



AGENDA

Town of Hooksett Town Council

Wednesday, January 19, 2022 at 6:00 PM

A meeting of the Town Council will be held Wednesday, January 19, 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**
7. **SPECIAL RECOGNITION**
 - 7.1. **BICENTENNIAL MOMENT**
 - 7.2. Hooksett Municipal Employee - New Hire
8. **PUBLIC INPUT - 15 MINUTES**
9. **SCHEDULED APPOINTMENTS**
 - 9.1. Cam Prolman, Southern New Hampshire Planning Commission
Hooksett Hazard Mitigation Plan Update
[Staff Report - SR-22-006 Hazard Mitigation Plan - Pdf](#) 5 - 7
 - 9.2. Tim Beauregard, Platinum Trucking and Equipment, LLC
Application for New Commercial Construction Tax Exemption (RSA 72:81)
1380 Hooksett Road, Tax Map 18 Lot 47
[Staff Report - SR-22-007 Platinum Trucking and Equipment - Pdf](#) 9 - 28
10. **CONSENT AGENDA**
11. **TOWN ADMINISTRATOR'S REPORT**
12. **NOMINATIONS AND APPOINTMENTS**
 - 12.1. Nominations and Appointments
[Staff Report - SR-22-002 - Pdf](#) 29 - 32
13. **BRIEF RECESS**
14. **OLD BUSINESS**
 - 14.1. FY 2022-23 Budget and Warrant Articles
[Staff Report - SR-22-008 - Pdf](#) 33
 - 14.2. Hooksett Fire-Rescue Inspections Update - Ian Tewksbury, Administrative Fire Captain (Fire Prevention)

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

14.3.	Proposed Town Charter Amendments for Article 8.2 Initiative Petitions (amend language) and Article 8.6 Recall of Officeholders (remove entire section) (tabled at 1/5/2022 Council meeting) Staff Report - SR-22-003 - Pdf	35 - 38
14.4.	Proposed Town Charter Amendment for Section 11.2 Judicial Board to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of Adjustment Staff Report - SR-22-004 - Pdf	39 - 40
14.5.	Proposed Town Charter Amendment for 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-22-005 - Pdf	41 - 43
14.6.	ARPA Committee Update	
15.	NEW BUSINESS	
15.1.	Budget Transfer #2022-01 in the amount of \$1,996.00 from Town Clerks' budget to Tax Collector's budget. Staff Report - SR-22-009 - Pdf Budget Transfer 01192022	45 - 47
15.2.	Ambulance Purchase by Fire Rescue Department (Tabled at 1/5/2022 Council Meeting) Staff Report - SR-22-010 - Pdf	49 - 84
15.3.	Community Development Department Reorganization Planning Coordinator Staff Report Community Development Reorg 01192022 CLASSIFICATION PAY PLAN - CD REORG - 01192022 com dev-planning coord 01192022	85 - 93
15.4.	Town Council Public Minutes - RSA 91:a Staff Report - SR-21-209 - Pdf	95 - 97
16.	APPROVAL OF MINUTES	
16.1.	Public: 12/08/2021 TC Minutes 12082021	99 - 117
16.2.	Public: 12/15/2021 Special Meeting SPECIAL MEETING MINUTES 12.15.2021	119 - 123
16.3.	Public: 01/05/2022 TCminutes01052022	125 - 136
16.4.	Non-Public: 01/05/2022	
17.	SUB-COMMITTEE REPORTS	
18.	PUBLIC INPUT	
19.	NON-PUBLIC SESSION NH RSA 91-A:3 II	
20.	ADJOURNMENT	

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

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.
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: Cam Prolman, Southern New Hampshire Planning Commission
 Hooksett Hazard Mitigation Plan Update
Meeting: Town Council - 19 Jan 2022
Department: Community Development
Staff Contact: Kathy Lawrence, Community Development Clerk

BACKGROUND INFORMATION:

Section 322 of the Stafford Act and Section 1366 of the National Flood Insurance Act of 1968 prescribe state and local government requirements relating to hazard mitigation planning and disaster preparedness. The purpose of this legislation is to encourage state and local governments to identify actions and activities to avoid or reduce any losses from both natural and manmade hazards, and to establish a coordinated process to implement a mitigation plan to address hazards when they do affect people and property. To aid in mitigating hazards, the Federal Emergency Management Agency administers the Hazard Mitigation Grant Program in coordination with our region's local Metropolitan Planning Organization. The Southern New Hampshire Planning Commission works with communities within its jurisdiction to develop and update hazard mitigation plans according to FEMA guidelines. In order to be eligible to receive FEMA funding through the Hazard Mitigation Grant Program in the event of a natural or other manmade disaster, the Town must update its adopted hazard mitigation plan once every five years. The Town's current hazard mitigation plan was adopted in 2015.

Beginning in February of 2020, the Southern New Hampshire Planning Commission coordinated a series of interdepartmental meetings and public meetings to begin the process of updating the existing hazard mitigation plan. The process of the plan update has largely consisted of independent review of the draft by Fire, Police, and EMS personnel, as well as review and comment by a representative of all other Town departments. The draft copy of the update will be submitted to the Council under separate cover due to the size of the document.

FINANCIAL IMPACT:

Adoption of the draft update will keep the Town in compliance with FEMA's requirements, and the Town will therefore continue to be eligible for federal assistance in the event of a natural or other manmade disaster.

POLICY IMPLICATIONS:

Adoption of the draft update will provide guidance for all EMS staff in the preparation for and reaction to disaster events and will ultimately reduce the impact of these events on the community.

RECOMMENDATION:

Review the draft plan, and subsequently adopt the 2021 update to the Hooksett Hazard Mitigation Plan as presented by the Southern New Hampshire Planning Commission. Sign the attached adoption certification in order to update FEMA's records.

SUGGESTED MOTION:

Motion to adopt the 2021 update to the Hooksett Hazard Mitigation Plan as presented by the Southern New Hampshire Planning Commission

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Hooksett Hazmit Adoption Documentation](#)

Town of Hooksett, New Hampshire
Hooksett Town Council

A Resolution Approving the Hooksett Hazard Mitigation Plan Update
2021

WHEREAS, the Southern New Hampshire Planning Commission received funding from the New Hampshire Department of Safety – Homeland Security and Emergency Management under a Pre-Disaster Mitigation Grant to assist the Town of Hooksett in the preparation of the Hooksett Hazard Mitigation Plan Update; and

WHEREAS, several public planning meetings/hearings were held between February 2020 and June of 2020 regarding the development and review of the Hooksett Hazard Mitigation Plan Update; and

WHEREAS, the Hooksett Hazard Mitigation Plan Update contains several potential future projects to mitigate hazard damage in the Town of Hooksett; and

WHEREAS, a public meeting was held by the Hooksett Town Council on January 19, 2022 to formally approve and adopt the Hooksett Hazard Mitigation Plan Update.

NOW, THEREFORE BE IT RESOLVED that the Hooksett Town Council approve the Hooksett Hazard Mitigation Plan Update.

APPROVED and SIGNED this ____ day of January 2022.

Town Council

ATTEST

Town Council STAFF REPORT



To: Town Council
Title: Tim Beauregard, Platinum Trucking and Equipment, LLC
 Application for New Commercial Construction Tax Exemption (RSA 72:81)
 1380 Hooksett Road, Tax Map 18 Lot 47
Meeting: Town Council - 19 Jan 2022
Department: Community Development
Staff Contact: Kathy Lawrence, Community Development Clerk

BACKGROUND INFORMATION:

Platinum Trucking and Equipment, LLC, represented by Tim Beauregard, has applied for exemption under RSA 72:81, New Commercial and Industrial Construction Exemption, which the Council adopted for 16 vacant/underutilized commercial/industrial properties in March of 2021. The exemption is an economic development incentive which allows the Town to grant temporary municipal property and local school tax relief up to 25% of the assessed value increase attributable to the new construction or renovation for a period of up to five years. Example:

Property X is undeveloped and has a total assessed value of \$100,000. Property X is granted an exemption under RSA 72:81 at 25% for a period of 5 years. The property is subsequently developed. The new assessed value of the property in year 1 after development is \$1,000,000. The granted exemption applies to the improvements, in this example \$900,000 in year one, which will then be taxed at 75% of the current tax rate. The same procedure will be repeated each year for the new assessment for the following 4 years, at which point the exemption will expire and the property will be taxed at 100% of the current rate. Note that the Town will continue to tax the property's original assessed value, in this example \$100,000, at the current rate for the duration of the exemption.

Platinum Trucking and Equipment LLC secured planning entitlements to construct a new 12,000 square foot commercial facility at 1380 Hooksett Road, which was previously undeveloped, in May of 2021. Please see the attached site plan and notice of Planning Board decision.

All conditions of Planning Board approval have been met, the project has been fully bonded, building permits have been issued, and site work has commenced. Occupancy permits are expected to be issued at project close-out in May/June of this year.

The total assessed value of the property at the time of application is \$267,900.

FINANCIAL IMPACT:

Short term forfeiture of up to 25% of property values resulting from increases in assessed value as a result of property improvements. Exact figures will be available once the project has been completed and the improvements have been assessed.

POLICY IMPLICATIONS:

The exemption provides an incentive for the development of several pieces of underdeveloped commercial/industrial properties in Hooksett and is consistent with the Town's economic development strategy. The exemption promotes Hooksett as a business-friendly community and provides a financial incentive for small business owners to locate their operations in Hooksett.

RECOMMENDATION:

Grant the requested exemption

SUGGESTED MOTION:

Motion to grant tax exemption as prescribed under RSA 72:81 and adopted by the Hooksett Town Council on 03/24/2021 for Platinum Trucking and Equipment, LLC, 1380 Hooksett Road, Tax Map 18 Lot 47. The exemption shall include a 25% reduction in local property taxes for site improvements from the date of application for a period of 5 years, terminating on 12/31/2026. No part of this motion shall supersede the statutory requirements or administrative rules governing this exemption under RSA 72:81.

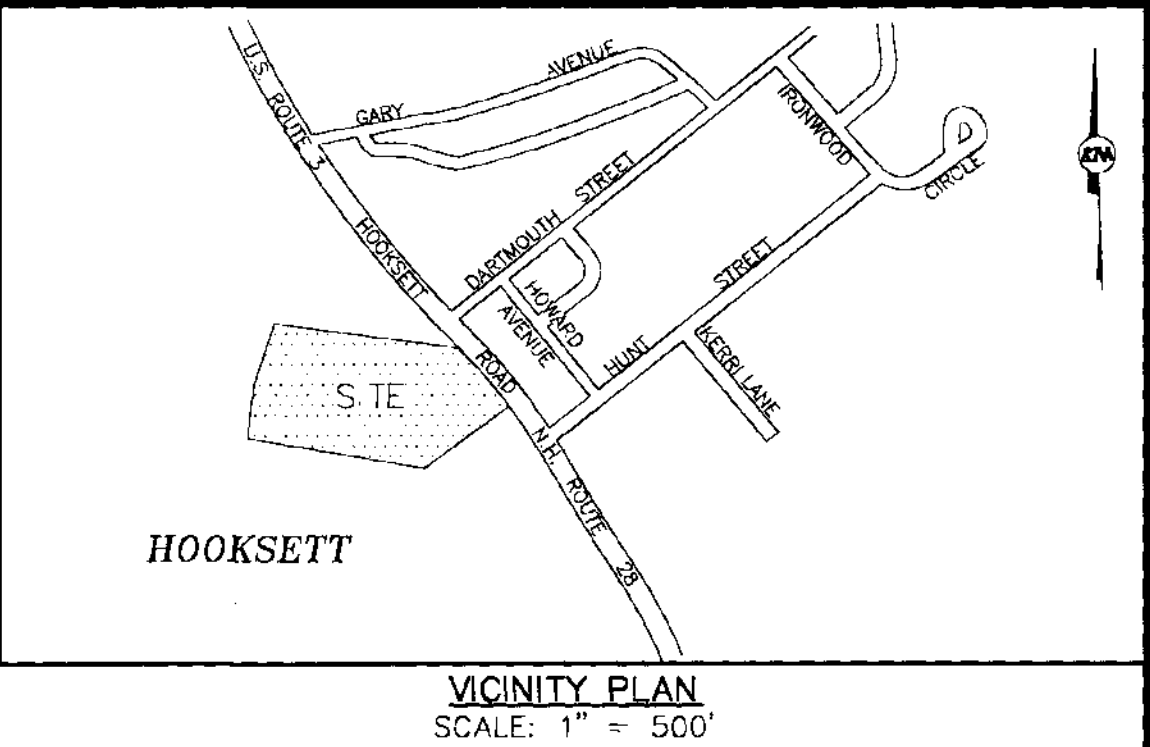
TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[Platinum - Site Plan - Rev 1 - 5-10-21](#)
[21-10 Platinum Truck & Equipment](#)

NON-RESIDENTIAL SITE PLAN
PLATINUM
TRUCK AND EQUIPMENT LLC
MAP 18 LOT 47
1380 HOOKSETT ROAD
HOOKSETT, NEW HAMPSHIRE



APPROVED BY THE HOOKSETT, NH PLANNING BOARD ON DATE: _____

CERTIFIED BY:
CHAIRMAN _____

SECRETARY _____

OWNER:
ROB RA KE RO, LLC
1130 HOOKSETT ROAD
HOOKSETT, NEW HAMPSHIRE 03106

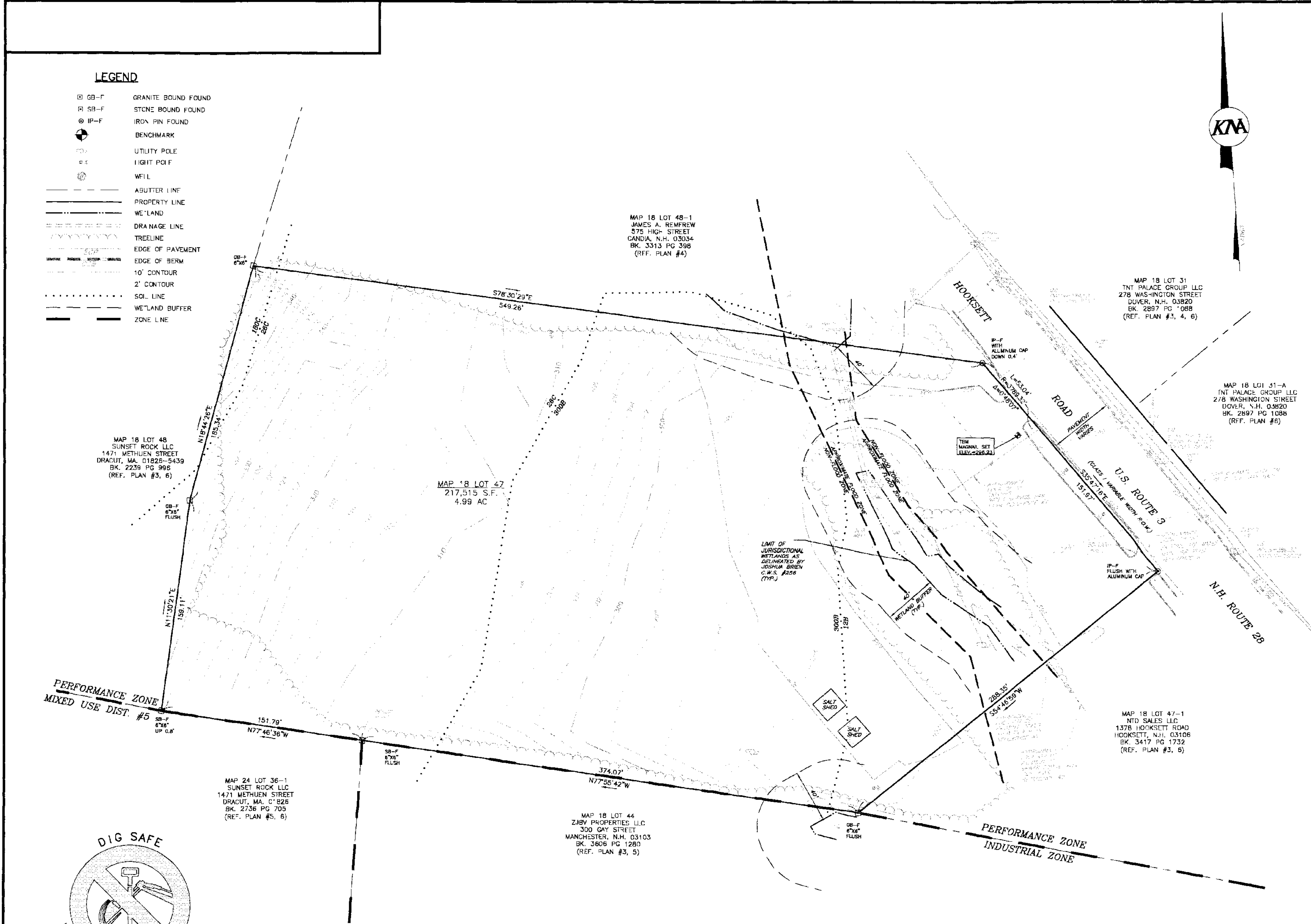
APPLICANT:
PLATINUM TRUCK AND EQUIPMENT, LLC
15 TOLLES STREET, UNIT D
HUDSON, NEW HAMPSHIRE 03051

PREPARED BY:
KEACH-NORDSTROM ASSOCIATES, INC.
10 COMMERCE PARK NORTH, SUITE 3B
BEDFORD, NEW HAMPSHIRE 03110
(603) 627-2881

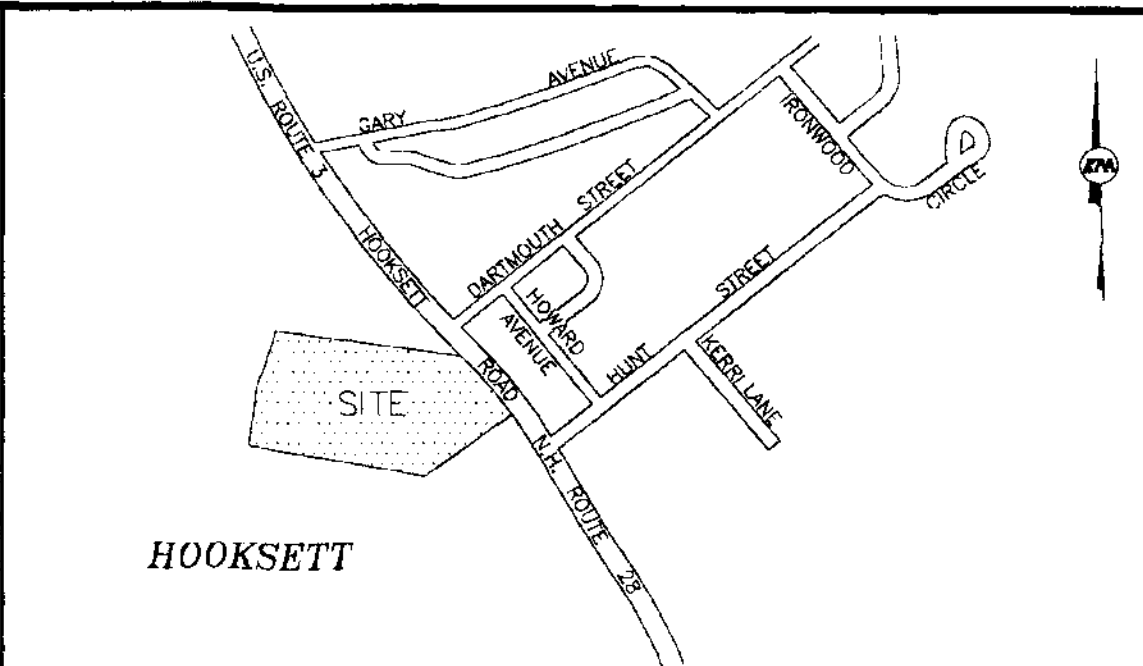


DATE: APRIL 12, 2021
LAST REVISED: MAY 10, 2021
PROJECT NO. 20-1022-5

<u>SHEET TITLE</u>	<u>SHEET No.</u>
EXISTING CONDITIONS PLAN	1
REMOVALS/DEMOLITION PLAN	2
NON-RESIDENTIAL SITE PLAN	3
GRADING & DRAINAGE PLAN	4
UTILITY PLAN	5
EROSION CONTROL PLAN	6
LANDSCAPE PLAN	7
LIGHTING PLAN	8
CONSTRUCTION DETAILS	9 - 13
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SEWER PUMP DESIGN	S1
ARCHITECTURAL PLANS	A1

