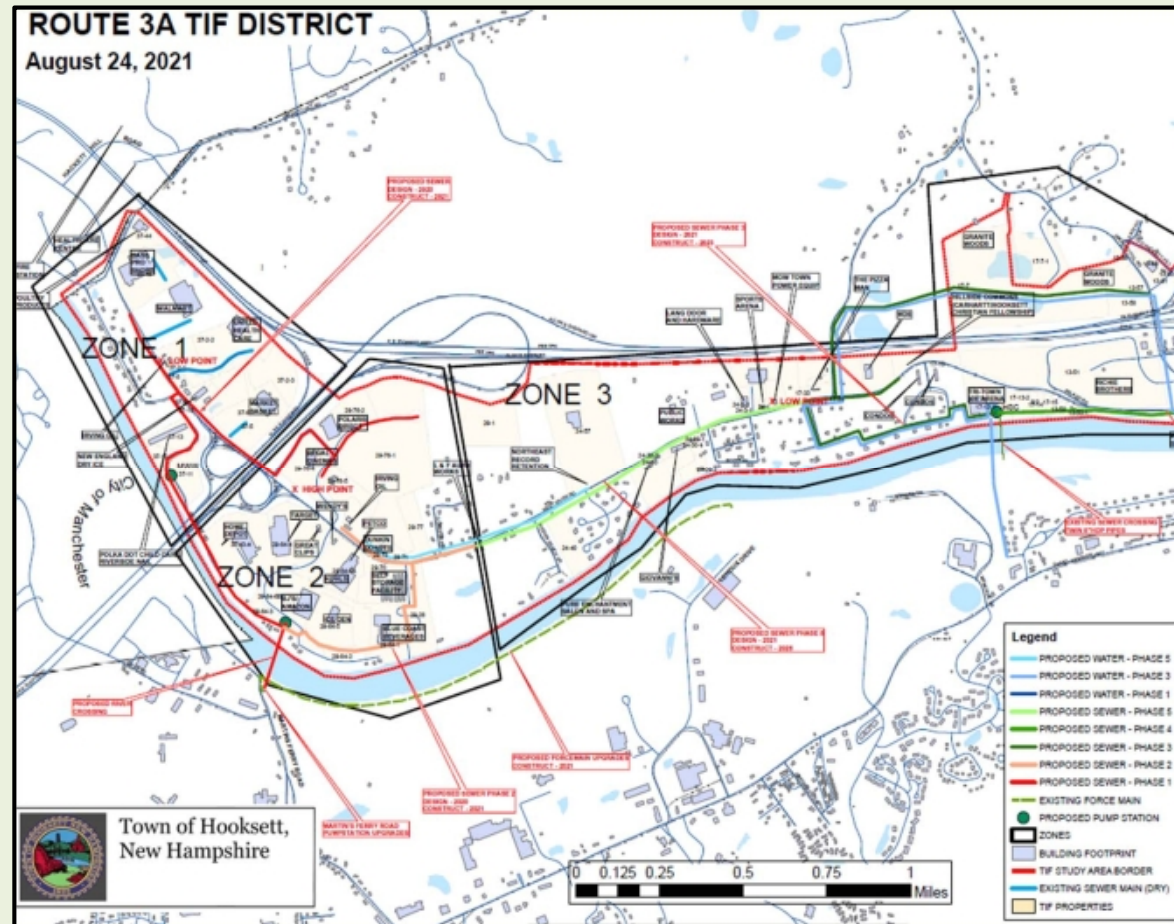
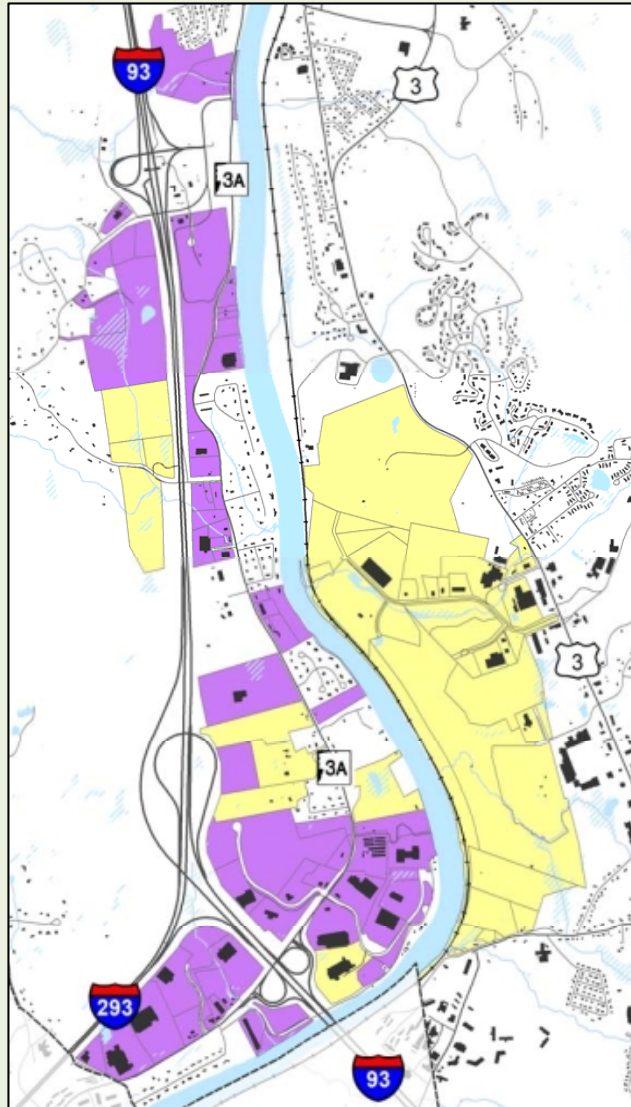


Image source: Town of Hooksett

- The Town has a multi-phase plan to add sewer service to the district.
- Estimated cost for sewer improvements is \$21 million (over the multiple phases).
- The Town established the TIF District to help fund sewer improvements.



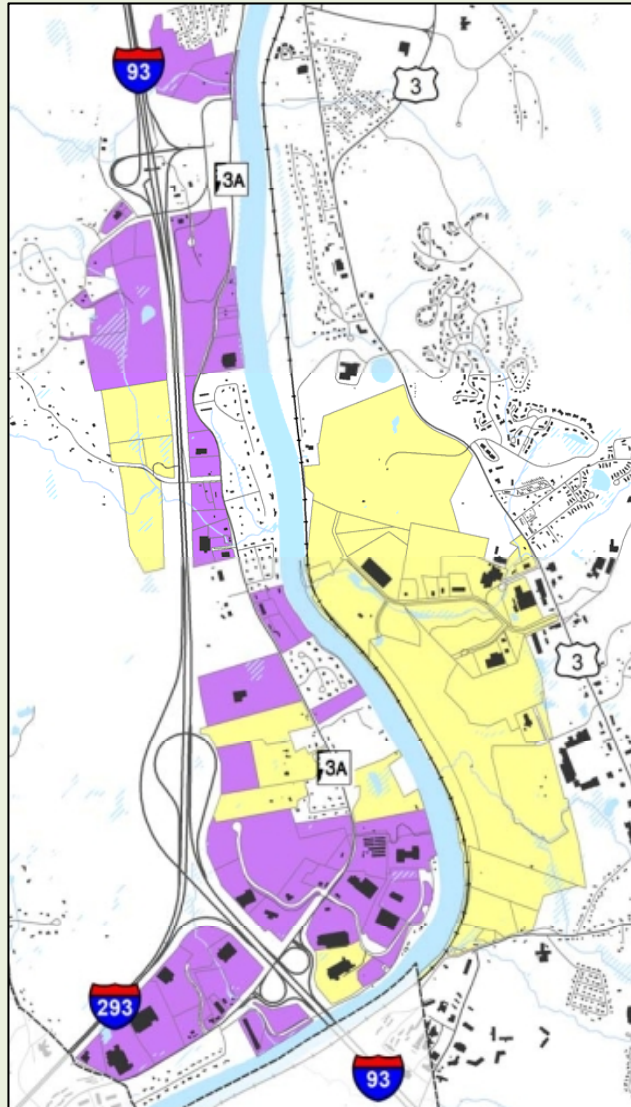
Hooksett Proposed TIF District Boundaries for Amendment



- The TIF District Amendment seeks to add previously excluded parcels between Exit 10 and 11 to:
 - Capture sewer infrastructure
 - Capture large undeveloped sites which can benefit from new sewer service
- Adds several parcels on the east side of the Merrimack River which are likely candidates for future sewer improvements. Improvements which would incentivize new development.



Proposed TIF District Amendment Parcel Set



- Proposed amendment to the TIF District boundaries yield a total of:
 - **123 Parcels**
 - **Approx. 1,490 Acres (*GIS)**
- Proposed district changes encompass areas which will contain new sewer infrastructure as well as parcels that can benefit from a higher and better use due to future sewer investments.

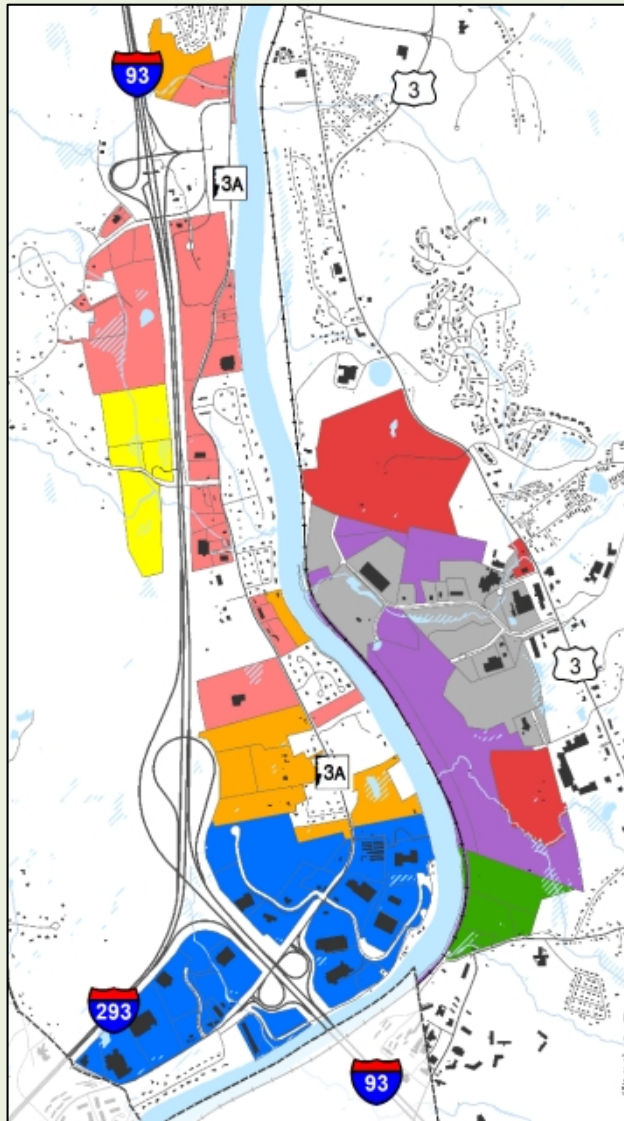
*Area calculation determined through available GIS Parcel Data for the Town of Hooksett



Step 1: Review what types of development are allowed in the TIF (Both the existing and proposed parcels)



Zoning in the Proposed TIF District



- There are eight land use zones in the proposed TIF district.



Low Density Residential



Medium Density Residential



Commercial



Industrial



Mixed Use Development #3



Mixed Use Development #4



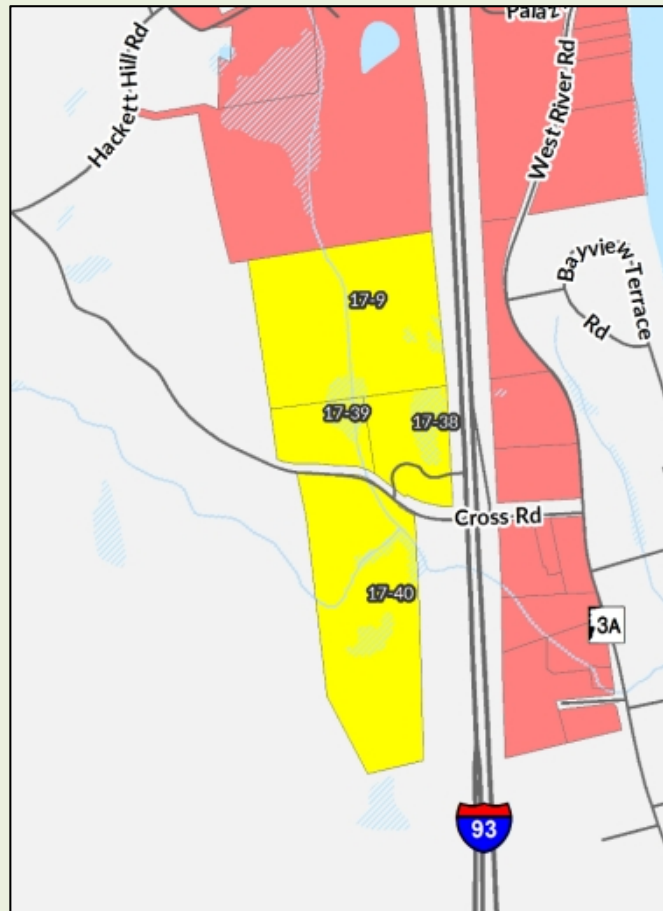
Mixed Use Development #5



Performance Zone



Low Density Residential (LDR)

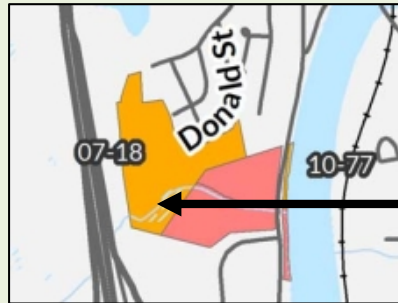


 Low Density Residential

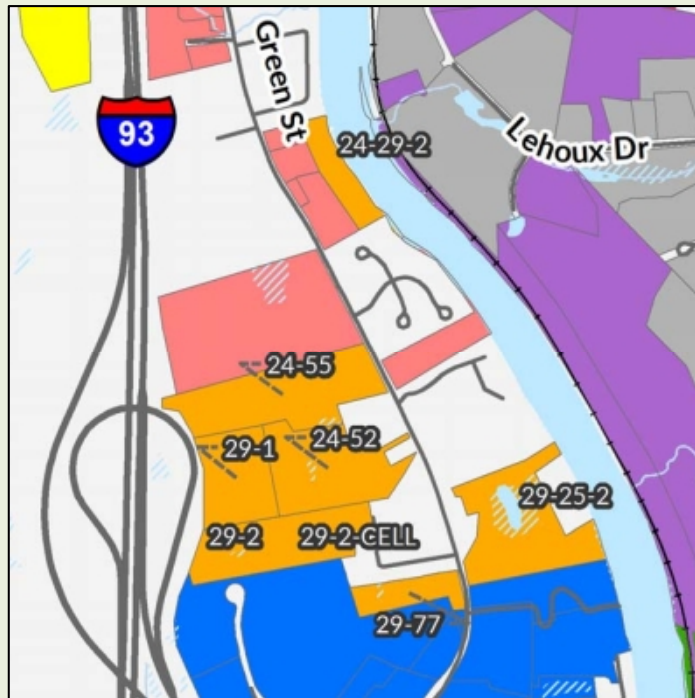
- Low Density Residential District includes 4 parcels near the Cross Road underpass of Interstate 93.
- **Key LDR Stipulations:**
 - 2-acre minimum lot size
 - Allowed by-right uses include single family, and manufactured homes.
 - Non-residential uses generally **NOT** allowed.
 - 20% impervious coverage maximum.



Medium Density Residential (MDR)



Just North
of Exit 11

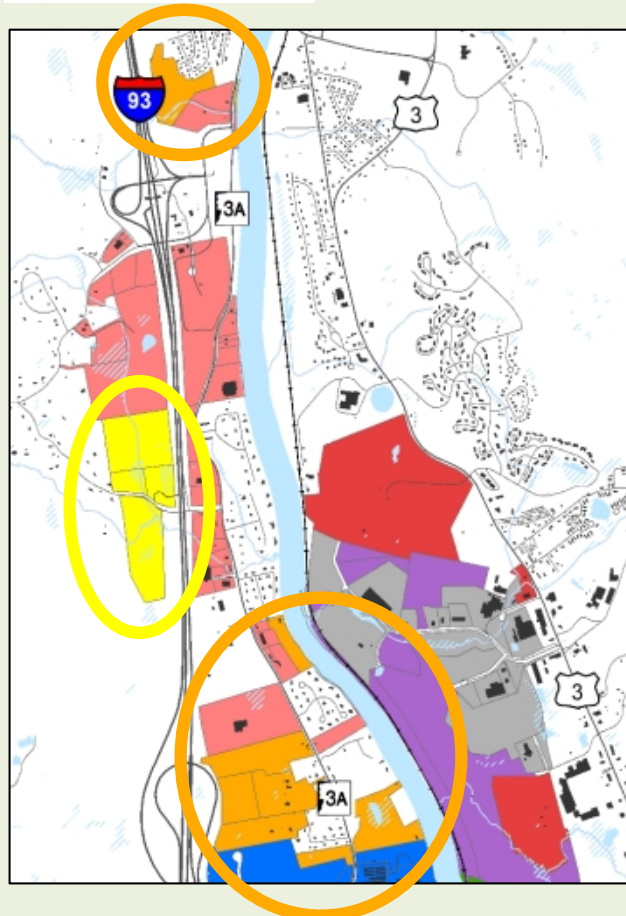


Medium Density Residential

- MDR District includes 8 TIF District parcels:
 - All parcels are located on the East side of the Merrimack River
 - 3 parcels are in the existing TIF District
 - 5 parcels proposed for addition to TIF
- **Key MDR Stipulations:**
 - By-right uses are focused on single-family, two-family, and multi-family.
 - Most retail and business uses **NOT** allowed.
 - Industrial and warehousing uses **NOT** allowed.
 - 30% impervious coverage maximum.



Residential Use Relative to the TIF District



Low Density Residential

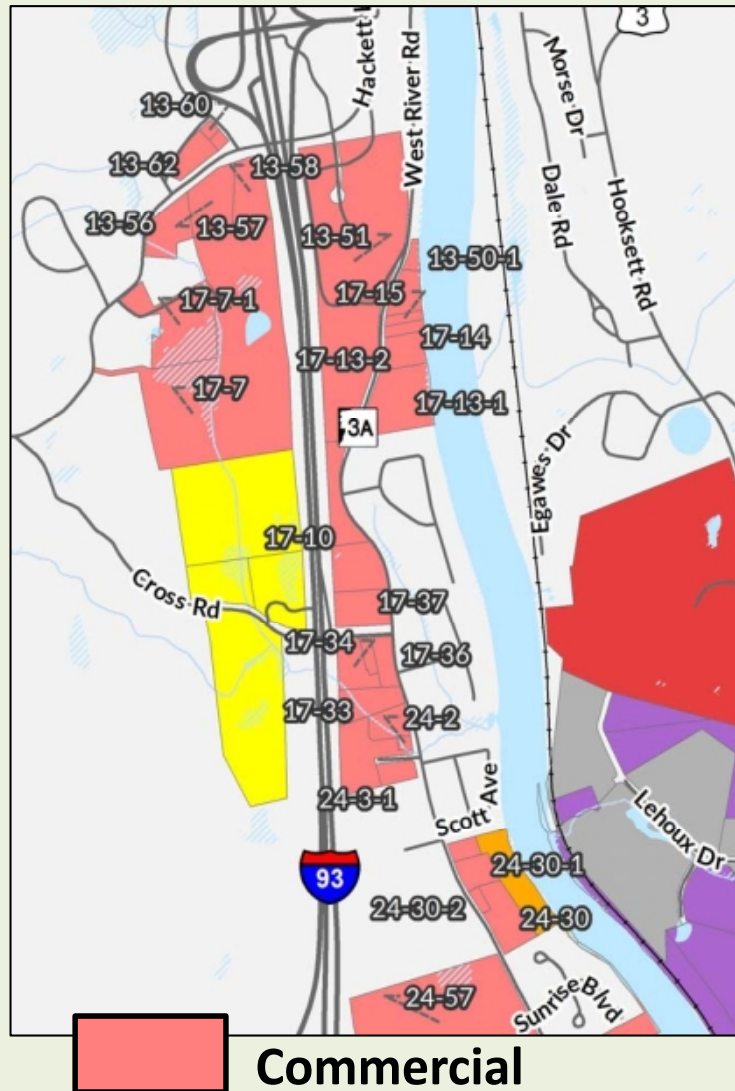


Medium Density Residential

- 13 residentially zoned parcels
- The land area of the residentially zoned parcels totals approximately 213 acres.
- Objective of the existing Route 3A TIF District is to encourage non-residential development on non-residential parcels.
- Parcels are assumed to have potential for development of uses allowed within their zoning, where non-residential uses and development are anticipated on LDR and MDR parcels, they should be rezoned.



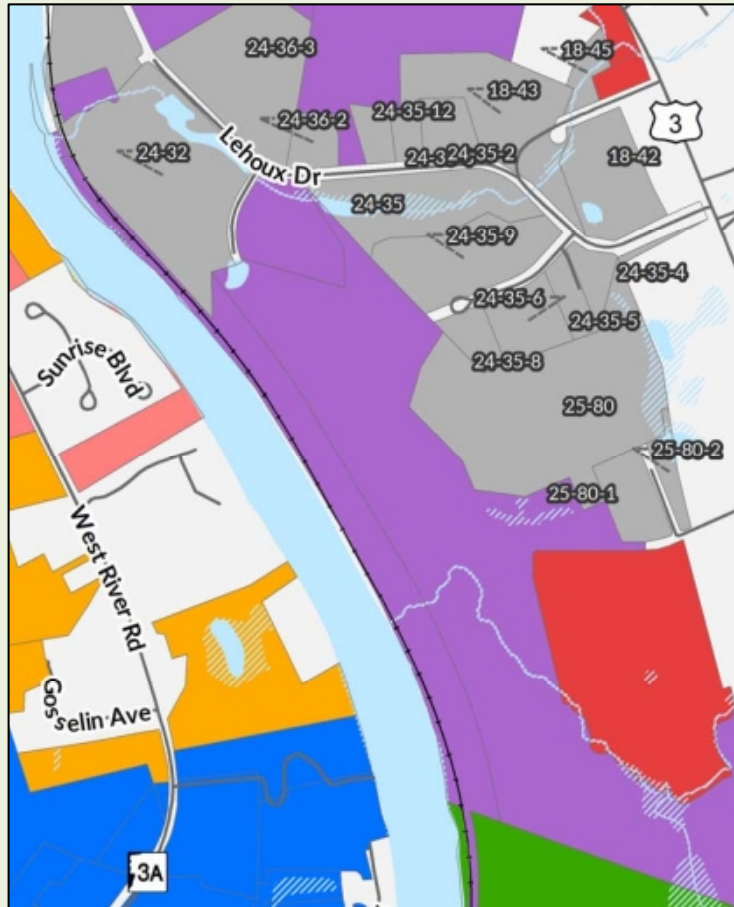
Commercial District (COM)



- Commercial District includes 35 parcels over 278 acres within the proposed TIF district. Parcels are adjacent to Exit 11 and along Rt 3A.
- **Key COM Stipulations:**
 - 1-acre minimum lot size (1/2 acre if served by water/sewer).
 - Most retail, business, and lodging uses allowed by-right.
 - Industrial and warehousing uses **NOT** allowed.
 - 70% max. impervious coverage



Industrial District (IND)

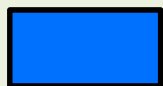
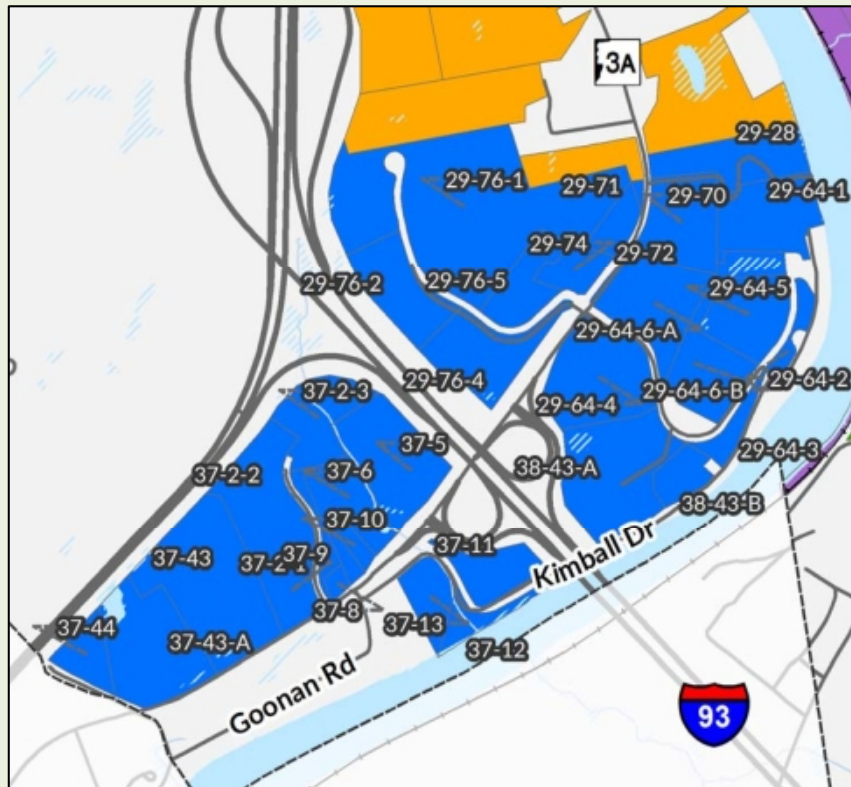


Industrial

- Proposed TIF district contains 20 industrial zoned parcels over 197 acres. Parcels are clustered along Lehoux Drive located on the East Side of the Merrimack River
- **Key IND Stipulations:**
 - 1-acre minimum lot size (1/2 acre if served by water/sewer)
 - Most Industrial & warehousing uses allowed by-right
 - Retail, business, and lodging uses **NOT** allowed
 - 80% max. impervious coverage



Mixed Use District #3 (MUD-3)

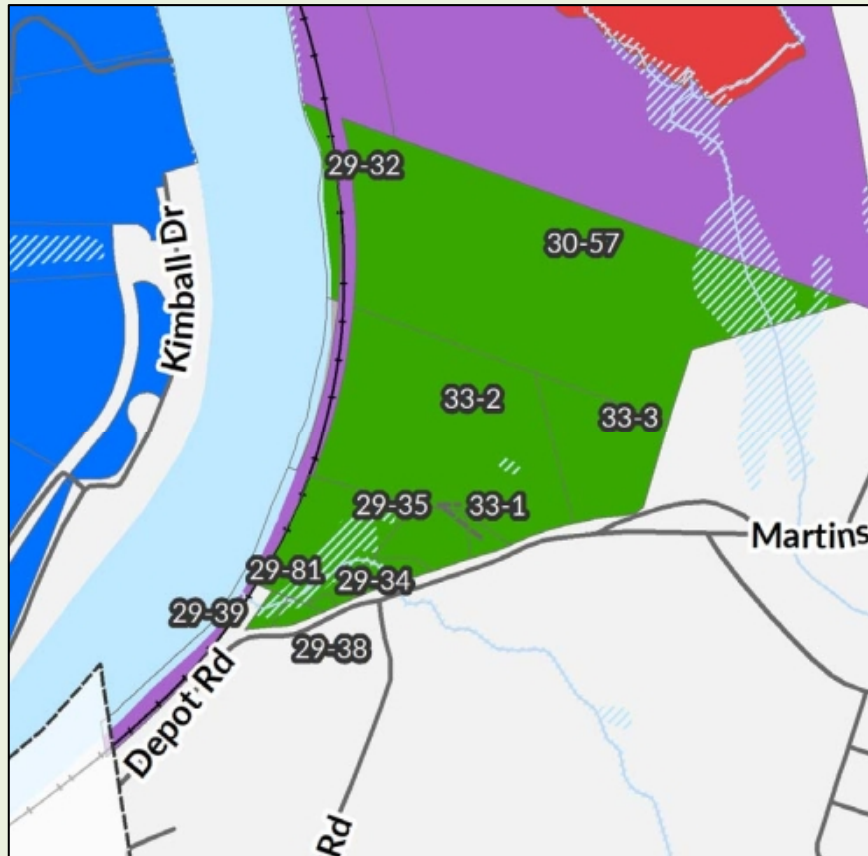


Mixed Use Development #3

- 32 parcels over 341 acres are zoned MUD-3 and included in the proposed TIF district. Parcels are clustered at Exit 10.
- **Key MUD-3 Stipulations:**
 - 2-acre minimum lot size
 - Most retail and business uses allowed by-right.
 - Industrial and warehousing uses allowed by special exception.
 - 50% impervious coverage



Mixed Use District #4 (MUD-4)

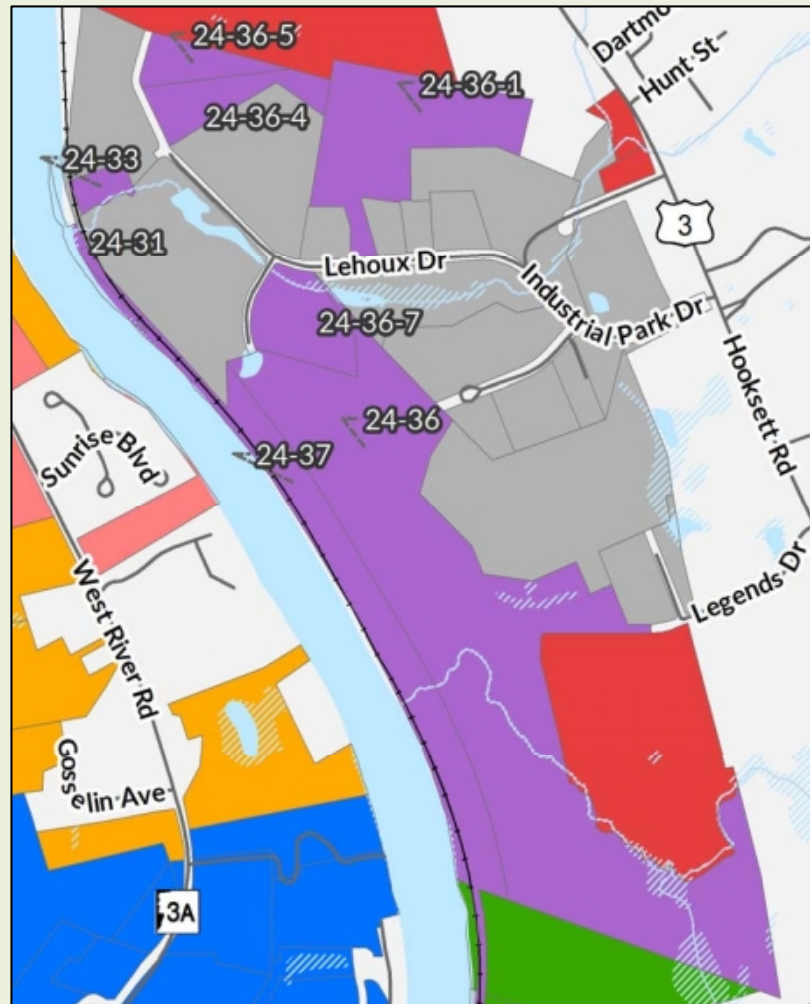


Mixed Use Development #4

- 10 parcels over 56 acres are zoned MUD-4 and included in the proposed TIF district. Parcels are located just North of the SNHU Campus
- **Key MUD-4 Stipulations:**
 - 2-acre minimum lot size
 - Most retail, business, and education uses allowed
 - Industrial and utility uses allowed by special exception
 - 50% impervious coverage



Mixed Use District #5 (MUD-5)



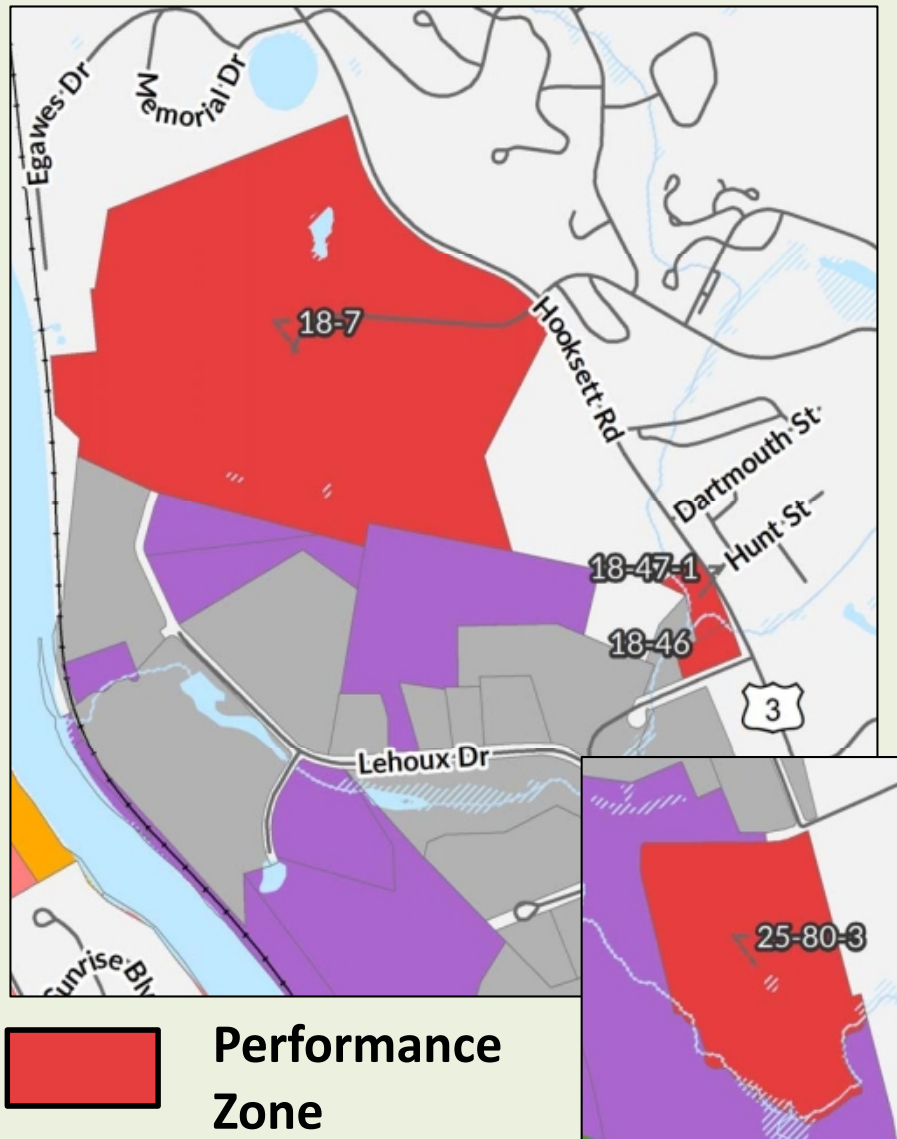
- 8 parcels over 208 acres are zoned MUD-5 and included in the proposed TIF district. Parcels located between Rt 3 and the Merrimack River

Key MUD-5 Stipulations:

- Designed to promote a Master Development Plan
- IND, COM, Residential, and public uses as a percent of the Master Development Plan
- 30% Open Space Req. + 10% Public Use maximum



Performance Zone District (PZ)



- 4 parcels over 183 acres are zoned PZ in the proposed TIF district. 3 parcels Front on Rt 3 other parcel is legends golf.
- **Key PZ Stipulations:**
 - 2-acre minimum lot size (reduced to 1-acre with water and sewer service)
 - Variety of non-residential uses allowed by-right
 - Industrial and utility uses allowed by special exception
 - Between 50% and 65% max. impervious coverage



Step 2: Analyze what exists in the Proposed 3A TIF District today.