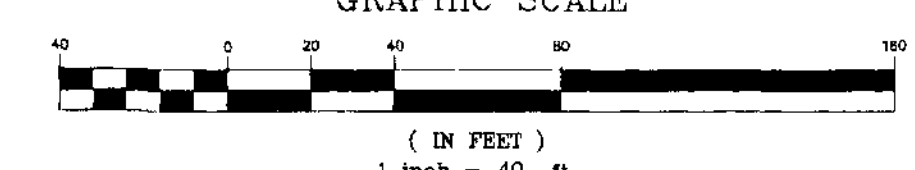


- LEGEND**
- GB-F GRANITE BOUND FOUND
 - SB-F STONE BOUND FOUND
 - IP-F IRON PIN FOUND
 - BENCHMARK
 - UTILITY POLE
 - LIGHT POLE
 - WELL
 - ADJUTER LINE
 - PROPERTY LINE
 - WETLAND
 - DRAINAGE LINE
 - TREELINE
 - EDGE OF PAVEMENT
 - EDGE OF BERM
 - 10' CONTOUR
 - 2' CONTOUR
 - SOL. LINE
 - WETLAND BUFFER
 - ZONE LINE



- NOTES:**
- THE PURPOSE OF THIS PLAN IS TO DEPICT THE EXISTING CONDITIONS PRESENT ON MAP 18 LOT 47 IN THE TOWN OF HOOKSETT, NEW HAMPSHIRE AS SHOWN HEREON AND NO OTHER PURPOSE.
 - EXISTING AREA OF PARCEL = 217,515 S.F. OR 4.99 ACRES.
 - OWNER OF RECORD: RCB RA KE RO LLC, 1130 HOOKSETT ROAD, HOOKSETT, N.H. 03106, M.C.R.D. BK. 3105 PG. 54.
 - THE SUBJECT PARCEL IS LOCATED ENTIRELY WITHIN THE RESIDENTIAL U.S. ROUTE 3 PERFORMANCE (ZONING DISTRICT) DIMENSIONAL REQUIREMENTS ARE AS FOLLOWS:
 - FRONT 1:30
 - SIDE 1:1
 - REAR 1:1
 - *CALCULATED AS A RATIO OF ONE FOOT (1') OF MAXIMUM BUILDING HEIGHT TO ONE FOOT (1') REQUIRED BUILDING SETBACK.
 - TOPOGRAPHIC AND BOUNDARY INFORMATION SHOWN HEREON ARE BASED ON AN ACTUAL FIELD SURVEY MADE BY THIS OFFICE IN FEBRUARY OF 2021.
 - HORIZONTAL DATUM IS NAD83, VERTICAL DATUM IS NAVD83 FROM GTS SURVEY METHODS POST PROCESSED THROUGH NOAA-OPUS.
 - NORTH ORIENTATION IS NAD83.
 - EXAMINATION OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) FOR THE TOWN OF HOOKSETT N.H., MERRIMACK COUNTY, MAP NUMBER 530110078E, PANEL 679 OF 705, EFFECTIVE DATE: APRIL 19, 2010 INDICATES THAT A PORTION OF THE SUBJECT PARCEL IS LOCATED WITHIN A DESIGNATED FLOOD HAZARD AREA; AREAS OF 0.2% ANNUAL CHANCE FLOOD, AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD.
 - THE LOCATION OF ANY UNDERGROUND UTILITY INFORMATION SHOWN HEREON IS APPROXIMATE. KEACH-NORDSTROM ASSOCIATES, INC. MAKES NO CLAIM TO THE ACCURACY OR COMPLETENESS OF THE UTILITIES SHOWN PRIOR TO ANY EXCAVATION ON SITE THE CONTRACTOR OR OWNER SHALL CONTACT DIG-SAFE AT 811.
 - EASEMENTS, RIGHTS AND RESTRICTIONS SHOWN OR IDENTIFIED HEREON ARE THOSE FOUND DURING RESEARCH AT THE MERRIMACK COUNTY REGISTRY OF DEEDS. OTHER EASEMENTS, RIGHTS AND RESTRICTIONS MAY EXIST WHICH A TITLE EXAMINATION OF THE SUBJECT PREMISES MAY DETERMINE.

- REFERENCE PLANS**
- "PLAN OF BROOKSIDE FROM SURVEY OF 1912" PREPARED BY: H.K. ROGERS, M.C.R.D. PLAN #270.
 - "COMPOSITE PLAN HOOKSETT INDUSTRIAL PARK", DATED: OCTOBER 1, 1979, M.C.R.D. PLAN #5965.
 - "CONSOLIDATION & SUBDIVISION OF THE LAND OF CHRISTOPHER REALTY TRUST & FIRST BRISTOL REALTY TRUST", HOOKSETT, N.H. SCALE: 1"=100'. DATED: JUNE 6, 1988. PREPARED BY: HOLDEN ENGINEERING & SURVEYING, INC.
 - "BOUNDARY & EASEMENT PLAN, LAND OF THERESA G. SIMPSON REVOCABLE TRUST", SCALE: 1"=80'. DATED: JULY 28, 2000. PREPARED BY: BIRD ENGINEERING, INC.
 - "LOT CONSOLIDATION & RESUBDIVISION PLAN", MANCHESTER SAND AND GRAVEL & CEMENT CO., INC. HOOKSETT, N.H. SCALE: 1"=100'. DATED: MAY 27, 2004. PREPARED BY: HOLDEN ENGINEERING & SURVEYING, INC.
 - "SUBDIVISION & LOT LINE ADJUSTMENT PLAN BOUNDARY SURVEY", MAP 18 LOT 47 & LOT 48, SCALE: 1"=50'. DATED: MARCH 5, 2008. PREPARED BY: HOLDEN ENGINEERING & SURVEYING, INC.
 - "EXISTING CONDITIONS PLAN, MAP 18 LOT 47" FOR STEPHEN FAULKNER, DATED: SEPTEMBER 2, 2008. PREPARED BY: HOLDEN ENGINEERING & SURVEYING, INC. NOT RECORDED.



EXISTING CONDITIONS PLAN
PLATINUM TRUCK AND EQUIPMENT
MAP 18 LOT 47
1380 HOOKSETT ROAD
HOOKSETT, NEW HAMPSHIRE
MERRIMACK COUNTY

OWNER OF RECORD: ROB RA KE RO, LLC 1130 HOOKSETT ROAD HOOKSETT, N.H. 03106 M.C.R.D. BK. 3105 PG. 54	APPLICANT: PLATINUM TRUCK AND EQUIPMENT, LLC 15 COLLES STREET, UNIT D HUDSON, NH 03051
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KEACH-NORDSTROM ASSOCIATES, INC.
Civil Engineering Land Surveying Landscape Architecture
10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 627-2881

REVISIONS		
No.	DATE	DESCRIPTION

DATE: APRIL 12, 2021 SCALE: 1"= 40'
PROJECT NO: 20-1022-5 SHEET 1 OF 13

UTILITY NOTE

THE UNDERGROUND UTILITIES DEPICTED HEREON HAVE BEEN DRAWN FROM FIELD SURVEY INFORMATION AND/OR PLOTTED FROM EXISTING DRAWINGS. KEACH-NORDSTROM ASSOCIATES, INC. MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES DEPICTED COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. FURTHER, KEACH-NORDSTROM ASSOCIATES, INC. DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE. KEACH-NORDSTROM ASSOCIATES, INC. HAS NOT PHYSICALLY LOCATED THE UNDERGROUND PORTIONS OF THE UTILITIES.

SCS SOILS LEGEND

- 12B HICKLEY LOAMY SAND 3 TO 8% SLOPES
- 28C WINDSOR LOAMY SAND 8 TO 15% SLOPES
- 180C WINDSOR-HOLLIS COMPLEX 8 TO 15% SLOPES, VERY ROCKY
- 300B LIPSAMENTS 0 TO 6% SLOPES

SOURCE: USDA-SCS WEB SOIL SURVEY, MERRIMACK COUNTY

WETLAND SCIENTIST'S CERTIFICATION:

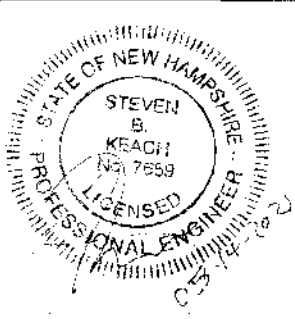
JOSHUA BRIEN, CERTIFIED WETLAND SCIENTIST #256 OF KEACH-NORDSTROM ASSOCIATES, INC. OF BEDFORD, NH PERFORMED THE DELINEATION OF JURISDICTIONAL WETLANDS IN JANUARY OF 2021 USING THE TECHNICAL CRITERIA IN THE CORPS OF ENGINEERS WETLAND DELINEATION MANUAL (TECHNICAL REPORT Y-87-1, JANUARY 1987).

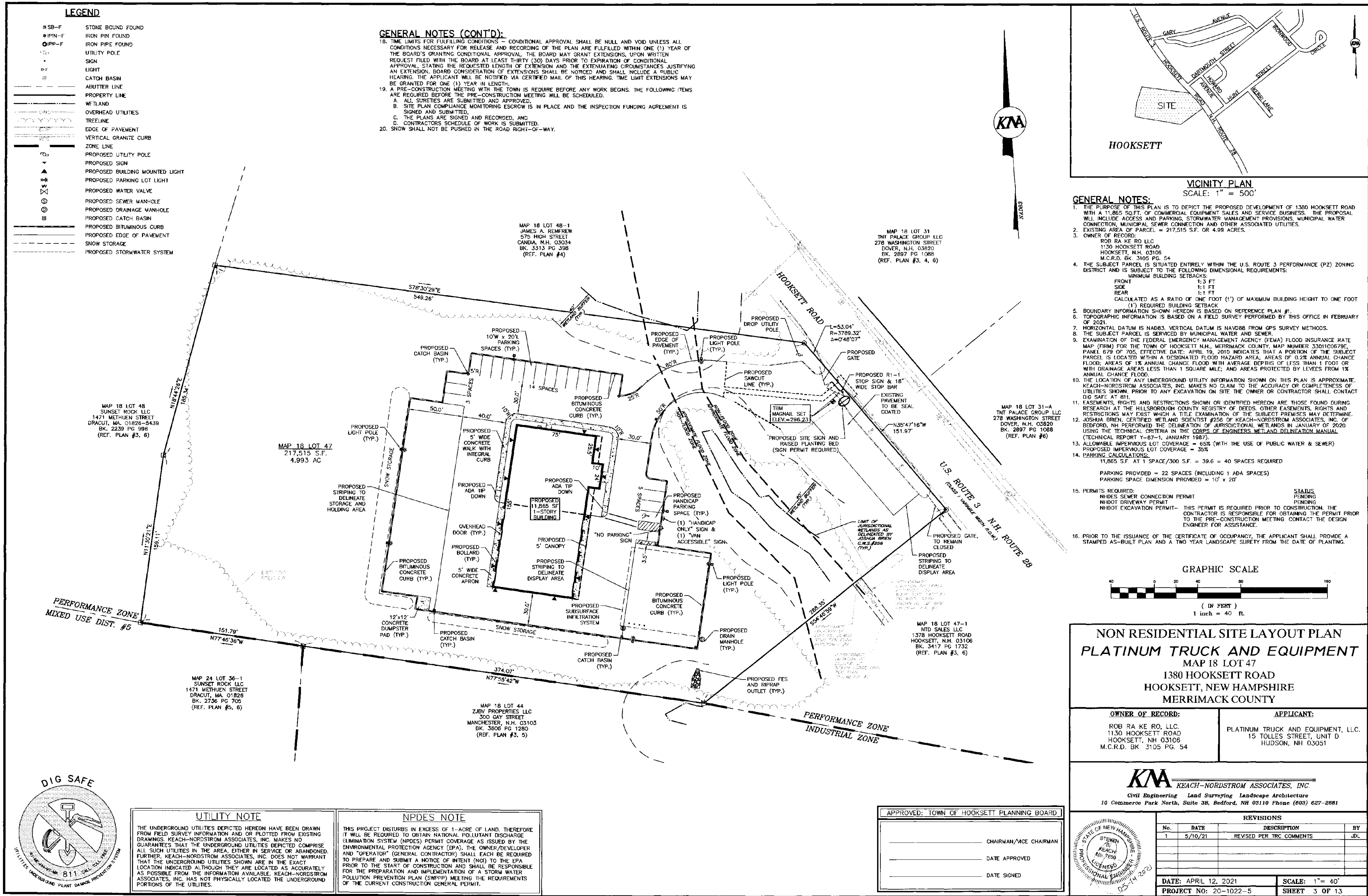
DATE: 4/12/2021
CERTIFIED WETLAND SCIENTIST

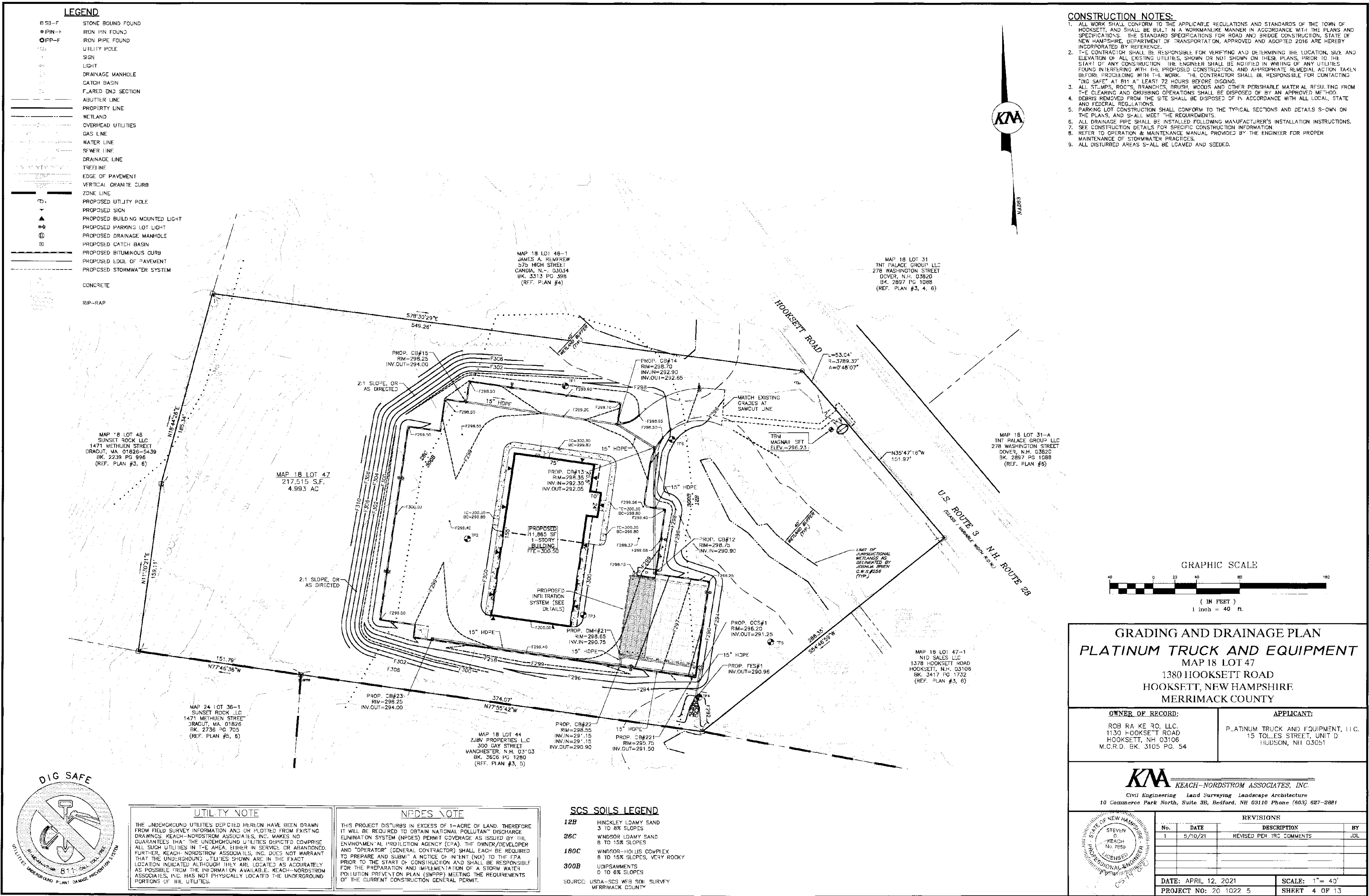
SURVEYOR'S CERTIFICATION:

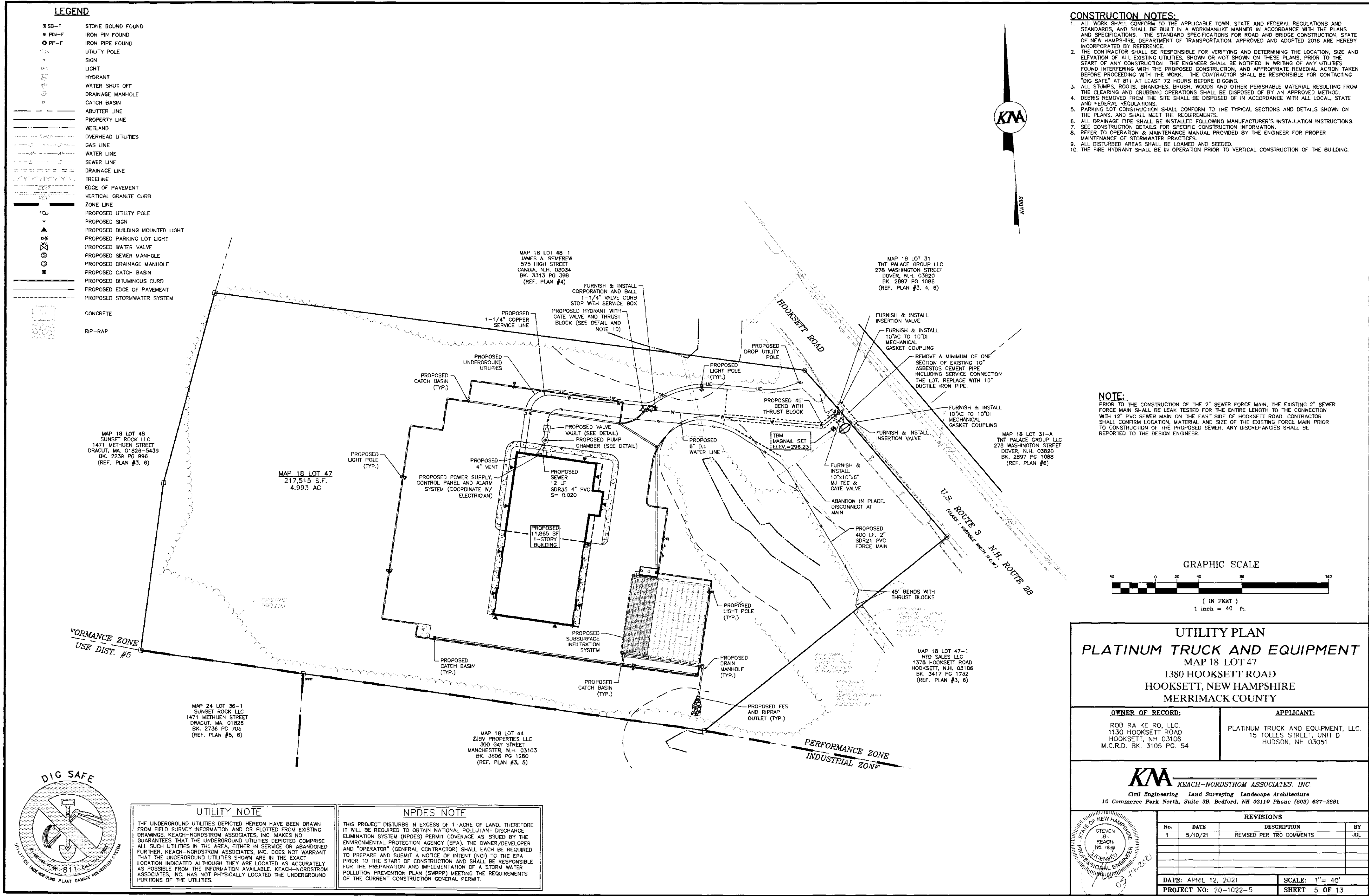
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION. FURTHER, THAT THIS PLAN IS BASED ON AN ACTUAL FIELD SURVEY MADE BY THIS OFFICE DURING JANUARY OF 2021. SAID SURVEY HAS A RELATIVE ERROR OF CLOSURE OF ONE PART IN TEN THOUSAND (1:10,000) OR BETTER.