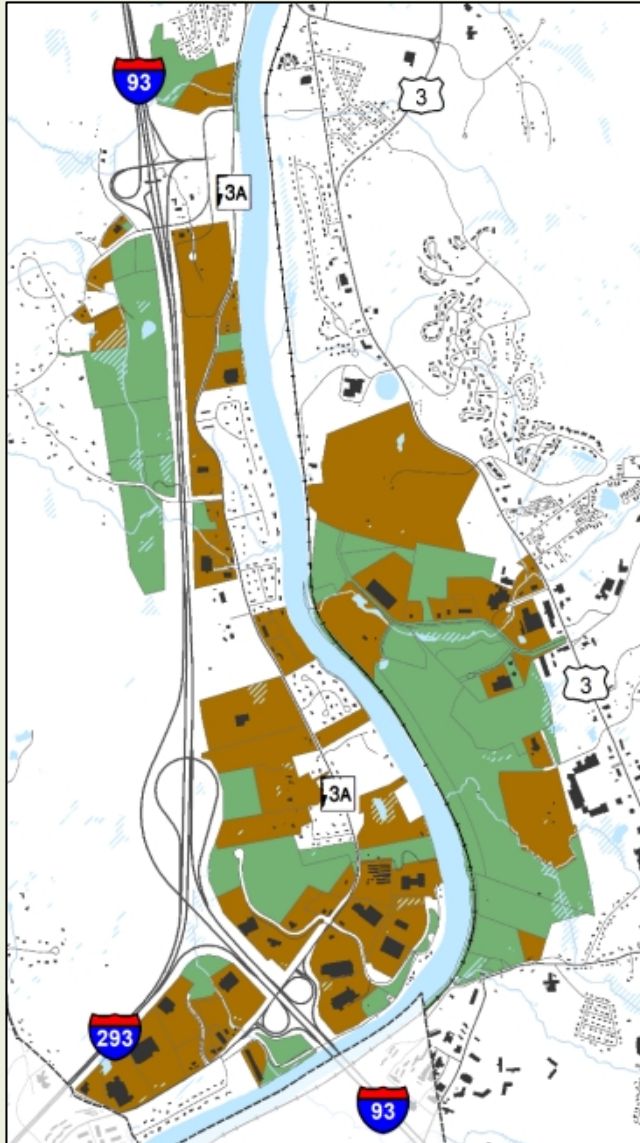
Development in the Proposed TIF District



- 50 parcels over 650 acres (shown **Green**) are in the proposed TIF District parcel set and are undeveloped.
- 73 parcels over 832 acres (shown **Brown**) are in the proposed TIF District parcel set and have existing development.
 - 56 Parcels over 683 acres have some form of non-residential development.
 - 17 Parcels over 149 acres have only a residential use.
- **The intensity of existing development for non-residential uses in the proposed TIF District is very low.**



Development in the Proposed TIF District



- Total existing development area of parcels in the proposed TIF District is:
 - **Commercial Uses – 1,070,241 SF**
 - Auto Repair and Sales
 - Gas/Convenience Stores
 - Retail/Dept./Grocery Stores
 - Restaurants/Fast Food
 - Office/Professional Buildings
 - **Industrial Uses – 995,290 SF**
 - Warehousing/Factory
 - Industrial Uses
 - **Residential Uses - 17 Parcels**



Step 3: Determine which existing parcels are “Built-out.”



Guiding Assumptions for the Build-out Analysis

- Guidance from Town staff is that the TIF District Build-out analysis should assume a continuation of historical development trends in the area.
- **There is no expectation that the development of sewer service will change the character of the area in the future.**
- Further development in both, the Route 3A corridor, and the parcels on the East side of the Merrimack River are likely to be centered around automobile-oriented uses.
- Vacant, developable land is available between and in proximity to both the Exit 10 and Exit 11 interchanges as well as land on the East side of the Merrimack River



Headwinds for Development in the TIF District

- Changes are taking place in retail buying activity. Sales are transitioning away from brick-and-mortar retail and towards online sales.
 - E-commerce retailers like Amazon.com have been gaining market share while brick and mortar sales have declined.
 - Sears, JC Penney, Macy's, and other "anchor retail" business models are struggling to adapt to e-commerce
 - Reduced demand for chain retail store goods likely offset by the increased space needs for logistical warehousing in order to fulfill the growing volume of e-commerce sales.



What is Floor Area Ratio?

- **Floor Area Ratio (FAR)** is the ratio between the total amount of usable floor area of a building and the total area of the lot where the building sits.
- Higher FAR reflects higher density while a Lower FAR reflects a lower intensity of land use.
- The average FAR for existing non-residential development in the existing Route 3A TIF District is **0.10**. This is a low Floor Area Ratio.
- On average in the proposed TIF district, developers are using 10 SF of land to produce every 1 SF of non-residential space developed.
- This low **FAR of 0.10** is typical of auto-dependent commercial uses.



Floor Area Ratio Examples in the Proposed TIF District



**Highest FAR in the TIF District (0.35)
(Industrial Use, Low Parking Need)**

- Parcel 24-35-6
- 89,926 SF Printing Facility
- 5.88 Acre Lot (256,209 SF)

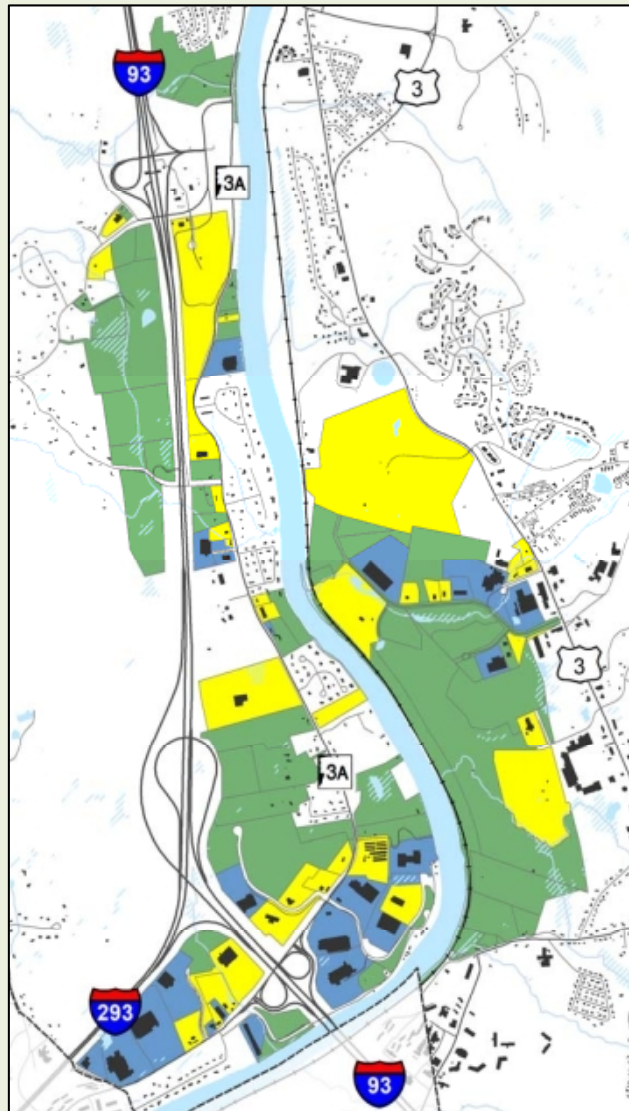


**Average FAR in the TIF District (0.1)
(Retail Use, High Parking Need)**

- Parcel 37-5
- 76,600 SF Supermarket
- 18.46 Acre Lot (804,020 SF)



Build-out Assumptions (Continued)



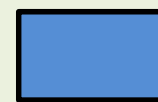
- If we assume Build-out is a FAR of **0.1** and that existing underdeveloped residential properties in the District will one day become some form of non-residential use, then our baseline is **101 parcels**:



**Generally Vacant Parcel
(67 Parcels)**



**Some Existing Development
(34 Parcels with FAR < 0.1)**



**Built-out Parcels
(22 Parcels with FAR >0.1)**



Step 4: Determine the constraints to developing those parcels.



Constraints to Development

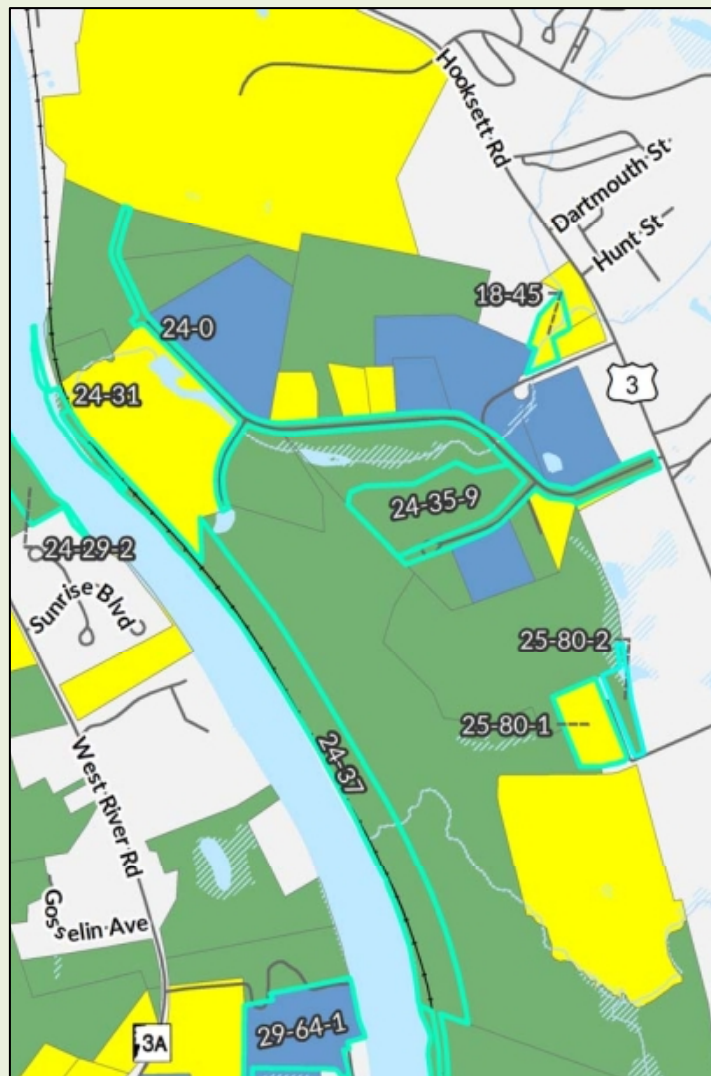
(Parcels Removed from Build-out Analysis)

Constraints to development exist over following criteria:

- Portions of parcels within the existing 100-Year Flood Zone
- Portions of parcels within wetland protections
- Portions of parcels with steep slopes
- A parcel which is a private Right-of-Way
- A parcel with a current use as a railroad track
- Parcels set aside as Conservation Land
- Parcels with a current use as river-front homes
- Parcels with geometry that largely limits development
- Parcels with a current public use or is a utility type use



Constraints to Development (Parcels Removed from Build-out Analysis)



18-45: Conservation Land / Flood Zone

24-0: Parcel is a Private Road (ROW)

24-29-2: River-front Home

24-31: Geometry / Utility / Flood Zone

24-35-9: Public Use (Recreation Fields)

24-37: Railroad

25-80-1: Public Use (Fire Station)

25-80-2: Public Use (Skate Park)

Vacant

Some Dev.

Built-out

Excluded - Vacant

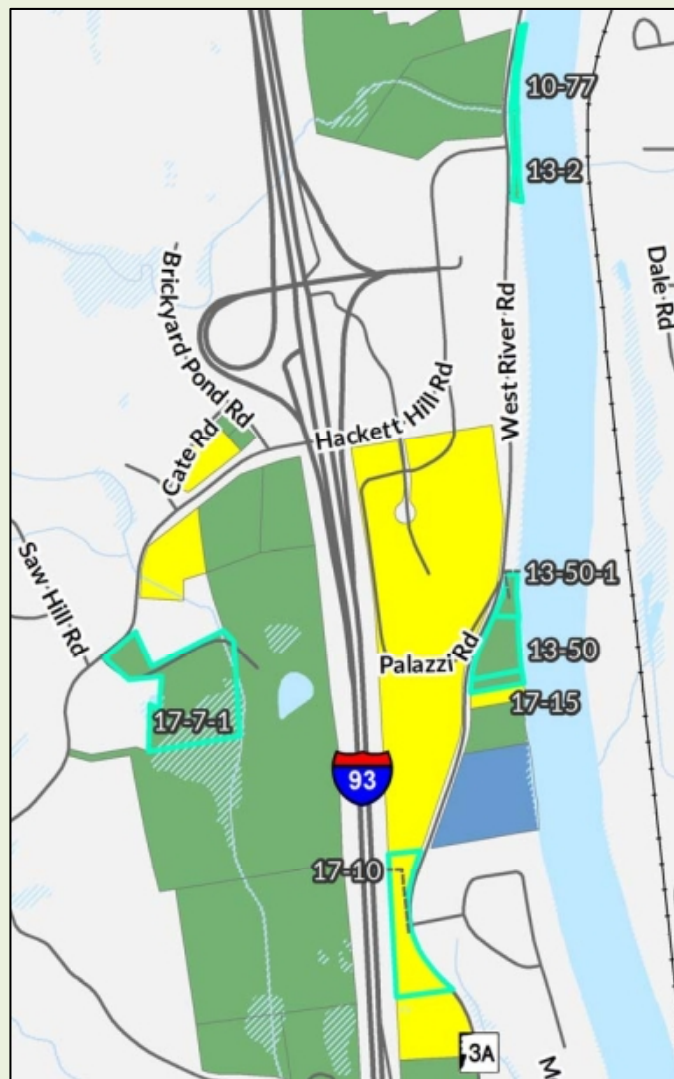
Excluded - Some Dev.

Excluded - Built-out



Constraints to Development (Continued)

(Parcels Removed from Build-out Analysis)



10-77: Geometry, Slope, Flood Zone

13-2: Geometry, Slope, Flood Zone

13-50: River-front Home

13-50-1: River-front Home

17-7-1: Prime Wetland

17-15: River-front Home

 Vacant

 Some Dev.

 Built-out

 Excluded - Vacant

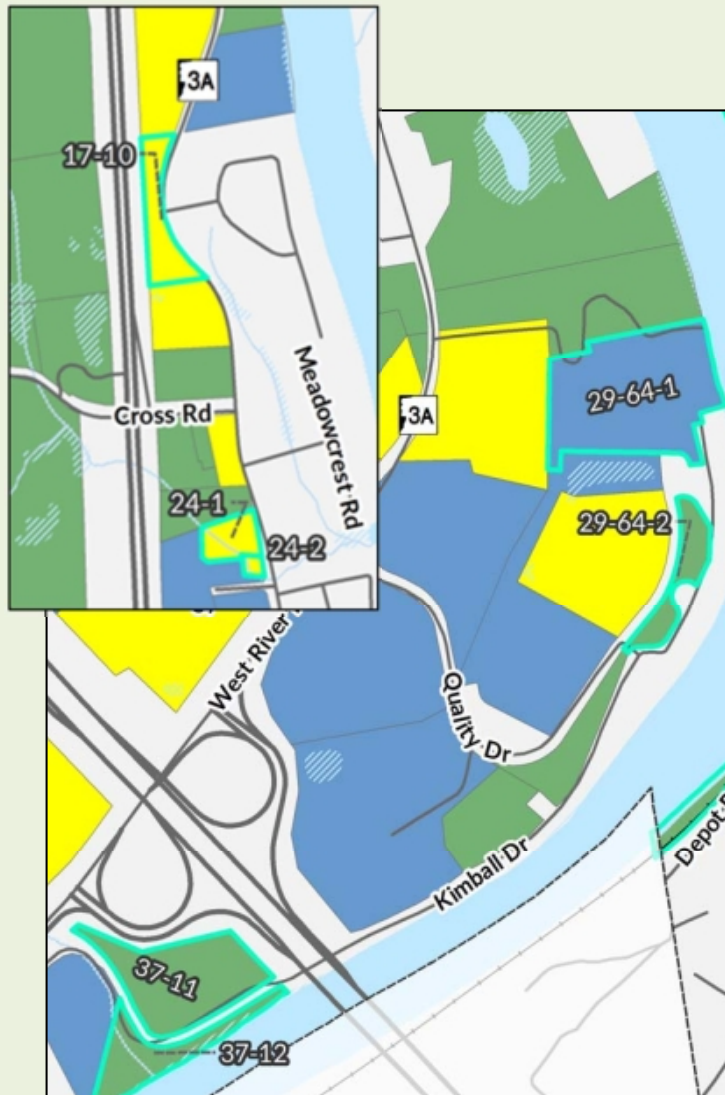
 Excluded - Some Dev.

 Excluded - Built-out



Constraints to Development (Continued)

(Parcels Removed from Build-out Analysis)



17-10: Steep Slope

24-1: Flood Zone

24-2: Flood Zone

29-64-1: Flood Zone

29-64-2: Utility

37-11: Utility

37-12: Utility / Flood Zone

 Vacant

 Some Dev.

 Built-out

 Excluded - Vacant

 Excluded - Some Dev.

 Excluded - Built-out



Constraints to Development (Continued)

(Parcels Removed from Build-out Analysis)



- 29-32: Geometry / Flood Zone
- 29-33: Geometry / Flood Zone
- 29-34: Prime Wetland
- 29-35: Prime Wetland
- 29-38: Prime Wetland
- 29-39: Wetland / Prime Wetland
- 29-81: Prime Wetland
- 33-2: Prime Wetland

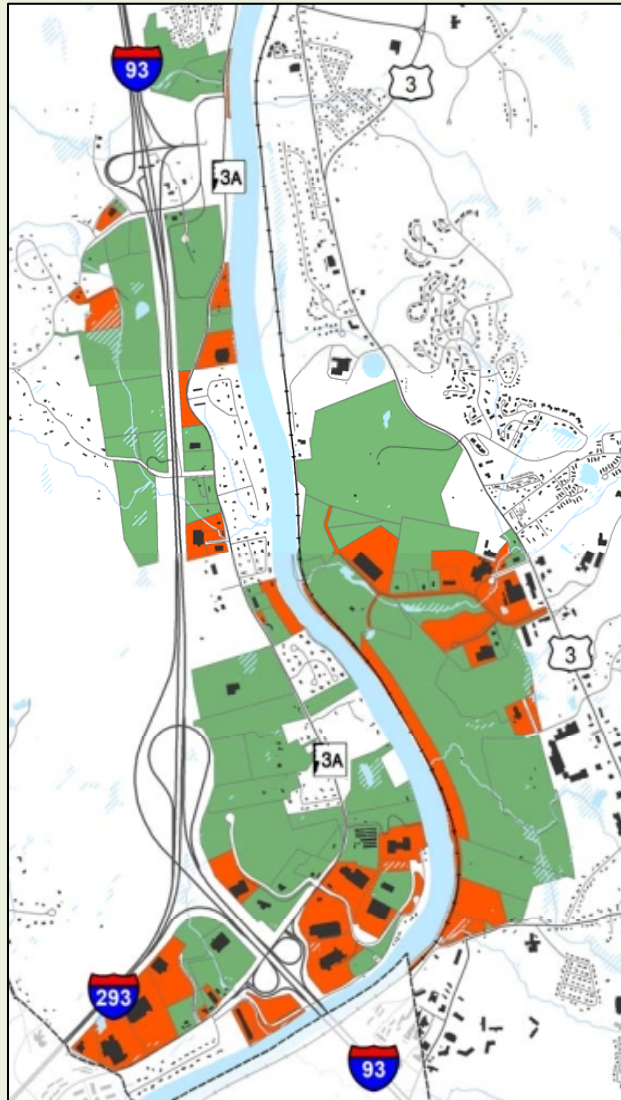
	Vacant		Excluded - Vacant
	Some Dev.		Excluded - Some Dev.
	Built-out		Excluded - Built-out





Step 5: Determine Preliminary Build-out Results.



What Does That Leave Us With?



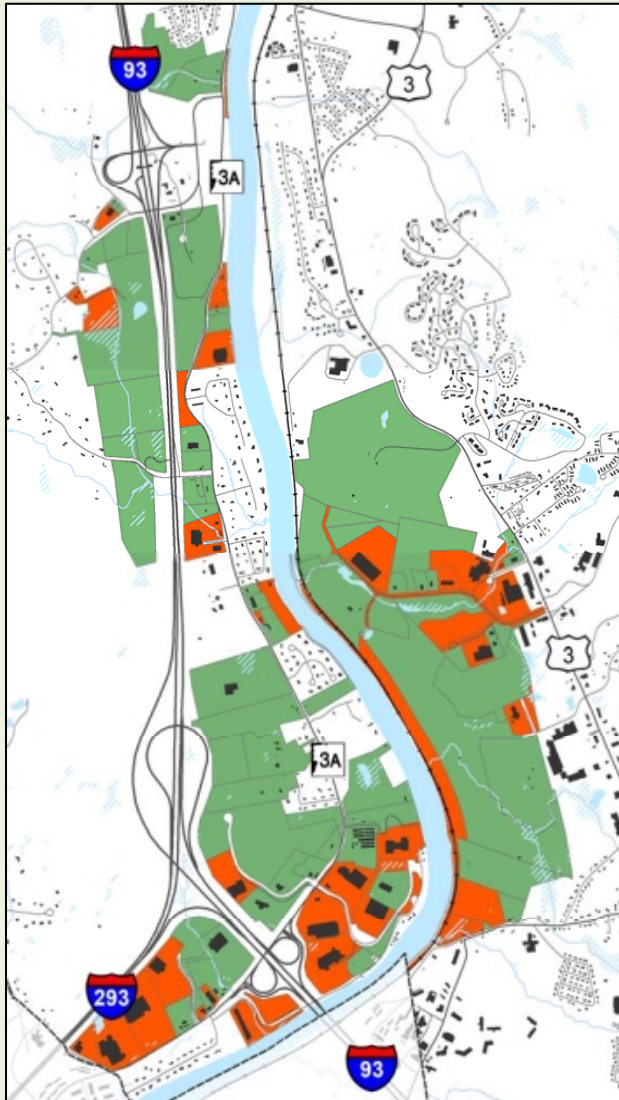
 Vacant or Underdeveloped
Parcels (73 Parcels)

 Built-out or Undevelopable
Parcels (50 Parcels)

- **What are the constraints criteria?**
 - Conservation Land: 4.4 Acres
 - Steep Slopes: 11.0 Acres
 - 100-Yr Flood Zone: 99.9 Acres
 - Wetlands: 67.0 Acres
 - Prime Wetland Buffer: 54 Acres
- Total Constraints Equal **280.8 Acres**



Preliminary Build-out Results

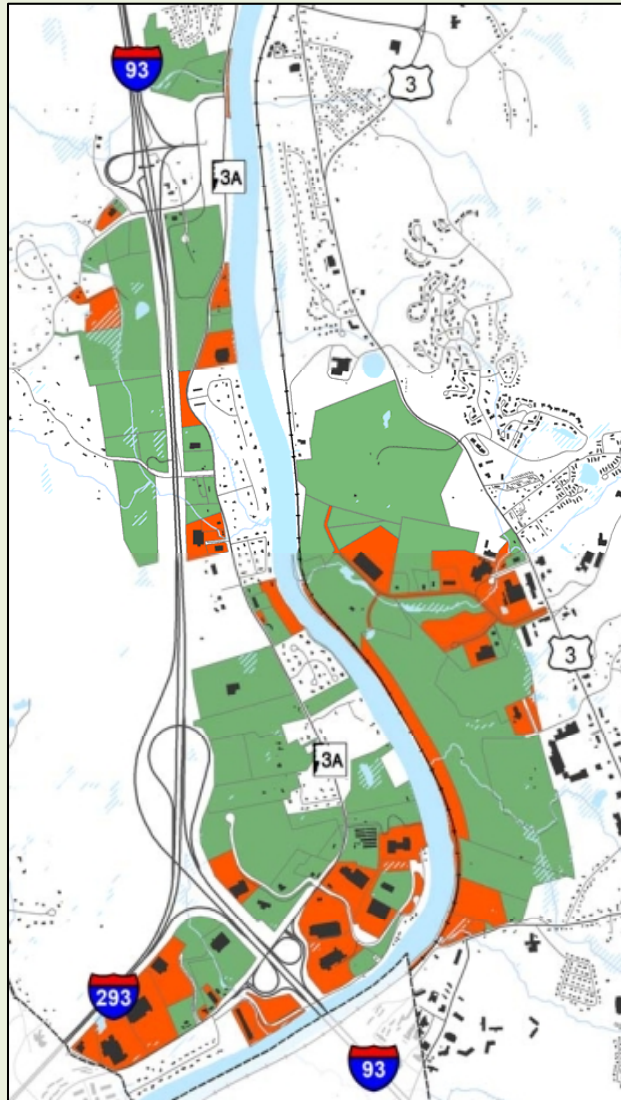


- **Estimated New Development Potential from Vacant Parcels in the TIF District:**
 - 1,920,000 SF of non-residential development floor space
- **Estimated New Development Potential from Underdeveloped Parcels in the TIF District:**
 - 1,782,000 SF of non-residential development floor space

Total of 3.7 Million SF (New Development)



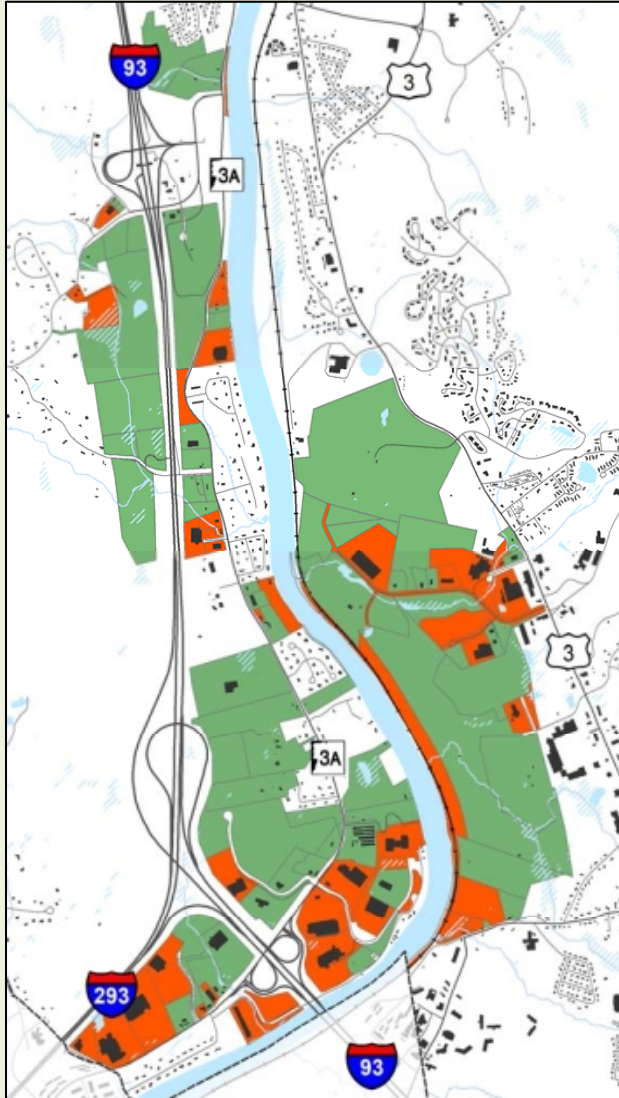
Preliminary Build-out Results



- Thus, **3.7 Million SF** of non-residential development is the “theoretical maximum” level of new development in the proposed TIF District.
- The 3.7 Million SF of new development has a potential assessed current value of \$383,156,491. Under the 2020 tax rate of \$22.51/\$1,000, the TIF revenue potential is \$8,624,853

Important Note:

- This level of development may or may not occur in the future and is not subject to any timeline.

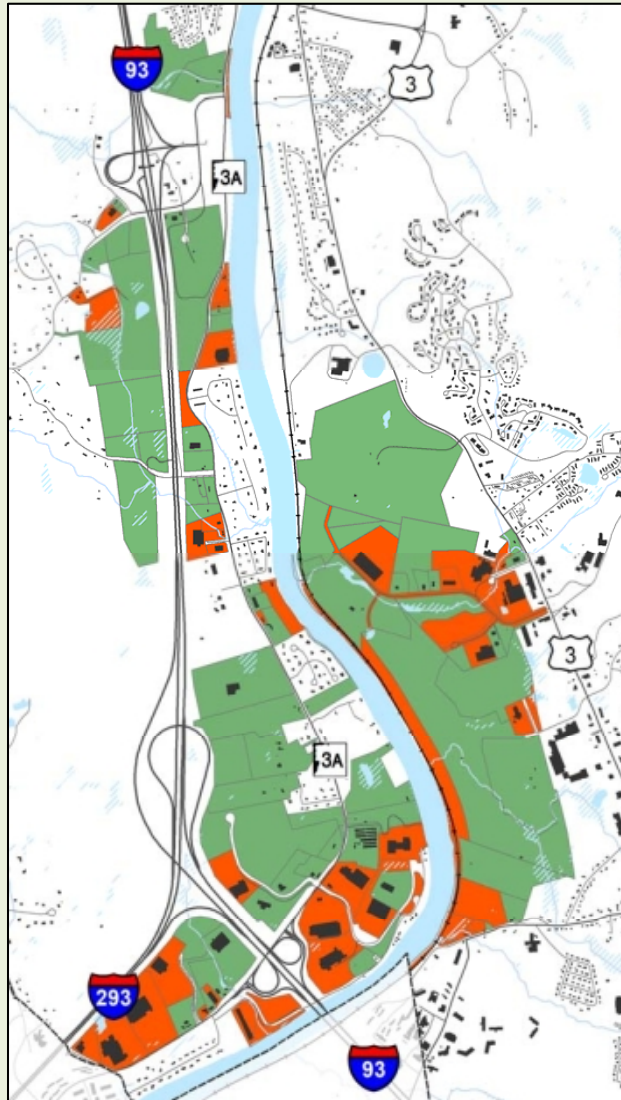


Findings

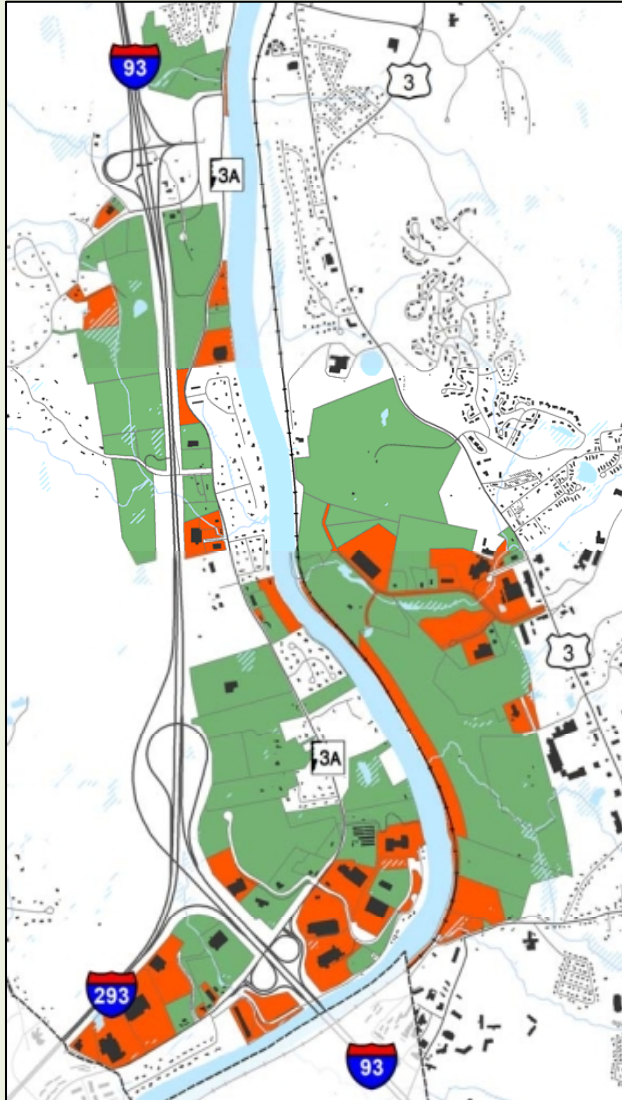
- The existing 1.8 Million SF of non-residential development in the proposed TIF District parcel set.
- The existing intensity of non-residential use in the TIF District is low, with an average FAR of 0.10. Thus, each 1 SF of development is requiring 10 SF of land.
- The build-out's assumed maximum has potential to add an additional **3.7 Million SF** of development.



Findings



- 8 vacant parcels totaling 117 acres are not zoned for residential uses are not in the existing Route 3A TIF District.
- The buildout of the proposed TIF may look different than envisioned given the secular shift away from bricks-and-mortar retail, towards e-commerce.
- Some parcels were excluded from buildout analysis because of parcel geometry, environmental constraints, and uses such as public utility and waterfront homes.



Recommendations

- Consider rezoning existing Low Density Residential (LDR) and Medium Density Residential (MDR) properties within the proposed TIF District parcel set to allow non-residential uses as envisioned in the TIF District Development Plan language
- In the future, consider the implications of land use percentiles required in Mixed Use District – 5 for Master Development Plan products. Future developments in MUD-5 may have multiple uses on the same parcel

Town Council
STAFF REPORT



To: Town Council
Title: Scheduled Appointment for Public Hearing Relating to Granite Woods Development Agreement - Peter Bartash, Granite Woods Development and David Mercier, Underwood Engineering
Meeting: Town Council - 05 Jan 2022
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

Peter Bartash, Granite Woods Development and David Mercier, Underwood Engineering will be available to answer questions regarding the proposed agreement between the Town and the Granite Woods Development

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

None. For information only.

SUGGESTED MOTION:

None. For information only.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Info only

Town Council **STAFF REPORT**



To: Town Council
Title: Nominations and Appointments
Meeting: Town Council - 05 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

The Trustees of the Trust Funds recently had a vacancy on the board. The Town Charter reads "Vacancy. In the event of a vacancy in office, the Council shall fill such vacancy by appointment, such appointment to be effective until a successor to fill the unexpired term is elected at the next Town election and is then qualified to serve." Administration has received one application that is attached.

RECOMMENDATION:

Discuss application brought before the Town Council. It is recommended to waive Council rules to nominate and appoint in the same meeting so the applicant can attend the Trustee of the Trust Funds meeting scheduled for the morning of January 19, 2022. The next regularly scheduled Town Council meeting is January 19, 2022.

SUGGESTED MOTION:

Motion to nominate and appoint John Ward as a board member of the Trustees of the Trust Funds for a term expiring 6/30/2022.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[J. Ward Application](#)
[Trustees of the Trust Funds](#)

12/10/2021 17:02

(FAX)

P.002/003



Town of Hooksett

APPLICATION FOR APPOINTED TOWN BOARD POSITION

Date Submitted: 12/20/21
 Name: John L. Ward Phone: 603-232-5220
 Address: 20 Farrwood Dr. Hooksett, NH 03016
 Email Address: jward@wardrawn.com
 Signature: _____

Return completed form to: Town of Hooksett, 35 Main Street, Hooksett NH 03106,
 Attn: Administration Department or email to NGermain@hooksett.org

I am willing to serve on the following Town Boards/Committees/Commissions. I understand if appointed, I am required to attend the regular meetings.

BOARDS, COMMISSIONS & COMMITTEES

Role Preference
 Alternate, Regular, or None?

<input type="checkbox"/> Conservation Commission	_____
<input type="checkbox"/> Economic Development Advisory Committee	_____
<input type="checkbox"/> Heritage Commission	_____
<input type="checkbox"/> Parks & Recreation Advisory Board	_____
<input type="checkbox"/> Planning Board	_____
<input type="checkbox"/> Recycling & Transfer Advisory Committee	_____
<input type="checkbox"/> Town Hall Preservation Committee	_____
<input type="checkbox"/> Zoning Board of Adjustment	_____
<input checked="" type="checkbox"/> Other (Please specify.) <u>Open Trustee Position</u>	_____

12/10/2021 17:03

(FAX)

P.003/003

2

How long have you been a resident of Hooksett?

6 years

Why are you seeking this position?

I want to give back to the community and feel this is a role that I would be good at

Do you have any specific goals or objectives?

Be a good steward for the Town of Hooksett

Please list special skills, talents or experience pertinent to the position sought:

Owner and President, Ward Law Group-I frequently deal with financial and management issues as owner of my own business.

Please list any potential conflicts of interest you may have if appointed for a board or commission:

None that I am aware of

Please list any work, volunteer, and/or educational experience you would like to have considered:

Board Member, North Manchester Hooksett Little League
Board Member, Polaris Charter School
Board Member, NH Bar Lawyer Referral Service
Board Member, Pro Responsibility Non-Profit
Former Board Member, Manchester Library Foundation
Former Chair Workers' Comp Section of the NH Bar Association

Please list any current/prior Town board membership and the dates of service:

None

Sec. 5.11. Borrowing Procedure.

- A. All borrowing procedures shall be in accordance with State law.
- B. Council may borrow in anticipation of taxes.

Sec. 5.12. Purchasing Procedure.

The Administrative Code shall establish purchasing and contract procedure, including the assignment of all responsibility for purchasing to the Administrator or his/her designee, and the combination purchasing of similar articles by different departments. The Council shall establish dollar limits for purchases and contracts, which must be by competitive bid and shall establish the bidding procedures. No competitive bids shall be required when purchasing through the State of New Hampshire or at State of New Hampshire bid prices. Requirements for bids may be waived in specific instances by a two-thirds (2/3) vote of the Council. The Council shall establish dollar amounts for purchases and contracts, over which no purchases shall be made or contracts entered into without the affirmative vote of a majority of the Council. If the Council has voted to make a purchase or enter into a contract, the Administrator shall carry out the vote of the Council and enter into such transaction on behalf of the Town.

Sec. 5.13. Trust Funds.

- A. Trustees of the Trust Funds. There shall be three (3) Trustees of the Trust Funds who shall hold office for three (3) years and until their successors are elected and qualified on a staggered basis so that one Trustee is elected at each Town election. They shall have all the powers and duties granted to trustees of trust funds by this Charter, state law, and the Administrative Code.
- B. Investments. Trust funds, except where otherwise provided by the instrument creating such trust, shall be kept separate and apart from all other funds and shall be invested by the Trustees in legal investments.
- C. Vacancy. In the event of a vacancy in office, the Council shall fill such vacancy by appointment, such appointment to be effective until a successor to fill the unexpired term is elected at the next Town election and is then qualified to serve.

Sec. 5.14. Gifts and Grants

The Council may, in accordance with the provisions of State law, apply for, accept and expend, without further action by the town meeting, money or gifts of personal property, which may be offered for any public purpose, from the state, federal or other governmental unit or a private source, which becomes available during the fiscal year.

Town Council

STAFF REPORT



To: Town Council
Title: FY 2022-23 Budget and Warrant Articles
Meeting: Town Council - 05 Jan 2022
Department: Finance
Staff Contact: Christine Tewksbury, Finance Director

BACKGROUND INFORMATION:

Move Default Budget for FY 2022-23 to the Budget Committee for their public hearing.

The default budget includes the following changes to the FY 2021-22 Budget:
 Third year of the Fire Union contract approved in 2020 adding \$106,337.
 Third year of the Police Union contract approved in 2020 adding \$99,797.
 Second year of the DPW Union contract approved in 2021 adding \$30,196.
 Route 3A TIF District interest on debt adding \$23,460.
 Reduction of principal on the Route 3A TIF District funding of (\$50,000)
 Reduction of the one time software (FullCircle) funding of (\$7,620)
 Reduction of the one time Bicentennial funding of (\$25,000)
 Reduction of the one time GASB 45 Audit funding of (\$4,500)
 Reduction of the 2016-17 vote to fund the Roadway Paving and Improvements of (\$300,000)
 Total FY 2022-23 Default budget is **\$20,915,015**.

Outstanding warrant articles:

- 3 Wastewater's bonding articles - Public Hearing scheduled for Wednesday January 12, 2022
- Mid-Management Union follow-up question - motioned needed to place a second article on the warrant which would allow the town to hold a special town meeting if the Mid-Management Union Contract fails, this second article will read: "Shall the town, if ARTICLE # ____ is defeated, authorize the governing body to call one special meeting, at its option, to address ARTICLE # ____ cost items only?"
- Petitioned money articles (if any)
- Others

Preference on the order of articles to appear on warrant.

By RSA the first article is the annual elections of officers, followed by any charter changes (2 waiting AG approval) and zoning amendments (none this year). Next are any long-term debt articles (possible 3 for Wastewater). After that the order in which the Council can place articles is discretionary. Historically, Hooksett places the articles from highest dollar value to least dollar value, with the exception of last year when the employee (union and non-union) raises were moved after the operating budget.

SUGGESTED MOTION:

1) Motion to move the FY 2022-23 Default Budget in the amount of \$20,915,015.00 to the Budget Committee.

2) Motion to place a second article on the warrant for the Mid-Management Union Contract to reads: "Shall the town, if ARTICLE # ____ is defeated, authorize the governing body to call one special meeting, at its option, to address ARTICLE # ____ cost items only?"

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[2022-23 DEFAULT Summary](#)

[2022-23 DEFAULT Details](#)

Town of Hooksett
DEFAULT BUDGET CALCUALTION

8/11/2021

Department	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default Budget
Administration	1,286,317	822	(32,620)	1,254,519
Assessing	211,654	0	0	211,654
Community Development	499,726	0	0	499,726
Family Services	158,479	0	0	158,479
Finance	262,839	0	(4,500)	258,339
Fire-Rescue	4,660,704	106,337	0	4,767,041
Police	5,012,511	99,797	0	5,112,308
Public Works	4,870,927	29,374	(300,000)	4,600,301
Tax Collector	286,196	0	0	286,196
Town Clerk & Elections	29,789	0	0	29,789
Operating Budget	17,279,142	236,330	(337,120)	17,178,352
Budget Committee	7,596	0	0	7,596
Capital Leases	0	0	0	0
Cemetery Commission	1,660	0	0	1,660
Conservation Commission	1,219	0	0	1,219
Debt Principal	350,000	(50,000)	0	300,000
Debt Interest	94,095	23,460	0	117,555
Debt TAN interest	1	0	0	1
Library	925,587	0	0	925,587
Total Operating Budget	18,659,300	209,790	(337,120)	18,531,970
Wastewater Department	2,383,045	0	0	2,383,045
Grand Totals	21,042,345	209,790	(337,120)	20,915,015

Increased the default:

Fire Union Contract \$106,337
Police Union Contract \$99,797
DPW Union Contract \$30,196
Debt Interest \$23,460

Decreased the default:

FullCircle Software \$7,620
Bicentennial \$25,000
Debt Principal \$50,000
GASB 45 Audit \$4,500
End of 2016-17 vote to fund \$300,000 for road paving

DEFAULT BUDGET CALCULATION - DETAILS

8/11/2021

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
Dept 100.4130-Adm Executive Expense					
001-100.4130-110.000	ADMIN Public Officials Council	14,000			14,000
001-100.4130-111.000	ADMIN Full-Time Employees	249,237			249,237
001-100.4130-113.000	ADMIN Part-Time Employees	33,951			33,951
001-100.4130-130.000	ADMIN Overtime	1			1
001-100.4130-210.000	ADMIN Health Insurance	58,132			58,132
001-100.4130-212.000	ADMIN Dental Insurance	1,812			1,812
001-100.4130-214.000	ADMIN Life & Disability Ins	3,076			3,076
001-100.4130-220.000	ADMIN FICA Taxes	22,735			22,735
001-100.4130-230.000	ADMIN NH Retirement	35,043			35,043
001-100.4130-294.000	ADMIN Training & Dues	6,538			6,538
001-100.4130-298.000	ADMIN Employment Testing	10,000			10,000
001-100.4130-330.000	ADMIN Professional Services	1,500			1,500
001-100.4130-430.000	ADMIN Equipment Maintenance	100			100
001-100.4130-434.000	ADMIN Vehicle Maintenance	3,000			3,000
001-100.4130-440.000	ADMIN Rental & Leases	4,798			4,798
001-100.4130-530.000	ADMIN Telephone	6,580			6,580
001-100.4130-540.000	ADMIN Advertising	2,500			2,500
001-100.4130-550.000	ADMIN Printing	6,000			6,000
001-100.4130-560.000	ADMIN Postage	6,000			6,000
001-100.4130-580.000	ADMIN Mileage	1			1
001-100.4130-600.000	ADMIN Office Supplies	5,200			5,200
001-100.4130-614.000	ADMIN Public Relations	1,000			1,000
001-100.4130-626.000	ADMIN Fuel	1,000			1,000
001-100.4130-630.000	ADMIN Meals & Food	2,500			2,500
001-100.4130-751.000	ADMIN New Equipment	1,000			1,000
001-100.4130-800.010	ADMIN Appreciation Night	2,500			2,500
Total Dept 100.4130-Adm Executive Expense		478,204	-	0	478,204
Dept 100.4150-Adm Computers Expense					
001-100.4150-340.000	COMP IT Tech Support	71,000			71,000
001-100.4150-342.000	COMP Software & Programs	111,754		(7,620)	104,134
001-100.4150-532.000	COMP Internet Services	1,836			1,836
001-100.4150-751.000	COMP New Equipment	18,750			18,750
Total Dept 100.4150-Adm Computers Expense		203,340	-	(7,620)	195,720
Dept 100.4153-Adm Legal Expense					
001-100.4153-320.000	ADMIN Legal Services	100,000			100,000
Total Dept 100.4153-Adm Legal Expense		100,000	-	0	100,000
Dept 100.4155-Adm Benefits Expense					
001-100.4155-250.000	BEN Unemployment Compensation	3,131	45		3,176
001-100.4155-260.000	BEN Workers' Compensation	204,417	777		205,194
001-100.4155-330.000	BEN Professional Services	1			1
Total Dept 100.4155-Adm Benefits Expense		207,549	822	0	208,371
Dept 100.4196-Adm Liability Insurance Expense					
001-100.4196-520.000	ADMIN Liability	241,776			241,776
Total Dept 100.4196-Adm Liability Insurance Expense		241,776	-	0	241,776
Dept 100.4197-Adm Planning Expense					
001-100.4197-800.012	ADMIN NH Municipal Assoc.	15,000			15,000
Total Dept 100.4197-Adm Planning Expense		15,000	-	0	15,000

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
Dept 100.4199-Adm Miscellaneous Expense					
001-100.4199-899.000	ADMIN Unanticipated	1			1
Total Dept 100.4199-Adm Miscellaneous Expense		1	-	0	1
Dept 100.4520-Adm Culture Expense					
001-100.4520-800.000	ADMIN Amoskeag Rowing Club	1			1
Total Dept 100.4520-Adm Culture Expense		1	-	0	1
Dept 100.4583-Adm Patriotic Expense					
001-100.4583-800.014	ADMIN Memorial Day	2,945			2,945
Total Dept 100.4583-Adm Patriotic Expense		2,945	-	0	2,945
Dept 100.4589-Adm Other Culture Expense					
001-100.4589-800.002	ADMIN Hooksettites	3,000			3,000
001-100.4589-800.004	ADMIN Historical Society	1,000			1,000
001-100.4589-800.006	ADMIN Old Home Day	5,000			5,000
001-100.4589-800.016	ADMIN Heritage Commission	2,500			2,500
001-100.4589-800.030	ADMIN Bicentennial	25,000		(25,000)	0
Total Dept 100.4589-Adm Other Culture Expense		36,500	-	(25,000)	11,500
Dept 100.4651-Adm Economic Development Expense					
001-100.4651-600.000	ED Office Supplies	1,000			1,000
Total Dept 100.4651-Adm Economic Development Expense		1,000	-	0	1,000
Dept 100.4901-Adm Land Expense					
001-100.4901-710.000	ADMIN Land Purchase	1			1
Total Dept 100.4901-Adm Land Expense		1	-	0	1
Total Administration		1,286,317	822	(32,620)	1,254,519
Dept 150.4152-Assg Expense					
001-150.4152-111.000	ASSG Full-Time Employees	123,988			123,988
001-150.4152-113.000	ASSG Part-Time Employees	1			1
001-150.4152-130.000	ASSG Overtime	414			414
001-150.4152-210.000	ASSG Health Insurance	30,722			30,722
001-150.4152-212.000	ASSG Dental Insurance	615			615
001-150.4152-214.000	ASSG Life & Disability Ins	1,708			1,708
001-150.4152-220.000	ASSG FICA Taxes	9,516			9,516
001-150.4152-230.000	ASSG NH Retirement	17,490			17,490
001-150.4152-290.000	ASSG Uniforms	1			1
001-150.4152-294.000	ASSG Training & Dues	2,617			2,617
001-150.4152-324.000	ASSG Revaluation	0			0
001-150.4152-330.000	ASSG Professional Services	21,700			21,700
001-150.4152-344.000	ASSG Property Record Maintenance	100			100
001-150.4152-530.000	ASSG Telephone	1,081			1,081
001-150.4152-550.000	ASSG Printing	100			100
001-150.4152-560.000	ASSG Postage	750			750
001-150.4152-600.000	ASSG Office Supplies	850			850
001-150.4152-751.000	ASSG New Equipment	1			1
Total Assessing		211,654	-	0	211,654
Dept 200.4191-CD Planning & Engineering Expense					
001-200.4191-111.000	CD Full-Time Employees	239,615			239,615
001-200.4191-113.000	CD Part-Time Employees	4,784			4,784
001-200.4191-130.000	CD Overtime	2,542			2,542
001-200.4191-210.000	CD Health Insurance	53,132			53,132
001-200.4191-212.000	CD Dental Insurance	1,218			1,218
001-200.4191-214.000	CD Life & Disability Ins	3,346			3,346

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-200.4191-220.000	CD FICA Taxes	18,891			18,891
001-200.4191-230.000	CD NH Retirement	33,730			33,730
001-200.4191-294.000	CD Training & Dues	2,500			2,500
001-200.4191-330.000	CD Professional Services	2,500			2,500
001-200.4191-342.000	CD Software & Programs	200			200
001-200.4191-344.000	CD Property Record Maintenance	750			750
001-200.4191-434.000	CD Vehicle Maintenance	4,000			4,000
001-200.4191-530.000	CD Telephone	1,680			1,680
001-200.4191-550.000	CD Printing	800			800
001-200.4191-580.000	CD Mileage	1			1
001-200.4191-600.000	CD Office Supplies	3,500			3,500
001-200.4191-626.000	CD Fuel	1,100			1,100
001-200.4191-630.000	CD Meals & Food	1			1
001-200.4191-751.000	CD New Equipment	1			1
001-200.4191-800.018	CD Southern NH Planning Comm	10,200			10,200
Total Dept 200.4191-CD Planning & Engineering Expense		384,491	-	0	384,491
Dept 201.4191-PB Planning Board Expense					
001-201.4191-110.000	PB Public Officials	1,700			1,700
001-201.4191-220.000	PB FICA Taxes	130			130
001-201.4191-294.000	PB Training & Dues	500			500
001-201.4191-540.000	PB Advertising	1,000			1,000
001-201.4191-560.000	PB Postage	6,500			6,500
Total Dept 201.4191-PB Planning Board Expense		9,830	-	0	9,830
Dept 202.4240-CEO Building Inspections Expense					
001-202.4240-111.000	CEO Full-Time Employees	68,916			68,916
001-202.4240-113.000	CEO Part-Time Employees	500			500
001-202.4240-130.000	CEO Overtime	0			0
001-202.4240-210.000	CEO Health Insurance	10,241			10,241
001-202.4240-212.000	CEO Dental Insurance	208			208
001-202.4240-214.000	CEO Life & Disability Ins	954			954
001-202.4240-220.000	CEO FICA Taxes	5,310			5,310
001-202.4240-230.000	CEO NH Retirement	9,690			9,690
001-202.4240-290.000	CEO Uniforms	200			200
001-202.4240-294.000	CEO Training & Dues	1,000			1,000
001-202.4240-330.000	CEO Professional Services	1			1
001-202.4240-342.000	CEO Software & Programs	200			200
001-202.4240-430.000	CEO Equipment Maintenance	1			1
001-202.4240-434.000	CEO Vehicle Maintenance	1,500			1,500
001-202.4240-530.000	CEO Telephone	1,832			1,832
001-202.4240-550.000	CEO Printing	750			750
001-202.4240-560.000	CEO Postage	1			1
001-202.4240-626.000	CEO Fuel	1,000			1,000
001-202.4240-751.000	CEO New Equipment	1			1
Total Dept 202.4240-CEO Building Inspections Expense		102,305	-	0	102,305
Dept 202.4411-CEO Public Health Expense					
001-202.4411-330.000	PH Professional Services	1			1
Total Dept 202.4411-CEO Public Health Expense		1	-	0	1
Dept 203.4191-ZBA Zoning Board Expense					
001-203.4191-110.000	ZBA Public Officials	1,300			1,300
001-203.4191-220.000	ZBA FICA Taxes	99			99
001-203.4191-294.000	ZBA Training & Dues	250			250
001-203.4191-540.000	ZBA Advertising	1,200			1,200
001-203.4191-560.000	ZBA Postage	250			250
Total Dept 203.4191-ZBA Zoning Board Expense		3,099	-	0	3,099

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
Total Community Development Division		499,726	-	0	499,726
Dept 250.4441-Family Services Expense					
001-250.4441-113.000	FS Part-Time Employees	38,768			38,768
001-250.4441-130.000	FS Overtime	1			1
001-250.4441-220.000	FS FICA Taxes	2,965			2,965
001-250.4441-294.000	FS Training & Dues	100			100
001-250.4441-530.000	FS Telephone	480			480
001-250.4441-550.000	FS Printing	1			1
001-250.4441-560.000	FS Postage	320			320
001-250.4441-600.000	FS Office Supplies	400			400
001-250.4441-751.000	FS New Equipment	1			1
Total Dept 250.4441-Family Services Expense		43,036	-	0	43,036
Dept 250.4442-Family Services Direct Assistance Expense					
001-250.4442-510.000	FS Town Welfare	80,000			80,000
Total Dept 250.4442-Family Services Direct Assistance Expense		80,000	-	0	80,000
Dept 250.4444-Family Services Agency Expense					
001-250.4444-800.020	FS Community Action Program	14,000			14,000
001-250.4444-800.022	FS Visiting Nurses	7,402			7,402
001-250.4444-800.026	FS Home Health & Hospice Care	1			1
001-250.4444-800.028	FS Bus Transportation	14,040			14,040
Total Dept 250.4444-Family Services Agency Expense		35,443	-	0	35,443
Total Family Services		158,479	-	0	158,479
Dept 300.4150-Finance Expense					
001-300.4150-110.000	FIN Public Officials	1,800			1,800
001-300.4150-111.000	FIN Full-Time Employees	134,270			134,270
001-300.4150-113.000	FIN Part-Time Employees	24,331			24,331
001-300.4150-130.000	FIN Overtime	153			153
001-300.4150-210.000	FIN Health Insurance	32,650			32,650
001-300.4150-212.000	FIN Dental Insurance	1,209			1,209
001-300.4150-214.000	FIN Life & Disability Ins	1,822			1,822
001-300.4150-220.000	FIN FICA Taxes	12,283			12,283
001-300.4150-230.000	FIN NH Retirement	18,490			18,490
001-300.4150-294.000	FIN Training & Dues	1,000			1,000
001-300.4150-314.000	FIN Banking Services	8,000			8,000
001-300.4150-321.000	FIN GASB Compliance	4,500		(4,500)	0
001-300.4150-322.000	FIN Audit Services	16,500			16,500
001-300.4150-430.000	FIN Equipment Maintenance	200			200
001-300.4150-530.000	FIN Telephone	1,200			1,200
001-300.4150-550.000	FIN Printing	1,450			1,450
001-300.4150-560.000	FIN Postage	1,900			1,900
001-300.4150-600.000	FIN Office Supplies	1,080			1,080
001-300.4150-751.000	FIN New Equipment	1			1
Total Finance		262,839	-	(4,500)	258,339
Dept 350.4220-Fire-Rescue Expense					
001-350.4220-111.000	FD Full-Time Employees	1,792,249	62,081		1,854,330
001-350.4220-111.002	FD Full-Time Employees - Admin	305,655			305,655
001-350.4220-113.000	FD Part-Time Employees	133,212			133,212
001-350.4220-130.000	FD Overtime	337,532	15,520		353,052
001-350.4220-210.000	FD Health Insurance	613,753			613,753
001-350.4220-212.000	FD Dental Insurance	14,939			14,939
001-350.4220-214.000	FD Life & Disability Ins	26,543			26,543

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-350.4220-220.000	FD FICA Taxes	48,811	1,125		49,936
001-350.4220-230.000	FD NH Retirement	712,496	27,611		740,107
001-350.4220-230.002	FD Surviving Spouse Benefit	0			0
001-350.4220-290.000	FD Uniforms	36,400			36,400
001-350.4220-294.000	FD Training & Dues	41,250			41,250
001-350.4220-298.000	FD Employment Testing	6,000			6,000
001-350.4220-330.000	FD Professional Services	80,000			80,000
001-350.4220-342.000	FD Software & Programs	18,593			18,593
001-350.4220-430.000	FD Equipment Maintenance	21,500			21,500
001-350.4220-430.002	FD Office Equipment Maintenance	1			1
001-350.4220-434.000	FD Vehicle Maintenance	90,000			90,000
001-350.4220-440.000	FD Rental & Leases	300,396			300,396
001-350.4220-500.000	FD Forest Fires	1,000			1,000
001-350.4220-530.000	FD Telephone	8,220			8,220
001-350.4220-532.000	FD Internet Services	3,600			3,600
001-350.4220-550.000	FD Printing	500			500
001-350.4220-560.000	FD Postage	500			500
001-350.4220-580.000	FD Mileage	1			1
001-350.4220-600.000	FD Office Supplies	2,500			2,500
001-350.4220-600.002	FD Publications	0			0
001-350.4220-600.004	FD Fire Prevention	5,000			5,000
001-350.4220-614.000	FD Public Relations	0			0
001-350.4220-626.000	FD Fuel	24,750			24,750
001-350.4220-630.000	FD Meals & Food	1,000			1,000
001-350.4220-751.000	FD New Equipment	25,000			25,000
001-350.4220-751.002	FD Operating Equipment	5,000			5,000
001-350.4220-752.000	FD Vehicle & Related Pruch	1			1
Total Dept 350.4220-Fire-Rescue Expense		4,656,402	106,337	0	4,762,739
Dept 350.4290-Fire-Rescue Emergency Management Expense					
001-350.4290-294.000	EM Training & Dues	1			1
001-350.4290-294.008	EM EOC Exercises	1			1
001-350.4290-330.000	EM EOC Professional Services	0			0
001-350.4290-530.000	EM Telephone	750			750
001-350.4290-532.000	EM Internet	0			0
001-350.4290-751.000	EM New Equipment	2,000			2,000
001-350.4290-800.024	EM American Red Cross	1,550			1,550
Total Dept 350.4290-Fire-Rescue Emergency Management Expense		4,302	-	0	4,302
Total Fire-Rescue		4,660,704	106,337	0	4,767,041
Dept 400.4210-Police Department Expenses					
001-400.4210-111.000	PD Full-Time Employees	2,903,701	73,112		2,976,813
001-400.4210-113.000	PD Part-Time Employees	32,232			32,232
001-400.4210-130.000	PD Overtime	145,220	7,231		152,451
001-400.4210-210.000	PD Health Insurance	649,447			649,447
001-400.4210-212.000	PD Dental Insurance	13,223			13,223
001-400.4210-214.000	PD Life & Disability Ins	37,600			37,600
001-400.4210-220.000	PD FICA Taxes	89,366	2,319		91,685
001-400.4210-230.000	PD NH Retirement	851,774	17,135		868,909
001-400.4210-240.000	PD Education (contractual)	8,000			8,000
001-400.4210-290.000	PD Uniforms	43,100			43,100
001-400.4210-294.000	PD Training & Dues	39,323			39,323
001-400.4210-298.002	PD Selection Process	1,570			1,570
001-400.4210-330.000	PD Professional Services	3,231			3,231
001-400.4210-332.000	PD Communication Maintenance	21,694			21,694
001-400.4210-342.000	PD Software & Programs	18,338			18,338
001-400.4210-430.000	PD Equipment Maintenance	1,200			1,200

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-400.4210-434.000	PD Vehicle Maintenance	26,750			26,750
001-400.4210-440.000	PD Rental & Leases	10,192			10,192
001-400.4210-506.000	PD Animal Control Operation	250			250
001-400.4210-530.000	PD Telephone	12,120			12,120
001-400.4210-532.000	PD Internet Services	1,400			1,400
001-400.4210-550.000	PD Printing	1,000			1,000
001-400.4210-560.000	PD Postage	1,200			1,200
001-400.4210-580.000	PD Mileage	1			1
001-400.4210-600.000	PD Office Supplies	4,500			4,500
001-400.4210-600.012	PD K-9 Supplies	1			1
001-400.4210-614.000	PD Public Relations	1,500			1,500
001-400.4210-626.000	PD Fuel	36,060			36,060
001-400.4210-630.000	PD Meals & Food	2,350			2,350
001-400.4210-751.000	PD New Equipment	2,750			2,750
001-400.4210-751.002	PD Police Equipment	4,728			4,728
001-400.4210-752.000	PD Vehicle & Related Purchases	48,690			48,690
Total Police Department		5,012,511	99,797	0	5,112,308

Dept 450.4311-DPW Administration Expense

001-450.4311-111.000	DPW ADMIN Full-Time Employees	155,677			155,677
001-450.4311-113.000	DPW ADMIN Part-Time Employees	1			1
001-450.4311-130.000	DPW ADMIN Overtime	2,000			2,000
001-450.4311-210.000	DPW ADMIN Health Insurance	25,481			25,481
001-450.4311-212.000	DPW ADMIN Dental Insurance	814			814
001-450.4311-214.000	DPW ADMIN Life & Disability Ins	2,121			2,121
001-450.4311-220.000	DPW ADMIN FICA Taxes	12,062			12,062
001-450.4311-230.000	DPW ADMIN NH Retirement	22,169			22,169
001-450.4311-290.000	DPW ADMIN Uniforms	15,220			15,220
001-450.4311-294.000	DPW ADMIN Training & Dues	2,725			2,725
001-450.4311-342.000	DPW ADMIN Software & Programs	7,720			7,720
001-450.4311-344.000	DPW ADMIN Property Record Maintenance	1			1
001-450.4311-440.000	DPW ADMIN Rental & Leases	2,100			2,100
001-450.4311-530.000	DPW ADMIN Telephone	4,668			4,668
001-450.4311-532.000	DPW ADMIN Internet Services	1,700			1,700
001-450.4311-540.000	DPW ADMIN Advertising	2,000			2,000
001-450.4311-550.000	DPW ADMIN Printing	1			1
001-450.4311-560.000	DPW ADMIN Postage	200			200
001-450.4311-580.000	DPW ADMIN Mileage	1			1
001-450.4311-600.000	DPW ADMIN Office Supplies	2,000			2,000
001-450.4311-600.008	DPW ADMIN Technical Supplies	0			0
001-450.4311-604.000	DPW ADMIN Safety Supplies	2,600			2,600
001-450.4311-630.000	DPW ADMIN Meals & Food	2,700			2,700
001-450.4311-751.000	DPW ADMIN New Equipment	1			1
Total Dept 450.4311-DPW Administration Expense		263,962	-	0	263,962

Dept 450.4312-DPW Highway & Streets Expense

001-450.4312-111.000	RD MNT Full-Time Employees	400,233	6,475		406,708
001-450.4312-130.000	RD MNT Overtime	103,273	1,165		104,438
001-450.4312-210.000	RD MNT Health Insurance	162,233	(424)		161,809
001-450.4312-212.000	RD MNT Dental Insurance	3,639			3,639
001-450.4312-214.000	RD MNT Life & Disability Ins	5,367			5,367
001-450.4312-220.000	RD MNT FICA Taxes	38,518	585		39,103
001-450.4312-230.000	RD MNT NH Retirement	70,794	1,074		71,868
001-450.4312-330.000	RD MNT Professional Services	39,080			39,080
001-450.4312-330.010	RD MNT NPDES Stormwater Permit	25,000			25,000
001-450.4312-430.000	RD MNT Equipment Maintenance	3,000			3,000
001-450.4312-434.000	RD MNT Vehicle Maintenance	100,000			100,000