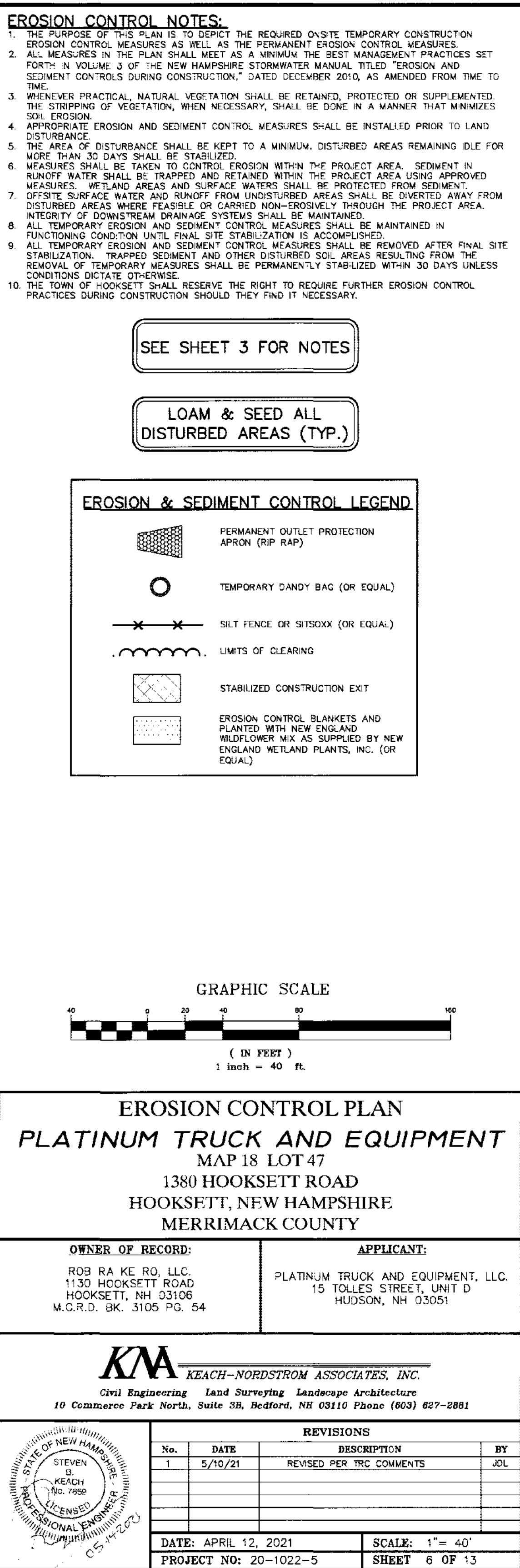
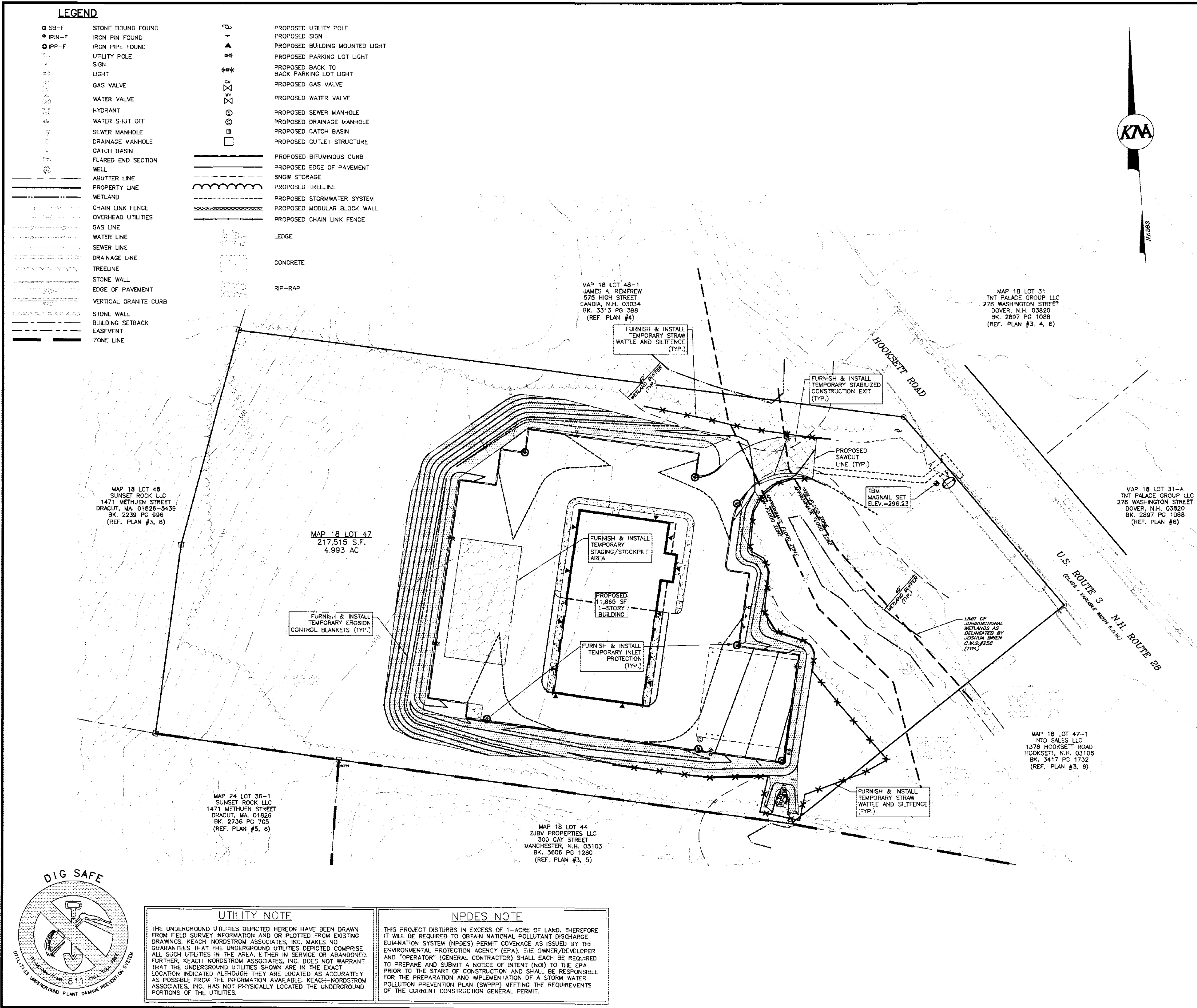
DATE: 4/12/2021
LICENSED LAND SURVEYOR

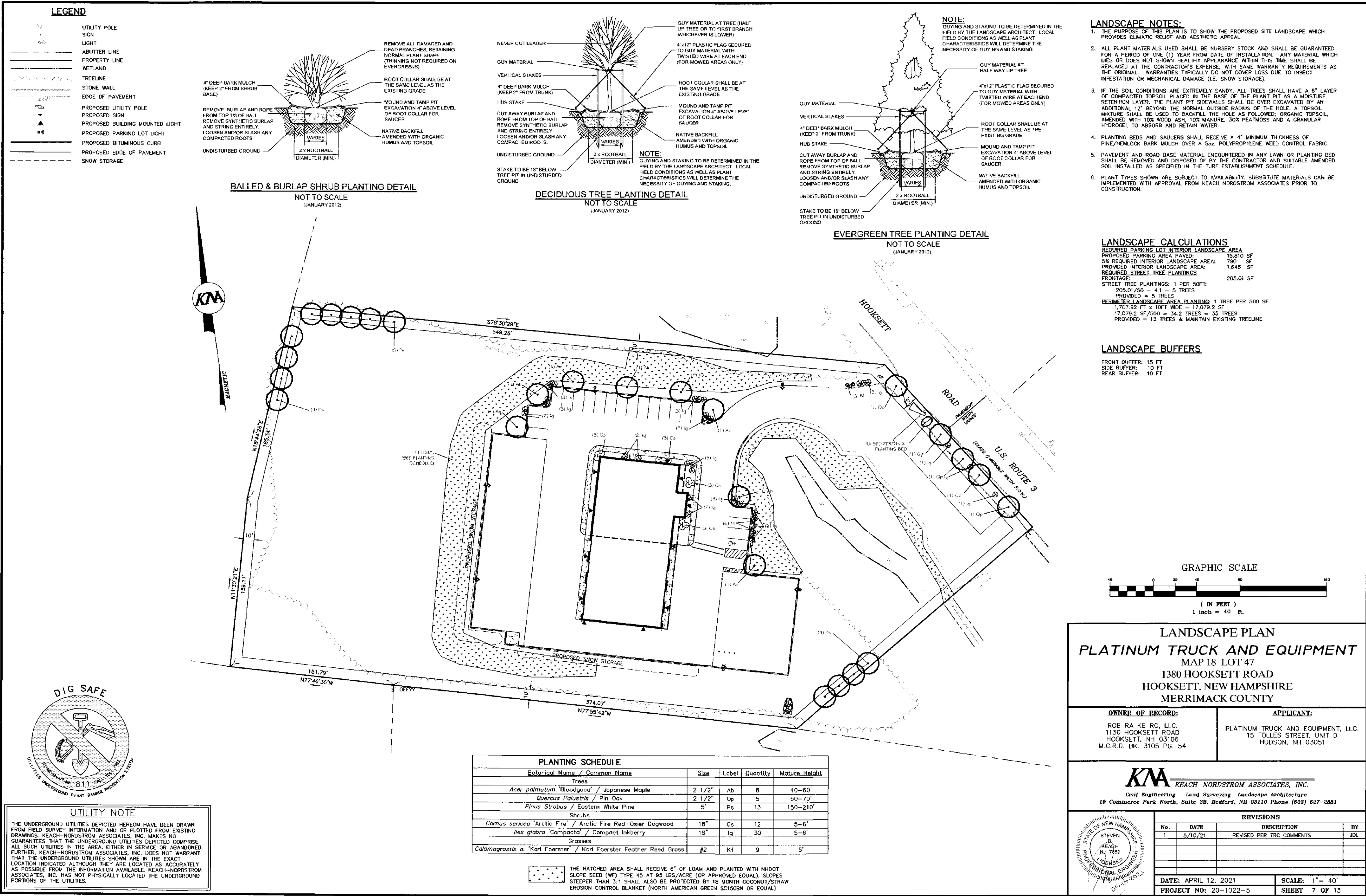










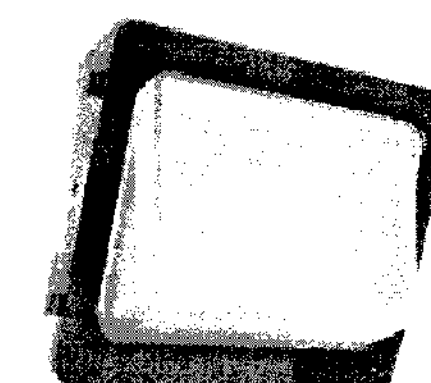


WSB-F	STONE BOUND FOUND
OPIN-F	IRON PIN FOUND
OPPP-F	IRON PIPE FOUND
U	UTILITY POLE
S	SIGN
L	LIGHT
AB	ABUTTER LINE
PR	PROPERTY LINE
W	WETLAND
OU	OVERHEAD UTILITIES
TL	TREELINE
ED	EDGE OF PAVEMENT
GR	VERTICAL GRANITE CURB
UP	PROPOSED UTILITY POLE
▲	PROPOSED BUILDING MOUNTED LIGHT
■	PROPOSED PARKING LOT LIGHT
***	PROPOSED BACK TO BACK PARKING LOT LIGHT
BT	PROPOSED BITUMINOUS CURB
PP	PROPOSED EDGE OF PAVEMENT

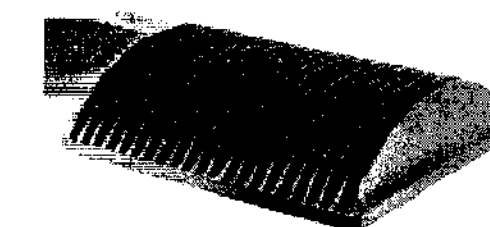
1. ALL LIGHTS/FIXTURES SHALL BE AS SPECIFIED.
2. ALL PROPOSED LIGHTS/FIXTURES ARE TO BE FULL CUTOFF.
3. FIXTURES SHALL BE MOUNTED AT HEIGHTS AS SPECIFIED IN TABLE.
4. PRIOR TO CONSTRUCTION, THE SITE CONTRACTOR SHALL COORDINATE WITH THE PROJECT ELECTRICIAN FOR THE EXACT LOCATION, LAYOUT, CONDUIT SIZE AND CIRCUITS ASSOCIATED WITH THE SITE LIGHTING.

LUMINAIRE SCHEDULE					
SYMBOL	QTY	LABEL	ARRANGEMENT	DESCRIPTION	CRI
☼	7	P1	SINGLE	RAB ALED3IT360N/D (25° AFG)	75
◀	6	W1	WALL MOUNT	RAB W34-301-840 (15° AFG)	83
◀	3	W2	WALL MOUNT	RAB W34-30L-840 (12° AFG)	83
◀	2	W3	WALL MOUNT	RAB W34-30L-840 (12° AFG)	83

Illuminance (Fc)
Average = 4.47
Maximum = 14.0
Minimum = 0.7
Max/Min Ratio = 19.73



RAB WALL MOUNT



RAB AREA LIGHT

APPROVED: TOWN OF HOOKSETT PLANNING BOARD

— CHAIRMAN/VICE CHAIRMAN

DATE APPROVED

— DATE SIGNED

LIGHTING PLAN

PLATINUM TRUCK AND EQUIPMENT
MAP 18 LOT 47

1380 HOOKSETT ROAD

HOOKSETT, NEW HAMPSHIRE

MERRIMACK COUNTY

OWNER OF RECORD:

ROB RA KE RO, LLC.
1130 HOOKSETT ROAD
HOOKSETT, NH 03106
M.C.R.D. BK. 3105 PG. 54

APPLICANT:

PLATINUM TRUCK AND EQUIPMENT, LLC
15 TOLLES STREET, UNIT D
HUDSON, NH 03051

KNA KEACH-NORDSTROM ASSOCIATES, INC.

Civil Engineering Land Surveying Landscape Architecture
10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 627-2881

REVISIONS

REVISIONS			
No.	DATE	DESCRIPTION	BY
1	5/16/21	REVISED PER TRC COMMENTS	JDL

DATE: APRIL 12, 2021

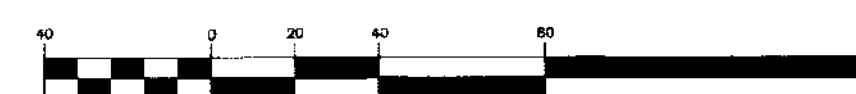
PROJECT NO: 20-1022-5

SCALE: 1" = 40'

SHEET 8 OF 13

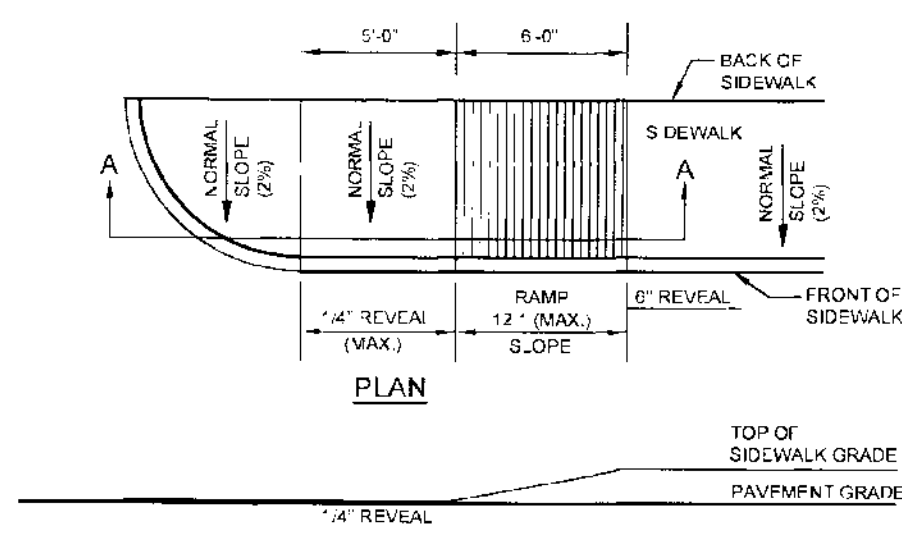
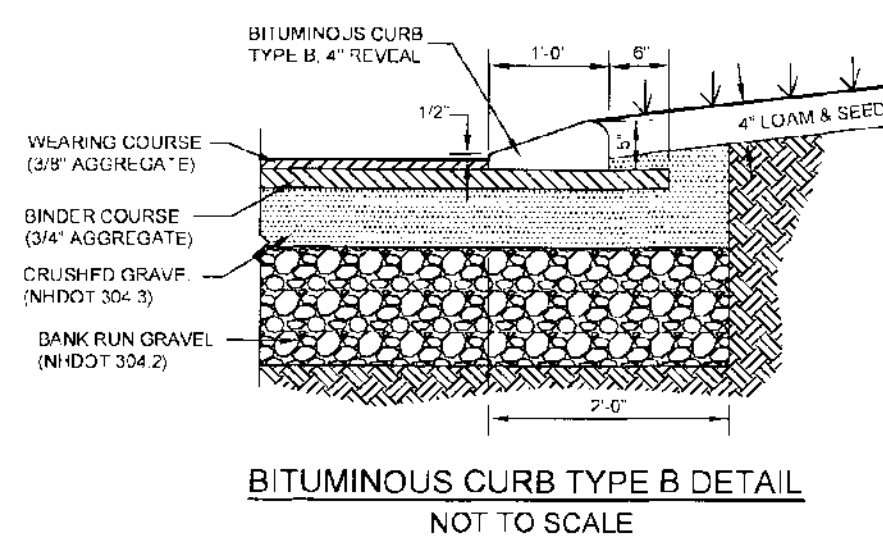
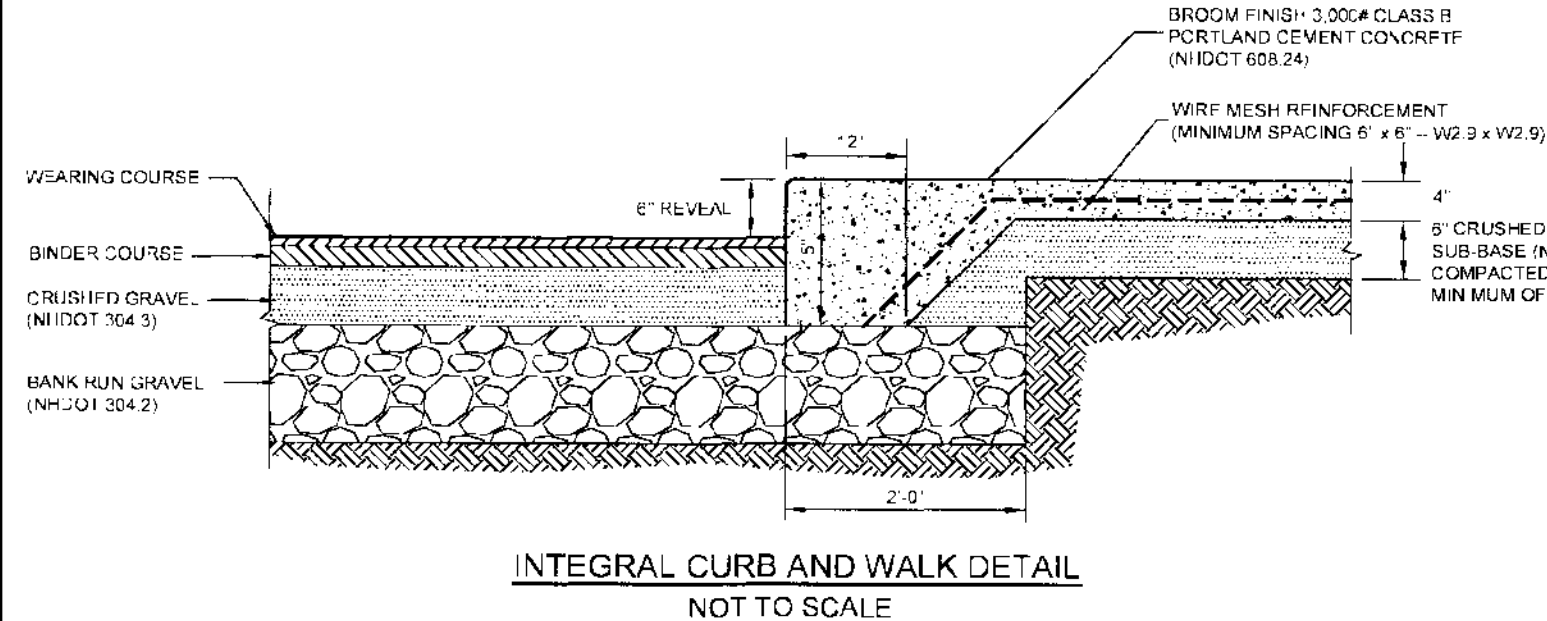
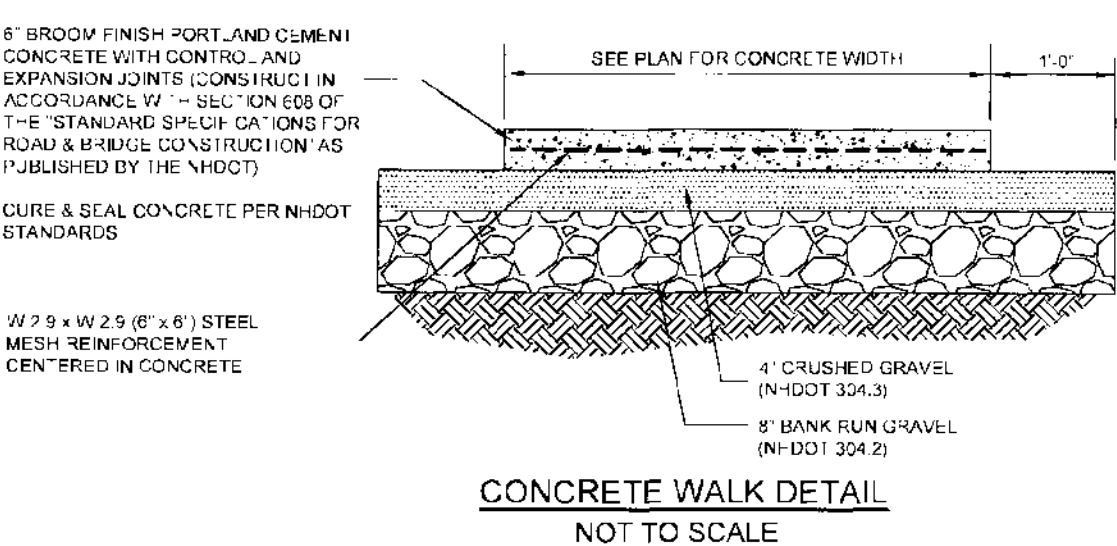
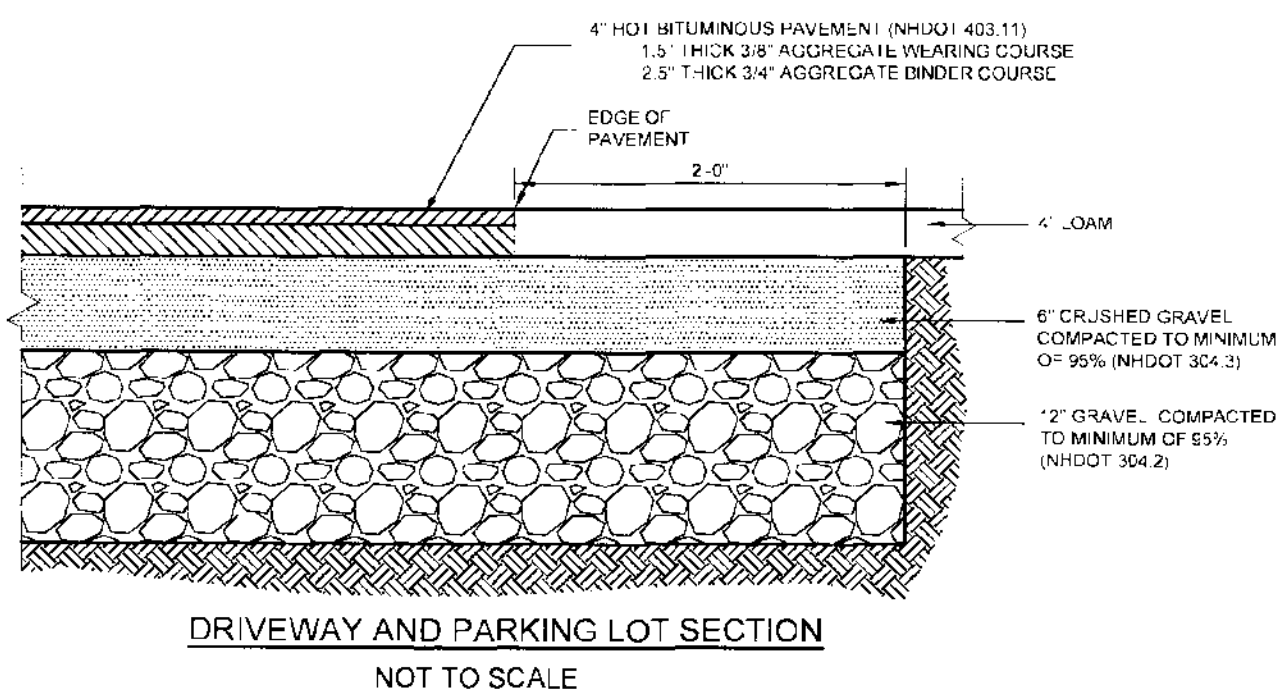


GRAPHIC SCALE



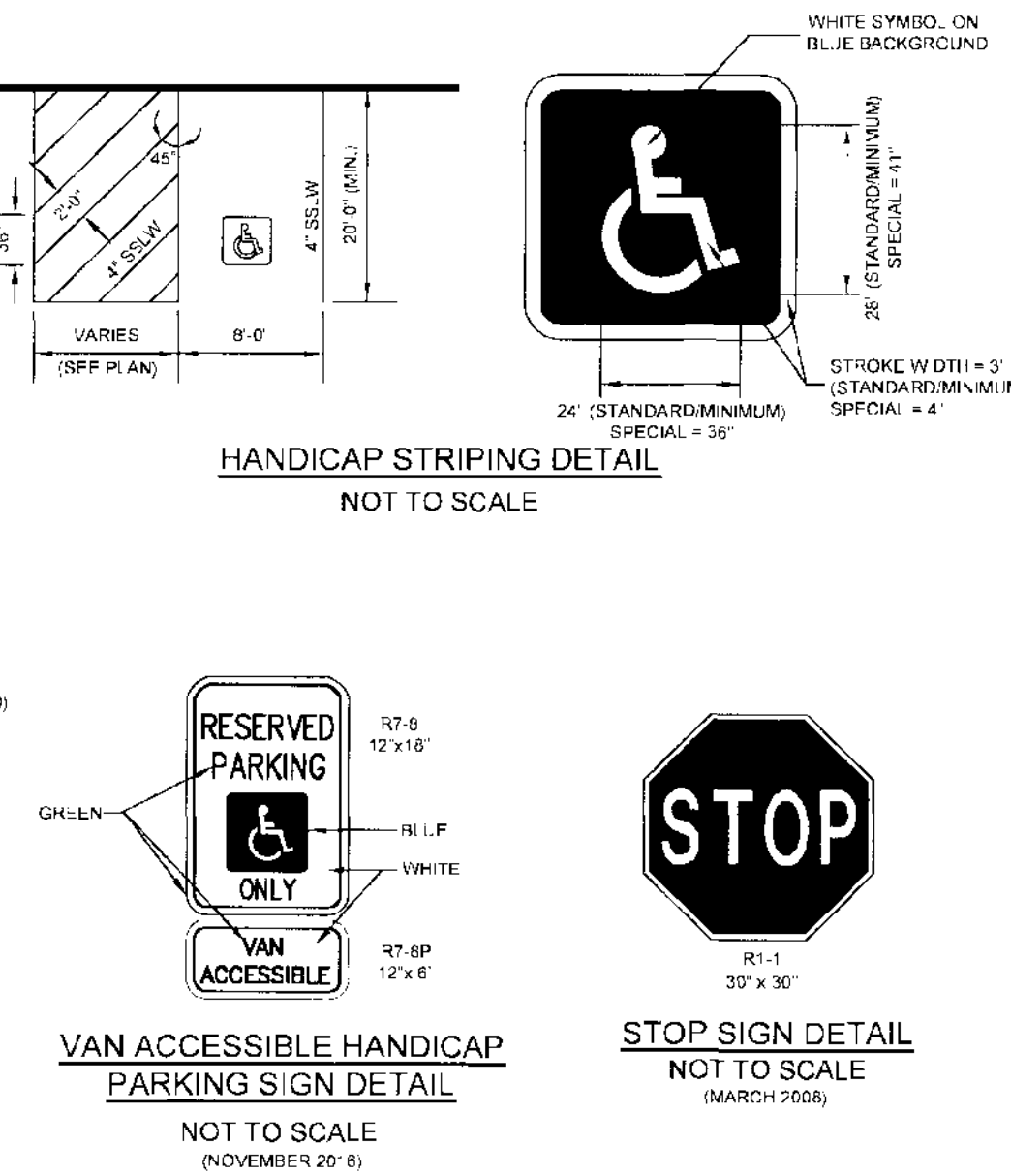
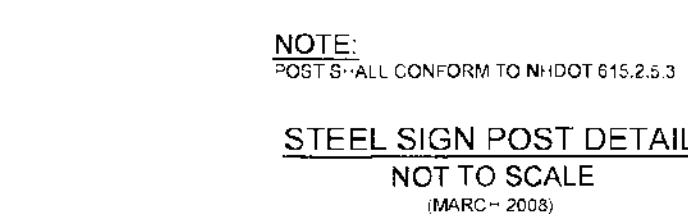
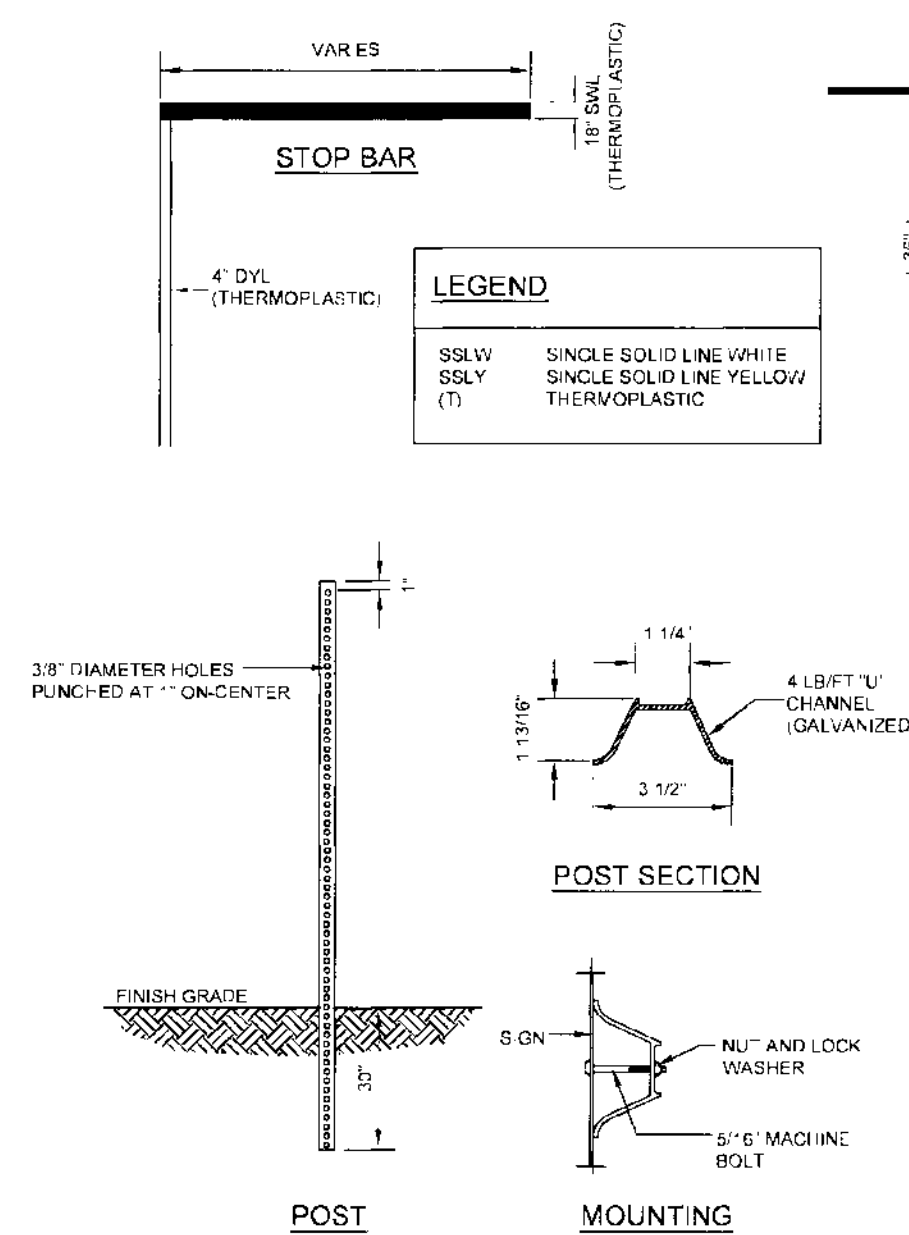
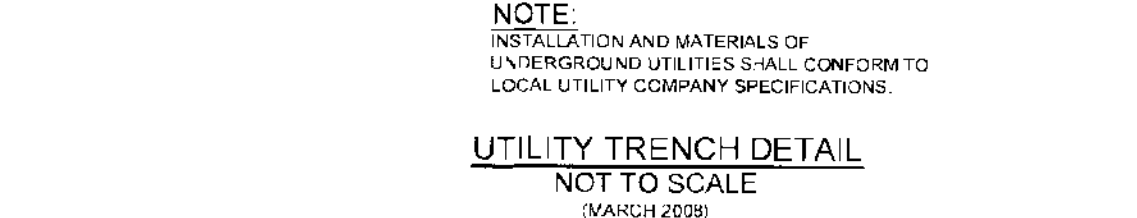
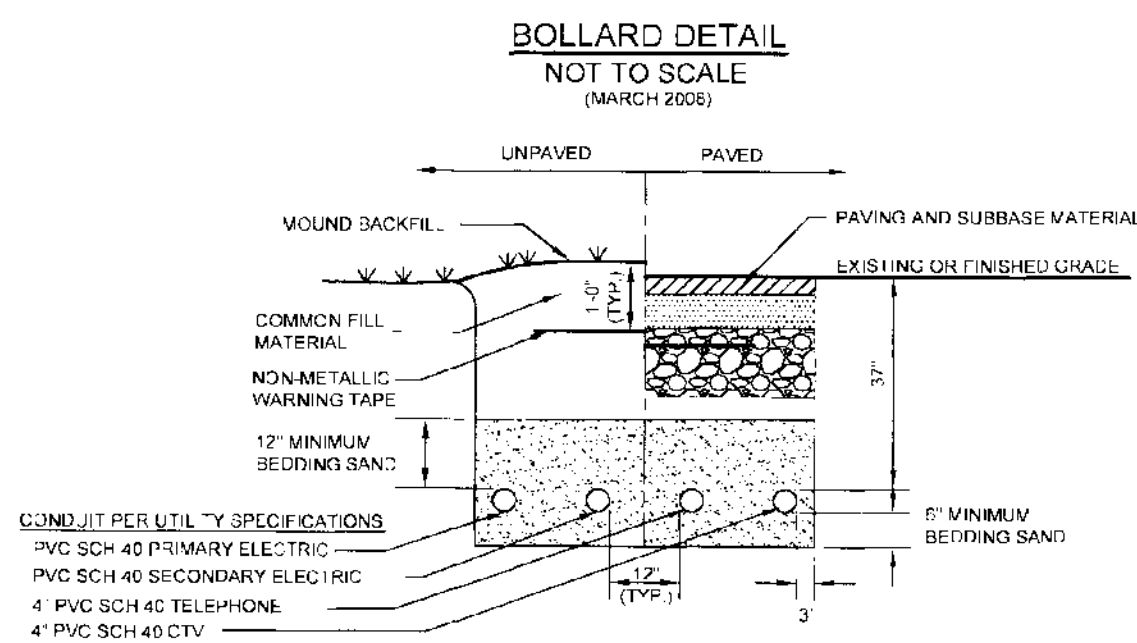
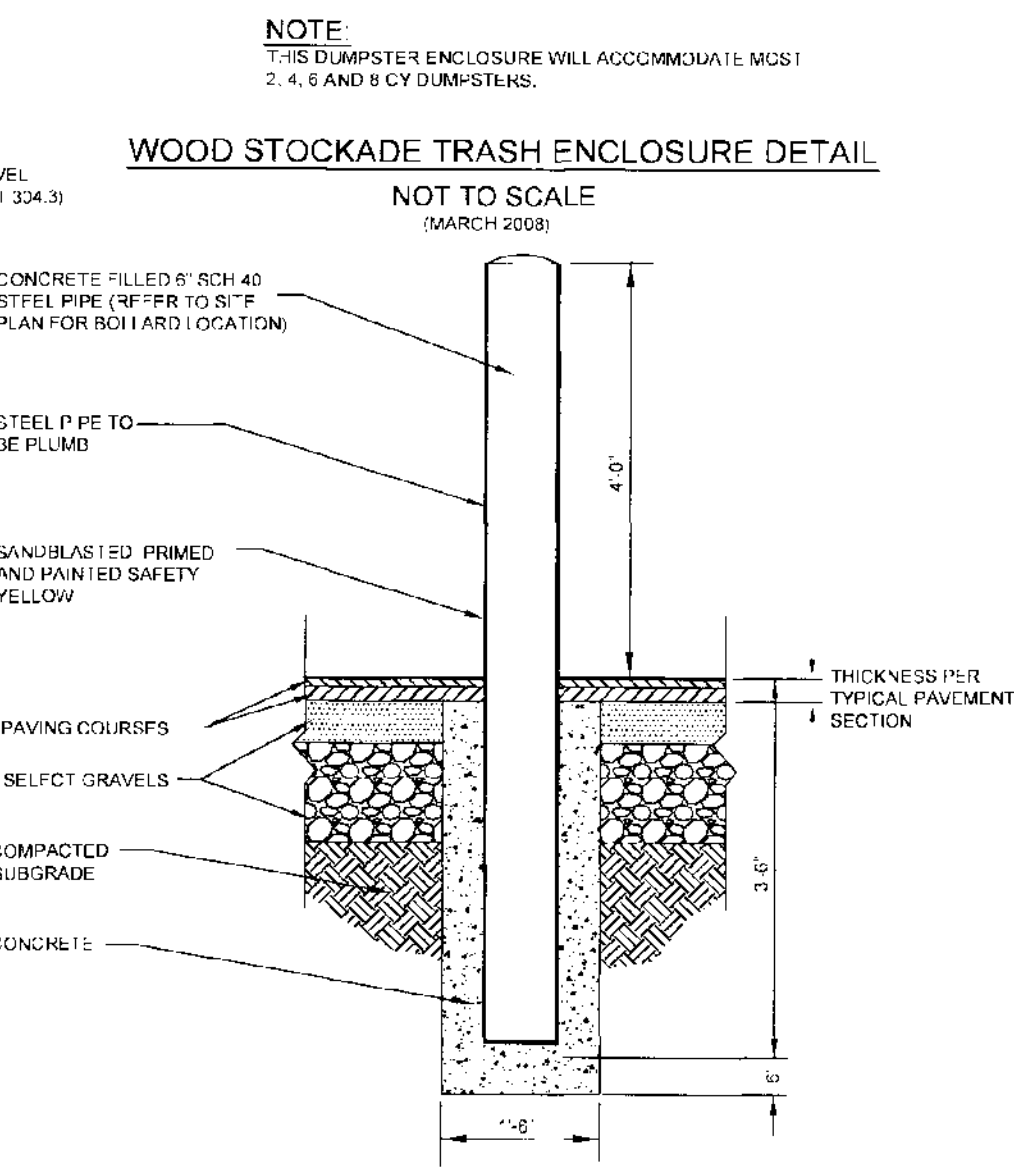
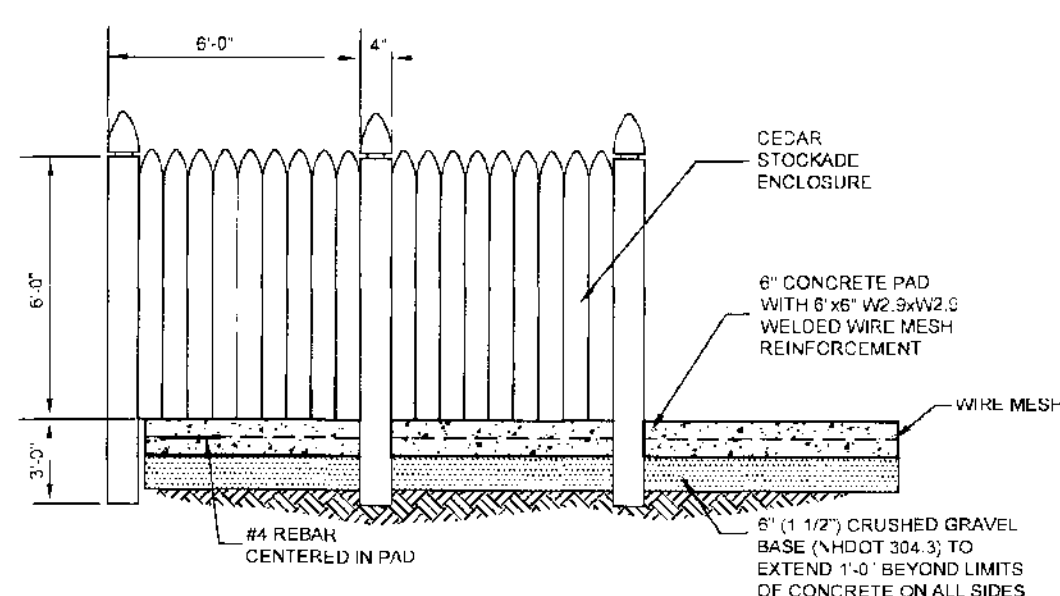
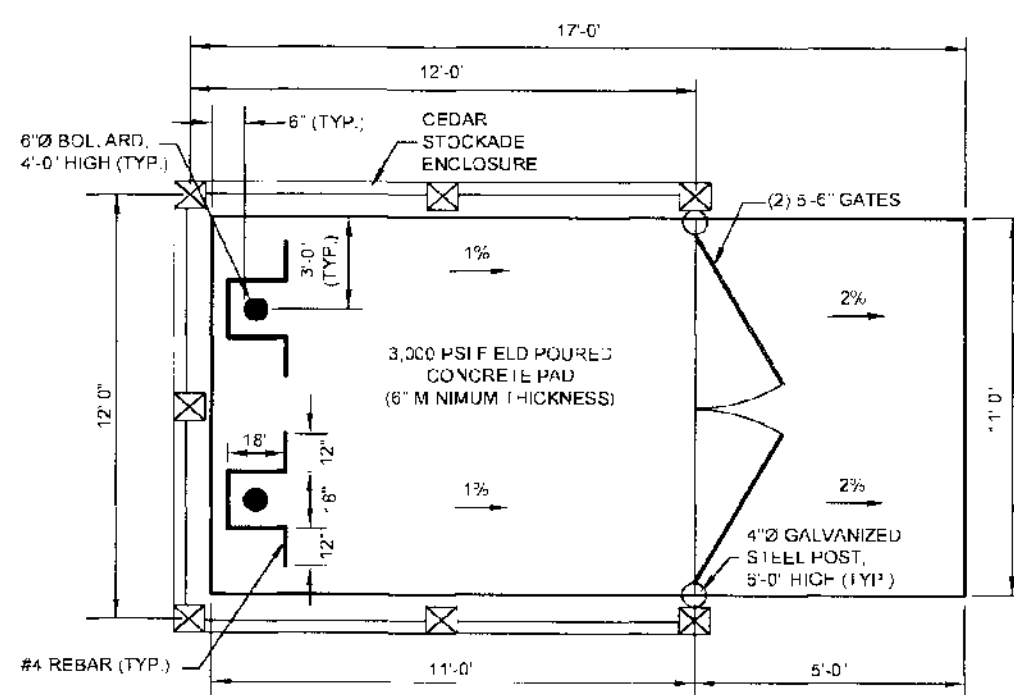
(IN FIRST)