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-450.4312-440.000	RD MNT Rental & Leases	3,065			3,065
001-450.4312-616.000	RD MNT Road Salt & Sand	170,000			170,000
001-450.4312-618.000	RD MNT Signage	9,000			9,000
001-450.4312-626.000	RD MNT Fuel	35,500			35,500
001-450.4312-720.000	RD MNT Resurfacing	626,090		(300,000)	326,090
001-450.4312-722.000	RD MNT Construction Materials	60,000			60,000
001-450.4312-751.000	RD MNT New Equipment	2,000			2,000
001-450.4312-752.000	RD MNT Vehicle & Related Purch	1			1
001-450.4312-754.000	RD MNT Plow Edges & Chains	20,000			20,000
Total Dept 450.4312-DPW Highway & Streets Expense		1,876,793	8,875	(300,000)	1,585,668
Dept 450.4313-DPW Bridges					
001-450.4313-330.000	DPW Bridge Professional Services	1			1
Total Dept 450.4313-DPW Bridges		1	-	0	1
Dept 450.4316-DPW Street Lighting Expense					
001-450.4316-330.000	DPW Lights Professional Service	1			1
001-450.4316-622.000	DPW Lights Electric	30,000			30,000
Total Dept 450.4316-DPW Street Lighting Expense		30,001	-	0	30,001
Dept 450.4319-DPW Fleet Expense					
001-450.4319-111.000	FLEET Full-Time Employees	120,688	3,441		124,129
001-450.4319-130.000	FLEET Overtime	15,011	426		15,437
001-450.4319-210.000	FLEET Health Insurance	55,281	(106)		55,175
001-450.4319-212.000	FLEET Dental Insurance	1,604			1,604
001-450.4319-214.000	FLEET Life & Disability Ins	1,595			1,595
001-450.4319-220.000	FLEET FICA Taxes	10,381	364		10,745
001-450.4319-230.000	FLEET NH Retirement	19,079	1,689		20,768
001-450.4319-342.000	FLEET Software & Programs	3,000			3,000
001-450.4319-430.000	FLEET Equipment Maintenance	1,500			1,500
001-450.4319-606.000	FLEET Shop Supplies & Hand Tools	14,900			14,900
001-450.4319-751.000	FLEET New Equipment	1			1
Total Dept 450.4319-DPW Fleet Expense		243,040	5,814	0	248,854
Dept 451.4194-DPW Town Building Expense					
001-451.4194-111.000	TB Full-Time Employees	48,279	907		49,186
001-451.4194-113.000	TB Part-Time Employees	42,102	164		42,266
001-451.4194-130.000	TB Overtime	5,389			5,389
001-451.4194-210.000	TB Health Insurance	10,234	(53)		10,181
001-451.4194-212.000	TB Dental Insurance	208			208
001-451.4194-214.000	TB Life & Disability Ins	612			612
001-451.4194-220.000	TB FICA Taxes	7,326	82		7,408
001-451.4194-230.000	TB NH Retirement	7,546	151		7,697
001-451.4194-330.000	TB Professional Services	0			0
001-451.4194-410.000	TB Other Utilities	5,000			5,000
001-451.4194-411.000	TB Sewer	4,500			4,500
001-451.4194-412.000	TB Water	12,000			12,000
001-451.4194-413.000	TB Heating	61,300			61,300
001-451.4194-420.000	TB Custodial Supplies	13,500			13,500
001-451.4194-434.000	TB Vehicle Maintenance	1,000			1,000
001-451.4194-436.000	TB Building Maintenance	139,346			139,346
001-451.4194-440.000	TB Rental & Leases	10,985			10,985
001-451.4194-530.000	TB Telephone	600			600
001-451.4194-622.000	TB Electric	92,000			92,000
001-451.4194-626.000	TB Fuel	2,076			2,076
001-451.4194-751.000	TB New Equipment	1			1
Total Dept 451.4194-DPW Town Building Expense		464,004	1,251	0	465,255

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
Dept 452.4194-DPW Court House Expense					
001-452.4194-111.000	TB CH Full-Time Employees	1			1
001-452.4194-113.000	TB CH Part-Time Employees	16,224			16,224
001-452.4194-130.000	TB Overtime	1			1
001-452.4194-220.000	TB CH FICA Taxes	1,240			1,240
001-452.4194-230.000	TB CH NH Retirement	1	-		1
001-452.4194-330.000	TB CH Professional Services	0			0
001-452.4194-410.000	TB CH Other Utilities	250			250
001-452.4194-413.000	TB CH Heating	7,000			7,000
001-452.4194-420.000	TB CH Custodial Supplies	1,600			1,600
001-452.4194-436.000	TB CH Building Maintenance	17,700			17,700
001-452.4194-622.000	TB CH Electric	13,000			13,000
001-452.4194-630.000	TB Meals & Food	180			180
Total Dept 452.4194-DPW Court House Expense		57,197	-	0	57,197
Total Highway Division		2,934,998	15,940	(300,000)	2,650,938
Dept 450.4520-DPW Parks & Recreation Expense					
001-450.4520-111.000	P&R Full-Time Employees	306,386	4,725		311,111
001-450.4520-113.000	P&R Part-Time Employees	6,720			6,720
001-450.4520-130.000	P&R Overtime	12,069	851		12,920
001-450.4520-210.000	P&R Health Insurance	109,225	(318)		108,907
001-450.4520-212.000	P&R Dental Insurance	3,042			3,042
001-450.4520-214.000	P&R Life & Disability Ins	4,129			4,129
001-450.4520-220.000	P&R FICA Taxes	24,875	426		25,301
001-450.4520-230.000	P&R NH Retirement	44,776	783		45,559
001-450.4520-342.000	P&R Software & Programs	1,150			1,150
001-450.4520-421.000	P&R Water	33,021			33,021
001-450.4520-430.000	P&R Equipment Maintenance	10,000			10,000
001-450.4520-434.000	P&R Vehicle Maintenance	8,000			8,000
001-450.4520-438.000	P&R Ground Maintenance	43,000			43,000
001-450.4520-440.000	P&R Rental & Leases	2,000			2,000
001-450.4520-530.000	P&R Telephone	1,620			1,620
001-450.4520-532.000	P&R Internet Services	1,300			1,300
001-450.4520-600.000	P&R Office Supplies	1			1
001-450.4520-600.010	P&R Recreation Supplies	1			1
001-450.4520-604.000	P&R Safety Supplies	1,000			1,000
001-450.4520-622.000	P&R Electric	17,266			17,266
001-450.4520-626.000	P&R Fuel	14,500			14,500
001-450.4520-751.000	P&R New Equipment	16,000			16,000
001-450.4520-800.006	P&R Old Home Day	10,000			10,000
Total Dept 450.4520-DPW Parks & Recreation Expense		670,081	6,467	0	676,548
Dept 450.4195-DPW Cemetery					
001-450.4195-438.000	DPW CEM Grounds Maintenance	5,000			5,000
Total Dept 450.4195-DPW Cemetery		5,000	-	0	5,000
Total Parks, Recreation and Cemetery Division		675,081	6,467	0	681,548
Dept 500.4321-R&T Adm Sanitation Expense					
001-500.4321-111.000	R&T ADMIN Full-Time Employees	96,408	811		97,219
001-500.4321-113.000	R&T ADMIN Part-Time Employees	0			0
001-500.4321-130.000	R&T ADMIN Overtime	6,756	146		6,902
001-500.4321-210.000	R&T ADMIN Health Insurance	25,481	(53)		25,428
001-500.4321-212.000	R&T ADMIN Dental Insurance	598			598
001-500.4321-214.000	R&T ADMIN Life & Disability Ins	1,338			1,338
001-500.4321-220.000	R&T ADMIN FICA Taxes	7,892	73		7,965
001-500.4321-230.000	R&T ADMIN NH Retirement	14,505	135		14,640
001-500.4321-294.000	R&T ADMIN Training & Dues	1,250			1,250
001-500.4321-342.000	R&T ADMIN Software & Programs	3,800			3,800

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-500.4321-430.000	R&T ADMIN Equipment Maintenance	1			1
001-500.4321-502.000	R&T ADMIN Facility Permits	235			235
001-500.4321-530.000	R&T ADMIN Telephone	750			750
001-500.4321-532.000	R&T ADMIN Internet Services	2,000			2,000
001-500.4321-560.000	R&T ADMIN Postage	200			200
001-500.4321-600.000	R&T ADMIN Office Supplies	1,000			1,000
001-500.4321-604.000	R&T ADMIN Safety Supplies	750			750
001-500.4321-630.000	R&T ADMIN Meals & Food	300			300
001-500.4321-751.000	R&T ADMIN New Equipment	300			300
Total Dept 500.4321-R&T Adm Sanitation Expense		163,564	1,112	0	164,676
Dept 500.4323-R&T Solid Waste Collection Expense					
001-500.4323-111.000	R&T COLL Full-Time Employees	132,220	2,466		134,686
001-500.4323-130.000	R&T COLL Overtime	10,063	445		10,508
001-500.4323-210.000	R&T COLL Health Insurance	52,905	(106)		52,799
001-500.4323-212.000	R&T COLL Dental Insurance	1,209			1,209
001-500.4323-214.000	R&T COLL Life & Disability Ins	1,708			1,708
001-500.4323-220.000	R&T COLL FICA Taxes	10,884	223		11,107
001-500.4323-230.000	R&T COLL NH Retirement	20,005	409		20,414
001-500.4323-290.000	R&T COLL Uniforms	2,595			2,595
001-500.4323-434.000	R&T COLL Vehicle Maintenance	50,000			50,000
001-500.4323-626.000	R&T COLL Fuel	26,125			26,125
Total Dept 500.4323-R&T Solid Waste Collection Expense		307,714	3,437	0	311,151
Dept 500.4324-R&T Solid Waste Disposal Expense					
001-500.4324-111.000	R&T Full-Time Employees	97,481	1,795		99,276
001-500.4324-113.000	R&T Part-Time Employees	14,847	323		15,170
001-500.4324-130.000	R&T Overtime	10,850			10,850
001-500.4324-210.000	R&T Health Insurance	47,905	(159)		47,746
001-500.4324-212.000	R&T Dental Insurance	1,209			1,209
001-500.4324-214.000	R&T Life & Disability Ins	1,296			1,296
001-500.4324-220.000	R&T FICA Taxes	9,422	162		9,584
001-500.4324-230.000	R&T NH Retirement	15,232	297		15,529
001-500.4324-290.000	R&T Uniforms	1,465			1,465
001-500.4324-330.000	R&T Professional Services	2,200			2,200
001-500.4324-421.000	R&T Tipping Fees	518,237			518,237
001-500.4324-421.002	R&T Hazardous Waste Disposal	10,000			10,000
001-500.4324-430.000	R&T Equipment Maintenance	3,000			3,000
001-500.4324-434.000	R&T Vehicle Maintenance	30,000			30,000
001-500.4324-606.000	R&T Shop Supplies & Hand Tools	5,000			5,000
001-500.4324-626.000	R&T Fuel	21,425			21,425
001-500.4324-751.000	R&T New Equipment	1			1
Total Dept 500.4324-R&T Solid Waste Disposal Expense		789,570	2,418	0	791,988
Total Recycling & Transfer Division		1,260,848	6,967	-	1,267,815
Total Department of Public Works		4,870,927	29,374	(300,000)	4,600,301
Dept 550.4150-Tax Collection Expenses					
001-550.4150-111.000	TAX Full-Time Employees	173,019			173,019
001-550.4150-113.000	TAX Part-Time Employees	1			1
001-550.4150-130.000	TAX Overtime	3,583			3,583
001-550.4150-210.000	TAX Health Insurance	42,451			42,451
001-550.4150-212.000	TAX Dental Insurance	1,010			1,010
001-550.4150-214.000	TAX Life & Disability Ins	2,392			2,392
001-550.4150-220.000	TAX FICA Taxes	13,510			13,510
001-550.4150-230.000	TAX NH Retirement	24,830			24,830
001-550.4150-294.000	TAX Training & Dues	862			862
001-550.4150-330.000	TAX Professional Services	9,765			9,765
001-550.4150-344.000	TAX Property Record Maintenance	1,000			1,000

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-550.4150-430.000	TAX Equipment Maintenance	263			263
001-550.4150-530.000	TAX Telephone	2,040			2,040
001-550.4150-550.000	TAX Printing	125			125
001-550.4150-560.000	TAX Postage	6,500			6,500
001-550.4150-600.000	TAX Office Supplies	3,000			3,000
001-550.4150-751.000	TAX New Equipment	1,845			1,845
Total Tax Collection		286,196	-	0	286,196
Dept 600.4140-Clerk-Elections & Registrations Expense					
001-600.4140-110.000	TC Public Officials	5,000			5,000
001-600.4140-111.000	TC Full-Time Employees	3,683			3,683
001-600.4140-113.000	TC Part-Time Employees	1			1
001-600.4140-130.000	TC Overtime	1,500			1,500
001-600.4140-210.000	TC Health Insurance	242			242
001-600.4140-214.000	TC Life & Disability Ins	55			55
001-600.4140-220.000	TC FICA Taxes	779			779
001-600.4140-230.000	TC NH Retirement	729			729
001-600.4140-294.000	TC Training & Dues	1,075			1,075
001-600.4140-330.000	TC Professional Services	1			1
001-600.4140-540.000	TC Advertising	500			500
001-600.4140-550.000	TC Printing	525			525
001-600.4140-560.000	TC Postage	5,160			5,160
001-600.4140-600.000	TC Office Supplies	278			278
001-600.4140-751.000	TC New Equipment	1			1
Total Dept 600.4140-Clerk-Elections & Registrations Expense		19,529	-	0	19,529
Dept 601.4140-Elections & Registrations Expense					
001-601.4140-110.000	ELEC Public Officials	2,600			2,600
001-601.4140-220.000	ELEC FICA Taxes	199			199
001-601.4140-311.000	ELEC Town Deliberative & Election	6,175			6,175
001-601.4140-311.002	ELEC State/Federal	1			1
001-601.4140-312.000	ELEC Special Town Meeting	1			1
001-601.4140-430.000	ELEC Equipment Maintenance	674			674
001-601.4140-560.000	ELEC Postage	0			0
001-601.4140-751.000	ELEC New Equipment	610			610
Total Dept 601.4140-Elections & Registrations Expense		10,260	-	0	10,260
Total Town Clerk & Elections		29,789	-	0	29,789
Dept 650.4150-Budget Committee Expense					
001-650.4150-110.000	BC Public Officials	1,450			1,450
001-650.4150-113.000	BC Part-Time Employees	5,200			5,200
001-650.4150-220.000	BC FICA Taxes	540			540
001-650.4150-294.000	BC Training & Dues	255			255
001-650.4150-540.000	BC Advertising	150			150
001-650.4150-560.000	BC Postage	1			1
Total Budget Committee		7,596	-	0	7,596
Dept 660.4195-Cemetery Commission Expense					
001-660.4195-294.000	CEM Training & Dues	210			210
001-660.4195-342.000	CEM Software & Programs	450			450
001-660.4195-438.000	CEM Grounds Maintenance	950			950
001-660.4195-600.000	CEM Office Supplies	50			50
Total Cemetery Commission		1,660	-	0	1,660
Dept 670.4611-Conservation Commission Expense					
001-670.4611-294.000	CC Training & Dues	1,000			1,000
001-670.4611-330.000	CC Professional Services	1			1
001-670.4611-504.000	CC Scholarship	125			125

GL NUMBER	DESCRIPTION	2021-22 Amended Budget	Contractual Items	Remove One-time Items	2022-23 Default
001-670.4611-540.000	CC Advertising	1			1
001-670.4611-550.000	CC Printing	50			50
001-670.4611-560.000	CC Postage	15			15
001-670.4611-600.000	CC Office Supplies	25			25
001-670.4611-751.000	CC New Equipment	1			1
001-670.4611-830.000	CC Transfer To Conservation Ac	1			1
Total Conservation Commission		1,219	-	0	1,219
Dept 680.4220-Capital Leases Expense					
001-680.4312-752.000	Lease Excavator	0		0	0
Total Capital Leases		0	-	0	0
Dept 681.4711-Debt Principal Expense					
001-681.4711-850.002	2018 SC Imp & Fire Truck	100,000			100,000
001-681.4711-850.003	2019 TIF Sewer & Other Infrastructure	250,000	(50,000)		200,000
Total Principal		350,000	(50,000)	0	300,000
Dept 681.4721-Debt Interest Expense					
001-681.4721-850.002	2018 SC Imp & Fire Truck	36,720	(5,100)		31,620
001-681.4721-851.003	2019 TIF Sewer & Other Infrastructure	57,375	28,560		85,935
Total Interest		94,095	23,460	0	117,555
Dept 681.4723-Debt Principal Expense					
001-681.4723-851.000	Bond Interest Payments	1	-		1
Total Tax Anticipation Note		1	-	0	1
Dept 684.4550-Library Expense					
001-684.4550-830.002	LIB Appropriation	925,587			925,587
Total Library Expense		925,587	-	0	925,587
Dept 875.4914-Wastewater Expense					
001-875.4914-830.004	Wastewater Appropriation	2,383,045			2,383,045
Total Wastewater Expense		2,383,045	-	0	2,383,045
Grand Total		21,042,345	209,790	(337,120)	20,915,015

Town Council
STAFF REPORT



To: Town Council
Title: Proposed Town Charter Amendments for Article 8.2 Initiative Petitions (amend language) and Article 8.6 Recall of Officeholders (remove entire section)
Meeting: Town Council - 05 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

A public hearing was held on December 8, 2021 to amend Article 8.2 Initiative Petitions and remove the entire Article 8.6 Recall of Officeholders in the Town Charter. The proposed amendments are attached in the public hearing notice. The language was sent to DRA, AG and SOS for approval.

RECOMMENDATION:

If the language has been received back from DRA, AG and SOS, move to place on the March ballot.

SUGGESTED MOTION:

Pending final language approval by DRA, AG & SOS, motion to place on the March Ballot.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Council awaiting approval from the DRA, AG and SOS offices

ATTACHMENTS:

[2021 Charter Amendment - Public Hearing Notice](#)

TOWN OF HOOKSETT PUBLIC HEARING NOTICE

In accordance with RSA 49-B:5, the Hooksett Town Council hereby provides notice that it will hold a Public Hearing in regards to two proposed amendments to the Town's Charter at their next regularly scheduled meeting, which will take place at the Hooksett Municipal Offices (35 Main Street, Hooksett, NH 03106) on December 8, 2021, at 6:00PM. The proposed amendments are as follows: Article 8.2 Initiative Petitions *Amend paragraph 2 to the following:* The initiative petition shall include the personal signature and legible name and address of each petitioner and shall be filed with the Town Clerk as one instrument of endorsement. The ~~Town Clerk~~ *Supervisors of the Checklist* shall verify the number of registered voters signing the petition and shall attach thereto a certificate showing the result of such examination. Within seven (7) business days, the Town Clerk shall transmit the petition and certificate to the Town Council and shall send a copy of the certificate to the first signer of the petition. *Explanation: The Supervisors of the Checklist are the elected board assigned by RSA 39:3 and RSA 655:41 to certify whether or not the signer is a registered voter in said town or ward. Amendment aligns charter with state law.* Article 8.6 Recall of Officeholders. *Amendment proposed to remove entire section as follows:* Any individual elected official who has completed at least six months of his term of office may be recalled therefrom by the voters as follows: A. ~~Three percent (3%) or more registered voters of the Town may file a request for a recall petition with the Town Clerk for an office holder elected at large; three percent (3%) of the registered voters in a district for a district Councilor. This request shall include the name of the officer and the grounds for which the recall is sought together with the signature and a legible name and address of each voter.~~ B. ~~The Town Clerk shall verify the names of the registered voters and promptly issue blank petitions for recall. Each petition shall be addressed to the Council, be dated, include the grounds for recall as stated in the request, the name of the registered voter to whom it is issued, the signature of the Town Clerk, and the Town Seal. The recall petitions bearing the signatures and legible names and addresses of at least twenty percent (20%) of the registered voters of the Town or of the district shall be returned to the Town Clerk within twenty (20) days. The Town Clerk shall promptly certify the number of registered voters who signed the petitions.~~ C. ~~If the petitions are certified to be sufficient by the Town Clerk, he/she shall submit them to the Council together with his/her certification. The Council shall forthwith give written notice of the petition and certification to the officer whose recall is sought. If this officer does not resign within five (5) days after delivery of this notice, the Council shall order a recall election to be held not less than thirty (30) days nor more than sixty (60) days after the date the Town Clerk certified the petitions. If, however, any other town election is scheduled within ninety (90) days of the date of the certification, the Council shall hold the recall election on the same date as any other town election. The filing of candidates and the conduct of the election shall be in accordance with the provisions of this Charter and the election laws of the State of New Hampshire.~~ D. ~~The proposition on the ballot~~

shall be "For the recall of" or "Against the recall of (name of officer)". E. If the incumbent is not recalled he/she shall continue in office for the remainder of his/her unexpired term and may not again during that term be subject to recall. If he/she is recalled he/she shall be deemed removed from office on the day after the recall election and the vacancy filled as provided by this Charter. F. A separate recall petition, requiring the signatures of three percent (3%) of the registered voters of the Town or the district to initiate and twenty percent (20%) to be certified, shall be required for each elected official who is the subject of a 24 recall; and, each official's recall shall be voted on as a separate question at the recall election. *Explanation: RSA 49 does not grant municipalities authority to remove elected officials without cause.*

Town Council
STAFF REPORT



To: Town Council
Title: Fire Department Staff Car Purchase
Meeting: Town Council - 05 Jan 2022
Department: Fire and Rescue
Staff Contact: Steve Colburn, Fire Chief/EMS Director

BACKGROUND INFORMATION:

See attached letter and documentation from Fire Chief Steven Colburn.

FINANCIAL IMPACT:

Voters approved using Unassigned Fund Balance for the purchase

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Purchase a 2022 Ford Expedition SSV from Colonial Municipal Group for \$40,704.80 under the State of Massachusetts "Mass Buys" state contract which represents the purchase price and the trade in credit of the 2007 Chevy Tahoe.

SUGGESTED MOTION:

Motion to purchase a 2022 Ford Expedition SSV for the Fire Rescue Department from Colonial Municipal Group for \$40,704.80 under the State of Massachusetts "Mass Buys" state contract which represents the purchase price and the trade in credit of the 2007 Chevy Tahoe.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Chief-Letter_C3purchase](#)
[Mechanic-letter_C3purchase](#)
[Quote_C3purchase](#)
[MAbid-documentation_C3purchase](#)



Hooksett Fire-Rescue Department

15 Legends Drive, Hooksett, NH 03106
 Phone: (603) 623-7272 Fax: (603) 626-6742
www.hooksett.fire.org



Steven A. Colburn
 Chief of Department

David J. Nadeau
 Assistant Chief

December 21, 2021

Mr. Garron/Town Council,

We are seeking approval to replace Car 3 (2007 Chevy Tahoe) which has 125,458 miles as of 12/21/21 and this was approved in March at Town Meeting 525 in favor, 202 apposed. The warrant approved \$65,000 towards replacing the vehicle. Due to lead times on the vehicle we are seeking approval for the vehicle now and will work on upfitting purchase approval at a later date.

The goal of the department was to stay with a Chevy Tahoe for standardization, unfortunately the 2021 SSV models were not available as of Jul 1st, 2021 and so we chose to wait for the 2022 contract to be awarded in the fall of 2021. Typically this contract is awarded before the end of October. As of 12/21/21 the 2022 State of NH 2022 Vehicles Contract is still in "Under Review" stage and has not been awarded. Talking with Donald Daley from NH DAS Division of Procurement and Support Services who oversees the contract, DAS has had issues with vendors and issuing contracts due to the supply shortages. Doing further research the 2022 Chevy Tahoe SSV national allotment was sold out in less than 24 hours in August so even if a dealer wanted to bid they would not be able to deliver unless they had secured allotted vehicles during that period.

Given this information we turned to the Ford Expedition SSV platform, a similar vehicle size and carrying capacity as the Chevy Tahoe. The State of NH Contract for those vehicles has not been issued as of 12/21/21. We have been provided pricing on a 2022 Ford Expedition SSV off the State of Massachusetts "Mass Buys" program which is allowed by the Town of Hooksett Purchasing Policy (page 51). The purchase price of the vehicle is \$42,704.80, the dealer is providing a trade-in value of \$2,000.00 on the 2007 Chevy Tahoe for a net purchase price of \$40,704.80. As a side note I was able to find a Chevy dealer in Albany, NY who does have the current State of NY contract and the NY price is \$44,395 for the Tahoe and has a limited supply of available Tahoe's. The 2022 Ford Expedition this model year is cheaper than the Chevy Tahoe and is also available. Expected delivery would be August/September of 2022 if ordered before the end of January.

I am asking for your support and approval for purchasing a 2022 Ford Expedition SSV from Colonial Municipal Group for \$40,704.80 under the State of Massachusetts "Mass Buys" state contract which represents the purchase price and the trade in credit of the 2007 Chevy Tahoe (Car 3). Thankyou for your support on this request.

Steven Colburn, Fire Chief

Steve Colburn

From: Mario Desaulniers <MDesaulniers@hooksett.org>
Sent: Tuesday, December 21, 2021 9:41 AM
To: Steve Colburn
Subject: Car-3 final

Just an fyi, the last time car-3 was in for service was 11/3/21. After we did our complete undercarriage check, I did notice a lot of the front steering and suspension bushings were starting to dry rot. Due to the extent of repairs and alignments that will have to be done we will be sending out for repairs. Also there are other rust issues that will have to be looked at and repaired before the next state inspection. We will keep our eyes on these issues and keep you updated.



Mario Desaulniers

Master Mechanic
 Department of Public Works
 210 West River Road
 Hooksett, NH 03106
 Direct Line: 603-419-4010
 Tel: 603-668-8019
 Fax: 603-668-6850
 Confidential Fax: 603-716-2959

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Budget Quote

12/20/2021

Contract: MassBuys VEH110

Chief Steven Colburn
Hooksett Fire Department
15 Legends Drive
Hooksett , NH 03106
scolburn@hooksettfire.org

Dave Brown
508-561-3227

MASS BUYS - VEH

Qty	Item #	Description	Unit Price	Line Total
1.00	UG1	2022 Ford Expedition XL Utility	\$ 42,950.00	\$ 42,950.00
1.00	102A	Equipment Group Package 102A Credit SSV	\$ (2,017.60)	\$ (2,017.60)
1.00	18B	Running Boards	\$ 392.85	\$ 392.85
1.00	STD	Reverse Sensing	\$ 106.70	\$ 106.70
1.00	536	Trailer Tow Package	\$ 771.15	\$ 771.15
1.00	64X	18" Machine faced aluminum wheels	\$ -	
1.00	D4	Rapid Red Metallic Tinted Clearcoat	\$ 395.00	\$ 395.00
1.00	21B	The second row clot option is \$106.70	\$ 106.70	\$ 106.70
		Trade In Credit 1GNFK030X7R411855	\$ (2,000.00)	\$ (2,000.00)
Subtotal				
				\$40,704.80



Contract User Guide for VEH110

VEH110: Light and Medium-Duty Vehicles

UPDATED: December 14, 2021

Contract #:	VEH110
MMARS MA #:	VEH110A*
Initial Contract Term:	December 1, 2021 – November 30, 2024
Maximum End Date:	One (2) year extension to 2026
Current Contract Term:	December 1, 2021 – November 30, 2024
Contract Manager:	David Sargeant, 617-720-3118, david.sargeant@mass.gov
This Contract Contains:	Environmentally Preferable Products
UNSPSC Codes:	25-10-00-00: Motor vehicles
Notes:	This Contract is the effective replacement VEH98 – Purchase of Vehicles. VEH111 - Heavy-Duty Vehicles, Road Maintenance and Construction Equipment is available as a separate Statewide Contract for the commodities listed in the Contract title.

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- [Who Can Use This Contract](#)
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- [Supplier Diversity Requirements](#)
- [Pricing, Quotes and Purchase Options](#)
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- [VENDOR LIST AND INFORMATION](#)

TIP: To return to the first page throughout this document, use the CTL + Home command.

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.

Updated: December 14, 2021

Template version: 7.0

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One Ashburton Place, Suite 1017 Boston, MA, 02108-1552

Tel: (617) 720 - 3300 | www.mass.gov/osd | TDD: (617) 727 - 2716 | Twitter: @Mass_OSD | Fax: (617) 727 - 4527



Contract Summary

This is a Statewide Contract for Light and Medium-Duty Vehicles. All Vendors must facilitate a variety of application needs by working with upfitters on a subcontracting basis. While Contract Users are expected to have dialogue with upfitters as needed to facilitate specific needs, all conversations must involve the awarded Vendor, and all invoices and payments are to be processed through the awarded Vendor. Upfitters working as subcontractors may not bill or receive payment from Purchasing Entities directly.

Contract Categories

This contract includes 12 categories of products as listed below.

Category 1: Sedans

All vehicles in this Category must be hybrid electric (HEV), plug-in hybrid (PHEV), battery electric (BEV), or fuel cell electric (FCEV).

Category 2: Minivans

All vehicles in this Category must be hybrid (HEV), plug-in hybrid (PHEV), battery electric (BEV), or fuel cell electric (FCEV) and must accommodate six to eight passengers. Wheelchair accessible vans are excluded from this category as they are to be reflected in Category 12.

Category 3: Sport Utility Vehicles (SUVs)

All vehicles in this Category must be hybrid electric (HEV), plug-in hybrid (PHEV), battery electric (BEV), or fuel cell electric (FCEV). Wheelchair accessible SUVs are excluded from this category as they are to be reflected in Category 12.

Category 4: Light-Duty Trucks

All vehicles in this Category must have a GVWR no greater than 10,000 lbs.

Category 5: Medium-Duty Trucks

All vehicles in this Category must have a GVWR between 10,001 and 26,000 lbs.

Category 6: Large Passenger Vans

All vehicles in this Category must accommodate 9-15 passengers. Wheelchair accessible vans are excluded from this category as they are to be reflected in Category 12.

Category 7: Cutaway Buses and Vans

All vehicles in this Category must accommodate 16 or more passengers. Note that vehicles proposed in this Category must also be under 26,001 GVWR (like every vehicle being sought for this Contract). Buses and vans primarily designed for wheelchair accessibility are excluded from this category as they are to be reflected in Category 12.

Category 8: Cargo Vans

All vehicles in this Category must have a minimum of 70 cubic feet of cargo capacity.

Category 9: Police Pursuit Vehicles (PPVs)

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OPERATIONAL SERVICES DIVISION

All vehicles in this Category must be specially designed and equipped for law enforcement activities, including use during high-speed pursuits, which have been rated such by the L.A. County Sheriff's office or Michigan State Police.

Category 10: Special Service Vehicles (SSVs)

All vehicles in this Category must be specially designed and equipped for non-high-speed pursuit law enforcement activities.

Category 11: School Buses and 7D Vehicles

All vehicles in this Category must reflect "traditional" school buses or 7D vehicles that follow all federal and state regulations related to the transportation of pupils. Vehicles that are primarily designed for wheelchair accessibility are excluded from this category as they are to be reflected in Category 12.

Category 12: Wheelchair Accessible Vehicles

All vehicles in this Category must be capable of accommodating one or more passengers seated in a wheelchair and must meet all federal and state regulations pertaining to the intended use of the vehicle.

Benefits and Cost Savings

Statewide contracts are an easy way to obtain benefits for your organization by leveraging the Commonwealth's buying power, solicitation process, contracting expertise, vendor management and oversight, and the availability of environmentally preferable products.

All Vendors offer Prompt Payment Discounts and competitive pricing that can be further negotiated.

Find Bid/Contract Documents

- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, and other attachments, visit COMMBUYS.com and search for VE110 to find related Master Blanket Purchase Order (MBPO's) information. All common contract documents are located in the "Master Contract Record" Master Blanket Purchase Order (MBPO) for VE110 and can be accessed directly by visiting [Master Blanket Purchase Order PO-22-1080-OSD03-SRC3-23886](#).
- To find vendor-specific documents, including price sheets, see links to individual vendor MBPOs on the [Vendor Information](#) page.
- To solicit quotes from multiple vendors, access the Solicitation Enabled MBPO, [PO-22-1080-OSD03-SRC3-23885](#).

Who Can Use This Contract

Applicable Procurement Law

Executive Branch Goods and Services: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00;

Eligible Entities

Please see the standard list of Eligible Entities on our [Eligible Entities Which May Use Statewide Contracts](#) webpage.

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OPERATIONAL SERVICES DIVISION

Contract User Guide for VEH110

Vendor List and Information*

Vendor	Master Blanket Purchase Order #	Contact Person	Phone #	Email	Categori es	Prompt Payment Discounts	SDO Certification Type	SDP Commitment Percentage	Maximum % above Cost for Vehicle	Maximum % above Cost for Upfitting
**Master Contract Record	PO-22-1080-OSD03-SRC3-23886	David Sargeant	617-720-3118	david.sargeant@mass.gov	N/A	N/A	N/A	N/A	N/A	N/A
***Solicitation Enabled MBPO	PO-22-1080-OSD03-SRC3-23885	David Sargeant	617-720-3118	david.sargeant@mass.gov	N/A	N/A	N/A	N/A	N/A	N/A
ANDCO Inc dba Anderson Motors, Inc.	PO-22-1080-OSD03-SRC3-23879	Jim Anderson	401-434-5900	jim@andersonmotors.com	11	2% - 10 Days 1.5% - 15 Days 1% - 20 Days 0.5% - 30 Days	N/A	1%	36%	40%
Central Dodge Inc dba CENTRAL CDJR OF RAYNHAM	PO-22-1080-OSD03-SRC3-23920	Deborah Emery	508-828-2134	demery@centralcdjr.com	2, 8, 10, 11, and 12	0.05% - 10 Days 0.025% - 15 Days	N/A	1%	Category 2 = 6% Categories 8, 10, 11 and 12 = 8%	10%
Colonial Ford, Inc.	PO-22-1080-OSD03-SRC3-23918	John Welch	774-283-6400	jwelch@buycmf.com	3, 4, 5, 6, 7, 8, 9, and 10	1% - 10 Days 0.5% - 15 Days	N/A	1%	4%	15%
Colonial Imports Corp dba McGovern Commercial HQ	PO-22-1080-OSD03-SRC3-23881	Clay Chase	508-494-6699	chase@mcgovernauto.com	1, 2, and 3	0.1% - 10 Days	N/A	2%	Category 1 = 7% Category 2 = 6% Category 3 = 5%	15%
Colonial Imports South, Inc. dba COLONIAL HONDA OF DARTMOUTH	PO-22-1080-OSD03-SRC3-23922	John Welch	774-283-6400	jwelch@buycmf.com	1 and 3	1% - 10 Days 0.5% - 15 Days	N/A	1%	6.5%	14%
Colonial Nissan of Medford, Inc.	PO-22-1080-OSD03-SRC3-23921	John Welch	774-283-6400	jwelch@buycmf.com	1	1% - 10 Days 0.5% - 15 Days	N/A	1%	6%	14%
Colonial South Automotive Inc dba COLONIAL MUNICIPAL GROUP	PO-22-1080-OSD03-SRC3-23963	John Welch	774-283-6400	jwelch@buycmf.com	2 and 9	1% - 10 Days 0.5% - 15 Days	N/A	1%	6%	14%

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OPERATIONAL SERVICES DIVISION

Vendor	Master Blanket Purchase Order #	Contact Person	Phone #	Email	Categori es	Prompt Payment Discounts	SDO Certification Type	SDP Commitment Percentage	Maximum % above Cost for Vehicle	Maximum % above Cost for Uplifting
Dillon Chevrolet Inc dba Dillon Chevrolet	PO-22-1080-OSD03-SRC3-23883	Clay Chase	508-494-6699	schase@mcgovernauto.com	1, 3, 4, 5, 6, 7, 9, and 10	0.1% - 10 Days	N/A	2%	Category 1 = 7% Categories 3, 5, and 10 = 5% Categories 4, 6, 7, and 9 = 6%	Categories 1, 3, 4, 6, 7, 9, and 10 = 15% Category 5 = 16%
Gordon Chevrolet Inc	PO-22-1080-OSD03-SRC3-23919	John Welch	774-283-6400	jwelch@buycma.com	4, 6, and 7	1% - 10 Days 0.5% - 15 Days	N/A	1%	5%	15%
MAG Retail Holdings - HYN LLC dba McGovern Commercial HQ	PO-22-1080-OSD03-SRC3-23882	Clay Chase	508-494-6699	schase@mcgovernauto.com	1 and 3	0.1% - 10 Days	N/A	2%	4%	15%
Marcotte Ford Sales Inc	PO-22-1080-OSD03-SRC3-23877	Richard White	413-536-1900 ext. 1125	rwhite@marcottetford.com	3, 4, 5, 8, and 12	0.25% - 10 Days	N/A	1%	9%	20%
MMAG Retail Holdings - CID LLC dba McGovern Commercial HQ	PO-22-1080-OSD03-SRC3-23880	Clay Chase	508-494-6699	schase@mcgovernauto.com	2, 4, and 5	0.1% - 10 Days	N/A	2%	Category 2 = 4% Category 4 = 7% Category 5 = 6%	15%
National Van Builders, Inc.	PO-22-1080-OSD03-SRC3-23878	Glen Perlman	508-222-2272	glen@nationalvans.com	11 and 12	0.5% - 10 Days 0.25% - 15 Days 0.15% - 20 Days 0.1% - 30 Days	N/A	1%	3%	5%

*Note that COMMBUYS is the official system of record for vendor contact information.

**The Master Contract Record MBPO is the central repository for all common contract files. Price files may be found in the individual vendor's MBPO.

*** The Solicitation Enabled MBPO is the MBPO to be used for requesting quotes from multiple vendors.

NOTE: Contract User Guides are updated regularly. Print copies should be compared against the current version posted on mass.gov/osd.

Updated: December 14, 2021

Template version: 7.0

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One Ashburton Place, Suite 1017 Boston, MA, 02108-1552

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Town Council
STAFF REPORT



To: Town Council
Title: Ambulance purchase by the Fire Rescue Department
Meeting: Town Council - 05 Jan 2022
Department: Fire and Rescue
Staff Contact: Steve Colburn, Fire Chief/EMS Director

BACKGROUND INFORMATION:

See attached letter from Fire Chief.

FINANCIAL IMPACT:

Funds from the Ambulance Revenue account.

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Recommend the purchase a 2022 PL Ambulance from Sugarloaf Ambulance/Rescue Vehicles, LLC through HGAC Purchasing Consortium including the trade in credit of the 2008 International/AEV ambulance and authorize the Town Administrator to sign the purchasing contract.

SUGGESTED MOTION:

Motion to purchase a 2022 PL Customs Ambulance from Sugarloaf Ambulance/Rescue Vehicles, LLC for \$292,533.50 under the HGAC Purchasing Consortium which represents the purchase price and the trade-in credit of the 2008 International/AEV ambulance and authorize the Town Administrator to sign the purchasing contract.

ATTACHMENTS:

[A1purchase C1-letter](#)

[A1purchase Mechanic-letter](#)

[A1purchase Quote](#)



Steven A. Colburn
Chief of Department

Hooksett Fire-Rescue Department

15 Legends Drive, Hooksett, NH 03106
Phone: (603) 623-7272 Fax: (603) 626-6742
www.hooksett.fire.org



David J. Nadeau
Assistant Chief

December 20, 2021

Mr. Garron/Town Council,

We are seeking approval to replace Ambulance 1 (2008 International/AEV) which has 90,248 miles and 6,122 engine hours as of 12/20/21. As presented in 2016 to the council, our plan is to standardize the ambulance fleet with the Ford F550 chassis providing a smaller overall rig, lower cost to purchase and the ability to have 4WD ambulances. Standardized fleet reduces training costs, makes operations and maintenance more efficient.

Current lead times for a new ambulance is 18-24 months depending on chassis availability. As you are aware with other vehicle purchases, securing a chassis has been a challenge. The sooner we purchase the sooner we will get our name on a chassis that PL Custom has on order, but currently they are not seeing chassis for 12-18 months then they need approx. 5-6 months to build the ambulance portion. Even the current build time we expect the current Ambulance 1 to have another 8-10,000 miles and another approx. 1,000 engine hours added before the replacement would arrive. Costs are also climbing as well. January 1st, 2022 PL Custom raised the price another \$9,621 on this truck, PL has agreed to waive 50% of the increase due to the purchase delay related to the paint but they will only hold that price through the first week of January so we can get approval.

The purchase request has been delayed due to ongoing paint issues that we have experienced with the current 2 PL Custom Ambulances. Before we purchased another, I wanted to make sure we got the current paint situations are taken care of to our satisfaction which they have done the 1st and in the process on the 2nd. Now that the paint issues have been taken care of I expect this to be behind us and not an issue moving forward.

The current Ambulance 1 has had a lot of mechanical issues in the last year, mostly electrical and engine related. On 6 occasions it has broken down while transporting a patient. One night it died in the high speed lane of I93 south, the crew was a sitting duck in the high speed lane with no way to move the truck and limited lighting. Luckily a State Trooper was near by and was able to provide assistance. The patient on board was very critical and was managed by the paramedic on the ambulance until one of our other ambulances was able to clear the hospital and respond to assist. Other times it has left the crews stranded at the hospital as it won't start once its shut off or stalls while driving. Being electrical in nature it has been very costly to diagnose and most times Liberty International is left trying to diagnose something that isn't happening at the time it is being diagnosed. We have also experienced issues with door latches and other wear items that are getting to the end of their life expectancy. Last summer the AC system failed, and parts were not available so the entire condenser unit had to be replaced in order to get the system functioning again. Since FY 2017/2018 till now, Ambulance 1 has costs \$35,058.16 in repairs/pm.



Hooksett Fire-Rescue Department

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Steven A. Colburn
Chief of Department

David J. Nadeau
Assistant Chief

The current Ambulance 1 being a 14 year old truck and the original ambulance has air bag suspension, the 2 PL Custom ambulances have Liquid Spring suspension. The ambulance manufacturer's have moved to Liquid Spring for ride quality improvement from air bag suspension. The Liquid Spring provides a higher quality ride for the patients, makes the vehicle more stable in cornering and has proven on the current 2 PL Custom ambulances to be mechanically more reliable system then air ride.

Hooksett Fire Rescue has pursued a grant from GOFERR to fund the Stryker Self-Load stretcher system which has an approx. cost of \$48,000. The suggested motion price does not include the self-load system, we are hopeful this grant will be awarded and at a later date we will come back before the council to accept the grant money and purchase the system at that time. If we are not successful with the grant then we will need to fund the self-load system out of the ambulance revolving fund account which can be done at a later date. This system is on our newest ambulance (Ambulance 2) and includes the power lift stretcher and the self load lift which reduces/eliminates the back injuries that EMS systems typically experience. The highest workers comp injury in EMS is back injuries related to lifting and this system reduces the lifting of the stretcher in and out of the ambulance.

I am asking for your support and approval for purchasing a PL Custom Ambulance on a Ford F550 Chassis from Sugarloaf Ambulances for \$292,533.50 under the HGAC purchasing consortium which represents the purchase price and the trade in credit of the current Ambulance 1 (2008 International/AEV) from the Ambulance Revolving Fund Account. This price represents approx. \$48,000 in savings from the potential grant along with \$4,810.50 price increase concession provided the contract is signed the first week of January 2022. The previous 2 PL ambulances and the 2 Rosenbauer engines have been purchased under the HGAC purchasing consortium. The purchase out of the Ambulance Revolving Fund Account will have no cost to the taxpayer and is supported by ambulance transport revenue. Thank you for your support on this request.

Steven Colburn, Fire Chief

Steve Colburn

From: Mario Desaulniers <MDesaulniers@hooksett.org>
Sent: Tuesday, December 21, 2021 11:00 AM
To: Steve Colburn
Subject: Rescue-1

When your rescue-1 went out of service last week, the rear doors wouldn't open, a major air leak was noticed from inside the cab and under the truck when applying the brakes. The door issue was caused by a rotted door latch component (not the first time this year). I would highly recommend getting all three doors completely rebuilt because this will happen again due to the amount of use the doors get. I did notice the mounting holes is corroded and had to be drilled to the next size up so I could put door back together. The air leaks I found were a worn out brake valve and a leaking diaphragm inside the rear brake chamber. I just noticed a pattern of breakdowns and wanted you to be aware.



Mario Desaulniers

Master Mechanic
 Department of Public Works
 210 West River Road
 Hooksett, NH 03106
 Direct Line: 603-419-4010
 Tel: 603-668-8019
 Fax: 603-668-6850
 Confidential Fax: 603-716-2959

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HOOKSETT FIRE RESCUE

Hooksett Fire - Rescue
15 Legends Drive
Hooksett, NH 03106
603-623-7272
603-626-6742
scolburn@hooksettfire.org

Sugarloaf Ambulance / Rescue Vehicles
411 U S Route 2 East
Suite A
Wilton, Maine 04294
207-645-5222
rsqvehic@tdsteleme.net

Exp. Date: 10/16/2021
Quote No: A5714-0002
BODY: CLSC170 Type 1 Classic, 170" 108"CA

12/22/2021

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		== Type 1 Classic, 170" 108"CA - 33.930	1	0.00	0.00
		09/01/21 ==			
03-00-0100		PL Ambulance - Release 33.93 effective 09/01/21	1	0.00	0.00
03-11-7075	S < >	170" CLASSIC BODY, 75" Headroom. w/Drop Skirt	1	121705.00	121705.00
		Overall Vehicle Dimensions:			
		Length: 308"			
		Width: 99"			
		Height: 115" (+/- 2')			
		Exterior Modular Body Dimensions:			
		Length: 170"			
		Width: 97"			
		Height: 94"			
		Interior Modular Body Dimensions:			
		Length: 165"			
		Width: 90 3/4"			
		Height: 75"			
03-00-1060	< >	Chassis Type -Ford F-Series	1	650.00	650.00
		Chassis paint must be reviewed/edited when changing chassis type			
		EXTERIOR	1	0.00	0.00
10-10-1100	<	Modular Body Construction	1	0.00	0.00
		SAE J3057 Compliant			
10-10-2000	<	Structural Integrity Warranty	1	0.00	0.00
		The structural integrity of the body shall be guaranteed for the life of the unit, as long as the original purchaser shall own it			
10-10-2070		Finite Element Analysis	1	0.00	0.00
10-10-2100		Compartments, Aluminum Diamond Plate, welded	1	0.00	0.00
10-12-2000		Type I, Classic, Cab to body Pass-thru	1	0.00	0.00
10-15-4000		Body mounting, Type I, rubber donuts, L-Duty	1	0.00	0.00
10-20-3300		Lowered Body Skirts, with Intermediate Step	1	0.00	0.00
10-20-S014	XU <	Custom body length, 1 to 6" - 176"	1	1650.00	1650.00
		The exterior length of the modular body shall be 176"			