(IN FEET)
1 inch = 40 ft.



- NOTES: SECTION A-A

 - 1 A BROOM FINISH TRANSVERSE TO THE SLOPE OF THE RAMP SHALL BE USED ON PORTLAND CEMENT CONCRETE RAMPS.
 - 2 MAINTAIN THE NORMAL PAVEMENT PROFILE THROUGHOUT THE RAMP AREA.
 - 3 MAINTAIN A MAXIMUM 14" OF CURB REVEAL AT THE RAMP. SEE SECTION A-A



- ### ON SITE STRIPING NOTES:
1. ALL PAVEMENT MARKINGS SHALL BE IN CONFORMANCE WITH THESE STANDARDS AND THE CURRENT EDITION OF MUTCD.
 2. WIDTH OF LINES SHALL VARY NO MORE THAN $\pm 1/4$ INCH FROM THAT SPECIFIED.
 3. THE WEI-FLAM THICKNESS OF A PAINTED LINE SHALL BE A MINIMUM OF 15 MILS THROUGHOUT THE ENTIRE WIDTH AND LENGTH OF LINE SPECIFIED.
 4. CURB/SHOULDER SHALL BE KEPT TO AN ABSOLUTE MINIMUM.
 5. SOLID LONG TUDINAL LINES SHALL BEGIN AND END WITHIN ± 2 INCHES OF A LAYOUT SYMBOL INDICATING THE END OF THE LINE OR WITH A FULL CYCLE OF BROKEN LINE (IF APPROPRIATE).
 6. TRANSVERSE LINES SHALL BE PLACED AT THE START OF EACH DRIVEWAY, SIGN, OR TURBOPLAST CURB.



- ### CONSTRUCTION SEQUENCE

1. FIRST CUT AND CLEAR TRUNKS AND BRUSH ON/IN WITHIN DESIGNATED LIMITS OF CLEARING AS NECESSARY TO FACILITATE PROPOSED CONSTRUCTION. ALL TREES, BRANCHES AND OTHER VEGETATIVE MATTER A-S SHALL BE PROPERLY DISPOSED OF AND NOT LEFT BY THE CONTRACTOR. THIS PROJECT IS MANAGED TO MEET THE NEEDS OF THE DISTRICTS AND RESIDENTS AND ANY DISPOSAL OF MATERIALS SUBJECT TO INVASIVE SPECIES PRIOR TO COMMENCEMENT OF ANY EARTHMOVING OR CONSTRUCTION ACTIVITIES. TEMPORARY EROSION CONTROL MEASURES, INCLUDING SPECIFIED BERM PETER SILTATION FENCING AND STABILIZED CONSTRUCTION ARE REQUIRED IN PLACES AS SHOWN ON THE ATTACHED CONSTRUCTION PLAN.
2. COMPLETE GRUBBING OPERATIONS, ALL STUMPS AND SIMILAR ORGANIC DEBRIS SHALL BE PROPERLY DISPOSED OF BY THE CONTRACTOR. NATIVE ORGANIC SOIL MATERIALS SUITABLE FOR USE AS TOPSOIL SHALL BE LEFT IN PLACE TO RECOVER THE VEGETATION. THE VEGETATION SHALL BE RESEEDING WITH TOPSOIL LESS THAN 6" TEMPORARILY COVERED WITH WINTER RYE AND 6" SURROUNDED WITH 1/4" HAY BALE AND/OR FABRIC SILTATION CORD IN ORDER TO PREVENT LOSS DUE TO EROSION.
3. BEGIN EROSION CONTROL MEASURES IMMEDIATELY UPON COMPLETION OF GRUBBING AND SILENCE SITE AND FACILITATE BUILDING FOUNDATION CONSTRUCTION. PERMANENT DOWNSLOPE WORK SHALL BE PROTECTED FROM UPGRADED STORMWATER FLOW BY THE CONSTRUCTION OF TEMPORARY FARTHER Dikes OR PACIFIED SWALE.
4. ONCE BUILDING FOUNDATION WORK IS UNDERWAY CONTINUE FARTHER MOVING OPERATIONS UNTIL DESIGN SUBRAINF IS ACHIEVED.
5. INSTALL STORM DRAINAGE SYSTEMS AND OTHER UTILITIES WORKING FROM LOW TO HIGH. INCOMPLETE WORK SHALL BE PROTECTED FROM SILTATION BY THE USE OF SILTATION BARRIERS AROUND SWALES UNTIL THE SITE HAS BECOME FULLY STABILIZED.
6. PLANT TREES AND OTHER PLANT MATERIAL OVER PROPOSED DRIVEWAY, WALKS AND PARKING AREAS AND COMPACT IN SPECIFIED FILL THICKNESS.
7. COMPLETE EXCAVATION STABILIZATION GRADING ACTIVITIES. WHEN COMPLETE, IMMEDIATELY BEGIN TOPSOIL REAPPLICATION. REAPPLICATION AREAS USING TOPSOIL FROM SURFCE AND WITH HORIZONTALS NECESSARY TO LEAVE A THICKNESS OF 4 INCHES OF FRIABLE LOAM.
8. FINE GRADE ALL FUTURE TURF AREAS AND HYDROSEED WITH THE SPECIFIED SEED MIX IMMEDIATELY AFTER FINE GRADING. RESEEDING AREAS SHALL BE COVERED WITH 2" HOUSEHOLD TYPE 2 FERTILIZER FINE GRASS.
9. INSTALL THE UNDER COURSE OF PAVEMENT OVER ALL DESIGNATED AREAS.
10. CONTINUE TO MONITOR AND REVEGETATE MINOR SITE AND SLOPE EROSION UNTIL ENTIRE SITE APPEARS TO BE COMPLETELY STABILIZED AND VEGETATED WITH A HEALTHY STAND OF TURF OR GRASS COVER. MAINTAIN SILTATION BARRIERS AND EROSION CONTROL MEASURES UNTIL VEGETATION IS ESTABLISHED.
11. INSTALL THE SPECIFIED WEAR AND COURSE OF PAVEMENT OVER THE FINER COURSE.
12. COMPLETE INSTALLATION OF LANDSCAPING, SIGNAGE AND OTHER SITE AMENITIES.

CONSTRUCTION DETAILS
PLATINUM TRUCK AND EQUIPMENT
MAP 18 LOT 47
1380 HOOKSETT ROAD
HOOKSETT, NEW HAMPSHIRE
MERRIMACK COUNTY

OWNER OF RECORD:

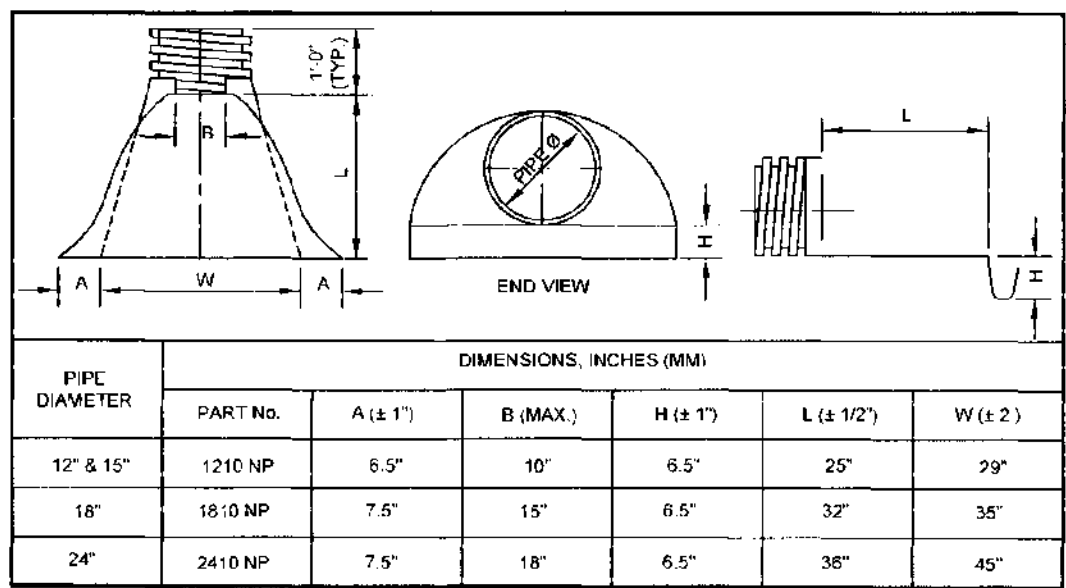
ROB RA KE RO, LLC.
1130 HOOKSETT ROAD
HOOKSETT, NH 03106
M.C.R.D. BK. 3105 PG. 54

APPLICANT:

PLATINUM TRUCK AND EQUIPMENT, LLC.
15 TOLLES STREET, UNIT D
HUDSON, NH 03051

KNA KEACH-NORDSTROM ASSOCIATES, INC.
Civil Engineering Land Surveying Landscape Architecture
Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 886-1100

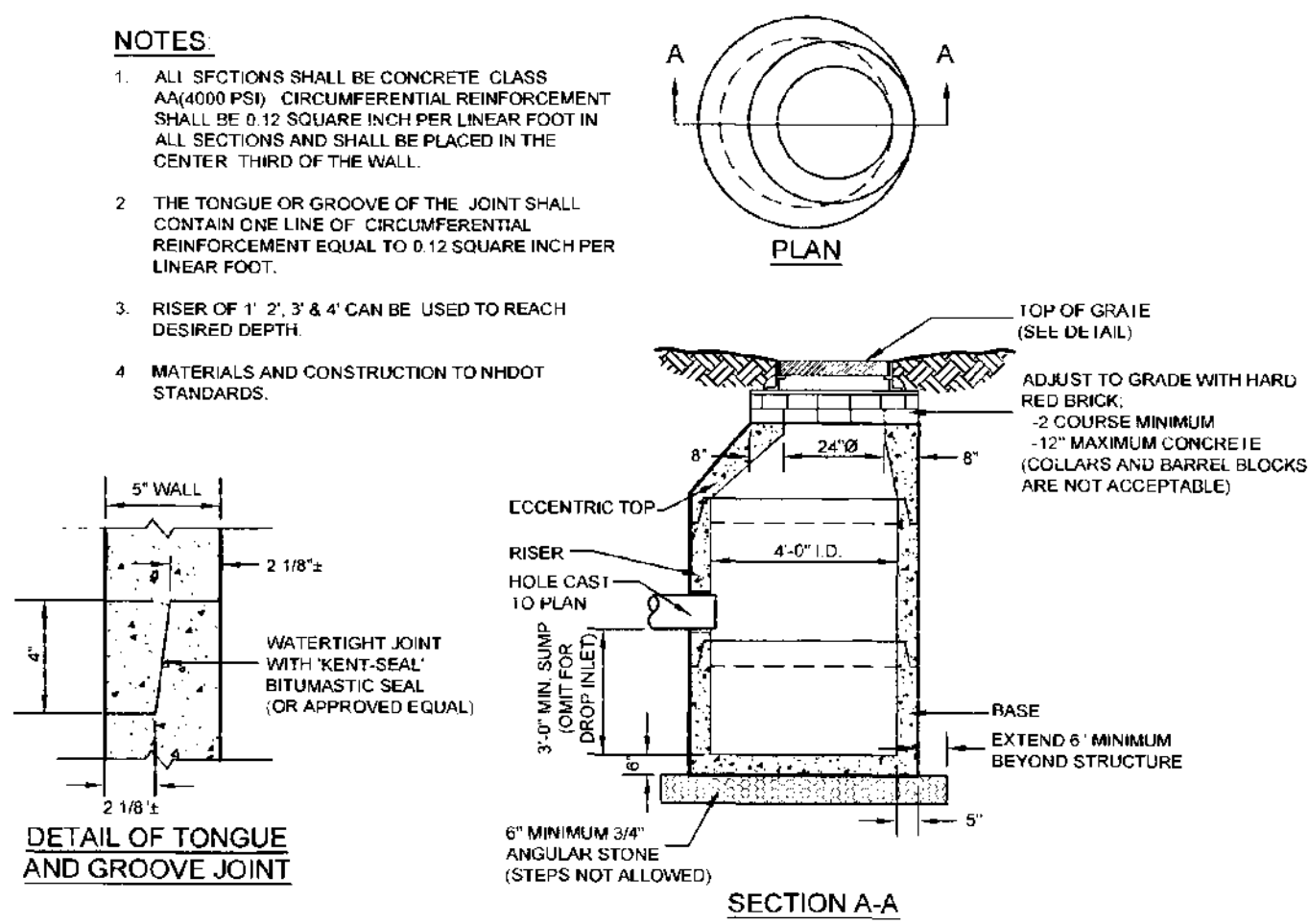
REVISIONS			
No.	DATE	DESCRIPTION	BY
1	5/16/21	REVISED PER TRC COMMENT'S	JDL
DATE: APRIL 12, 2021		SCALE: AS SHOWN	
PROJECT NO: 20-022-5		SHEET 9 OF 13	



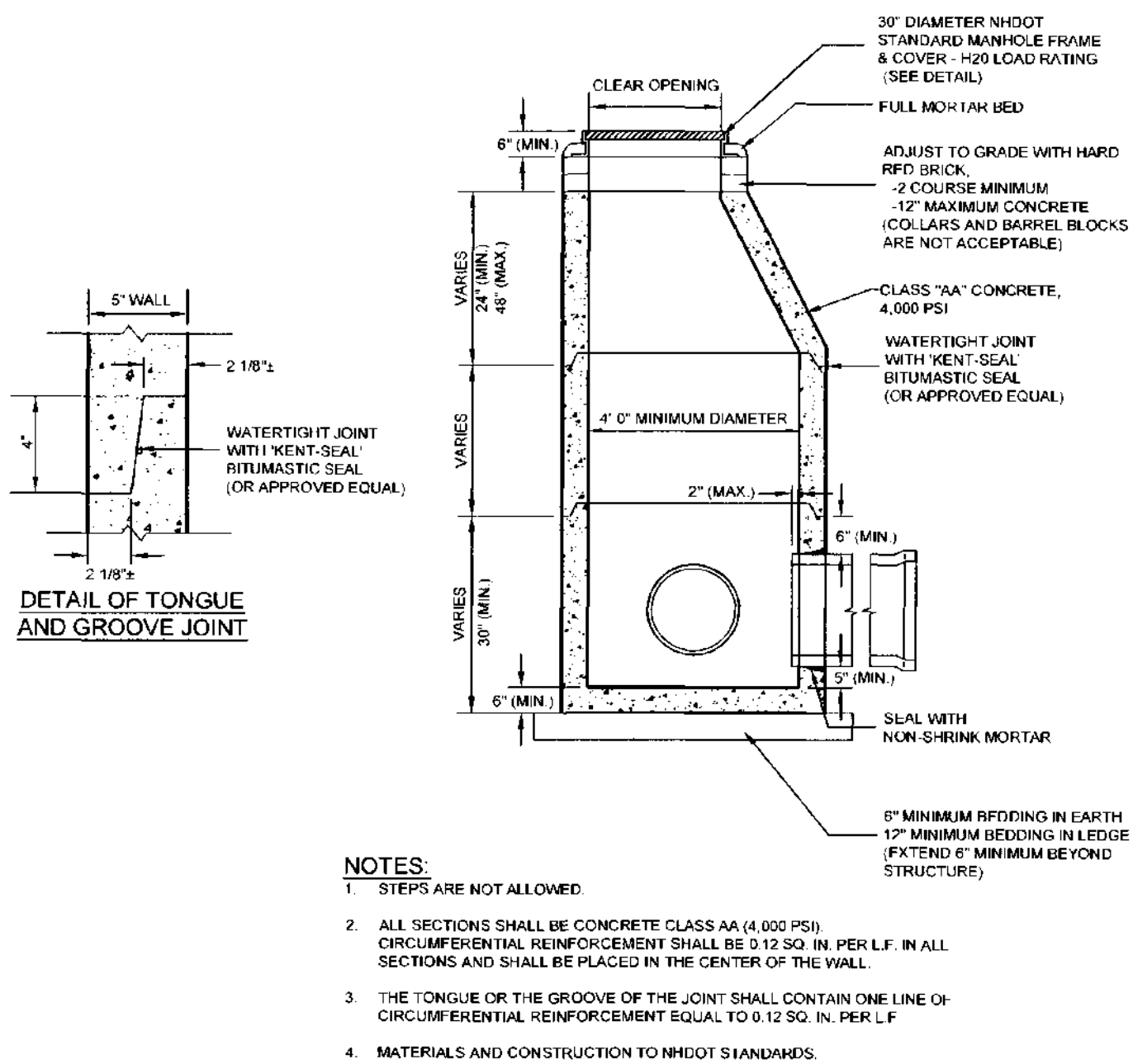
ADS END SECTION DETAIL
NOT TO SCALE
(MARCH 2008)

NOTES:

- ALL SECTIONS SHALL BE CONCRETE CLASS AA(4000 PSI). CIRCUMFERENTIAL REINFORCEMENT SHALL BE 0.12 SQUARE INCH PER LINEAR FOOT IN ALL SECTIONS AND SHALL BE PLACED IN THE CENTER THIRD OF THE WALL.
- THE TONGUE OR GROOVE OF THE JOINT SHALL CONTAIN ONE LINE OF CIRCUMFERENTIAL REINFORCEMENT EQUAL TO 0.12 SQUARE INCH PER LINEAR FOOT.
- RISER OF 1", 2", 3" & 4" CAN BE USED TO REACH DESIRED DEPTH.
- MATERIALS AND CONSTRUCTION TO NHDOT STANDARDS.



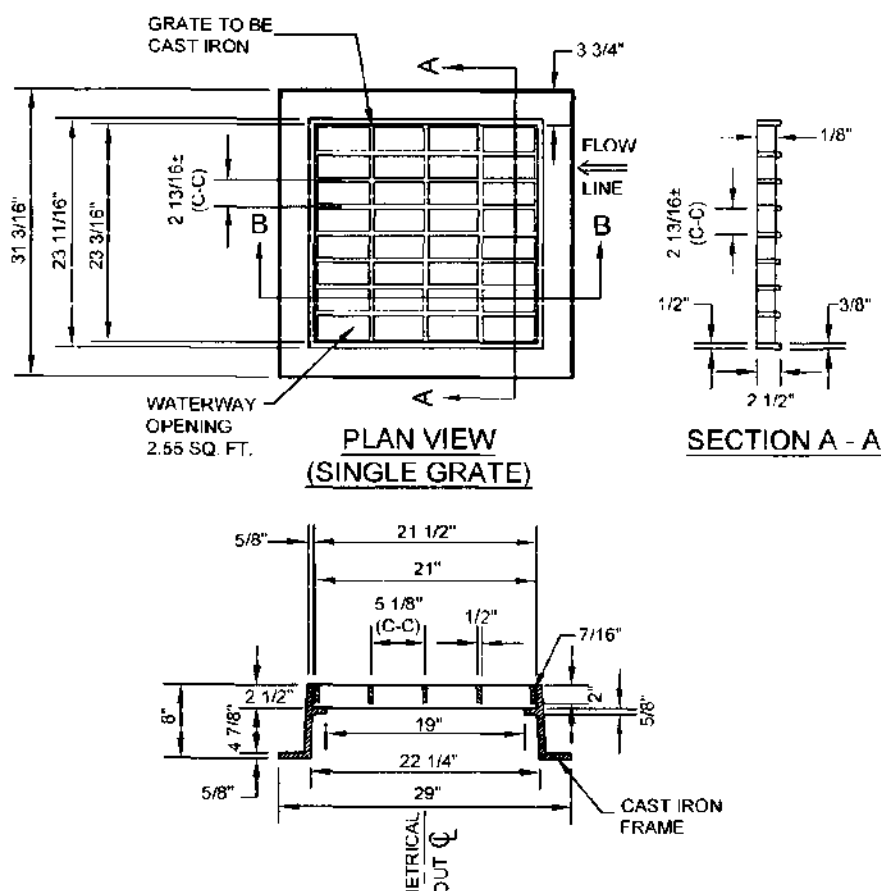
PRECAST REINFORCED CATCH BASIN
NOT TO SCALE
(MAY 2012)



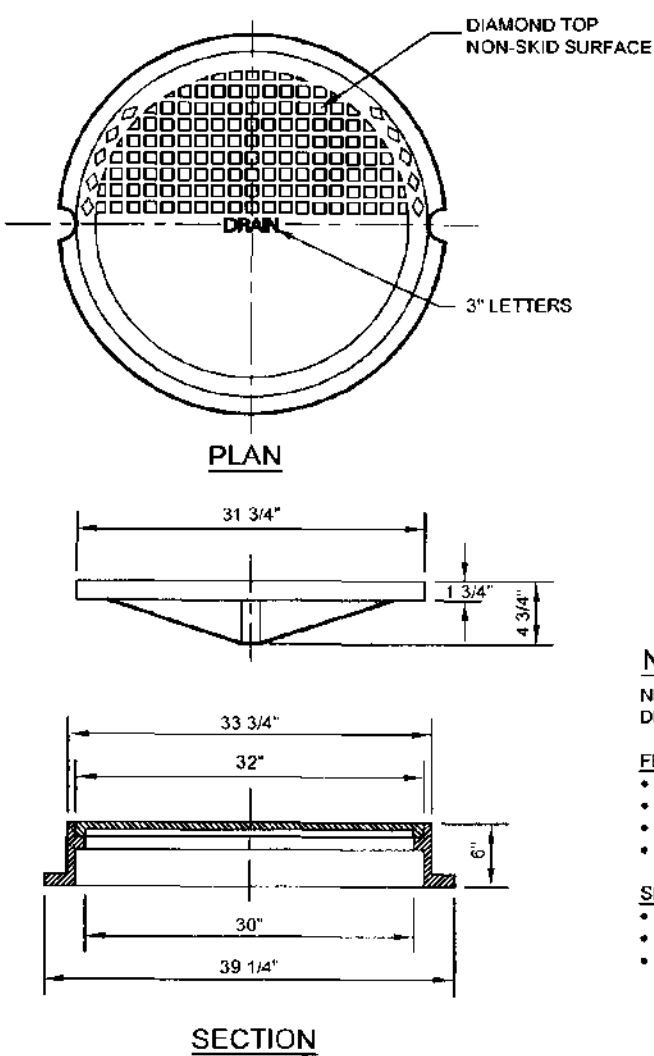
NOTES:

- STEPS ARE NOT ALLOWED.
- ALL SECTIONS SHALL BE CONCRETE CLASS AA (4,000 PSI). CIRCUMFERENTIAL REINFORCEMENT SHALL BE 0.12 SQ. IN. PER L.F. IN ALL SECTIONS AND SHALL BE PLACED IN THE CENTER OF THE WALL.
- THE TONGUE OR THE GROOVE OF THE JOINT SHALL CONTAIN ONE LINE OF CIRCUMFERENTIAL REINFORCEMENT EQUAL TO 0.12 SQ. IN. PER L.F.
- MATERIALS AND CONSTRUCTION TO NHDOT STANDARDS.

PRECAST REINFORCED DRAIN MANHOLE DETAIL
NOT TO SCALE
(MARCH 2008)



SECTION B-B
TYPE B FRAME & GRATE DETAIL
NOT TO SCALE
(MARCH 2008)



NOTES:

NEW HAMPSHIRE MAINTAINS A CLEAR OPENING DESIGNATION OF 30" FOR ITS MANHOLE CASTINGS.

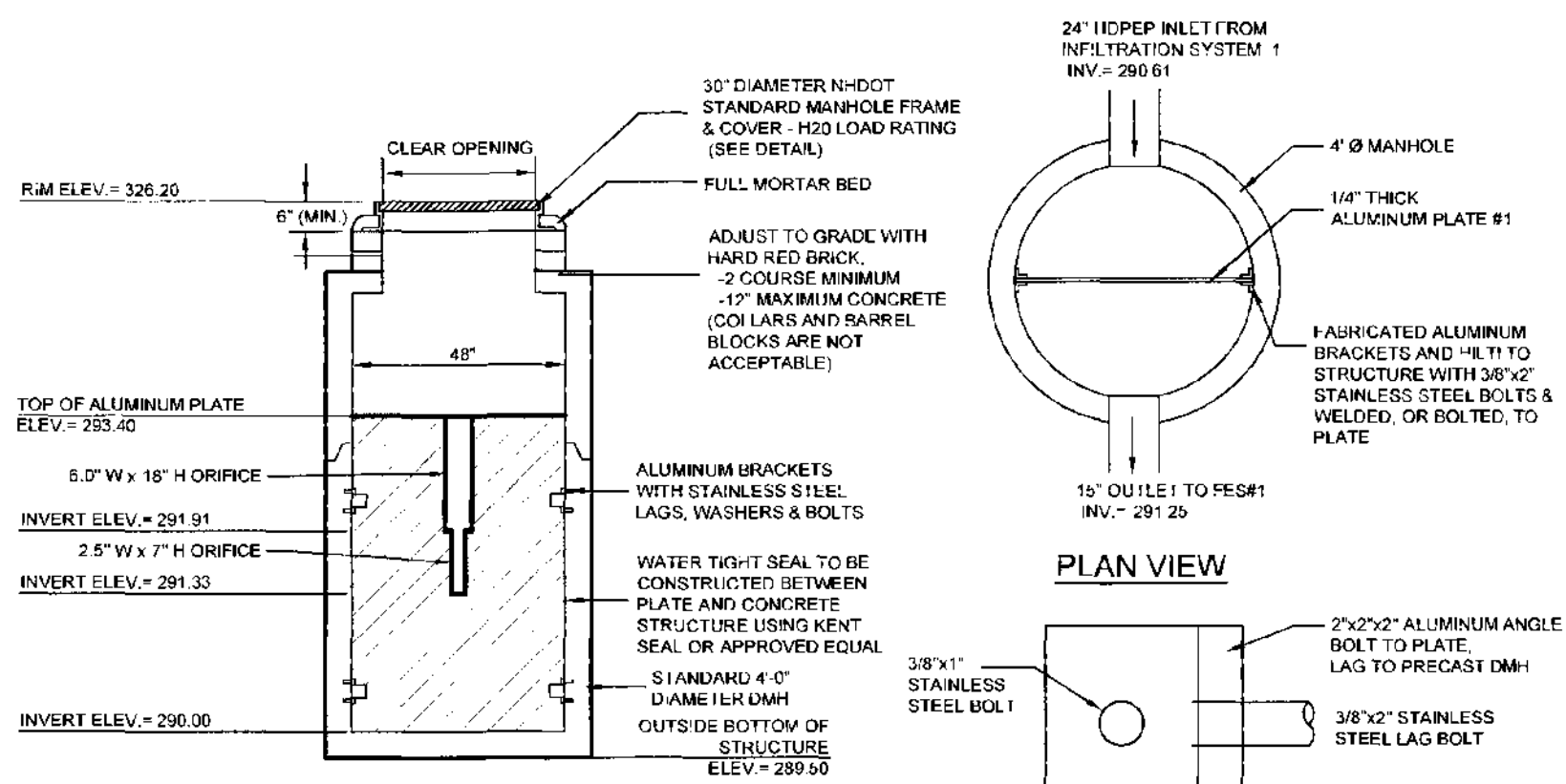
FEATURES:

- 3" LETTERING
- COVERS MARKED DRAIN
- NONROCKING COVER
- DIAMOND SURFACE DESIGN

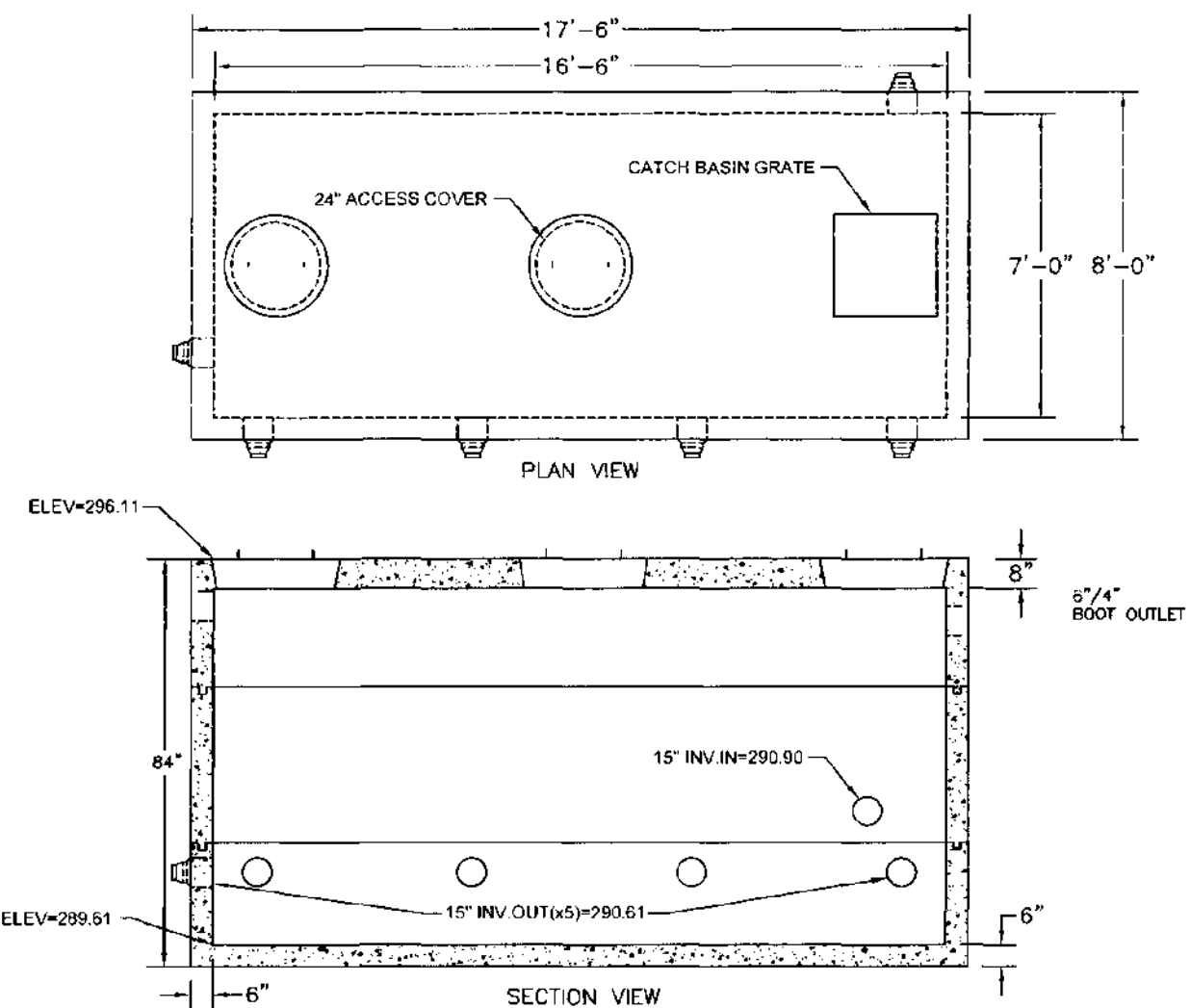
SPECIFICATIONS:

- FULLY MACHINED FRAME AND COVER
- H20 LOAD RATED
- GRAY CAST IRON MEETS ASTM A48 CLASS 30

DRAIN MANHOLE FRAME AND COVER DETAIL
NOT TO SCALE
(JANUARY 2012)



OUTLET CONTROL STRUCTURE 1 (OS#1)
NOT TO SCALE



- NOTES:
- CONCRETE: 5,000 PSI MINIMUM AFTER 28 DAYS.
 - DESIGN CONFORMS WITH 310 CMR 15.00 DEP TITLE 5, REGS FOR SEPTIC TANKS.
 - ALL REINFORCEMENT PER ASTM C1227

- DESIGNED FOR AASHTO HS-20 LOADING, COVER 1'-5" FT.
- TONGUE AND GROOVE JOINT SEALED WITH BUTYL RESIN. INLET HEIGHT MAY INCREASE SLIGHTLY DUE TO THE BUTYL RESIN USED.
- TEES AND BAFFLES SOLD SEPARATELY.