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
10-30-1000	<	Curbside 6" Dropskirt Drop skirt on curb side to be 6" w/o 3" Requires Side skin change, Entrance door height change and "D" door height change	1	1000.00	1000.00
10-30-1100	<	Streetside 6" Dropskirt Drop skirt on street side to be 6" w/o 3" Requires Side skin change, "A" door height change and "B" door height change.	1	500.00	500.00
EXTERIOR DOORS, AMBULANCE			1	0.00	0.00
11-10-1060	<	Trimark 1875 Paddle Handle Power Locking, Entrance, Doors Qty(3) The door system shall include emergency override latch levers in upper and lower locations of each entrance door. Levers are visible with red coating and intended for emergency use in the event of a non-functioning handle.	1	0.00	0.00
11-10-4060	<	Trimark 1875 Paddle Handle Power Locking, Std Comp Doors (6) Tied to OEM Power Door Lock Switch	1	0.00	0.00
11-20-1800	>	Gas Spring Pneumatic Door Checks -Classic & Titan	1	0.00	0.00
11-20-2020		Compartment "A" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-2030		Compartment "C" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-2050		Compartment "E" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-3000		Compartment "D" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-5000		Cast Products Grabber Rear Doors Hold Open Top Mount, Polished Aluminum	1	0.00	0.00
11-25-2000	< >	Compt. doors to check past 90 deg. in addition to standard (1) Compartment "B" Rearward	1	100.00	100.00
11-30-1000	>	Side Entrance Door Nylon Strap w/ Footman loops	1	100.00	100.00
11-30-1010	< >	Body Compartment Door(s) Nylon Strap w/ Footman loops (ea.) Total 2 (1) Compartment "A" (1) Compartment "E"	2	100.00	200.00
COMPARTMENT LAYOUT			1	0.00	0.00
Exterior compartment dimensions reflect wall to wall measurements.					
12-10-2035		"A" Left Front - 20w x 86h x 21d -(w/Oxygen window)	1	0.00	0.00
12-15-100B		"B" Left Side 1/2 High -43w x 42h x 20d	1	0.00	0.00
12-20-100A		"C" Left Rear, 1/2 High -31w x 39h x 20d	1	0.00	0.00
12-25-100A		"D" Right Front, In-Out Access 20w x 55h x 33d above floor -20d below floor	1	0.00	0.00
12-30-2XSS	S < >	"F" Right Rear, With In/Out To Center Aisle - 36w x 83h x 21d In/Out; yes	1	1320.00	1320.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		In/Out to: A side			
		COMPARTMENT DOOR PANELS, MATS, DECKING	1	0.00	0.00
13-20-1000		Compartment Door Panels Alum, Diamond Plate	1	0.00	0.00
13-30-1P10		Polycoated Compt & Entrance Door Sills, Compt Floors, Area Behind Rtb Rails, Back	1	1250.00	1250.00
13-30-2000		Vent Compartments to Exterior of Vehicle	1	0.00	0.00
*3-40-1000		Dri-Dek, Floors of Compartment, Back	1	0.00	0.00
*3-40-2500		Rubber Mat, Shelves, Exterior Compartment	1	0.00	0.00
*3-40-2800		Turtle Tile Non skid Stepwell Mat (removable)	1	0.00	0.00
		COMPARTMENT CONFIGURATIONS AND EQUIPMENT	1	0.00	0.00
13-41-0160	<	Oxy Bracket, w/Adjustable Shelf, Compartment A, (No Light Under Shelf) Location: 74" from the floor of compt.	1	185.00	185.00
13-42-0250		(1) Adjustable Shelf, for compartment "B"	1	242.00	242.00
13-42-0350	<	Fixed vertical divider in B compartment Location: Center of the compartment	1	296.00	296.00
13-43-0250	<	(1) Adjustable Shelf, for compartment "C" Location: 10" from the ceiling	1	226.00	226.00
13-47-0800	>	Custom Configuration - Compartment "E"	1	0.00	0.00
13-70-1330	< >	Securing Strap for BACKBOARDS Nylon with metal buckle -(1/L/O Bulbous Mnts) Compartment: A	1	75.00	75.00
13-70-1400		DELETE Hanger For Ferno EXL or #65 Scoop	1	0.00	0.00
13-70-2750	< >	Equipment Hooks, F/W #559, ea Total: 2 (1) Compartment "C" - Forward Wall Below Shelf (1) Compartment "C" - Rearward Wall Below Shelf	2	104.00	208.00
13-73-4000	< >	Zico "Corner" Mount, Factory Supplied -(for SCBA) Mount: Factory Supplied ZICO Model # ABS Mount, in corner of compartment. Total: 3 (1) Compartment "C" - Rearward Corner 6" from the ceiling (1) Compartment "B" - Forward Corner 6" from the ceiling (1) Compartment "B" - Rearward Corner 4" from the ceiling	3	125.00	375.00
*3-70-4400	< >	SCBA Zico (KO-UH) Walk-Away Bracket #5 Clip (new, price ea) Total: 3 (2) Compartment "B" - Each Corner (1) Compartment "C" - Rearward Corner 6" from the shelf	3	150.00	450.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
13-70-VC82	XU <	Compartment: 'E' - Hooksett Configuration (2) 43"H Partial Height Dividers (1) 2' From Forward Wall (1) 14' From Rearward Wall (6) Shelves (1) Adj. shelf. Approx. half way up divider in forward section (1) Fixed 14' from floor in rearward section (1) Fixed 28" from floor in rearward section (1) Fixed Full width shelf at top of dividers 42 1/2" from the ceiling. (1) Adj. 16" from shelf at top of divider (1) Adj. 32" from shelf at top of divider	1	1430.00	1430.00
		REAR STEP BUMPER	1	0.00	0.00
14-10-2700		Lift-up Rear Step, Recessed, -L.c. plate left body	1	0.00	0.00
14-10-4000	<	Rear step to have additional grip strut An additional grip strut shall be mounted to center portion of rear step. This will bring the level of the center within 3/4" of the rear bumpers.	1	160.00	160.00
14-20-1000		Rear Dock Bumpers, Bolted to Bumper Ends	1	0.00	0.00
		ALUMINUM DIAMOND PLATE	1	0.00	0.00
		ACCESSORIES			
15-10-1000		Front Corner Stone Guards, Polished Diamond Plate	1	0.00	0.00
15-15-1000		Front Body Stone Guard, Polished Diamond Plate	1	0.00	0.00
15-20-1050	>	Rub-Rails, C-Channel, Offset, Bright-Finish	1	0.00	0.00
15-30-2000		Running Boards, Flare type, Non-Slip Diamond Plate (F450/F550 2-Door)	1	538.00	538.00
15-50-3200		Stainless Steel Plate Under Fuel Fill Housing (Brushed)	1	230.00	230.00
15-50-3300	>	Stainless Steel Plate Under DEF Fill Housing -(G & F Series) -(Brushed)	1	230.00	230.00
15-55-1000		Rear Diamond Plate Panel & Tall Corner Guards	1	230.00	230.00
		EXTERIOR TRIM	1	0.00	0.00
16-10-1000		Fenderettes, Rolled, Polished Stainless Steel	1	0.00	0.00
16-30-1500		License Plate Holder w/LED Lt, Cast Prod Polish, Lt Side Body	1	0.00	0.00
16-35-1010		Fuel Fill Housing, Cast products, Polished (F-Series)	1	0.00	0.00
16-36-1010		DEF Fill Housing, Cast products, Polished (F-Series)	1	0.00	0.00
16-55-3000	>	Tow Eyes, Recessed housings, Stainless Steel	1	615.00	615.00
		EXTERIOR, MISCELLANEOUS	1	0.00	0.00
17-50-1000		Undercoat Body AudioGuard	1	0.00	0.00
		BODY WINDOWS	1	0.00	0.00
18-10-1000	<	Window, Side Door (18"W x 22"H), Sliding, 31% Tint Transportation Products Inc. Window.	1	0.00	0.00
18-20-2000	<	Windows, Rear Doors, (15"W x 22"H), Fixed 31% tint	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Transportation Products Inc. Windows.			
		INTERIOR CONSTRUCTION	1	0.00	0.00
20-00-1000		Interior Construction Type - Standard Cabinets	1	0.00	0.00
		INSULATION	1	0.00	0.00
20-10-1000		Insulation, Interior Body	1	0.00	0.00
20-10-2000		Sound Deadened Insulation, Entrance Doors	1	0.00	0.00
20-10-3000		Sound Deadened, Compartment Doors	1	0.00	0.00
20-10-5000		Sub-Floor, Expanded PVC Polymer	1	0.00	0.00
		FRONT BULKHEAD	1	0.00	0.00
21-10-0520	<	Type I, Class c, Cab to body Pass-thru, Hinged Window Hinged Clear Acrylic window. With standard, wood cabinet construction, the window will open into a recessed pocket. The window will rest against rubber gasketing lining the window frame when closed	1	350.00	350.00
21-30-1000		Climate Control Unit Over Cab to Body Passage	1	0.00	0.00
21-40-1500	<	Electrical Power Distribution Cabinet, Access Panels, Black Polycoat Black polycoat cover with an access panel with flush locking trigger latches	1	0.00	0.00
21-40-8250		Laminated Bulkhead Counter with 1" retaining edge	1	0.00	0.00
21-40-V030	XU	Front Bulkhead Cabinet, 1/2' acrylic doors, no shelves	1	600.00	600.00
		RIGHT FRONT CABINET	1	0.00	0.00
21-45-2000		Right front upper w/ 1/2" acrylic doors, 1 shelf	1	185.00	185.00
21-50-1000		Right front Lower, inside/outside storage	1	0.00	0.00
21-50-2000	<	Right front Lower, (2) adjustable shelves Shelves to be lined with ribbed rubber mat.	1	0.00	0.00
21-60-1000		Right front cabinet Lower, 1/2' acrylic doors	1	0.00	0.00
21-80-1010	< >	Pull-out tray, Remove 2" edge, (On Cabinet Floor) right front Lower, Qty (1) For 20"W Compartment D Approximately 80% of the 2" Lip, on the Pull-out Tray will be removed. The portion removed is the long edge facing the Lexan doors. Leave approx. 1/4" lip after cutting (for strength). Also note; radius the cut when approaching the adjoining corners. After cut file & DA edge for clean appearance. Includes a "catch" to secure tray in its closed position.	1	495.00	495.00
1 21-90-V011	XU <	Muffin Fan, Thermostatically controlled Install a thermostatically controlled muffin fan to vent into the patient compartment.	1	400.00	400.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Right front upper			
		RIGHT SIDE BENCH LAYOUT	1	0.00	0.00
22-00-2700		> "Medic in Mind" Rgt Side Squad Bench upgradeable Layout - (*See photo)	1	0.00	0.00
22-00-2800		Squad Bench, Rgt side, (See photo) -cabinets on either side	1	0.00	0.00
22-21-3000		< > Valor Seat Back w/ 4pt Restraint See 25-51-3XXX for full specification & pricing	1	0.00	0.00
22-24-0650		> No Armrest -Recessed storage below	1	-162.00	-162.00
22-25-4600		< > Recessed "D" bottles, head of Squad Bench at stepwell See "D" bottle storage brackets selected in section # 80-43-XXXX	1	0.00	0.00
22-25-V025	XU	< Auxiliary switch panel, squadbench, in E-wrapper mounted cabinet: Auxiliary location for dual switching of (6) momentary switch functions. Panel located in rear under splint cabinet Includes: Left Dome, Right Dome, Door Lock/Unlock, Heat / AC Fan Speed, Oxygen Solenoid & Exhaust vent	1	1320.00	1320.00
22-35-V014	XU	Slide Out Trash or Sharps Bin, Squad Bench	1	465.00	465.00
22-45-1128		< Overhead cabinet 16 1/2" OAH-Life Defender lift-up re-stocking doors-4 glove stg Includes 1 adjustable shelf Selecting this cabinet will void KKK compliance for 43" headroom above squad bench.	1	750.00	750.00
22-45-S001	XU	Delcote forward shelf in overhead cabinet	1	-50.00	-50.00
22-46-S002	XU	< Solid Surface, 1" Lip, Right Front, Color: Midnight Measure 909" ML, CUSTOM Custom size due to custom size forward MIM tower	1	1277.00	1277.00
22-90-S001	XU	< Right rear below splint cabinet facing seat Cabinet to be mounted to E-wrapper and designed to house 6 gang aux. switch panel, & aux. thermostat Cabinet Dimensions: 13"H x 5"W x 4"D	1	440.00	440.00
22-90-S003	S	Forward MIM Tower To Have No Radius Corners	1	275.00	275.00
22-90-S004	S	< Right side forward cabinet -Medic In Mind, Cabinet to be sized to house the drawers contained in Forward Medic In Mind Tower as well as the hinged door cabinet in Forward part of the Medic In Mind Cabinet... Cabinet to be located at head of squad bench with seat to rear of it.	1	750.00	750.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
! 22-90-S007	XU <	Right Side Forward, Hinged Lexan Door, Left Side Hinges, facing aisle Location: Forward medic in Mind cabinet	1	350.00	350.00
! 22-90-V028	XL <	Wood drawer with metal face (2) drawers in forward M M tower facing seat. Approx. Dimensions: Upper drawer - 14"W x 12"D x 3"H, Add 2" hole for computer charger at back of drawer. Lower Drawer 14"W x 12"D x 5"H	2	330.00	660.00
		LEFT SIDE MIDDLE (Base Cabinet)	1	0.00	0.00
23-10-1000		Left side attendant seat (CPR Seat)	1	0.00	0.00
23-10-3080	< >	Valor Seat Back w/ 4pt Restraint See 25-51-3XXX for full specification & pricing	1	0.00	0.00
23-10-5000		Seat cushion, fixed- (Single CPR Seat)	1	0.00	0.00
! 23-10-S001	XU <	Cabinet above Left Side Attendant Seat, Lift Up Acrylic Door With SouthCo Latch & Gas Shocks	1	400.00	400.00
		LIFE SUPPORT STATION	1	0.00	0.00
23-30-2000		Switch pod, above counter, vinyl covered	1	0.00	0.00
! 23-30-2010		Rear Main Switch Panel Located in Life Support Station Switch Pod	1	0.00	0.00
23-30-2250		**No Radio Cut-Cuts to be provided in LSS**	1	0.00	0.00
! 23-30-S001	XU <	(3) Hinged Door Cabinets w/ MedVault Cutout At Head of Switch Panel Top Row - Left to Right (1) Hinged Door Cabinet - ~10"W x 10.75"H (1) Cutout For MedVault Bottom Row (2) Hinged Door Cabinets - ~12"W x 12"H Reference Hooksett (3658)	1	450.00	450.00
23-30-S002	XU	Mount Customer Supplied "Knox Box" MedVault 2	1	150.00	150.00
! 23-31-4000	<	Cab head of sw/pod w/ MedVault (Customer supplied) & hinged acrylic door (No Shelf) The cabinet will be divided into 2-independent sections, one above the other. Top section will support installation of MedVault (Large Capacity - Surface Mount) with WiFi. Rear cabinet wall will have a cutout for WiFi antenna. Bottom section will be a storage cabinet. MedVault to be supplied by Customer/Dealer.	1	290.00	290.00
23-32-1010	< >	(Reduced Hgt) Upper cab net. 45 deg, Life Defender lift up restock 1 shelf The interior height of this cabinet will approximately be 14-1/2' High Pass thru opening approx 11-1/2".	1	325.00	325.00
! 23-34-S001	XU < >	Solid Surface, 1" lip, Left front, Color: Midnight Melange 9091ML CUS"OM	1	1275.00	1275.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Cutout for recessed Sharpster in countertop near CFR seat			
23 36 8000	<	ALS Two (2) Drawer Storage Unit, Below L/S/S Counter Drawers all utilize Locking Southco Polished Stainless Steel latches.	1	625.00	625.00
		LEFT REAR STORAGE CABINET	1	0.00	0.00
23-40-1055	<	Left rear full cabinet, upper, 45deg w/Life Defender lift-up restocking door Sliding cabinet doors w/ lift-up restocking - 45 deg hinged door to be a White Acrylic overlapping door to act as a dry-erase writing surface. Includes (1) adjustable shelf, installed in the restocking portion of the cabinet and (1) adjustable shelf, installed in the 45 degree portion Includes Austin Life Defender Lift Up Restocking Door.	1	325.00	325.00
23-40-3000		Left rear half cabinet, middle, 1/2" acrylic doors, 1 shelf	1	0.00	0.00
23-42-1524	>	Solid Surface counter, 1" lip, Left rear, Color Midnight Melange 9091MI.	1	357.00	357.00
23 42 2500	<	ALS Three (3) Drawer Storage Unit, Left Rear Below Counter All drawers utilize Locking Southco Polished Stainless Steel latches	1	700.00	700.00
23-45-S001	S	Left Rear Upper 45" Acrylic Door To Be Tinted ILO White Dry Erase	1	0.00	0.00
		RIGHT REAR CABINET	1	0.00	0.00
23-70-S001	XU <	Right Rear In/Out To Compartment "E" - Custom (2) 1/2" acrylic doors with Southco locking latches. Inside / outside w/ opening trimmed in aluminum. Dimensions: 30" Wide x 40" High	1	750.00	750.00
		INTERIOR CABINET DOORS	1	0.00	0.00
24 10-3M00		Cabinet doors, Polycarbonate/Acrylic Tinted	1	0.00	0.00
24-15-1000	<	Handles, full length, sliding doors SAE J3058 Compliant	1	0.00	0.00
24-20-1000		Positive closure devices hinged doors	1	0.00	0.00
24-24-8000	< >	Adjustable dividers, interior cabinets (2) Top Drawer of Forward MIM Tower - Forward To Rear Of Drawer	2	75.00	150.00
24-25-1000		Unistrut, interior cabinet shelves, "Mini"	1	0.00	0.00
		ENTRANCE DOORS	1	0.00	0.00
24-30-2080	<	Ent. Door Panels, 3 section, Brushed Alum, Lowers, w/Chevron Design Brushed Aluminum Lower panel to replace diamond to accommodate Chevron Striping	1	150.00	150.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
ABOVE DOOR HEAD BUMPERS			1	0.00	0.00
24-35-0100		Side Door Head Bumper	1	0.00	0.00
24-35-0500		Rear Door Head Bumper	1	0.00	0.00
GRAB RAILS			1	0.00	0.00
25-10-1000		Grab rail, 72", s/steel, over squad bench	1	186.00	186.00
25-10-1500		Grab rail, 72", s/steel, over cot	1	186.00	186.00
25-10-3080	<	Grab rail, 12', E compt wall facing squad bench Grab rail to be bolted thru E compt.	1	139.00	139.00
Location: Right side rearward wall, 3" inward from radius corner, top of grab handle 14" from the ceiling.					
Note: Clearance required for "Lift Up Restocking Feature" of cabinet over attendant seat					
25-10-3600		Grab rail, 18" at rear entrance doors, (2)	1	171.00	171.00
25-10-V024	XU <	Grab rail, 12' C compt wall facing squad bench Grab rail to be bolted thru C compt	1	143.00	143.00
25-11-1A30		Grab rail, 45 deg, side entrance door, (1)	1	235.00	235.00
25-12-2000		Grab handle, spring loaded, rear ent door (2)	1	0.00	0.00
SEAT BELTS			1	0.00	0.00
25-50-2000		Seat belt, attendant seat, Qty (1)	1	0.00	0.00
25-51-3000	>	(1) Valor Seat Back w/ 4pt Restraint, Curbside Patriot Plus Charcoal	1	1790.00	1790.00
25-51-3700	>	(1) Valor Seat Back w/ 4pt Restraint, Streetside, Patriot Plus Charcoal	1	1790.00	1790.00
COT MOUNT and COT MODEL			1	0.00	0.00
26-35-1230	<	Power Load Install PL Supp Floor Plate, w/ Circuit No Mini Rail Plate (SAE) Stryker Power Load Floor Plate All components provided by PL Custom. PL Custom will supply and install a Stryker Power Load Floor Plate. Includes charging circuit for use with Power Load fasteners. Circuit will remain Hot at all times. Does Not include cutout in the floor for the installation of a Mini Rail Plate.	1	1850.00	1850.00
26-35-1370	<	Instal Stryker Floor Plate 7.5' forward from Rear Door Sill Where applicable, Mini Rail Cutout and Plate will be moved along with the Floor Plate by the same amount.	1	125.00	125.00
I.V. HOLDER			1	0.00	0.00
26-50-1M20	< >	Rubber I.V. holder, dual, recessed, Raceway, (LOS over cot) Location: Forward edge of IV Holder to be 36" from Front Head Bumper.	1	70.00	70.00
26-50-2120	< >	Rubber I.V. holder, dual, recessed, Raceway, (LOS over squad bench) Location: Rearward edge of IV Holder to be 36"	1	70.00	70.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		from Rear Head Bumper.			
		INTERIOR COLORS	1	0.00	0.00
27-10-1000		Ceiling, white Thermoplastic	1	0.00	0.00
27-10-1510		Upper Laminate - High Gloss Flash on Grey D381-01	1	0.00	0.00
27-10-4210		Lower Laminate - High Gloss Flash on Grey D381-01	1	0.00	0.00
		INTERIOR UPHOLSTERY	1	0.00	0.00
27-20-5000		Upholstery, Flat-Seamless	1	0.00	0.00
27-20-5600		Upholstery Color: Gray	1	0.00	0.00
		ATTENDANT SEAT	1	0.00	0.00
27-35-2000		Attendant seat mounted in center position	1	0.00	0.00
27-36-6140	<	Gray, Ash, Attn Seat, Valor, 4p: Restraint Armrests, Child Seat, Vac Formed All Vac Formed Valor Attendant Seats come with BLACK armrests only, and will not include the PL Custom Logo.	1	2926.00	2926.00
27-37-0100		** Confirm Seat color** - GRAY is the vehicle upholstery color	1	0.00	0.00
		FLOORING	1	0.00	0.00
27-52-4300		Lincoln II Flecks, (disc) Black Topseal (C150TS)	1	685.00	685.00
27-55-2000		Flooring rolled up side walls 3"	1	0.00	0.00
		CAB CONSOLE	1	0.00	0.00
27-72-1010	<	Type I, Floor Mnt, switches, siren/radio - (2017+ F-Series) NOTE: (2) Cup holders are NOT included in the console. The cupholders are part of the map-box (See PDF)	1	0.00	0.00
27-75-0160	< >	Cut (2) Holes for Customer/Dealer supplied Radio, in Radio/Siren Console Models and Cutout order (from top to bottom): Specify Radio Model #1 _____ Specify Radio Model #2 _____	1	150.00	150.00
27-75-2060	< >	Map Box, Type I, Behind Cab Console. (3) pockets - (2017 + F-Series) Includes (1) lexan dividers and (2) cupholders. See PDF. Note: This map box will obstruct the leg room of the rear passenger center seating position when used with Extended Cab or Crew Cab chassis.	1	400.00	400.00
1 27-90-S001	XU	Aluminum Plate, Rear Cab Wall with (3) Glove Box Holders	1	500.00	500.00
		MISCELLANEOUS INTERIOR	1	0.00	0.00
25-50-1000		Fasten Seat Belt/No Smoking Sign	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		OXYGEN AND SUCTION	1	0.00	0.00
30-10-1000		Oxygen Outlet, Amico, dual, Life Support Station Switch Pod	1	0.00	0.00
30-10-2060	<	Oxy Outlet, Amico -In wall right side, forward Locate approximately 15" from SE door jam	1	0.00	0.00
30-10-5040	< >	Recessed Oxygen Port in ceiling raceway, Front-Right side Flow selector control The oxygen port will be located approximately 36 inches from the front head bumper. This oxygen port will be controlled by the constant flow selector valve and the O2 outlet at the right side. The constant flow selector valve is included in this option. The hose from the valve to port will be routed as inconspicuously as feasible based on cabinet design. The O2 outlet is not included in this option, therefore one must be selected	1	567.00	567.00
30-20-1000		Oxygen Solenoid, Amico, w/ manual override & switch	1	339.00	339.00
30-30-1000		Suction pump -electric, SSCOR, Switch in Rear Main Switch Panel	1	0.00	0.00
30-30-2400		Collection Bottle, SSCOR Disp w/ canister clip, White Regulator (KKK Compliant)	1	50.00	50.00
30-30-2700		Collection Bottle location to be 14" to bottom of bracket.	1	0.00	0.00
30-30-3000		Vacuum Outlet, Amico, w/diamond adapter, LSS Switch Pod	1	239.00	239.00
30-40-1000	< >	Oxygen Gauge, tank pressure, 2", (LSS Area) O2 gauge to be located in LSS switch pod Note: When a '45 degree' upper cabinet is selected, the 2" gauge is located on the 45 degree cabinet fascia. When a "squared off" upper cabinet is selected, the 2" gauge is located in the LSS switch-pod, just beneath the SSCOR regulator.	1	250.00	250.00
30-50-2200	< >	Oxygen Bottle Holder, Steel, 'M' Cyl, Sentramatic For Steel 'M' size tank The Bracket is located on the "Aft" wall, when installed in the "A", "C" or "E" compartments.	1	299.00	299.00
30-60-4000		Regulator, Oxygen, Large Tank, (PLC-9662)	1	125.00	125.00
30-80-1000		Wrench, Oxygen Cylinder - (wall mounted)	1	0.00	0.00
		ELECTRICAL	1	0.00	0.00
40-00-0500	<	Electrical System Warranty The Electrical System shall be warranted for the life of the unit, as long as the original purchaser shall own it.	1	0.00	0.00
40-00-1200		Electrical 12 VDC, Classic-Series	1	0.00	0.00
40-00-1900		Electrical 12 VDC Specifications	1	0.00	0.00
		CAB ELECTRICAL	1	0.00	0.00
41-10-0100		Alternator, Dual with 355 amp combined output, OEM Ford F-Series	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
41-20-0800		Batteries, Dual Ford OEM, 1500CCA -(under hood)	1	0.00	0.00
41-30-3750		Module Activation, Ignition Switch	1	0.00	0.00
41-50-1000		Cab Under hood & Fender Electrical Connectors Deutsch Type	1	0.00	0.00
		SWITCH PANEL	1	0.00	0.00
42-10-1000		Voltmeter, Analog, 0 to 18 volt, lighted	1	0.00	0.00
42-10-2400		Low Voltage Alarm & Indicator	1	0.00	0.00
42-15-2500	>	Rocker Switches, Carling Contura V	1	0.00	0.00
42-20-0500		Battery On indicator light	1	0.00	0.00
42-20-1000		Warning Indicator, Door open, Red	1	0.00	0.00
42-20-2000		Warning Indicator, Compartment open, Amber	1	0.00	0.00
42-20-3000		Warning Indicator, Audible alarm, Door/Compartment	1	0.00	0.00
42-20-4200		Warning Ind/Audible, Parking Brake, Dual-Mode Alarm	1	0.00	0.00
42-21-0900		** Gooseneck Light Not Included with Vehicle **	1	0.00	0.00
42-25-6000		Throttle, Electronic Ford OEM - F-Series	1	0.00	0.00
42-30-1300		Back-up alarm, wiresetting cancel switch	1	0.00	0.00
42-35-0500		Delete Spotlight	1	-50.00	-50.00
42-35-2550	<	Warning Light, Wholen 3" LED, Amber, Overhead Cab, Above Driver (Parking Brake) Light located over driver, Color: Amber Includes Graphic labels applied to the Lens indicating "PARK BRAKE"	1	279.00	279.00
42-45-2200	< >	Load Manager/Sequencer, PL Custom/Kussmaul (full time) RESPONSE AND SCENE AMPS CANNOT EXCEED 230 AMP FULL TIME Load Management of Emergency Lights	1	0.00	0.00
42-60-2400		Air Horn, (2) Buell 1062, bumper valance mount, 1/4 hp compressor	1	2493.00	2493.00
42-60-5000	<	Air Horn activation, Carling Momentary in Front Switch Panel Switch will have white rocker for easy identification. Requires P... provided air horn system or 42-60-2800 PL Activation of chassis supplied air horns.	1	0.00	0.00
42-65-1300		Power Lock Switch, Entrance, OEM Door switch- (if applicable)	1	0.00	0.00
42-65-1310		Door Lock Interface Module for F-Series	1	0.00	0.00
42-65-1500	< >	Remote Keyless Entry w/Chassis Power Door Lock Control OEM door switches control cab & body doors.	1	0.00	0.00
42-65-2200	< >	Power Door Lock Concealed Override Switch, Grille-(KKK) Located in front grille area. This switch location is KKK compliant	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		EMERGENCY WARNING EQUIPMENT	1	0.00	0.00
		TRAFFIC PRE-EMPTION SYSTEM	1	0.00	0.00
		INSTALLATION			
43-01-1510	<	Tomar Traffic Emitter, Recessed Mounted Provide circuitry and install Tomar 3065R Emitter utilizing 7 x 3 recessed housing Location: Front of body, below F4 light The Tomar Emitter is to be tied into the sequencer and NOT the load manager. It will have its own switch in the front console and is to deactivate when not in a drive gear.	1	1525.00	1525.00
43-02-V014	XU <	Black Filter for Tomar (Visible Light Filter) P006092-085	1	285.00	285.00
		SIREN	1	0.00	0.00
43-20-4G50	>	Siren, Whelen 295SLSA1, w/diag.	1	0.00	0.00
43-20-5000		Siren-Horn Switch	1	0.00	0.00
43-2U-5200		Mount PA Microphone on right side of console	1	0.00	0.00
		SIREN SPEAKERS	1	0.00	0.00
43-31-4300		Thru. Bumper Speakers, CPI SAD/P 3800 Series, (2) F-Series, 2020-on	1	0.00	0.00
43-50-1000		-No rear Lightbar required-	1	0.00	0.00
	>	CAB MOUNTED LIGHTS	1	0.00	0.00
43-68-A200	>	Whelen Independent CAB Flashing Lights, CLEAR Lens package	1	0.00	0.00
43-68-A210	**	(4) Whelen 500/TIR6/WION Grille Lights Package	1	0.00	0.00
43-71-1623	<	*** Flange included with WION Light *** No Grille Flange Provided	1	0.00	0.00
43-71-4320		(2) Whelen M7 Sup-LED, Red -Fender	1	404.00	404.00
43-71-7510		Fender Cast Flanges, Cast Products, M7 Lights (F-2017+ Chassis)	1	250.00	250.00
43-71-V110	XU	(2) Upper Whelen ION V-series, Red, Clear Lens	1	835.00	835.00
43-71-V111	XU	(2) Lower Whelen ION V-series, White, Clear Lens	1	835.00	835.00
43-72-0000		* Please Verify Correct Grille/Fender Light Housing For Appropriate Light Size *	1	0.00	0.00
		BODY LIGHTING -<(Full Catalog PDF here)>	1	0.00	0.00
		FRONT BODY VEHICLE LIGHTS	1	0.00	0.00
		-(Non-Emergency)			
43-A1-1700		(2) M6-Whelen, Directionals -LED Amb/Arrow, Front -(Loc.F1C&F7C)-Clear	1	375.00	375.00
43-A2-0050		* FRONT BODY LIGHTING -w/NO LIGHTBAR (PDF>)	1	0.00	0.00
43-A2-0250	<	** (7) Front Upper Lights & Directionals The (4) lights, outboard of the Center light position, shall operate from (1) console switch.	1	100.00	100.00
43-A4-2440		*** M9 -Whelen Independent Front & Side Body Flashing Lights, CLEAR Lens package	1	0.00	0.00
43-A5-0030	< >	Independent - Flash - No Vehicle Flasher All lightheads are flashed randomly using internal	1	275.00	275.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		flashing program, without light to light synchronization.			
43-A5-0060	<	Program Flashing Lights to "Action Scan" Whelen flash pattern Lighthouse will scroll through all available patterns and repeat	1	100.00	100.00
1 43-A5-V015	XU <	Whelen Smart Logic SLFLASH DOT Flashers - Hooksett Configuration Custom flashing configuration as per Hooksett request Requires Qty (4) Whelen SLFLASH flashers Flashing Lights/Flashing light primary/secondary switch Primary: All lights are active, display ACTIONSCAN pattern Secondary: All white lights off (F4, Grill white, white half of fender, white half of wheelwell) In-Park: All white lights are off All lights display SINGLEFLASH 75 pattern (4) lights at rear window level are off Front flashing LED/ Front Flashing LED primary/secondary switch Primary: All (4) Front LEDs (F2,F3,F5,F6) are active, display ACTIONSCAN pattern Secondary: F2 and F6 lights are out In-Park: Lights display SINGLEFLASH 75 pattern	1	3000.00	3000.00
1 43-A5-V016	XU <	Low Power Circuit - Dual Mode - Hooksett Configuration Custom low power activation as per Hooksett request Mode 1: Whelen photocell shall be connected to all (4) SLFLASH flashers Under low ambient light conditions, the photocell shall activate low power mode on the flashers Mode 2: Momentary activation switch in front switch panel to activate low power mode. When activated, low power mode will stay latched until the sequencer (Emergency master) switch is cycled.	1	595.00	595.00
1 43-A6-S001	S <	Set all light heads to "steady" for use with SL flasher All flash patterns will be controlled from the Smart Logic flasher.	1	250.00	250.00
	>	FRONT BODY WARNING LIGHTS	1	0.00	0.00
43-A7-1100	<	All Whelen M9 Flanges, Chrome -(M9FC) M9 vehicle lights shall be equipped with a Whelen	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		MSFC Chrome fange			
43-B0-A100		M9-Whelen, Sup-LED, Red, Front - (Loc: F1)	1	324.00	324.00
43-B0-A900		M9-Whelen, Sup-LED, Red, Front - (Loc: F2)	1	324.00	324.00
43-B0-B250		M9-Whelen, Sup-LED, Red, Front - (Loc: F3)	1	324.00	324.00
43-B0-B800		M7-Whelen, Sup-LED, White, Front - (Loc: F4)	1	205.00	205.00
43-B0-C600		M9-Whelen, Sup-LED, Red, Front - (Loc: F5)	1	324.00	324.00
43-B0-C850		M9-Whelen, Sup-LED, Red, Front - (Loc: F6)	1	324.00	324.00
43-B0-D200		M9-Whelen, Sup-LED, Red, Front - (Loc: F7)	1	324.00	324.00
		M9-Whelen Primary Side Light package-(Clear Lens) (PDF>)	1	0.00	0.00
43-F0-C100		M9-Whelen, Sup-LED, Red, Left Side - (Loc: LS1)	1	324.00	324.00
43-F0-D100		M9-Whelen, Sup-LED, Red, Left Side - (Loc: LS4)	1	324.00	324.00
43-F4-C100		M9-Whelen, Sup-LED, Red, Right Side - (Loc: RS1)	1	324.00	324.00
43-F4-D100		M9-Whelen, Sup-LED, Red, Right Side - (Loc: RS4)	1	324.00	324.00
		REAR BODY WARNING (Flashing) LIGHTS	1	0.00	0.00
43-H1-0500		**M9-Whelen Independent, Rear Body Flashing Lights - CLEAR Lens	1	0.00	0.00
		M9-REAR LIGHT LAYOUT -(No Lightbar or Traffic Advisor) (PDF>)	1	0.00	0.00
43-H5-C125		(3) Rear Upper Lights & (4) Window Level Lights	1	0.00	0.00
43-S1-0320		M9-Whelen, Sup-LED, Blue, Rear - (Loc: R1)	1	324.00	324.00
43-S1-0850		M9-Whelen, Sup-LED, Amber, Rear - (Loc: R4)	1	324.00	324.00
43-S1-1850		M9-Whelen, Sup-LED, Red, Rear - (Loc: R7)	1	324.00	324.00
		M9-Rear Lights at Window Level	1	0.00	0.00
43-S1-C100		M9-Whelen Sup-LED, Red, Rear - (Loc: R10)	1	324.00	324.00
43-S1-C300		M9-Whelen Sup-LED, Red, Rear - (Loc: R10C)	1	324.00	324.00
43-S1-C850		M9-Whelen Sup-LED, Red, Rear - (Loc: R11)	1	324.00	324.00
43-S1-D350		M9-Whelen Sup-LED, Red, Rear - (Loc: R11C)	1	324.00	324.00
		SECONDARY (miscellaneous) BODY MOUNTED WARNING LIGHTS	1	0.00	0.00
43-T5-1950		< > M7-Whelen, Red/White, Split-Super LED, w/Flange.(2) Over Rear Wheel, CLEAR LENS M-series split lights cannot be dimmed	1	650.00	650.00
		FLASHING LIGHTS; OTHER	1	0.00	0.00
43-T6-V082	XU <	Whelen Perimeter Enhancement Light, (3), Entrance Doors A Whelen Perimeter Enhancement light shall be installed in each entrance door centered below the window to operate with door open.	1	1200.00	1200.00
43-T6-V083	XU <	Whelen WION, Red w/ Chrome Housing, Entrance Doors (1) Whelen WION red light shall be installed in the outside upper corner of each entrance door and operate on door open.	1	840.00	840.00
		REAR NON-EMERGENCY LIGHTS	1	0.00	0.00
44-10-1500		< > Stop/Tail and Turn Signal-Light heads with clear lenses	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Exterior vehicle Rear Stop/Tail & Turn light heads will have Clear Lenses.			
44-26-0150		Stop/Tail, (2) M6 -Whelen Super LED -(clear Lens) w/Flange	1	204.00	204.00
44-26-0300		Back-up, (2) M6 - Whelen Super LED w/Flange	1	347.00	347.00
44-26-0550		Directional, (2) Whelen M6 Super LED -(clear Lens) Populated Arrow	1	134.00	134.00
		AUXILIARY NON-EMERGENCY LIGHTS	1	0.00	0.00
44-30-1000		> HD Mini Oval Marker/Clearance Lts, LED Front, Rear, (2) Sides	1	0.00	0.00
44-30-3000		> Lower Side Marker, Flash w/Directionals, (2) ea side	1	180.00	180.00
44-30-5500		Running Board Illum. Lights, (2) , Heavy Duty LED 4" Recessed	1	370.00	370.00
44-35-1060		< > Rear Red Flasher/Brake Light Priority -(for Rear window level lghts) For use with Rear Window Level Lights	1	250.00	250.00
44-40-S001	S <	44-35-1060 shall activate on low power NOTE: rear red lights will flash high power before transitioning to low power whenever activated. With above exception, low power to be active full time when brakes are in use.	1	250.00	250.00
		FLOOD LIGHTS	1	0.00	0.00
44-50-24D0		(2) M9 - Whelen, Super LED Scenelight, (2) , Rear-(Loc R12, R13)	1	992.00	992.00
44-60-1000		Right Side Scene Lights on with Side Door & Switch in Console	1	0.00	0.00
44-60-2000		Left Side Scene Lights w/On-Off Switch Console	1	0.00	0.00
44-60-3000		Rear Scene Lights on w/Rear Door Open/Reverse	1	0.00	0.00
44-60-4000	<	Rear Scene Lights, On-Off Switch in Console Rear floods switch shall also activate reverse lights.	1	0.00	0.00
44-60-5000		Right Side Scene Light Cancel Switch	1	0.00	0.00
44-60-6000		Rear Door Scene Light Cancel Switch	1	0.00	0.00
44-60-7000		Left/Right & Rear Flood Lights, On In Reverse	1	0.00	0.00
44-70-S001	XU	Whelen PFH1 Lights To Be Switched Separately Left & Right	1	250.00	250.00
44-70-V053	XU <	Whelen PFH1 on Pedestal/Swivel Mount with Bracket PHILPED Flood Light with pedestal/swivel to be mounted on body. Brackets are to be painted body color. Location: (1)Front body below F2 (1)Front body below F3 As in Previous unit 3993	2	1275.00	2550.00
44-70-V061	XU <	Whelen Pioneer PFH2 Flood light Whelen PFH2 Flood with Proclera Silicone Optics	2	1970.00	3940.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		with PBH203 recessed flange shall be mounted on the body as specified.			
		Qty: 2 (1) PPH2 light centered on each side of the body. Will not activate in reverse			
		Centered on the length of the box			
		CLIMATE CONTROL	1	0.00	0.00
45-10-1000		Ventilation, Flow Thru, (2) Speed, Cast Products Rear Cowl	1	0.00	0.00
45-20-3550	< >	Model 109 Auxiliary Air Conditioning Condensor 12V, Front body -(MED/CLSC) For use with 12V, Heat A/C unit.	1	1200.00	1200.00
45-30-1000	<	Ducted Heater/Air Cond, Digital Thermostat -F-Series System ties into Ford OEM A/C Compressor.	1	685.00	685.00
		Includes Intermotive Module B-CVC502-A which allows the rear A/C to operate independent of cab A/C.			
		For best performance it is recommended to run front A/C when rear A/C is active.			
45-35-1100		Auxiliary Coolant Pump Climate Control System	1	0.00	0.00
45-36-5000		UV Light Upgrade Kit for Ducted HVAC (Only for 916 12V Units, not 12V/110V)	1	995.00	995.00
45-38-1050		109 Condenser Front Body Mounted on Standard PL Tray Bracket (no Lights)	1	300.00	300.00
45-39-1010		** Front Body Condenser to be Painted to Match Body Color	1	495.00	495.00
45-40-V011	XU <	Auxiliary digital thermostat panel rear of squad bench Located at the rear of the squad bench in the "E" wrapper cabinet	1	550.00	550.00
		CEILING CONFIGURATION	1	0.00	0.00
45-99-0400		Ceiling Configuration for (10) Dome Lights & 2 Speakers	1	0.00	0.00
		INTERIOR LIGHTS	1	0.00	0.00
46-10-1V00		(10) Dome Lights, Whelen LED, Hi-Lo (#80C0EHCR)	1	1008.00	1008.00
46-10-2000		Dome Lights Switched to LOW Mode w/Door Open	1	0.00	0.00
		EXTERIOR COMPARTMENT LIGHTS	1	0.00	0.00
46-20-1075	<	Lights, Ext. Compartments, TecNiq LED E44 Strip Lights (Vertical Linear Lights)	1	1475.00	1475.00
46-20-1350		Oxygen Compartment Light Switch, Located in Rear Main Switch Panel	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
AUXILIARY INTERIOR LIGHTING			1	0.00	0.00
46-20-2000		Heavy Duty LED panel Light, (Life Support Station Area)	1	0.00	0.00
46-20-2550		Panel Light (Life Support Station) Switch, Located in Rear Main Switch Panel	1	0.00	0.00
46-30-1100		Stepwell Light, LED, Located at Side Entrance Door	1	0.00	0.00
46-40-3M00	<	"Check-Out" Timer, Side Door 60 minute windup timer at side door, active with shoreline only	1	0.00	0.00
46-40-5000		Dome Lights on Timer Circuit	1	0.00	0.00
46-50-1000		Dome Light Switch, (1) Left (1) Right	1	0.00	0.00
46-50-S001	XU	Dome Lights '12 Volt 1- of' 30-Minute Timer, Rear Door	1	250.00	250.00
MEDICAL OUTLETS			1	0.00	0.00
47-20-1000		12 volt Medical Outlet, Power Point, Loc: LSS Wall	1	0.00	0.00
47-20-2000		12 volt Medical Outlet, Power Point, Loc: Right Front In/out	1	0.00	0.00
47-20-2300		12 volt Medical Outlet, Power Point, Loc: Right Front Upper	1	100.00	100.00
47-20-2500	< >	12 volt Medical Outlet, Power Point, Loc: Left Rear Outlet mounted 14" above the rear counter	1	0.00	0.00
47-20-3000	< >	12 volt Medical Outlet, Power Point, Interior Wall or Cabinet Location: Total: 3 (1) On Wall At Head Of Squad Bench (1) rear of squad bench below custom cabinet (1) In Cab Behind Passenger Seat	3	100.00	300.00
47-50-1P20	< >	USB Dual Port 4.8 amp Kussmaul 091-219-5, installed in Cab Switch Panel For USB charging, Hot with body power or shoreline Will occupy one switch space.	1	135.00	135.00
47-50-1P40	< >	USB Dual Port 4.8 amp, Kussmaul 091-219-5, Mnt'd in single gang lighted sw plate For USB charging, Hot with body power or shoreline Qty: 2, Location: Right Front & Right Rear	2	181.00	362.00
ANTENNA/COMMUNICATION RADIO			1	0.00	0.00
47-60-0310	<	(3) Antenna Leads w/ Base and Cap Installed - Body Roof Mount # 1 Antenna lead above the Right Front Whelen interior dome Light and route to the front console Mount #2 Antenna lead above the Left Rear Whelen interior dome Light and route to the IVAC area. Mount # 3 Antenna Lead above the Right Rear	1	100.00	100.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Whelen interior dome Light and route to the HVAC Area			
		Factory will drill a hole, mount base and cap at antenna location(s) specified above			
		Antenna bases are installed with nominal height adjustment. Persons installing antenna whip may be required to perform final adjustment.			
		Factory will drill a hole, mount base and cap at antenna location(s) specified above.			
		Antenna bases are installed with nominal height adjustment. Persons installing antenna whip may be required to perform final adjustment.			
47-60-6010	<	End Connectors, Mini UHF, installed on antenna leads Qty: 1 Location: Antenna lead in front console	1	15.00	15.00
47-60-6030	<	End Connectors, QMA, installed on antenna lead Qty: 1 Location: Motorola unit in HVAC area	1	25.00	25.00
47-60-6040	< >	Antenna, VHF, 1/4 wave 152-162 MHz Provide and install antenna on base. Requires bases to be mounted. If no base has been selected then antenna will be shipped loose. Qty: 2 Location: Right Front & Right Rear	2	100.00	200.00
47-60-6200	< >	Radio Power Lead, Rear Main Switch Panel Includes: (1) Red 10 gauge marked radio 12 volt Hot, 30 amp, (1) Black 10 gauge marked radio ground, (1) Orange 12 gauge marked 12 volt switched, 20 amp.	1	0.00	0.00
47-60-6500	< >	Radio Power Lead 30 Amp, 10 ga. Cab Console Includes: (1) 12 volt Hot wire with 30 amp circuit protection, (1) 12 volt switched wire with 20 amp circuit protection.	1	0.00	0.00
47-60-6505	< >	Radio Power Leads 30 Amp, 10 gauge Includes: (1) 12 volt Hot wire with 30 Amp protection, (1) 12 volt switched wire with 30 Amp circuit protection. Qty: 1 Location: Behind the Glove Box Holder in The Cabinet over the Medic In Mine Layout	1	150.00	150.00
47-60-7000	< >	Radio Power Lead w/40 Amp Fuse, 8 ga. Behind driver seat Includes: (1) 12 volt Hot wire w/fuse holder & 40 amp fuse, (1) 12 volt switched wire w/fuse holder and 40 amp fuse.	1	0.00	0.00

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PART NO.	S	DESCRIPTION	QTY	EACH	EXTENDED
47-60-7005	< >	Radio Power Leads w/40 Amp Fuse, 8 gauge Includes: (1) 12 volt Hot wire w/fuse holder & 40 amp fuse. (1) 12 volt switched wire w/fuse holder and 40 amp fuse. Qty:1, Location: Route to the HVAC Area, above the electrical cabinet	1	170.00	170.00
48-15-1885	<	MISCELLANEOUS 12 VOLT ELECTRICAL FRC In View 360 HD Camera System with DVR, Interior Camera Includes 5 HD cameras with 7" HD monitor. Camera locations: (1) front grille, (1) rear body, (2) side body -one per side, (1) interior camera to be located on the front head bumper. ECU location In Front Console. GPS Receiver: On top of dash. The system shall provide split video feed with bird's-eye view and individual camera views. It shall be capable of integrating with an existing vehicle system for an automatic camera view, which seamlessly switches from front/left/right/rear views based on turn signal and reverse activation. It shall also feature a switch module that allows the operator to override the default camera view. The system has a built-in DVR for recording. (SD card not included)	1 1	0.00 2917.00	0.00 2917.00
48-15-188A		FRC 7" Flat Panel LCD HD Monitor	1	502.00	502.00
48-20-2000	>	Speakers, Stereo Volume Control Rear Sw Panel	1	0.00	0.00
48-50-3200		** Clock Not Included in the Vehicle **	1	0.00	0.00
48-50-3700		Liquid Spring Control Left Rear Door Open w/ Override switch	1	500.00	500.00
48-80-5000	< >	12 Volt Hot power lead, Utility, behind drivers seat The vehicle shall be pre-wired with a 12 volt HOT power lead terminating behind the driver's seat. The wiring shall be 12AWG, and include a power and ground conductor encased loom. The ends shall be capped, and the circuit labeled. Location: Behind the driver's seat with 6ft lead. 20 amp Max capacity	1	250.00	250.00
48-80-5010	< >	12 Volt Hot power lead, Utility behind passenger seat The vehicle shall be pre-wired with a 12 volt HOT power lead terminating behind the passenger's seat. The wiring shall be 12AWG, and include a power and ground conductor encased loom. The ends shall be capped and the circuit labeled. Location: Behind the passenger's seat with 6ft lead. 20 amp Max capacity	1	250.00	250.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
48-80-5030	<	12 Volt Hot power lead, Utility, electrical cabinet The vehicle shall be pre-wired with a 12 volt HCT power lead terminating within the electrical cabinet. The wiring shall be 12AWG, and include a power and ground conductor encased loom. The ends shall be capped, and the circuit labeled Location: Within the electrical cabinet with 6ft lead. 20 amp Max capacity	1	250.00	250.00
48-80-5050	<	Power lead, dedicated for Knox Box, fused at 5 amps PI will provide a dedicated wire fused at 5 amps, wired to Knox Box location	1	250.00	250.00
I 48-90-V020	XL <	Stream-Lite, Vulcan, LED, Orange Total: 3 (2) Compartment "B" On Shelf - (1) Forward (1) Aft (1) Compartment "C" On Shelf - Rearward	3	308.00	924.00
		ELECTRICAL 115 VOLT AC	1	0.00	0.00
51-20-5010		Shoreline Super Auto-Eject: 20 amp, Left Side, Above Comp. "B", YELLOW	1	356.00	356.00
51-30-1500	<	Shoreline/ Battery Charging Dual Indicator Lights Shoreline Amber Indicator Battery Charger - Green Indicator	1	0.00	0.00
51-32-2000		Power Distr Box, 115v, w/20 amp Circuit Bkr	1	0.00	0.00
52-10-1200		Hospital Grade Lighted Outlet, Location: L/S/S Wall	1	0.00	0.00
52-10-2000	< >	Hospital Grade Lighted Outlet, Location: Left: Rear Outlet mounted 14" above the rear counter	1	0.00	0.00
52-10-3000		Hospital Grade Lighted Outlet, Location: Right Front In/out	1	0.00	0.00
52-10-3200		Hospital Grade Lighted Outlet, Location: Right Front Upper	1	120.00	120.00
52-10-5000	<	Hospital Grade Lighted Outlet, Interior Wall or Cabinet Location: Total: 4 (1) On Wall At Head Of Squad Bench (1) Rear of squad bench below custom cabinet (1) Behind Passenger Seat In Cab (1) Inside Forward MIM Tower Below Lower Drawer Facing Aisle Side	4	120.00	480.00
I 52-10-V012	XU <	Outlet strip, 6 position, RF upper Provide and install 6-position outlet strip at RF upper. Plugs shall be perpendicular to the strip. Outlet strip to have a 90 degree plug and be plugged into wall outlet (not hardwired). Outlet strip to be located above shelf	1	286.00	286.00
		BATTERY CHARGER / INVERTER CHARGER	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
54-10-1M00		Battery Charger, IOTA DLS-30, 30 amp, IQ4 Smart Charge w/ current sensing relay	1	150.00	150.00
		INVERTER	1	0.00	0.00
55-10-1000		> Inverter, Vanner 20-1000TUL-DC , w/Shore Transfer	1	1447.00	1447.00
		PAINT LUSTRE	1	0.00	0.00
60-00-0005		Ten Year Paint Warranty (Paint Lustre)	1	0.00	0.00
60-00-0007		Paint Adhesion Testing	1	0.00	0.00
		BODY AND CAB PRIMARY PAINT	1	0.00	0.00
60-10-0220		*Body and Cab Two Color (entire vehicle two tone)	1	0.00	0.00
60-10-1995		< > Paint Rear Body Primary Color Only (for Chevron Application) Note: With "Chevron" striping selected, the rear of the vehicle will be painted, the solid single, primary color. -(for Chevron application)-	1	0.00	0.00
60-10-2020		Paint Lower Modular Body	1	1707.00	1707.00
60-10-2245	S <	Lower Body Paint Color Red Provide Paint Code NAV 2562	1	10.00	10.00
60-10-6030	<	**Paint Upper Modular Body , Color Other Than Unit Standard White Provide Paint Code _____	1	495.00	495.00
60-11-0100	S <	Upper Body Paint Color Black Provide Paint Code _____	1	0.00	0.00
60-12-3505		Straight Paint Break at Cab Window Level	1	0.00	0.00
60-14-6002		Paint Roof of Body White -(Roof Only, No Coves)	1	1590.00	1590.00
60-15-141B	< >	Re-Paint Cab, Two New Colors, w/ Door Jambs Classic (2 door) Specify colors and paint numbers	1	6160.00	6160.00
60-15-1508		Cab Paint Colors Same as Body	1	0.00	0.00
60-20-1010		** Front Body Condenser to be Painted to Match Body Color	1	0.00	0.00
		ADDITIONAL VEHICLE PAINT, SECONDARY	1	0.00	0.00
61-05-3008		No Additional Paint Required	1	-500.00	-500.00
61-80-2210		Polycoated Compt & Entr Door Sills, Compt Floors, Area Behind Rub Rails (*Note*)	1	0.00	0.00
61-80-V010	XU <	Black Urethane Coating (PL Polycoat) will be applied to the specified parts. Pricing is per item - color is black	1	330.00	330.00
		1. front bumper speakers			
		LETTERING	1	0.00	0.00
65-15-2000	XU <	Imitation Gold Leaf Lettering As per sheet #963 and approved layouts	1	4015.00	4015.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		REFLECTIVE VINYL BELTLINE STRIPING	1	0.00	0.00
65-39-0300		6' Vinyl Beltline Stripe	1	865.00	865.00
65-40-1030		Vinyl Main Stripes Color, Black -(reflective)	1	0.00	0.00
65-40-2010		Vinyl Beltline Std. Stripe straight	1	0.00	0.00
65-40-2020	S	Vinyl Beltline Stripe to have swirl on Body	1	450.00	450.00
65-40-3200	S < >	Vinyl Beltline Location Other Location: Mid cab door with swirl stripe on forward body.	1	0.00	0.00
		REFLECTIVE VINYL STRIPING MISC.	1	0.00	0.00
65-50-4030	S < >	Reflective (Color) Tape Stripe 3/4" Outline, on interior of Entrance Doors Reflective 3/4" Outline COLOR: Red	1	100.00	100.00
		REFLECTIVE CHEVRONS	1	0.00	0.00
		REFLECTIVE CHEVRONS	1	0.00	0.00
65-65-0500	< >	Reflective 6" Chevron Rear body +Upper Center Panel, no doors. (2 colors) Colors:1) RED 2) LEMON YELLOW	1	880.00	880.00
65-65-3230		Reflective Chevron Design, Single Direction, (Red/Yellow)Inner Ent. Doors Panels	1	396.00	396.00
		GRAPHICS	1	0.00	0.00
65-90-1000		Frosted, Star of Life, (2) 12" Rear Windows	1	110.00	110.00
65-90-6000	<	Layout drawings - Color, Qty (2) This option is for (2) color layout revisions. Additional revisions will result in additional costs	1	200.00	200.00
		TECHNICAL RADIO INSTALLATION	1	0.00	0.00
70-10-0560	S <	Technical Radio Installation- Provided by Dealer Radio installation to be provided by dealer, at the dealers facility. Unless stated otherwise all radios, accessories and related wiring will be supplied by the end user	1	500.00	500.00
70-35-2000	< >	Run Customer or Dealer Supplied Cables (See Notes) Qty:2 (1) from HVAC area to Right side upper cabinet, behind the Glove Box Holder (1) from HVAC area to front console	2	200.00	400.00
		CHASSIS EQUIPMENT	1	0.00	0.00
75-10-1110		Stainless Steel Wheel Inserts, DELETE	1	-150.00	-150.00
75-30-1100	<	Liquid Spring Suspension System (F550) Liq Spring for F550 with 18,000 GVW - DS147FS3	1	11275.00	11275.00
75-45-3550	>	Reserve Air Tank 5 Gallon	1	0.00	0.00
75-55-1200	<	Mirrors, Ford OEM F-Series Trailer Tow w/Power-Heated Glass Include Integrated clearance lights and turn signals.	1	0.00	0.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
75-60-0500		No -Rear Mud Flap included	1	0.00	0.00
75-95-2500		Ford Series Front End-Caster Camber Align	1	0.00	0.00
79-90-S001	XU <	WeatherTec Floor Liners, Dealer Provided	1	225.00	225.00
79-90-S003	XU <	Tire Changeover by customer, post delivery XDS 2 Customer Provided Includes Centramatic Wheel Balancing	1	0.00	0.00
79-90-S004	XU <	Buy back of OEM Tires by Dealer Dealer Provided	1	-150.00	-150.00
79-90-S005	XU <	Plymovent Adapter by Air Specialist Post Delivery	1	850.00	850.00
79-90-V059	XU <	Special Chassis Option - Seat Covers Replaced w/Vinyl When ordering the vinyl the specific chassis VIN number must be used. Cliff should be the one to place the order " to include (6) pieces, passenger/ driver seat bases, backrests and headrests. Do not need center jump seat pieces	1	2640.00	2640.00
		EQUIPMENT	1	0.00	0.00
80-43-7000	<	Bottle Bracket, Dual, Cast Products Duramount: Model OA1205 (D Bottle) Model QA1205-DUAL -D-1 Qty (1)	1	556.00	556.00
80-50-1000		Prep, Clean & Detail Vehicle for Delivery	1	0.00	0.00
89-90-S003	XU <	Stryker Stair Chair, Model 6252 Dealer Provided Qty (1) Includes-Polyester restraint set (metal lap buckles), and Removable head support	1	4670.00	4670.00
89-90-S005	XU <	Trade of Stryker Stair Chair, Model 6252 Dealer Provided	1	-250.00	-250.00
89-90-S006	XU <	Ziamatic Mounting Straps Fire Extinguisher Dealer Provided Qty: 2 Location: Back Wall & Rear Wall of "E" Compartment, approximately 14" from the floor. (1) Back Wall, Centered (1) Rearward Wall, Centered Model # CYBS-2123-7-11	1	150.00	150.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
89-90-S007	XU <	NCE SNAP System monitor Mount Dealer Provided	1	1075.00	1075.00
95-12-225L	<	CHASSIS 2022 FORD F550-Super Duty, 4x4, 108" CA XLT - Diesel Ford F550 Chassis Cab Four Wheel Drive Wheelbase 193" - 108" CA Dual Rear G.V.W. 18,000 lbs. Powertrain/Functional: Engine 6.7L "Powerstroke" Turbo Diesel V8 300 hp @2800 RPM, 660 lbs torque @1600 RPM Single Stage Turbo Charger Instant Start Glow Plugs for quick engine starts Diesel Emissions Fluid 6 gallon tank - mounted behind frame rail on drivers side Intelligent Oil Life Monitor Engine block heater Water Pump with 125 gallons per minute flow rate Transmission: Heavy Duty "TorqShift" Ten Speed Automatic with selectable drive modes; Normal, Tow Haul Eco, Deep Sand/Snow Electronic Shift on the Fly with automatic locking front hubs with manual override. Brakes - 4 wheel Anti-lock Braking System Traction Control - DRW Models Fuel Capacity: 40 gallon single tank (aft axle) Front Axle: 7,000 lb. Monobeam, Dana Super 60 Rear Axle: 13,660lb. Full Floating Dana S110 Suspension: Heavy Duty Front Coil Springs Rear Leaf Springs, main & auxiliary Shock absorbers, front & rear 1.38" Stabilizer bar, front and rear Power Steering Steering Damper Instrumentation: multifunction switch message center - Gauges: Oil Pressure, Coolant Temperature, Trans Temp, w/Indicator Lights, Tachometer, Trip Odometer, Turbo boost, water in fuel warning light, low/contaminated diesel exhaust fluid warning lights, glow plug preheat indicator Ambulance Prep Package with EPA Special	1 1	0.00 59694.00	0.00 59694.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Emergency Vehicle Emissions - 47L Engine Calibration significantly reduces the possibility of depower mode when in stationary PTO mode Operator Commanded regen allowed down to 30% of DPF filter full instead of 100% Stationary elevated idle control (SEIC) is built into the engine control module Must meet definition of Emergency Vehicle; ambulance or fire truck in the federal register Rear axle 4.10 Limited Slip Dual OEM HD Alternators (total 397 amps) 67B Dual 750 CCA Batteries Operated Commanded Regeneration (OCR) #98R Safety/Security: Driver/Passenger frontal and side air bag/curtain Passenger side air bag deactivation switch Belt-Minder - chime & flashing warning light on instrument panel if belts not buckled Safety Belts - color coordinated with height adjustment (front outboard seating positions only) SOS Post-Crash Alert System Security lock Anti Theft Ignition Tires Front & Rear LT225/70R 19.5G All Position (6) #TH3 Spare Tire, LT225/70R 19.5G (All Position) Wheels; 10 hole Disc, 19.5" x 6" Steel Exterior Trim: Dual Electric Horns Chrome Front Bumper & Grille Surround Front Tow Hooks Lights - roof/marker clearance lights Under Hood Service Light Dual Beam Jewel Effect Headlights High Mount Stop Light Mirrors: Black POWER Telescoping Trailer Tow with Power Heated Glass, Integrated clearance lights, Turn signals, LED security approach lights, Utility Lighting System (LED side mirror spotlights) #64F XLT Interior Cab Trim. #863A Air Conditioning Cloth Headliner Map Pockets AM/FM Radio w/MP3 /Clock SYNC 3 8" LCD Productivity Screen in P Cluster #9*3 Overhead Console with dual storage bin and map			

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		lights Outside Temperature Display Interval Windshield Wipers Tilt Steering Wheel/Speed Control - steering wheel mounted Power Windows/Door Locks Black Vinyl Floor (No Floor Mats) Headlights on audible alarm Dual overhead Map Light Daytime Running Lights Front seats, high series cloth - 40/20/40 #3S Driver Assist Technology Audible Lane Departure Warning Pre-Collision Assist with Automatic Emergency Braking and forward collision warning Automatic High Beam Headlights Adjustable Pedals: gas and brake Color Scheme: Exterior Color: Oxford White #Z Interior Color: MEDIUM EARTH GRAY			
95-12-6100	< >	F450/F550 Aluminum Wheels Option (#64D) This option, when selected, takes precedence over the option in the standard chassis spec: WHEELS: 10 HOLE DISC, 19.5" x 6" POLISHED ALUMINUM #64D REQUIRES SPECIAL ORDER CHASSIS	1	1095.00	1095.00
95-12-6110	< >	F350/F450/F550 Adjustable Gas & Brake Pedals Option (#62M) This option, when selected, takes precedence over the option in the standard chassis spec: ADJUSTABLE GAS & BRAKE PEDALS #62M REQUIRES SPECIAL ORDER CHASSIS (Note: This option is included in the 2020 F-Series offered by PL Custom by default)	1	120.00	120.00
95-12-6190		F350/F450/F550 Sync3 Std. ch XLT	1	0.00	0.00
96-32-1500		Full "Full Tank" -F-Series	1	160.00	160.00
96-90-S001	XU <	Ford Fleet Concession A verified Ford Fleet Identification Number is available and a \$3,000 concession is available	1	-4500.00	-4500.00
96-90-S002	XU <	Delivery Requirements includes: Certificate of Origin Temporary Registration Plate Full tank of Fuel This includes an overnight stay, with meals.	1	635.00	635.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		for two members of the purchasing Department. The trip to the factory in Manassas, NJ is for a Pre-Delivery Inspection of the vehicle and the Dealer representatives driving it to Hooksett on that day.			
96-90-S003	XU <	Optional Prepayment of chassis Discount With the signing of a Purchase & Sale Agreement, and a Prepayment of the chassis (\$57,836) a \$1,000 Discount shall be applied to the final invoice.	1	-1000.00	-1000.00
96-90-S004	XU <	Consider Trade In Vehicle To accept a trade in vehicle, the vehicle must be in service, Licensed by the State office of EMS or Bureau of Safety on the day of the trade and have a current Commercial Vehicle Inspection within the last six months. The Tires on the vehicle must have at least 3/16" of thickness, equally across the treads. The cab must be free of perforation corrosion. There shall be no "Chock Engine" Lights and be free of any Engine Codes. All Emergency lights and siren must be fully operational, including siren speaker(s). The Ambulance Air Conditioning and Heating System shall be operational both Cab and Body. The odometer mileage must be of the original mileage and not altered without proper documentation. The mileage shall be projected to estimate what the mileage will be on the Delivery day of the new vehicle. All hardware that was installed with the vehicle on delivery of the trade in vehicle shall be installed in the vehicle, such as Floor Hardware for the Stretcher, Large Oxygen Tank Regulator, Suction Device Connections with tubing. Sugarloaf Ambulance / Rescue Vehicles will establish an appraised value of the vehicle in the proposal stage of the new vehicle. The vehicle must meet the conditions stated above on delivery of the new vehicle.	1	0.00	0.00
96-90-S005	XU	Trade of Type I AEV Ambulance, Extended cab	1	15000.00	-15000.00
96-90-S006	XU	2022 Price Adjustment 50 % of \$9,621	1	4810.50	4810.50
		COOPERATIVE PRICING	1	0.00	0.00
97-10-1000	<	HGAC Cooperative Pricing Spreadsheet An HGAC STS spreadsheet to be provided with the spec	1	0.00	0.00
		Total			292,533.50

Town Council

STAFF REPORT



To: Town Council
Title: Town Council Public Minutes - RSA 91:a
Meeting: Town Council - 05 Jan 2022
Department: Administration
Staff Contact: Donna Fitzpatrick, Human Resource Coordinator

BACKGROUND INFORMATION:

As a follow-up to the Town Council meeting of December 8, 2021, the Administration Department is seeking "**operational efficiencies**" for Town Council Public Minutes in accordance with RSA 91:a.

RSA 91:a MINUTES: Minutes must be kept of all public meetings and must be made available to the public upon request within 5 business days after the meeting. Minutes must include:

1. the names of members present
2. others participating
3. **a brief summary of subject matter discussed, and**
4. **any final decisions or votes.**

For **operational efficiencies** of taking Council minutes, it is requested by Administration:

- Councilors to formally notify the Chair or designee when he is leaving the meeting vs. taking a brief break. The Chair would then make a statement into the record of this action. This is important for determining a quorum and vote tallies throughout the meeting.
- Councilors to minimize side conversations as it becomes difficult to interpret subject matter "official" discussion (Chambers meeting room also has ceiling fan units frequently running.)
- Councilors to have the goal to keep the total number of public minutes' pages to a minimum, while meeting the requirement of RSA 91:a.

For **public access** to meeting notices, discussions, documents and minutes:

- **Meeting notices** - agendas- RSA 91:A requires only date, time and place of meeting for public notice; Hooksett's agenda packet includes several pages (typically 100 pages) of back-up material for the public to be informed. These packets are posted via www.hooksett.org one week prior to the regular meeting.
- **Discussions** on agenda subject matters are available via www.hooksett.org (live & archived meeting recordings)
- **Documents**- Public Council meeting documents, both original agenda packet and documents distributed at the meeting, are filed in the Administration Department for RTK or other requests
- **Minutes** - Public Council minutes are posted via www.hooksett.org (5) business days from the meeting. Hard copies are archived with our Town Clerk.

CY2021 regular meetings – Length of Meeting - # Typed Pages:

January 13th	5:30 – 8:46 (3 hrs 16 min)	16 pages
January 20th	6:10 – 8:10 (2 hrs)	9 pages
February 10th	6:01 – 7:38 (1 hr 37 min)	8 pages
February 24th	5:05 – 9:12 (4 hrs 7 min)	15 pages
March 10th	6:00 – 10:19 (4 hrs 19 min)	11 pages

March 24th	5:30 – 9:22 (3 hrs 52 min)	19 pages
April 14th	6:01 – 9:15 (3 hrs 14 min)	22 pages
April 28th	6:00 – 9:16 (3 hrs 16 min)	15 pages
May 12th	6:11 – 8:24 (2 hrs 13 min)	11 pages
May 26th	6:00 – 9:09 (3 hrs 9 min)	11 pages
June 9th	5:05 – 8:24 (3 hrs 19 min)	25 pages
June 23rd	6:00 – 9:29 (3 hrs 29 min)	10 pages
July 7th	6:00 – 9:19 (3 hrs 19 min)	13 pages
July 28th	5:45 – 10:57 (5 hrs 12 min)	17 pages
August 25th	6:00 – 10:06 (4 hrs 6 min)	17 pages
September 8th	6:00 – 8:33 (2 hrs 33 min)	10 pages
September 22nd	5:00 – 8:20 (3 hrs 20 min)	20 pages
October 13th	6:00 – 10:42 (4 hrs 42 min)	19 pages
October 27th	6:20 – 10:06 (4 hrs 14 min)	18 pages
November 3rd	6:00 – 9:11 (3 hrs 11 min)	17 pages
November 17th	6:05 – 10:15 (4 hrs 10 min)	18 pages
December 8th	6:02 - 9:51 (3 hrs 53 min)	19 pages

Note: Based on the above meetings hours, it typically takes a Recording Clerk 2x the amount of time after the meeting to complete the minutes in a format to post within 5 business days of the meeting (i.e. 4 hour meeting = another 8 hours working on formatting the minutes for posting for a total of 12 hours). The majority of meetings since July 2021 have been very challenging as noted in "operational efficiencies" section above and have increased the total hours of time spent on formatting these minutes.

FINANCIAL IMPACT:

Reduce Council Recording Clerk time spent on public minutes.

POLICY IMPLICATIONS:

Council public minutes - goal to keep the total number of public minutes' pages to a minimum, while meeting the requirement of RSA 91:a.

RECOMMENDATION:

Council public minutes - goal to keep the total number of public minutes' pages to a minimum, while meeting the requirement of RSA 91:a.

SUGGESTED MOTION:

Motion or consensus for Councilors to have goal to keep the total number of public minutes' pages to a minimum, while meeting the requirement of RSA 91:a.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

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

1
2 The Hooksett Town Council met on Wednesday, December 8, 2021, at 6:02 in the Hooksett Municipal
3 Building.
4

5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 08 Dec 2021 to order at 6:02 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, Councilor John Durand, Councilor
13 Randall Lapierre (arrived at 7:25), Councilor Roger Duhaime (arrived at 6:10), Councilor David Boutin,
14 Councilor Timothy Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk.
15

16 **PLEDGE OF ALLEGIANCE**

17 Chair Sullivan called those to stand for the pledge of allegiance.
18

19 **AGENDA OVERVIEW**

20 Chair Sullivan gave a brief overview of the proposed agenda.
21

22 **PUBLIC HEARINGS**

23 Chair Sullivan opened the Public Hearing at 6:04pm to accept value over \$5,000.00 from multiple
24 donors now and through the event for items to include but not limited to new clothing and toys to the
25 Town of Hooksett for the Family Services Department to benefit Hooksett children.
26

27
28 Peter Flynn Family Services Director- We are here because of RSA 31:95-e, because the donations
29 are over \$10,000. Because of these donations the Family Services Department was able to serve about
30 132 children with gifts for Christmas.
31

32 J. Sullivan- accepting these donations we will also be accepting the additional donations that are still
33 coming in.
34

35 P. Flynn- yes that is correct. We have cut off the donations as far as receiving. We have tons of gift
36 bags in our office filled with toys and gifts.
37

38 J. Sullivan- from past meetings this has been a traditional motion in anticipation of future donations.
39 And those that donate do receive a thank you note.
40

41 P. Flynn- yes, they have already been written out and sent.
42

43 J. Sullivan- asked that the list of donations be added into the record.
44
45
46
47
48
49
50

51	Donations listed below to include but not limited to clothing, toys, with (
52	Donor Name Christmas Gifts	
53	Carolyn Taylor	\$200.00
54	Ruth Hanlon	\$100.00
55	Mike Kotrlik Cub Scout Pack 292	\$400.00
56	Jane Naleway	\$100.00
57	Joan Lauterborn	\$100.00
58	Pat & Dave Kenney	\$200.00
59	Denise Casico Bolduc	\$100.00
60	David Bowen	\$300.00
61	Pauline J Elliot Girl Scout troop #10026	\$300.00
62	Jennifer Stone	\$300.00
63	Kevin & Robbie Grady	\$300.00
64	Dale Aumann Cawley Builders Club	\$400.00
65	Brook Ridge Ladies Group	\$400.00
66	Mary Go Round	\$400.00
67	Matthew Harding	\$200.00
68	Bob Camire C/o N E Document Systems	\$500.00
69	Melissa Shessier	\$200.00
70	Barbara & Bob Thinner	\$200.00
71	Lindsey & Chris Marley	\$100.00
72	Donna McCormack	\$100.00
73	Hooksett Auxiliary	\$200.00
74	Laura Zorawowicz	\$100.00
75	Susan & Katey Auger	\$200.00
76	Max Auger	\$100.00
77	Cheri Wolff	\$100.00
78	Lea Maguire c/o Cawley Middle School	\$400.00
79	Lea Maguire c/o Cawley Middle School	\$400.00
80	Crystal Hamel C/O Hooksett Legion	\$400.00
81	Stacey LeBlanc	\$200.00
82	Pam St Germain	\$100.00
83	Above & Beyond Childcare	\$400.00
84	Jennifer Roy	\$300.00
85	Linda Szelog c/o little Apples	\$200.00
86	Melanie Godbout C/O Hooksett Memorial School	\$400.00
87	Heidi Sevigny	\$300.00
88	Elise Harnisch	\$200.00
89	Diane Weldeman	\$200.00
90	Diane Santin	\$300.00
91	Michele Sampson	\$400.00
92	Deb Wallis	\$100.00
93	Lisa Klaud	\$100.00
94	Heather Dresser	\$200.00
95	Total	\$10,200.00

C. Karolian- these donations have already come in and been accepted by the town?

P. Flynn – the donations have come in the form of packages for the children. We Have taken them pending the outcome of the meeting, but we have not distributed them, there is no other way to do it.

J. Sullivan- closed the Public Hearing at 6:08.

D. Boutin motioned to accept the donations as presented; seconded by T. Tsantoulis.

Vote in favor 7-0-1 C. Karolian abstained does not feel we are following the proper RSA rules.

J. Sullivan motioned to Waive Council Rules of Procedure to have public hearing and motion to accept same night; seconded by D. Boutin.

Vote in favor 8-0.

102 C. Karolian- this is a great program, but I feel that we are not following RSA 31:95-e. it says prior to
103 accepting any such gifts, there should be a PH prior to acceptance. It seems that we already are in
104 possession of these items.

105
106 Council asked TA Garron to get clarification on the RSA and accepting donations.

107

108 **Roll Call Vote #2**

109 ***R. Duhaime Abstained***

110 ***J Durand Aye***

111 ***C. Jones Aye***

112 ***R. Lapierre NP***

113 ***A. Walczyk Aye***

114 ***D. Boutin Aye***

115 ***C. Karolian Aye***

116 ***T. Tsantoulis Aye***

117 ***J. Sullivan Aye***

118

119 ***Vote in favor 7-0-1 was not present to hear discussion.***

120

121
122 **6.2 Public Hearing In accordance with RSA 49-B:5 for two proposed amendments to the Town's
123 Charter Article 8.2 Initiative Petitions (amend language) and Article 8.6 Recall of Officeholders
124 (remove entire section).**

125

126
127 In accordance with RSA 49-B:5, the Hooksett Town Council hereby provides notice that it will hold a
128 Public Hearing in regard to two proposed amendments to the Town's Charter at their next regularly
129 scheduled meeting, which will take place at the Hooksett Municipal Offices (35 Main Street, Hooksett,
130 NH 03106) on December 8, 2021, at 6:00PM. The proposed amendments are as follows: Article 8.2
131 Initiative Petitions Amend paragraph 2 to the following: The initiative petition shall include the personal
132 signature and legible name and address of each petitioner and shall be filed with the Town Clerk as
133 one instrument of endorsement. The Town Clerk Supervisors of the Checklist shall verify the number of
134 registered voters signing the petition and shall attach thereto a certificate showing the result of such
135 examination. Within seven (7) business days, the Town Clerk shall transmit the petition and certificate
136 to the Town Council and shall send a copy of the certificate to the first signer of the petition.

137 Explanation: The Supervisors of the Checklist are the elected board assigned by RSA 39:3 and RSA
138 655:4.

139

140 Stephen Burkhart Supervisor of the checklist- the reason when we looked at this, when we looked at
141 the charter it was outdated, and we needed to update according to the State.

142

143 **Article 8.6 Recall of Officeholders (remove entire section).**

144

145 Todd Rainer Town Clerk- we had received notice several years ago from the attorney general and the
146 secretary of a charter change. They were notifying towns that, that section of recall of office holders has
147 been struck down in court in NH and have been recommending that be removed from their charters. As
148 this was recommended to us for removal, we brought it forward.

149

150 J. Sullivan- so by removing it the citizens have no ability to recall an elected official?

151

152 T. Rainer- the charter has several sections has removal is contemplated for grievance, or unfit for duty.
153 Wholesale removal by petition is not allowable.

154

155 C. Karolian- I believe NH is not a recall State. So having this in our charter is a moot point and we
156 should strike the whole thing.

157

158 David Ross 56 Sherwood Drive- which court was this ruled in? how many cases? Has this happened
159 and what did a town do? Has anyone looked into that? I think that anything that takes away their ability
160 to add in or take away officers should be carefully considered. I am a supporter of the voice of the
161 people.

162
163 J. Sullivan- you asked many questions, Todd do we know what year that court order happened.

164
165 T. Rainer- the documents that were provided were from the superior court, the judgement was made in
166 2005.

167
168 D. Ross- sometimes it's worth standing up. My opinion I don't like to see the voice of the people muted.
169 The people passed that charter.

170
171 Steven Burkhart- I do agree if you look at this charter it was written a long time ago. We've evolved as a
172 State and as a community, and no one is taking anyone's voice away, it is the right thing to do. On the
173 flip side someone can get rid of someone just because the difference of opinion and not due to their
174 ability to do the job. We need to evolve with the rest of the State, and it shouldn't matter if it is one
175 court. We shouldn't wait for 1 thing to happen or 10 things to happen to do the right thing.

176
177 J. Sullivan- this will go on the ballot; it is not on the council to make the changes.

178
179 J. Sullivan- 8.2 and 8.6, the language was approved by Town Attorney Matt Surge November 18, 2021.
180 Tonight, was the PH and duly posted per the requirements. The next step would be to get approval by
181 DRA, Attorney General, and the Secretary of the State. On January 5th the council if they see fit will
182 make a motion to move it to the ballot. Close the Public Hearing at 6:26pm.

SPECIAL RECOGNITION

183
184
185
186
187 A. Garron- for new hires we have a new Assistant Crew Chief William Porter who will continue to work
188 with DPW and Recycling & Transfer division. We do have a resignation from Christopher Porter Public
189 Works as of this Friday.

PUBLIC INPUT - 15 MINUTES

190
191
192
193
194 Joanne McHugh- I am here regarding item 15.3. the reason I am here is previously I had been on the
195 Planning Board. I believe those decisions should be best left to those who work with regulations daily. I
196 hope you will consider that in your discussions. I know discussions had been said that it takes a long
197 time to make changes in zoning. It is not always in your best interests to make knee jerk decisions. I
198 would ask you in your discussion is to look at all aspects of this and how it affects the whole
199 community.

200
201 J. Sullivan- for clarification we are not discussing it tonight it is just on the agenda to move it forward to
202 a public hearing.

203
204 David Ross 56 Sherwood Drive- I want to again ask that the TA be directed to find out where our
205 meetings are being recorded. We need local storage. The main concept was to have a complete and
206 accurate recording of what happens in these meetings. I have also been approached about where
207 these federal funds will be spent. Some of the people who live in town have a desperate need. On
208 Farmer Road this needs to be addressed right away. There is no need that we have this money that is
209 meant for recovery and relief. This is a public health issue. Anyone here can make a motion to say let's
210 hurry up and spend this money. You wouldn't want to be taking a shower in radioactive water.

SCHEDULED APPOINTMENTS

214 **James Boffetti, Attorney General Office (via Zoom) - National Opioid Settlement - Why**
 215 **beneficial to the Town of Hooksett to add its name to the list of communities supporting**
 216 **this settlement claim (see attached).**
 217

218 A. Garron- letters were sent out to several communities regarding this opioid settlement. What
 219 communities are being asked to do is to sign on to the settlement issue as apposed to litigate,
 220 but to add our names onto the settlement of this. The AG's office has taken this on and is
 221 taking the active role in soliciting communities to participate in this.
 222

223 James Boffetti- we have been fighting the opioid companies since 2015. In NH we see what
 224 the opioid manufactures and distributor did in marketing opioids to patients making them think
 225 that these drugs were safe and not addicting. So, the AG's office has initiated a number of
 226 cases against the distributors and manufacturers of the opioids. The 3 distribution companies
 227 (Cardinal Health , McKesson Corp, and Amerisource Bergeron), they have indicated a desire
 228 to resolve all these cases nationally. 21 billion dollars nationally allocated and NH would get a
 229 share of that money. NH feels that is a deal that we should take. It is in our interest as a State
 230 to sign this. All the money will be for opioid abatements. You can petition for the money to go
 231 into a trust fund that will be used to fight opioid addiction. The money will come to NH the
 232 money will be to help those suffering opioid addiction. Hooksett could make an application for
 233 money for this account. 21 billion dollars over 18 years. For instance, your police officers are
 234 given Narcan when they go out on calls. These funds would allow them to reclaim some of that
 235 money to purchase those.
 236

237 J. Sullivan- is there any negative impact if we did agree to join?
 238

239 J. Boffetti- Hooksett will have to do nothing, just sign the application there will be no legal
 240 costs. I see no cons for the town of Hooksett to do this, even if Hooksett did not file a claim,
 241 they will still have access to the funds.
 242

243 C. Karolian- can you give other examples besides the Narcan.
 244

245 J. Boffetti- the state has a list of 14 approved uses. Primarily it is for opioid resources and
 246 services. Any services to folks who are fighting opioid addiction, such as transportation,
 247 treatment. My guess is a large amount of this money will go to pay for services for those that
 248 are suffering due to the opioid crisis.
 249

250 C. Karolian- when it comes to the abatement, would ambulance services be eligible for
 251 recovery funds, for those who are in need of an ambulance possibly due to an overdose?
 252

253 J. Bonffetti- if you look at the RSA 126-a:83-86, and the 14 uses. It would reimburse any
 254 political for emergency response services provided by law enforcement and fire services.
 255

256 J. Durand- can individuals put in for money?
 257

258 J. Bonffetti- no. It was put in place for political subdivisions, cities, towns, counties, and
 259 nonprofits. Not for individuals who are suffering from opioid addiction.
 260

261 A. Garron- my understanding of reading the RSA it would not be an individual use, but for a
 262 town wide use to administer and to hold in a trust.
 263

264 J. Durand- if someone who is taking an ambulance ride due to opioid overdose does the bill go
265 to that person first? Why would we be on the hook for that bill. Why not reimburse individuals.
266

267 J. Sullivan- because this is self-inflicted, and the town sends out a bill for the ambulance
268 service, the patient would not have to pay the bill, the town would seek reimbursement for the
269 bill through these funds.
270

271 J. Bonffetti- again the statute talks about reimbursement of services. If the town is passing
272 along the expense to the individual, then the reimbursement would come from any award of a
273 grant. If we are providing a high level of services as far as medical assistant, and treatment,
274 that is a direct way that we are helping them.
275

276 R. Duhaime- so to be clear the more people who sign up means more money to the state of
277 NH.
278

279 J. Bonffetti- you will register with the national settlement administrator, they will send you
280 papers which is a release of claims against these 3 companies, which is your indication that
281 you will join this settlement, then this money will begin to flow into this trust fund. We already
282 have 2.3 million in the trust fund. Then there will be a process for Hooksett and other towns to
283 apply and pull from the trust funds. Each communities' needs will differ.
284

285 J. Sullivan- are we scheduled to vote on this tonight or in January?
286

287 A. Garron- we do have to make the decision before January 2nd for the initial participation.
288

289 ***D. Boutin motioned that the town of Hooksett add its name to the list of towns in***
290 ***support of the National Opioid settlement; Seconded by T. Tsantoulis.***
291

292 **Roll Call Vote #3**

293 ***D. Boutin Aye***

294 ***C. Jones Aye***

295 ***A. Walczyk Aye***

296 ***J. Durand Nay***

297 ***R. Duhaime Aye***

298 ***T. Tsantoulis Aye***

299 ***R. Lapierre NP***

300 ***C. Karolian Abstained until get more information***

301 ***J. Sullivan Aye***
302

303 ***Vote in favor 6-1-1 Abstained until get more information***
304

305

307 **Kathie Northrup, Heritage Commission -NH RSA 79-E: Community Revitalization Tax Relief**
308 **Incentive (to expand definition)**
309

310 Nick Williams Town Planner- what we are asking is for the Town to adopt an amendment to RSA 79-E
311 which is Community Revitalization Tax Relief Incentive which was previously initially adopted in 2007.
312 The reason for this is to offer a tax incentive for properties of a historical significance for property
313 owners to rehabilitate these structures. Back in 2007 it was adopted within a defined area what we
314 define as the Village district. In 2013 they did amend the definition of historic structures, to include
315 structures and those structures outside of those boundaries they might have adopted to include

structures currently listed or eligible for listing on the National or State register of historical places, and that is the amendment that we are requesting for you to adopt this evening.

J. Sullivan- there is a benefit to having us adopt the new amendments, which will help us to allow buildings outside of the district to apply for assistance, as long as they are eligible and meet the requirements of the National Register of Historic Places.

C. Karolian motioned to adopt the amendment to RSA 79-E as presented by SB 80 in 2013: "Section I: Definition of Qualifying Structures "Historic Structure" means any building that is listed on or is determined eligible for listing on the National Register of Historic Places or the state register of historic places; seconded by T. Tsantoulis.

Kathie Northrup- the prior one was restricted to the very distinct village district, although the district is the most saturated area of architectural and historic buildings. The older homes are what makes Hooksett distinct and adds to the character. The Heritage Commission would like your support.

Vote in favor 8-0.

CONSENT AGENDA

Eckhart & Johnson Site, #6 East Point Drive, Surety Release of \$9,780.75.

T. Tsantoulis motioned to accept consent agenda 10.01 as presented; seconded by D. Boutin.

Roll Call Vote #4

A. Walczyk Aye

R. Lapierre NP

C. Jones Aye

R. Duhaime Aye

J. Durand Aye

C. Karolian Aye

T. Tsantoulis Aye

D. Boutin Aye

J. Sullivan Aye

Vote in favor 8-0

TOWN ADMINISTRATOR'S REPORT

A. Garron- the covid cases are not looking good. Currently we have 185 cases as of 12/7/21 in Hooksett. I looked back in my report this time last year and we had 121 number of cases in Hooksett. One of the things that we want to emphasize is the stronger use of mask wearing. These numbers are getting to a point where urgency will be heightened. Fully vaccinated in the state has increased by 1%.

Tax Rate- our tax rate was set and is at \$22.22, which is .29 less than less year.

Merrimack County Budget- you have a copy in your read file. That number was 2.64 has not changed from last year.

Opioid- you have already heard the presentation from Mr. Bonffetti, and the vote was taken to participate and move forward with that.

Departments- I know you have been receiving a lot of emails lately. There are things that happen on occasion that occur after the packets come out. The PD had experienced 2 accidents with vehicles, the question was asked if it was something that we can postponed until later, unfortunately it cannot be held off. Safelite wants to donate their services for that windshield repair in the amount \$571.24. we are asking for an after the fact donation, obviously if the council decides not to accept the donation, then we will send a check to Safelite for the repair.

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D. Boutin motioned to accept a donated windshield repair valued at \$571.24 from Safelite to the Town of Hooksett per RSA 31:95- e for the police patrol vehicle #10, seconded by T. Tsantoulis.

All in favor 7-0 J. Durand not in room.

Natural Gas Contract- our contract expired at the end of November; bids were put out by Finance. The lowest bidder was a company named UGI, they had pricing of .772 which was the lowest amongst the other two of .847 and .825. this will be a 36-month contract similar to the last contract that we had. The urgency behind this is that the earlier that we sign a contract the earlier that we lock in the rate, as there is no guarantee we will be able to hold the rate.

T. Tsantoulis- do you have the last date possible that you can sign this. There is a lot of volatility in the natural gas market that is going down. My fear is if we exercise to much haste, we may be able to negotiate something a little less.

A. Garron- Finance asked that very question and we can wait till the January meeting, but we run the risk of the rate going up.

D. Boutin amended the motion to authorize the Town Administrator to sign the agreement at the point in which he believes he has secured the lowest rate possible. Seconded by A. Walczyk.

Roll Call Vote #5

T. Tsantoulis Aye
C. Jones Aye
R. Duhaime Nay
A. Walczyk Aye
R. Lapierre NP
C. Karolian Nay
J. Durand Nay
D. Boutin Aye
J. Sullivan Nay

Vote failed 4-4

D. Boutin motioned to authorize the Town Administrator to sign the 36-month Master Natural Gas Sale Agreement "contract"; seconded by T. Tsantoulis.

Roll Call Vote #6

J. Durand Aye
R. Lapierre NP
C. Karolian Nay
D. Boutin Nay
C. Jones Aye
T. Tsantoulis Aye
A. Walczyk Aye
R. Duhaime Nay
J. Sullivan Aye

Vote 5-3 in favor

C. Karolian- is the TA going to be held liable for signing the contract and then the price goes down?

J. Sullivan- yes and no to some extent. We are giving him the direction.

A. Garron- that very question was asked of the Finance Director if we can sign at our January 5th meeting, and yes, we can but we also run the risk of pricing going up not down, so that is the risk we have.

D. Boutin- I understand what T. Tsantoulis is saying, I feel we can move forward and sign this and still secure the lowest price possible. What is the deadline for us signing?