SHEA CONCRETE - 4,000 GAL COMMERCIAL LINE TANK
NOT TO SCALE

CONSTRUCTION DETAILS
PLATINUM TRUCK AND EQUIPMENT
MAP 18 LOT 47
1380 HOOKSETT ROAD
HOOKSETT, NEW HAMPSHIRE
MERRIMACK COUNTY

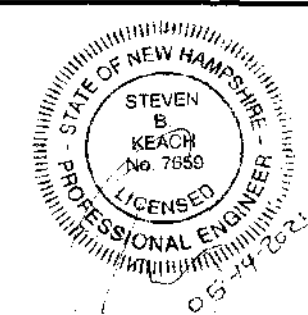
OWNER OF RECORD:

ROB RA KE RO, LLC.
1130 HOOKSETT ROAD
HOOKSETT, NH 03106
M.C.R.D. BK. 3105 PG. 54

APPLICANT:

PLATINUM TRUCK AND EQUIPMENT, LLC.
15 TOLLES STREET, UNIT D
HUDSON, NH 03051

KMA KEACH-NORDSTROM ASSOCIATES, INC.
Civil Engineering Land Surveying Landscape Architecture
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REVISIONS

No.	DATE	DESCRIPTION	BY
1	5/10/21	REVISED PER TRC COMMENTS	JOL

DATE: APRIL 12, 2021 SCALE: AS SHOWN
PROJECT NO: 20-1022-5 SHEET 10 OF 13

	MATERIAL LOCATION	DESCRIPTION	AASHTO MATERIAL CLASSIFICATIONS	COMPACTION / DENSITY REQUIREMENT
D	FINAL FILL: FILL MATERIAL FOR LAYER "D" STARTS FROM THE TOP OF THE "C" LAYER TO THE BOTTOM OF FLEXIBLE PAVEMENT OR UNPAVED FINISHED GRADE ABOVE. NOTE: THAT PAVEMENT SUBBASE MAY BE PART OF THE "D" LAYER.	ANY SOIL/ROCK MATERIALS, NATIVE SOILS, OR PER ENGINEER'S PLAN. CHECK PLANS FOR PAVEMENT SUBGRADE REQUIREMENTS.	N/A	PREPARE PER SITE DESIGN ENGINEER'S PLANS PAVED INSTALLATIONS MAY HAVE STRONGER MATERIAL AND PREPARATION REQUIREMENTS
	INITIAL FILL: FILL MATERIAL FOR LAYER "C" STARTS FROM THE TOP OF THE EMBEDEDMENT STONE (OR LAYER) TO 18" ABOVE THE TOP OF THE CHAMBER. NOTE: THAT PAVEMENT SUBBASE MAY BE A PART OF THE "C" LAYER.	GRANULAR WELL-GRADED SOIL/ROCK MIXTURES, <10% FINES OR FINEST AVAILABLE AGGREGATE MUST: PAVEMENT SUBBASE MATERIALS CAN BE USED IN LIEU OF THIS LAYER	AAS-TO M-43 A-1, A-2, A-3 OR AASHTO M-31 3, 357, 4, 467, 5, 56, 57 & 57, 68, 7, 8, 8, 9, 10	BEGIN COMPACTIONS AFTER 12" OF MATERIAL OVER THE CHAMBERS IS REACHED. COMPACTION ADDITIONAL LAYERS IN 4" MAX LIFTS TO 10 MN. 90% PROCTOR DENSITY FOR WELL-GRADED MATERIAL AND 90% RELATIVE DENSITY TO THE GROSS WEIGHT NOT TO EXCEED 12,000 lbs (53 MN). DYNAMIC FORCE NOT TO EXCEED 20,000 lbs (89 kN).
B	EMBEDMENT STONE: FILL SURROUNDING THE CHAMBERS FROM THE FOUNDATION STONE ("A" LAYER) TO THE "C" LAYER ABOVE.	CL/FAN, CRUSHED, ANGULAR STONE, NOMINAL SIZE DISTRIBUTION BETWEEN 3/4" - 1 1/2" INCH	AASHTO M-31 3, 357, 4, 467, 5, 56, 57	NO COMPACTION REQUIRED
	FOUNDATION STONE: FILL BELOW CHAMBERS FROM THE SUBGRADE UP TO THE FOOT (BOTTOM) OF THE CHAMBER.	CL/FAN, CRUSHED, ANGULAR STONE, NOMINAL SIZE DISTRIBUTION BETWEEN 3/4" - 1 1/2" INCH	AASHTO M-31 3, 357, 4, 467, 5, 56, 57	PLATE COMPACT OR ROLL TO ACHIEVE A "1 AT SURFACE"

1. THE LISTED ASHFO TO DESIGNATIONS ARE FOR GRADATIONS ONLY. THE STONE MUST ALSO BE CLEAN, CRUSHED, ANGULAR. FOR EXAMPLE, A SPECIFICATION FOR #4 STONE WOULD STATE, "CLEAN, CRUSHED, ANGULAR NO. 4 (ASHFO #4) STONE."
2. STORMTECH COMPACTION REQUIREMENTS ARE MET FOR "A" LOCATION MATERIALS WHEN PLACED AND COMPACTED IN 6" (MAX) LIFTS USING TWO FULL COVFRAGES WITH A VIBRATORY COMPACTOR.
3. WHERE INFILTRATION SURFACES MAY BE COMPROMISED BY COMPACTION, FOR STANDARD DESIGN LOAD CONDITIONS, A FLAT SURFACE MAY BE ACHIEVED BY RAKING OR DRAGGING WITHOUT COMPACTION EQUIPMENT. FOR SPECIAL LOAD DESIGNS, CONTACT STORMTECH11 FOR COMPACTION REQUIREMENTS.

ASD GEOSYNTHETICS 8017 NON-WOVEN GEOTEXTILE ALL AROUND CLEAN CRUSHED, ANGULAR STONE IN A & B LAYERS

PERIMETER STONE (SEE NOTE B)

EXCAVATION WALL (CAN BE SLOPED OR VERTICAL)

SC-740 END CAP

SUBGRADE SOILS

PAVEMENT LAYER (DESIGNED BY CIVIL DESIGN ENGINEER)

TO BOTTOM OF TRENCH - PAVEMENT FOR UNPAVED, AND TO TOP OF PAVEMENT FOR PAVED. SEE SECTION 01120 FOR DETAILS.

12" 6" 51" 42"

18" MIN. = 8' MAX.

6" MIN

DEPTH OF STONE TO BE DETERMINED BY DESIGN ENGINEER 6' MIN.

1. CHAMBERS SHALL CONFORM TO THE REQUIREMENTS OF ASTM F2418 "STANDARD SPECIFICATION FOR POLYPROPYLENE (PP) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS," OR ASTM F2922 "STANDARD SPECIFICATION FOR POLYETHYLENE (PE) CORRUGATED WALL STORMWATER COLLECTION CHAMBERS."

2. CHAMBERS SHALL BE DESIGNED IN ACCORDANCE WITH ASTM F2737 "STANDARD PRACTICE FOR STRUCTURAL DESIGN OF THERMOPLASTIC CORRUGATED WALL STORMWATER COLLECTION CHAMBERS" AND ACCEPTED FIELD MATERIALS TABLE ABOVE PROVIDES MATERIALS, LOCATIONS, DESCRIPTIONS, GRADATIONS, AND COMPACTION REQUIREMENTS FOR FOUNDATION EMBEDMENT, AND FILL MATERIALS.

3. PRIMER STORM WALL SHALL BE CONSTRUCTED HORIZONTALLY TO THE EXCAVATION WALLS FOR BOTH VERTICAL AND SLOPED EXCAVATION WALLS.

4. ONCE LAYER C IS PLACED, ANY SOLIDMATERIAL CAN BE PLACED IN LAYER D UP TO THE FINISHED GRADE. MOST PAVEMENT SUBBASE SOILS CAN BE USED TO REPLACE THE MATERIAL. REQUIREMENTS OF LAYER C OR D AT THE SITE DESIGN ENGINEER'S DISCRETION.



STEP 1 **INSPECT ISOLATOR ROWS FOR SEDIMENT**

A. INSPECTION PORTS (IF PRESENT)

- A.1 REMOVE GROUND ON NYLON/AST PLASTIC INLINE DRAIN
- A.2 REMOVE AND CLEAN FLEXOSTER FIF IF INSTALLED
- A.3 USING A FLASHLIGHT AND STADIA ROD, MEASURE DEPTH OF SEDIMENT AND RECORD ON MAIN DATA SHEET
- A.4 LOWER A CAMERA INTO ISOLATOR ROW FOR VISUAL INSPECTION OF SEDIMENT LEVELS (OPTIONAL)
- A.5 IF SEDIMENT IS AT, OR ABOVE, 3" (80 mm) PROCEED TO STEP 2 IF NOT, PROCEED TO STEP 3

B. ALL ISOLATOR ROWS

- B.1 REMOVE COVER FROM STRUCTURE AT UPSTREAM END OF ISOLATOR ROW
- B.2 USING A FLASHLIGHT, INSPECT DOWN THE ISOLATOR ROW THROUGH OUTLET PIPE
- B.3 IF MIRRORS ON POLES OR CAMERAS MAY BE USED TO AVOID A CONFINED SPACE ENTRY
- B.4 FOLLOW OSHA REGULATIONS FOR CONFINED SPACE ENTRY IF ENTERING MANHOLE
- B.5 IF SEDIMENT IS AT, OR ABOVE, 3" (80 mm) PROCEED TO STEP 2 IF NOT, PROCEED TO STEP 3

STEP 4) INSPECT AND CLEAN BASINS AND MANHOLES UPSTREAM OF THE STORMTECH

- 1 INSPECT EVERY 6 MONTHS DURING THE FIRST YEAR OF OPERATION. ADJUST THE INSPECTION INTERVAL BASED ON PREVIOUS OBSERVATIONS OF SEDIMENT ACCUMULATION AND HIGH WATER ELEVATIONS
- 2 CONDUCT JETTING AND VACTORING ANNUALLY OR WHEN INSPECTION SHOWS THAT MAINTENANCE IS NECESSARY



SC-740 TECHNICAL SPECIFICATIONS
NOT TO SCALE

THE STORMWATER TREATMENT FACILITIES WILL BE MAINTAINED BY THE OWNER OR THEIR ASSIGNED HEIRS AFTER CONSTRUCTION IS COMPLETED. LONG-TERM OPERATION AND MAINTENANCE FOR THE STORMWATER MANAGEMENT FACILITIES IS PRESENTED BELOW.

POST CONSTRUCTION
THE FOLLOWING STANDARDS SHALL BE MET AFTER CONSTRUCTION IS COMPLETE.

INSPECTION AND MAINTENANCE FREQUENCY AND CORRECTIVE MEASURES
THE FOLLOWING AREAS, FACILITIES, AND MEASURES WILL BE INSPECTED AND THE IDENTIFIED DEFICIENCIES WILL BE CORRECTED. CLEAN-OUT MUST INCLUDE THE REMOVAL AND LEGAL DISPOSAL OF ANY ACCUMULATED SEDIMENTS AND DEBRIS

CATCH BASINS
INSPECT CATCH BASINS TWO (2) TIMES PER YEAR (PREFERABLY IN SPRING AND FALL) TO ENSURE THAT THE CATCH BASINS ARE WORKING IN THEIR INTENDED FASHION AND THAT THEY ARE FREE OF DEBRIS. CLEAN STRUCTURES WHEN SEDIMENT DEPTHS REACH 12" FROM INVERT) OF OUTLET. IF THE BASIN OUTLET IS DESIGNED WITH A HOOD TO TRAP FLOATABLE MATERIALS (I.E. SMOUTM), CHECK TO ENSURE WATER-TIGHT SEAL IS WORKING. AT A MINIMUM, REMOVE FLOATING DEBRIS AND HYDROCARBONS AT THE TIME OF THE INSPECTION

STORMWATER DETENTION / RETENTION FACILITIES
INSPECT ALL UPSTREAM PRE-TREATMENT MEASURES FOR SEDIMENT AND FLOATABLE ACCUMULATION. REMOVE AND DISPOSE OF SEDIMENTS OR DEBRIS AS NEEDED.

SUS-SURFACE:
INSPECT SUS-SURFACE CHAMBER OR PIPF SYSTEM TWO (2) TIMES PER YEAR (PREFERABLY IN SPRING AND FALL) VIA THE INSPECTION PORTS, CLEANOUTS OR OTHER ACCESS STRUCTURE. CLEAN SYSTEM PER MANUFACTURER'S RECOMMENDATIONS. INSPECT OUTLET CONTROL STRUCTURES TO ENSURE THEY ARE IN GOOD WORKING ORDER AND ARE UNOBSTRUCTED FROM TRASH AND DEBRIS. REMOVE AND DISPOSE OF ANY SEDIMENTS OR DEBRIS.

ISOLATOR ROW
INSPECT ALL UPSTREAM PRE-TREATMENT MEASURES FOR SEDIMENT AND FLOATABLE ACCUMULATION. REMOVE AND DISPOSE OF SEDIMENTS OR DEBRIS AS NEEDED. INSPECT ISOLATOR ROW ON A SEMI-ANNUAL BASIS BY USING INSPECTION PORT AND/OR ACCESS STRUCTURE. REMOVE SEDIMENT AS NEEDED WHEN AVERAGE DEPTHS REACH 1' PER THE MANUFACTURER'S RECOMMENDATION.

VEGETATED AREAS
INSPECT SLOPES AND EMBANKMENTS EARLY IN THE GROWING SEASON TO IDENTIFY ACTIVE OR POTENTIAL EROSION PROBLEMS. REPLANT BARE AREAS OR AREAS WITH SPARSE GROWTH. WHERE RILL EROSION IS EVIDENT, ARMOR THE AREA WITH AN APPROPRIATE LINING OR DIVERT THE EROSIIVE FLOWS TO ON-SITE AREAS ABLE TO WITHSTAND THE CONCENTRATED FLOWS

DITCHES, SWALES AND OTHER OPEN STORMWATER CHANNELS

INSPECT TWO (2) TIMES PER YEAR (PREFERABLY IN SPRING AND FALL) TO ENSURE THEY ARE WORKING IN THEIR INTENDED FASHION AND THAT THEY ARE FREE OF SEDIMENT AND DEBRIS. REMOVE ANY OBSTRUCTIONS TO FLOW. REPAIR ANY EROSION OF THE CHANNEL BED OR BANKS. REPAIR ANY EROSION OF THE DITCH OR SWALE LINING. VEGETATED DITCHES WILL BE MOVED AT LEAST ANNUALLY OR OTHERWISE MAINTAINED TO CONTROL THE GROWTH OF WOODY VEGETATION AND MAINTAIN FLOW CAPACITY. ANY WOODY VEGETATION GROWING THROUGH RIP RAP LININGS MUST ALSO BE REMOVED. REPAIR ANY SLUMPING SIDE SLOPES AS SOON AS PRACTICABLE. IF THE DITCH OR SWALE IS LOCATED IN AN AREA WHERE THERE IS A HIGH RISK OF EROSION, REPAIR THE EROSION. IF THE DITCH IS SHOWING THROUGH THE RIP RAP OR WHERE STONES HAVE DISLODGED, CORRECT ANY EROSION OF THE CHANNEL'S BOTTOM OR SIDE SLOPES.

ROADWAYS AND PARKING SURFACES
CLEAR ACCUMULATIONS OF WINTER SAND IN PARKING LOTS AND ALONG ROADWAYS AT LEAST ONCE A YEAR, PREFERABLY IN THE SPRING. ACCUMULATIONS ON PAVEMENT MAY BE REMOVED BY PAVEMENT SWEEPING. ACCUMULATIONS OF SAND ALONG ROAD SHOULDERS MAY BE REMOVED BY GRADING EXCESS SAND TO THE PAVEMENT EDGE AND REMOVING IT MANUALLY OR BY A FRONT-END LOADER.