437
 438 A. Garron- on their side the sooner the better. On our side we have until January as that is when we
 439 want to initiate a contract.
 440
 441 A. Garron- We sustained damage to the sidewalk plow and rendered totaled. Our insurance company
 442 has determined that value to be \$75,735 minus the \$1,000 deductible comes to \$74,735. With the
 443 amount of \$37,965 from the Public Works Vehicle Capital Reserve Fund and also they removed all the
 444 salvageable parts, which lessened the delta.
 445
 446 J. Durand- how quick can you get a sidewalk plow?
 447
 448 A. Garron- we asked that question and was told that it can be here quickly.
 449
 450 E. Labonte- within a week and a half we can have the tractor here.
 451
 452 C. Jones- was the pickup truck at fault? Will we be reimbursed?
 453
 454 E. Labonte- that is on the insurance company to go after them.
 455
 456 R. Duhaime- was the attachment damaged?
 457
 458 E. Labonte- the attachment does not seem to be damaged.
 459
 460 R. Duhaime- just so everyone is aware this tractor has a lot of lights on it.
 461
 462 E. Labonte- The driver claims there was a glare, both operators were not hurt.
 463
 464 C. Karolian- can you clarify where the monies are coming from.
 465
 466 E. Labonte- we are getting \$75,000 from the insurance company and \$37,965 from Public Works
 467 Vehicle Capital Reserve Fund approved by town council.
 468
 469 R. Duhaime- what year is our tractor? And how many hours?
 470
 471 E. Labonte- 2018, and I don't have the hours.
 472
 473 ***T. Tsantoulis motioned to use the insurance settlement in the amount of \$74,735 less \$1,000 and***
 474 ***the rest of the funds in the amount of \$37,965 from the Public Works Vehicle Capital Reserve***
 475 ***Fund deductible seconded by R. Duhaime.***
 476
 477 **Roll Call Vote #7**
 478 ***C. Jones Aye***
 479 ***C. Karolian Aye***
 480 ***R. Lapierre Aye***
 481 ***R. Duhaime Aye***
 482 ***A. Walczyk Aye***
 483 ***J. Durand Aye***
 484 ***T. Tsantoulis Aye***
 485 ***D. Boutin Aye***
 486 ***J. Sullivan Aye***
 487
 488 ***Vote in favor 9-0***
 489
 490 A. Garron – thank you for supporting these events. I know it was a lot that happened.
 491
 492 Sign and Post Refurbished- Andre showed a picture of the new refurbished sign redone by the Kiwanis
 493 club.
 494
 495 Tax bills and new newsletters went out. They are also posted on our website as well.
 496
 497 Master Plan- the Master Plan Workshop meeting on Monday December 13th at 6:00.
 498

499 J. Sullivan- can you at your next TA Report make any recommendations on the archival documents of
500 the meetings and minutes. Provide the process and the backup of that.

501
502 C. Karolian- how is it currently being conducted?
503

504 A. Garron- good question, I do not know, I know we have the Granicus system. I know that they are
505 archived. The minutes once you accept them are the official documents that get archived.

506
507 **C. Karolian motioned affective immediately that we archive our own meetings and keep them**
508 **here at Town Hall; seconded by J Durand.**
509

510 **Roll Call Vote #8**

511 **R. Lapierre Nay**

512 **R. Duhaime Nay**

513 **T. Tsantoulis Nay**

514 **A. Walczyk Nay**

515 **J. Durand Aye**

516 **C. Jones Nay**

517 **D. Boutin Nay**

518 **C. Karolian Aye**

519 **J. Sullivan Abstained need more information**

520

521 **Vote failed 2-6-1 J. Sullivan Abstained need more information**

522

523
524 C. Karolian- I think it is a good idea, if they do not get it off the internet, then they can come in here and
525 request it.

526
527 J. Durand- I agree with Mr. Ross.
528

529 T. Tsantoulis- I would want to know what procedures that Granicus has to make sure that protections
530 are in place. We are paying for this service. I do not want to see the town of Hooksett paying for
531 something that we are already paying for.

532
533 R. Lapierre- Granicus is stored on a government secured amazon web service data center.
534

535 A. Walczyk- before we start turning into a disaster recovery town, we should know how much it will
536 cost, how will it be maintained and by who.
537

538 J. Sullivan- I think it is important to find how things are being stored, I need to know the process now.
539

540 C. Karolian- it's a matter of record that this council will do things without knowing the costs. I do think
541 we need to have a backup.

542
543 R. Duhaime- has TA Garron reached out to NHDOT about the exit 11 and Main Street intersections.
544

545 A. Garron- I have reached out to them about reinstating the 10-year project, which is the Hackett Hill
546 Road and Route 3a project adding on to that would be the Route 3a Main Street project. I believe that
547 was supported by DOT at the time, but we did not hear if that project was back on or not. The vote that
548 was taken by the council was sent showing our support.
549

550 C. Karolian- did you ever find out from the municipal association about RSA and going into non-public?
551

552 A. Garron- the question the C. Karolian asked I did reach out and get a response from Steven Buckley.
553 My question- recently the town council motioned to go into non-public under RSA 91a 32c. The council
554 member was upset that the vendor performed road work in un optimal conditions. The member also
555 recommended the vendor be banned form doing work in Hooksett. We went into nonpublic as the
556 discussion could harm the reputation of the vendor. The council member thought this was not a proper
557 use of 91 a. A. Garron read the response given by Steven Buckley's.
558

559 **J. Durand motioned that we have movie night at Peters Brook and Old Home Day on Saturday at**
560 **Donati park and the Car Show at Peters Brook; seconded by C. Karolian.**
561

562 J. Sullivan- amend to replace Peters Brook with "another suitable alternate location outside Donati
563 park".

564
565 C. Karolian- do we need to ask the school board to use the space.
566

567 J. Sullivan- I did not say it had to be the school, I just offered that it could be an option.

568
569 T. Tsantoulis- I would not want to move to far on this without getting input from the PD and other
570 departments.

571
572 C. Karolian- who is going to determine the next suitable location? I think the locations needs to be
573 determined first, then PD will need to sign off.

574
575 J. Sullivan- we granted the 3-day old home day event. We tasked the old home day committee with
576 doing that. The task is on them and who would be doing the leg work.

577
578 **R. Lapierre motioned to table this until January 5th so that we can get more information from PD**
579 **and staff so that we can make the best decision on alternative venues; seconded by D. Boutin.**

580
581
582 C. Karolian- you said it was the committee that was going to decide.

583
584 J. Sullivan- we have tasked OHDC with planning the events of OHD and I would. Approach the
585 necessary agents with this task.

586
587 C. Karolian- if they come back and say the best spot is to have it at Donati Park then what?

588
589 **Vote in favor 7-2.**
590
591

592
593 **OLD BUSINESS**

594
595 **Tax Increment Finance District (TIF) – Request for Public Hearing to Discuss Amending the Tax**
596 **Increment Finance Plan and Expanding District Boundaries**

597
598
599 ***D. Boutin motioned to have the Town Council hold a Public Hearing at its January 5, 2022, Town***
600 ***Council Meeting to present and take public comment on amending the March 23, 2017, adopted***
601 ***TIF district plan in accordance with NH RSA 162-K.; seconded by A. Walczyk.***

602
603 ***7-2 in Vote in favor.***

604
605
606
607 **Tax Increment Finance District (TIF) – Request for Public Hearing to Discuss Funding**
608 **Agreement between Town and Granite Woods Developer - Town Attorney via Zoom**

609
610 **D. Boutin motioned to have the Town Council hold a Public Hearing at its January 5, 2022 Town**
611 **Council Meeting to present and take public comment on the proposed agreement between**
612 **Granite Woods and the Town; seconded by A. Walczyk.**

613
614 **Vote in Favor 7-2.**

615
616
617
618 **Tax Increment Finance District (TIF) – Status Report**
619

620 A. Garron- I invited Town Attorney Mr. Whitley to speak at the last meeting I had requested that we put
621 a status update on the agenda. I just want to make sure it is clear that the TIF district was voted on in
622 2005, and in 2017 a new one put in its place. The purpose of the TIF district is to stimulate
623 development commercial properties within a district with providing infrastructure and public amenities
624 that encourage and create opportunities for business to locate and expand within a district enhance the
625 employment and earning opportunities for area residents, expand the property tax base of the town of
626 Hooksett, encourage other businesses to locate or expand within a community, encourage better land
627 use development, reduce the negative environmental potential of increased sub service based sewer

628 treatment. The existing TIF district contains 71 lots, which represents 3.3 of the total acreage of the
 629 town and 8.8% of the total evaluation of the town, the TIF expansion will increase from 3.3 to 6.2 and
 630 an increased total evaluation of 8.8 to 10.2. The estimated job within the area of the TIF district yields
 631 about 1,500 to 2,000 jobs. So far as the Board remember about 2.5 years ago when we hired
 632 Underwood Engineering to undertake the planning of this project. This is following in place of a 2.5-
 633 million-dollar warrant article that was approved in March 2019. We signed the contract and identified
 634 where we wanted to start.

635
 636 Dave Mercier of Underwood Engineering- we came under contract in June of 2019. We spent a lot of
 637 time working with the TIF advisory board and the council. In 2020 we issued a final planning stage
 638 technical memo and it identified 4 phases of the project at an estimate of 21 million at that time. The
 639 recommendation was to focus on exit 10 area first which was phases 1 and 2. The project grew from 4
 640 to 5 phases. A little after that by May 2021, the phase 2 documents were 90% complete, and submitted
 641 to NHDOT. They have a few issues with some of the crossings and the open cuts and use a non-dig
 642 technique. We believe that by the end of the year we will have those documents set and blessed by the
 643 State. The next set back is funding. There is about 1.2 million left to you. There was some TIF money
 644 that had started to come back in. Recently an assessment was done dropping the values down within
 645 the town needing to issue abatements. The other potential piece of funding is utilizing a portion of the
 646 ARPA funds. There is a debit commitment of \$300k that was made to the Hooksett Water Village
 647 Precinct. On the other hand, we have had 3 active applications for funding on this project, unfortunately
 648 all 3 applications have not been funded. Basically, for round numbers, if the \$700k is put towards this
 649 you would have 2.15 million less the \$300k already committed to Hooksett Water Village Precinct. If
 650 you combine that with the cost that will be shared with Martin's Ferry for the update of the pump station.

651
 652 J. Sullivan- with the federal funds out there do you think this project is eligible?
 653

654 D. Mercier- they want to fund projects that are going to correct failing projects, and less for growth and
 655 expansion. The new funding that is coming out I am hopeful that the scoring will change and as more
 656 are awarded the more chances of funding will be available.
 657

658 C. Karolian- you mentioned the ARPA funds and failing infrastructure, we do have sewer that is failing
 659 can we use those funds for that?
 660

661 D. Mercier- the project that was put forth for the same funding that scored higher and is getting money,
 662 but your project to build new infrastructure did not get funding.
 663

664 C. Karolian- the money that they are receiving from the ARPA funds would reduce the load and the
 665 request on the town or the private funding sources. That number should be reduced because hopefully
 666 they will get the grant money.
 667

668 D. Mercier- in the MOA any grants or principal forgiveness will be split evenly between the two entities.
 669

670 A. Garron- as we get into the potential funding sources. Attorney Whitley is here to address the funding
 671 source and is it allowable in the State.
 672

673 Mr. Whitley- so the proposal that you have in front of you. I do not think that is allowed under your
 674 current TIF financing plan and nor do I think it is allowable under the State plan that talks about TIF
 675 plan. I have made suggestions to Andre about the TIF payment plan so that they are consistent and
 676 compliant with State law.
 677

678 J. Sullivan- so what exists now is not legal but if we made some changes to the agreements they would
 679 be allowed.
 680

681 Mr. Whitley- You would need to make changes to the TIF financing plan to make it legal. And you would
 682 need to have Granite Woods to the revision of the plan.

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A. Garron- the other potential funding mechanism is expanding the TIF district. The developer contribution is always an option that we pursue, and new development creates new revenue. We will continue to seek grant avenues. We will go after all funding sources to help with the cost of us implementing our plans. Warrant articles are also an option, but not one that we want to take, we want the TIF district to be able to fund itself. The reason why I wanted to do this status update was to be clear where we are at.

NEW BUSINESS

Hooksett Drainage Improvements Project Award (Scott Avenue/Leroux Drive) for \$127,150.20

D. Boutin motioned to award the Drainage Improvements Project contract to Advanced Excavating and Paving, LLC for the bid price of \$127,150.20 and pay for the project from the Public Works Drainage Upgrades account; seconded by T. Tsantoulis.

C. Karolian- these 2 projects are they on private property?

B. Thomas- yes, they both are. There are sink holes forming in the drain line and that is why we need to replace it, and it is undersized. The owner is very excited that we are going to get this project fixed.

C. Karolian- the water is coming from a public street?

B. Thomas- the owner put it in, and the Town took over the easement.

C. Karolian- so the town did take it over at some point and we have the right to the easement and we are responsible to repair or replace.

B. Thomas- Lehoux we do not have an easement but are seeking the approval. It is directly across the street from Macy's.

C. Karolian- we don't have the easement yet, so we will be doing work on private property without having the easement,

B. Thomas- yes, the owner is considering giving us the property vs just the easement. But that has not been confirmed. I need

R. Duhaime- I think we are tracking our assets, is there anything in these projects that deals with treatment before it gets into the river.

B. Thomas- yes, there is not much to do there, but we did show that we are going to flatten out the grass areas. There are pipe inlets and catch basins.

Roll Call Vote #9

J. Durand Aye

D. Boutin Aye

C. Jones Aye

R. Duhaime Aye

C. Karolian Nay

A. Walczyk Aye

T. Tsantoulis Nay

R. Lapierre Aye

J. Sullivan Aye

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Vote in favor 7-2

Town Council Participation in 2021 (Tabled at Council 11/17/2021 Meeting)

C. Karolian- I think Mr. Jones needs to recuse himself and sit in the public as it pertains to him.

J. Sullivan- he is a part of the public body.

J. Sullivan- 14.5 regarding Councilor Jones attendance according to the Charter. A motion was made to declare a vacancy as a result of missing more than 1/4 of regular meetings. At that time a motion was made and tabled. Mr. Lapierre was asked to provide attendance record for Mr. Jones. Additional information was provided in excess of the original request. So as a result of his report he did indicate that Mr. Jones missed 9 meetings. Tonight, would be the 28th meeting so ¼ of that would be 7, Mr. Jones has missed 9. Under the charter the council may after an investigation and a hearing declare a vacancy if the member is found in violation of the Town Charter. We have that information. I believe that the investigation was conducted. Is the meeting tonight enough to declare that as a meeting.

J. Sullivan motioned that the council has done the investigation and it has been completed; seconded by D. Boutin.

Roll Call Vote #10

C. Karolian Aye
T. Tsantoulis Aye
R. Lapierre Aye
C. Jones Abstained motion about him
D. Boutin Aye
J. Durand Aye
A. Walczyk Aye
R. Duhaime Aye
J. Sullivan Aye

Vote in favor 8-0-1 C. Jones abstained topic about him

C. Karolian motioned that tonight's discussion will be considered an investigation hearing according to Town Charter; seconded by R. Lapierre.

Roll Call #11

T. Tsantoulis Aye
R. Lapierre Aye
J. Durand Aye
C. Jones Abstained motion about him
C. Karolian Aye
A. Walczyk Aye
R. Duhaime Aye
D. Boutin Aye
J. Sullivan Aye

Vote in favor 8-0-1 C. Jones abstained topic about him

J. Sullivan- as a result let's move that motion form the table.

791 **C. Karolian motioned to remove the Town Council Participation in 2021 (Tabled at Council**
 792 **11/17/2021 Meeting); seconded by R.Lapierre.**
 793 **Vote in favor 9-0**
 794

795 R. Lapierre- the original motion was at the November 17, 2021 TC Meeting under New Business
 796 Council Durand moved to declare a vacancy held by C. Jones due to excessive absences seconded by
 797 C. Karolian.
 798

799 R. Lapierre- asked if he could discuss the other information that he supplied.
 800

801 J. Sullivan- did not feel that it was appropriate to discuss other councilors attendance record as it did
 802 not pertain to the question at large.
 803

804 C. Karolian called the question; seconded by J. Durand.
 805

806 **Roll Call Vote #12**

807 **D. Boutin Nay**

808 **A. Walczyk Nay**

809 **J. Durand Aye**

810 **C. Karolian Aye**

811 **R. Lapierre Nay**

812 **T. Tsantoulis Aye**

813 **R. Duhaime Nay**

814 **C. Jones Nay**

815 **J. Sullivan Aye**
 816

817 **Vote failed 4-5.**
 818

819 J. Durand- the charter is the charter it. It is black and white we do not need to put anything more into
 820 the discussion.
 821

822 C. Jones- in the wording under the charter it does not say shall or must. It says may and allows the
 823 board discretion to take medical into consideration. If you have someone who has cancer and
 824 They are out of this meeting for 3 meetings in a row, he is not doing anything for his district, and he
 825 should be let go.
 826

827 J. Durand- yes according to the charter.
 828

829 C. Jones- again says may and leaves that open to consideration.
 830

831 J. Durand- then maybe we should ask legal.
 832

833 J. Sullivan- may says you don't have to you may. If it said shall it means you have to do that.
 834

835 C. Karolian- I want to make sure that we don't set a precedent. We may be opening ourselves to more
 836 issues. The charter is very specific, that's all it is not about anything else.
 837

838 T. Tsantoulis- I did not come here to make any friends or any enemies. I came here in terms of decision
 839 making I do what I feel is for the people of hooksett. That being said I don't like being in this situation, I
 840 look at the people who come here with regularity and stay here late. I question if it is fair to the
 841 residents if there is a councilor that is not here and contributing. If we don't have a quorum then we
 842 don't have meetings. I don't like having to do this but I think it is the right thing to do.
 843

844 R. Lapierre- it clearly says that the Town Council is solely responsible for determining who is qualified
845 to serve on this committee. The board has had an issue with councilors coming in late or not at all. We
846 have lost quorum 4 times this year and one of those days I was not here. We were all appointed or
847 elected to represent the residents of Hooksett. Councilor Jones seat is up for reelection in March and
848 where it is so close to voting let the people of Hooksett make that decision at the ballot box.
849

850 C. Karolian- we should look at the constituents and their representation. I appreciate the information
851 that councilor Lapierre put into his report. This is about missing meeting entirely and not about who
852 came or left late. The only thing I have heard from C. Jones is that the Charter says may not shall, he
853 has not spoken about as to the reason why and or anything else to defend himself.
854

855 J. Sullivan- you did do more than just reference the charter; you did mention your health. Do you want
856 to expand on the health issues?
857

858 C. Jones- with the exception of the last meeting that we had I notified Andre and Jim where I was going
859 to be at the last meeting, all the other meetings that I have missed have been too medical for either
860 myself, my wife or my father. I'm not looking for sympathy from this board and I have not asked for it
861 from this board. My family comes first, and if you want me to go then I will go.
862

863 J. Durand- in light of the family and illness then maybe he should resign and let someone else come in.
864 I did not make the charter; it is there for a reason.
865

866 J. Sullivan- people serve because they want to serve the town, Healthwise sometimes it is difficult to
867 not be able to attend. Again since 1989 there has been many amendments to the charter, but this
868 situation has not come up before. 3.2 of the charter says as Mr. Lapierre referred to, the council is the
869 sole judge of qualifications for office. The majority of the council may declare a vacancy if they are in
870 violation of the charter.
871

872 C. Karolian- if we were made aware of his reason for not being here then we would not be here tonight
873 discussing this.
874

875 **Roll Call Vote #13**

876 ***C. Karolian Nay***

877 ***D. Boutin Nay***

878 ***T. Tsantoulis Aye***

879 ***R. Lapierre Nay***

880 ***A. Walczyk Nay***

881 ***R. Duhaime Aye***

882 ***J. Durand Aye***

883 ***C. Jones Abstained***

884 ***J. Sullivan Aye***
885

886 ***Vote failed 4-4 C.***

887 ***C. Jones will not be removed there is not a vacancy.***
888

889 **Break for 5 minutes**
890
891

893 **Council Discussion on Town Charter Amendment for Proposed New Zoning Article for the**
894 **Hooksett Town Council to have the authority to introduce and amend the Town's Zoning**
895 **Ordinance(s).**
896

897 ***T. Tsantoulis motioned to move the Town Charter Amendment for Proposed New Zoning Article***
898 ***for the Hooksett Town Council to have the authority to introduce and amend the Town's Zoning***
899 ***Ordinance(s) for a public hearing at their meeting of January 5, 2022; seconded by D. Boutin.***

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R. Lapierre- just like any motion if Duhaime wants to keep his comments to having or not having a hearing I think that is in bounds.

R. Duhaime- we have land use boards, and they are going to have to take their time off for these hearings. We are already talking about attendance. I do not think it is good for the boards and the volunteers.

D. Boutin- I call the question.

Roll Call Vote #14

***R. Duhaime* Nay**
***J Durand* Nay**
***C. Jones* Nay**
***R. Lapierre* Aye**
***A. Walczyk* Aye**
***D. Boutin* Aye**
***C. Karolian* Nay**
***T. Tsantoulis* Aye**
***J. Sullivan* Aye**

Vote in favor 5-4

Discussion to amend the Town Charter to Reflect State Law Allowing Five (5) Alternates on the Zoning Board of Adjustment - Anne Stelmach ZBA Chair.

D. Boutin Motion to move the proposed Town Charter Amendment to allow five (5) alternates on the Zoning Board of Adjustment to a public hearing on January 5, 2022, pending Attorney review of the proposed amendment; seconded by T. Tsantoulis.

Roll Call Vote #14

***D. Boutin* Aye**
***C. Jones* Aye**
***A. Walczyk* Aye**
***J. Durand* Nay**
***R. Duhaime* Aye**
***T. Tsantoulis* Aye**
***R. Lapierre* Aye**
***C. Karolian* Aye**
***J. Sullivan* Aye**

Vote in favor 8-1

C. Karolian motioned we extend the meeting past 9:30 pm not to extend past 10:00 pm; seconded by J. Sullivan.

Vote in favor 7-2

Town of Hooksett and Teamsters Local 633 Mid-Management Contract Effective July 1, 2022

J. Sullivan- We will be holding a special meeting on December 15th regarding mid management contract approval at 5:30.

A. Garron- In non-public it will be under A not C.

958

959 J. Sullivans- **RSA 91: a MINUTES:** Minutes must be kept of all public meetings and must be made
 960 available to the public upon request within 5 business days after the meeting. Minutes must include: the
 961 names of members present others participating, a summary of subject matter discussed, and any final
 962 decisions or votes. Video recordings of Council meetings are available for additional comments made
 963 on agenda subject matters, b) agenda – RSA 91:A requires only date, time and place of meeting for
 964 public notice; Hooksett's agenda packet includes several pages (typically 100 pages) of back-up
 965 material for the public to be informed. Also, for *operational efficiency* of taking Council minutes, it is
 966 requested by Administration: Councilors to formally notify the Chair or designee when he is leaving the
 967 meeting vs. taking a brief break. The Chair would then make a statement into the record of this action.
 968 This is important for determining a quorum and vote tallies throughout the meeting. Councilors to
 969 minimize side conversations as it becomes difficult to interpret subject matter "official" discussion.
 970 Based on the above meetings hours, it typically takes a Recording Clerk 2x the amount of time after the
 971 meeting to complete the minutes in a format to post within 5 business days of the meeting (i.e. 4 hour
 972 meeting = another 8 hours working on formatting the minutes for posting for a total of 12 hours). The
 973 majority of meetings since July 2021 have been very challenging as noted in first part of this e-mail and
 974 have increased the total hours of time spent on formatting these minutes.

975 **APPROVAL OF MINUTES**

976 **T. Tsantoulis? motioned to approve the public minutes of the November 17, 2021, meeting.**
 977 **Seconded by D. Boutin.**

978
 979
 980 **Vote in favor 9-0**

981
 982
 983
 984 **R. Lapierre motioned to approve the non-public minutes of the November 17, 2021, meeting.**
 985 **Seconded by D. Boutin.**

986
 987
 988
 989 **SUB-COMMITTEE REPORTS**

990
 991 D. Boutin- the TIF is going to be meeting next Thursday. There has been proposed MOU adjustment to
 992 the agreement that we will vote on and bring to the council.
 993

994
 995 C. Karolian- at the transfer station there is a request for information on if the ARPA funds can be spent
 996 towards wages and equipment purchases etc. There is also a request from condominiums complexes
 997 where we currently have a maximum of three condos in one building there is an interest in getting it up
 998 to 4 there are a lot of complexes that 4 all attached and changing the town ordinance to set the fees for
 999 the trash coming in depending on what the market is doing, maybe at 3 or 4 times a year.

1000
 1001 A. Walczyk- Parks and Rec and Conservation Commission meet next week.

1002
 1003 T. Tsantoulis- we do have a nominee for the youth achievers, I will schedule with Lapierre on that and
 1004 get that awarded by the end of the new year.

1005
 1006 J. Sullivan- bicentennial committee first event is January 1st, 2022, for a walk. We have full events
 1007 throughout the whole year. We will have a premier video called "soaring over Hooksett". Winter
 1008 Carnival is coming up with a Bicentennial flair. We will also unveil a hand drawn commemorative poster
 1009 of Hooksett. I will be calling for councilors to help with those events as well.

1010
 1011 **PUBLIC INPUT**

1012
 1013 Joanne McHugh- I was on the school board for a long time. It was not always roses we had difficulties
 1014 at times. It would be helpful to work with someone to help you work as a cohesive group. I think you
 1015 need to take the time to reflect on the issues. I thought we were going to have a discussion on the
 1016 charter amendments, that did not happen that is why I stayed tonight.

1017
 1018

1019

1020

1021 **ADJOURNMENT**

1022

1023 *D. Boutin motioned to adjourn the meeting at 9:51 pm.; seconded by J. Durand.*

1024

1025 ***Vote in favor 8-1***

1026

1027 Respectfully submitted,

1028 *Alicia Jipson*

1029

1030 Alicia Jipson

1031 Recording Clerk

1032

1033 Please see subsequent meeting minutes for any amendments to these minutes

**Town of Hooksett
Town Council Special Meeting Minutes
Wednesday, December 15, 2021**

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The Hooksett Town Council met on Wednesday, December 15, 2021, at 5:30 pm in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 15 December 2021 to order at 5:30 pm.

PROOF OF POSTING

Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor Clifford Jones, Councilor John Durand, Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor Clark Karolian

Councilor Roger Duhaime arrived at 5:38 pm.

Councilor Alex Walczyk arrived at 6:05 pm.

Missing: Councilor Randall Lapierre

Chair Sullivan: There are two Councilors who would like to participate via Zoom. They would not count at members of the quorum. The Governor's rules and our rules do not allow members to participate remotely. We would have to waive our rules to let Councilor Lapierre appear.

J. Durand: Are you saying he can watch but not participate?

A. Garron: The Governor's emergency orders have expires and RSA 91: A is back in place. You can allow remote participation if the Council agrees to do so. It is within your procedures to waive the rules.

C. Karolian: Are we setting a precedent? Are we going to start doing this for other members who can't make a meeting or will it be on a case by case basis? If it will be on a case by case basis, it could cause future problems. Our rules are specific about telephonic or remote participation. Councilors could become snowbirds for 4, 5, or 6 months of the year and participate telephonically. The rules were made specifically to prevent this. I am right on the border here of leaving this meeting and you won't have a quorum altogether.

Chair Sullivan: Someone asked if he could participate via Zoom. Would someone like to make a motion to waive the rules.

D. Boutin motioned to waive the rules.

C. Karolian: I move to leave. Good night.

Chair Sullivan: We haven't voted yet.

46 C. Karolian: I am not going to sit through a vote, because I already know what the vote is going
 47 to be.
 48
 49 Chair Sullivan: Please stay because there is no vote.
 50
 51 C. Karolian: We already know the outcome.
 52
 53 Chair Sullivan: Can we please take a vote.
 54
 55 C. Karolian: We already have a quorum. We don't need two or three attending remotely.
 56
 57 Chair Sullivan: We haven't voted.
 58
 59 C. Karolian: You are already set up. If the vote is in favor – 4-2 or 5-1 – he can participate and
 60 you will have a quorum.
 61
 62 Chair Sullivan: Can we at least vote?
 63
 64 J. Durand: I understand what he is saying. He is absolutely right.
 65
 66 Chair Sullivan: We are adjourning.
 67
 68 J. Durand: I am going to go with him.
 69
 70 Chair Sullivan: I apologize. There was a request to participate. The motion was not seconded.
 71 We are not allowing Mr. Lapierre to participate. I apologize, Mr. Karolian. You were going under
 72 the assumption of how the Councilors were going to vote. Zoom participants are not allowed to
 73 vote.
 74
 75 C. Karolian: Then why can't they watch on TV like everyone else?
 76
 77 Chair Sullivan: The reason I asked about waiving the rules is because Mr. Lapierre requested it.
 78
 79 A. Garron: The request was made because Mr. Lapierre was the only Councilor who was part of
 80 the negotiating team.
 81
 82 D. Boutin: I am curious about the reason Councilor Lapierre was not able to attend this meeting.
 83
 84 Chair Sullivan: I don't know. I think it was something about dealing with his children.
 85
 86 **NON-PUBLIC SESSION NH RSA 91-A:3 II**
 87
 88 ***Chair Sullivan motioned to enter non-public session of December 15, 2021, at 5:46 pm in***
 89 ***accordance with NH RSA 91-A:3 II (a). C. Karolian seconded the motion.***
 90
 91 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of
 92 such employee, or the investigation of any charges against him or her, unless the employee

93 affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case
94 the request shall be granted.

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

96 Councilor Walczyk joined the meeting at 6:05 pm.

97 ***Chair Sullivan motioned to leave non-public session of December 15, 2021 at 6:43 pm. C.***
98 ***Karolian seconded the motion.***

99 ***Voted unanimously in favor (8-0).***

100 ***Chair Sullivan motioned to seal the minutes of the non-public session. T. Tsantoulis***
101 ***seconded the motion.***

102 ***Voted unanimously in favor (8-0).***

103 Chair Sullivan called the public meeting back to order at 6:45 pm.

104 **OLD BUSINESS**

105 **Town of Hooksett and Teamsters Local 633 Mid-Management Contract Effective July 1,**
106 **2022**

107 ***T. Tsantoulis motioned to accept the agreement between the Town of Hooksett and***
108 ***Teamsters Local 633 for the Mid-Management contract from July 01, 2022 through June***
109 ***30, 2025. D. Boutin seconded the motion.***

110 **Roll Call #4**

111 ***A. Walczyk Aye***
112 ***R. Lapierre Not Present***
113 ***C. Jones Aye***
114 ***R. Duhaime Aye***
115 ***J. Durand Aye***
116 ***C. Karolian Aye***
117 ***T. Tsantoulis Aye***
118 ***D. Boutin Aye***
119 ***J. Sullivan Aye***

120 ***Voted unanimously in favor (8-0).***

121 ***Chair Sullivan motioned to approve the warrant article which will read, "To see if the***
122 ***town will vote to approve the cost items included in the collective bargaining agreement***
123 ***reached between the Hooksett Town Council and the Mid-Management Employees Local***
124 ***633, Teamsters, which calls for the following increases in salaries and benefits at the***
125 ***current staffing level:***

126

127

Estimated increase over prior year

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Estimated Increase</u>
129 2022-23	\$48,399.00	\$12,951.00	\$61,350.00
130 2023-24	\$36,829.00	\$ 9,715.00	\$46,544.00
131 2024-2025	\$31,588.00	\$ 8,240.00	\$39,828.00

132

133 **and further to raise and appropriate \$61,350.00 for the current fiscal year, such sum**
 134 **representing the additional costs attributable to the increase in salaries and benefits**
 135 **required by the new agreement over those that would be paid at current staffing levels.**
 136 **Estimated tax rate impact for first year is \$0.03. D. Boutin seconded the motion.**

137

Roll Call #5

139 **T. Tsantoulis Aye**

140 **C. Jones Aye**

141 **R. Duhaime Aye**

142 **A. Walczyk Aye**

143 **R. Lapierre Not present**

144 **C. Karolian Aye**

145 **J. Durand Aye**

146 **D. Boutin Aye**

147 **J. Sullivan Aye**

148

149 **Voted unanimously in favor (8-0).**

150

151 Chair Sullivan: I would like to thank the Councilor who represented us and the appropriate staff,
 152 as well as the members of the union representatives.

153

FY 2022-2023 Budget and Warrant Articles

155

156 C. Tewksbury: Who will motion and speak on this Article and who will second it?

157

158 Chair Sullivan: Councilor Lapierre will motion and speak; Councilor Tsantoulis will provide the
 159 second.

160

161 C. Tewksbury: We haven't seen the Wastewater warrant articles yet. We will address those and
 162 the default budget in January 2022.

163

PUBLIC INPUT

165

166 Keith Judge, Business Agent for Teamsters Local 633, 49 Farmer Road: I want to thank the
 167 Councilors and particularly Councilor Lapierre. These were tough negotiations. Essentially, it is
 168 a first contract. It lays out some great groundwork for future negotiations.

169

OTHER BUSINESS

171

172 A. Garron: At the last meeting, Councilor Duhaime asked me for an update on the Hackett
173 Hill/Route 3A intersection and the Main Street/Route 3A intersection. All information was
174 submitted, and I am pleased to say that both of these have been added to the DOT ten-year
175 plan in the amount of \$4.2 million.

176
177 D. Boutin: How did we make out with the Water Grant application?
178

179 A. Garron: We don't know yet.
180

181 **ADJOURNMENT**
182

183 ***D. Boutin motioned to adjourn at 6:54 pm. T. Tsantoulis seconded the motion.***
184

185 ***Voted unanimously in favor (8-0), and the meeting was adjourned.***
186

187 Respectfully submitted,
188

189 *Kathleen Donnelly*
190

191 Kathleen Donnelly
192 Recording Clerk
193

<p>Please see subsequent meeting minutes for any amendments to these minutes.</p>