1. INSTALLING CONTRACTORS ARE REQUIRED TO USE AND UNDERSTAND STORMTECH'S LATEST INSTALLATION INSTRUCTIONS PRIOR TO BEGINNING SYSTEM INSTALLATION.
2. OUR TECHNICAL SERVICES DEPARTMENT OFFERS INSTALLATION CONSULTATIONS TO INSTALLING CONTRACTORS. CONTACT OUR TECHNICAL SERVICES REPRESENTATIVE AT LEAST 30 DAYS PRIOR TO SYSTEM INSTALLATION TO ARRANGE A PRE-INSTALLATION CONSULTATION. OUR REPRESENTATIVES CAN THEN ANSWER QUESTIONS OR PROVIDE COMMENTS REGARDING THE CHAMBER SYSTEM AND INFORM THE INSTALLING CONTRACTOR OF THE MINIMUM INSTALLATION REQUIREMENTS BEFORE BEGINNING THE SYSTEM'S CONSTRUCTION. CALL 1-888-892-2594 TO SPEAK TO A TECHNICAL SERVICE REPRESENTATIVE OR VISIT WWW.ADS-PIPE.COM TO RECEIVE A COPY OF OUR INSTALLATION INSTRUCTIONS.
3. STORMTECH'S REQUIREMENTS FOR SYSTEMS WITH PAVEMENT DESIGN (ASPHALT, CONCRETE PAVERS, ETC.) REQUIRE A MINIMUM COVER IS 18 INCH OR MORE INCLUDING PAVEMENT, MAXIMUM COVER IS 96 INCHES INCLUDING PAVEMENT FOR INSTALLATIONS THAT DO NOT INCLUDE PAVEMENT, WHERE RUTTING FROM VEHICLES MAY OCCUR, MINIMUM REQUIRED COVER IS 24 INCHES, MAXIMUM COVER IS 96 INCHES.
4. THE CONTRACTOR MUST REPORT ANY DISCREPANCIES WITH CHAMBER FOUNDATION MATERIALS BEARING CAPACITIES TO THE DESIGN ENGINEER.
5. AASHTO M288 CLASS 2 NON-WOVEN GEO/TEXTILE (FILTER FABRIC) MUST BE USED AS INDICATED IN THE PROJECT PLANS.
6. STONE PLACEMENT BETWEEN CHAMBERS ROWS AND AROUND PERIMETER MUST FOLLOW INSTRUCTIONS AS INDICATED IN THE MOST CURRENT VERSION OF STORMTECH'S INSTALLATION INSTRUCTIONS.
7. BACKFILL OVER THE CHAMBERS MUST FOLLOW REQUIREMENTS AS INDICATED IN THE MOST CURRENT VERSION OF STORMTECH'S INSTALLATION INSTRUCTIONS.
8. THE CONTRACTOR MUST REFER TO STORMTECH'S INSTALLATION INSTRUCTIONS FOR A TABLE OF ACCEPTABLE VEHICLE LOADS AT VARIOUS DEPTHS OF COVER. THIS INFORMATION IS ALSO AVAILABLE AT STORMTECH'S WWW.ADS-PIPE.COM. THE CONTRACTOR IS RESPONSIBLE FOR PREVENTING VEHICLES THAT EXCEED STORMTECH'S REQUIREMENTS FROM TRAVELING ACROSS OR PARKING OVER THE STORMWATER SYSTEM TEMPORARY FENCING, WARNING TAPES, AND APPROPRIATELY LOCATED SIGNS ARE COMMONLY USED TO PREVENT UNAUTHORIZED VEHICLES FROM ENTERING SENSITIVE CONSTRUCTION AREAS.
9. THE CONTRACTOR MUST APPLY EROSION AND SEDIMENT CONTROL MEASURES TO PROTECT THE STORMWATER SYSTEM DURING ALL PHASES OF SITE CONSTRUCTION PER LOCAL CODES AND DESIGN ENGINEER'S SPECIFICATIONS.
10. STORMTECH PRODUCT WARRANTY IS LIMITED. SEE CURRENT PRODUCT WARRANTY FOR DETAILS. TO ACQUIRE A COPY CALL STORMTECH AT 1-888-892-2594 OR VISIT WWW.ADS-PIPE.COM.

APPLICANT:

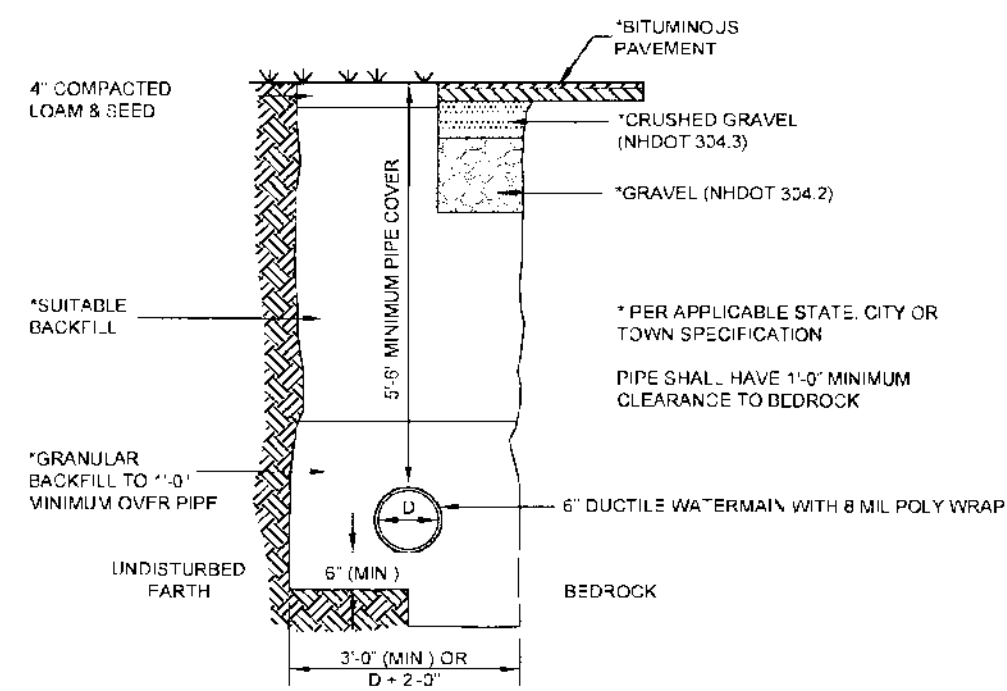
PLATINUM TRUCK AND EQUIPMENT, LLC
15 TOLLES STREET, UNIT D
HUDSON, NH 03051

Civil Engineering Land Surveying Landscape Architecture
10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 627-2881

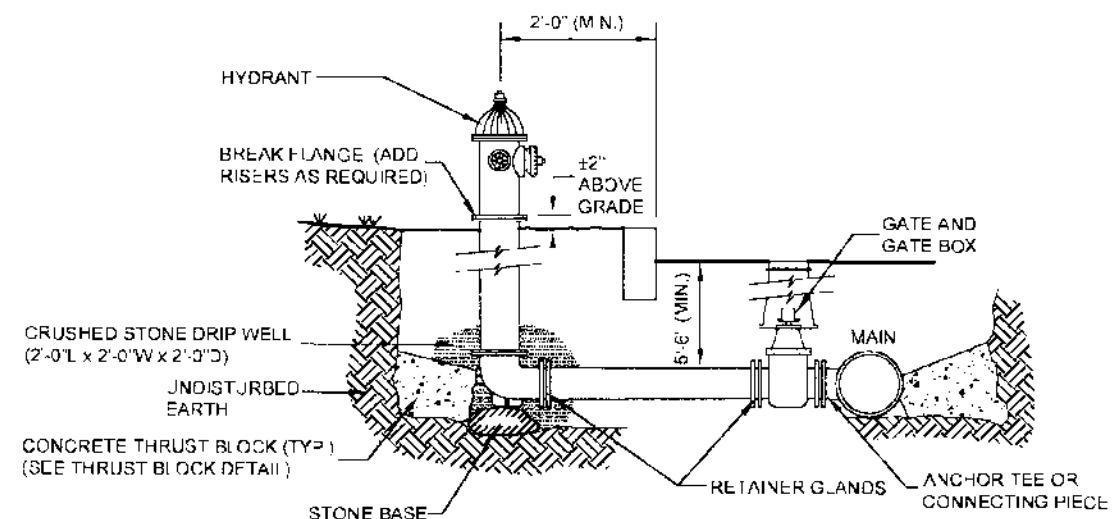
REVISIONS			
No.	DATE	DESCRIPTION	BY
1	5/10/21	REVISED PER TRC COMMENTS	JD
DATE: APRIL 12, 2021		SCALE: AS SHOWN	
PROJECT NO: 20-1022-5		SHEET 11 OF 13	

DATE: APRIL 12, 2021
PROJECT NO: 20-1022

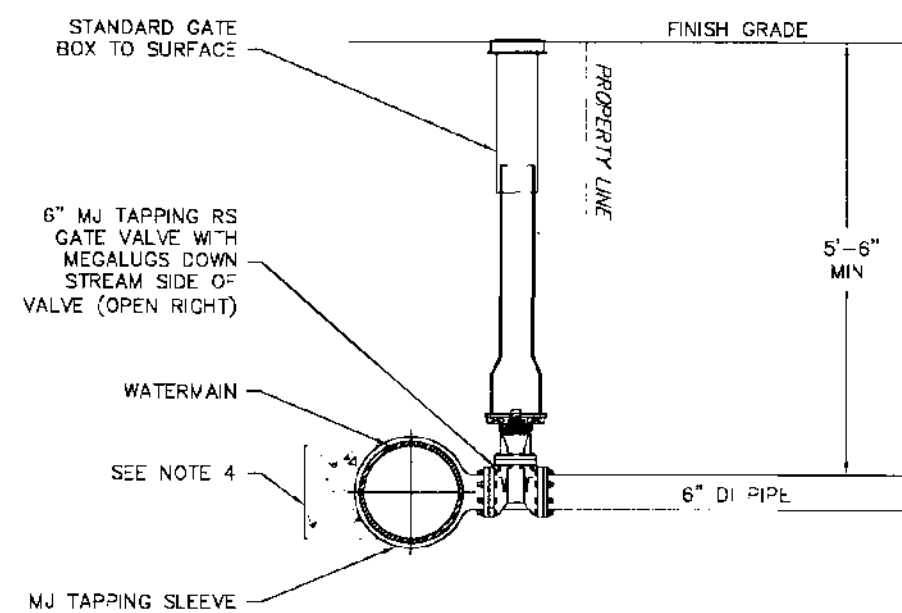
SCALE: AS SHOWN
SHEET 11 OF 13



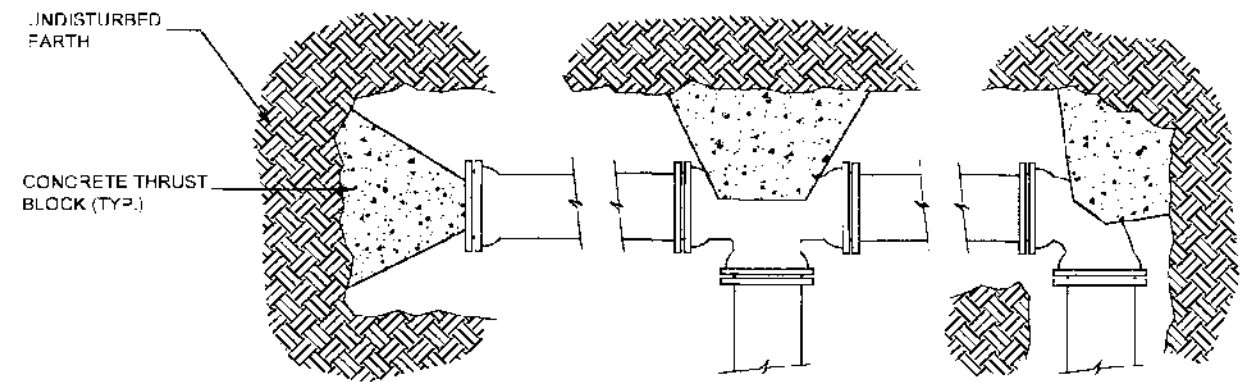
WATER LINE TRENCH DETAIL
NOT TO SCALE
(MARCH 2008)



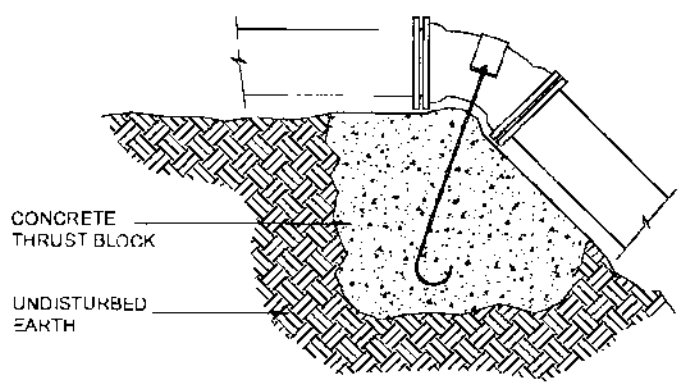
HYDRANT INSTALLATION
NOT TO SCALE
(MARCH 2008)



- NOTES:**
1. ALL MATERIALS AND INSTALLATION PROCEDURES WILL CONFORM TO CENTRAL HOOKSETT WATER TECHNICAL SPECIFICATIONS.
 2. ALL PIPES SHOULD HAVE A MINIMUM DEPTH OF 5'-6" FROM TOP OF PIPE TO FINISH GRADE.
 3. ALL THREADED RODS AND NUTS MUST BE STAINLESS STEEL.
 4. CONCRETE THRUST BLOCK POURED AGAINST UNDISTURBED EARTH - SIZE TO BE BASED ON SIZE OF FITTING AND PRESSURE IN WATERMAIN.



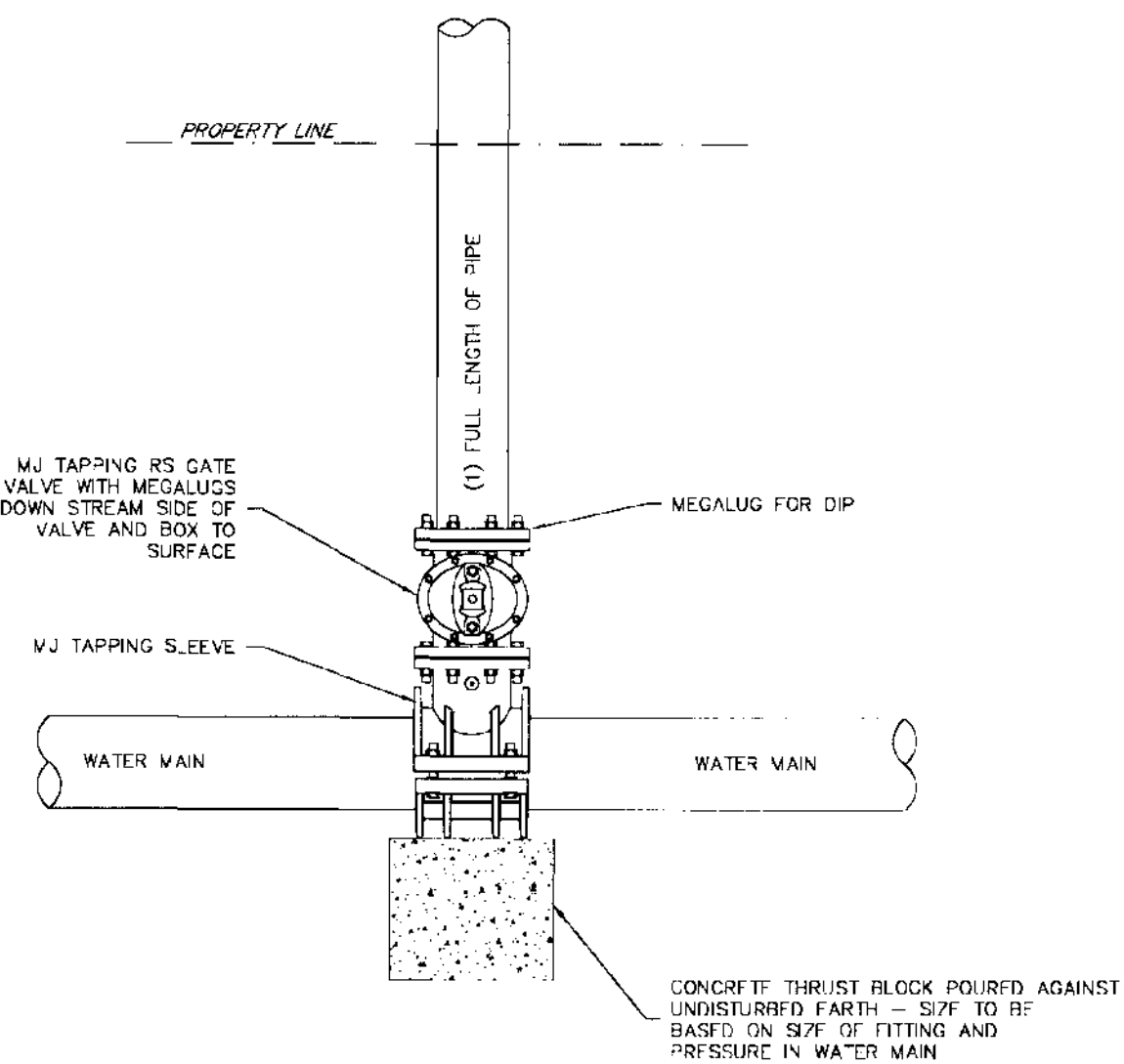
PLAN - HORIZONTAL BENDS, TEES AND PLUGS



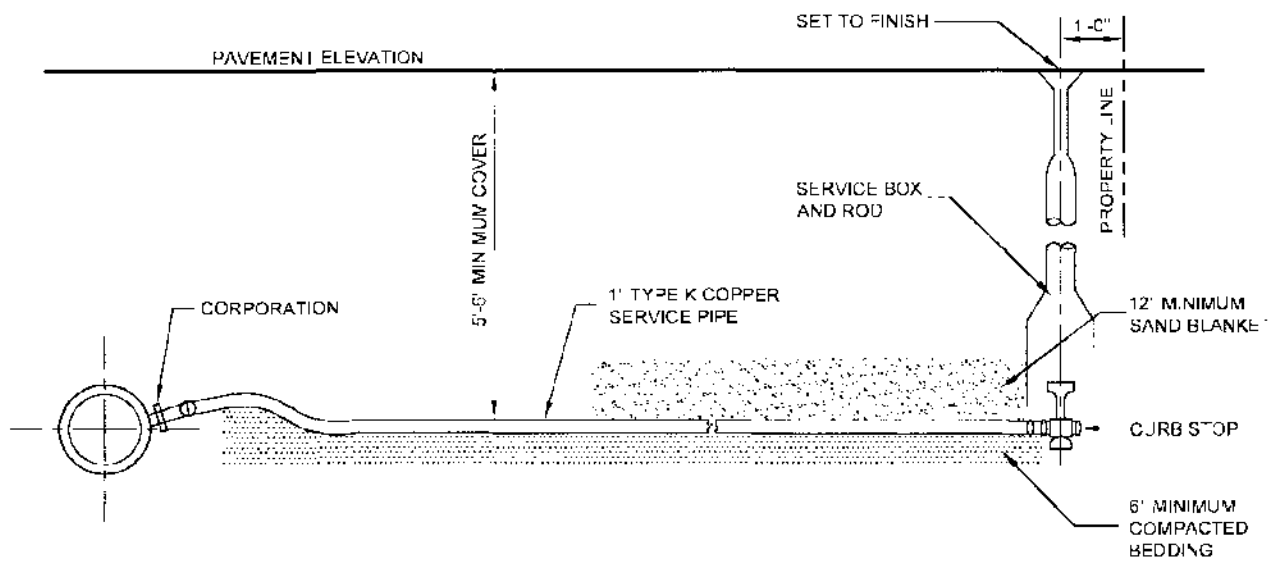
ELEVATION - VERTICAL BENDS

- NOTES**
1. THRUST BLOCK DIMENSIONS TO BE DETERMINED IN FIELD BY ENGINEER BASED ON PIPE SIZE, WATER PRESSURE AND SOIL TYPE.
 2. STONE BACKING MAY BE SUBSTITUTED FOR CONCRETE THRUST BLOCKS PROVIDED THE STONE(S) ARE OF EQUAL SIZE AND BEAR ON UNDISTURBED EARTH.
 3. USE OF JOINT RESTRAINT SYSTEMS SHALL NOT ELIMINATE THRUST BLOCK REQUIREMENTS WHERE POSSIBLE.

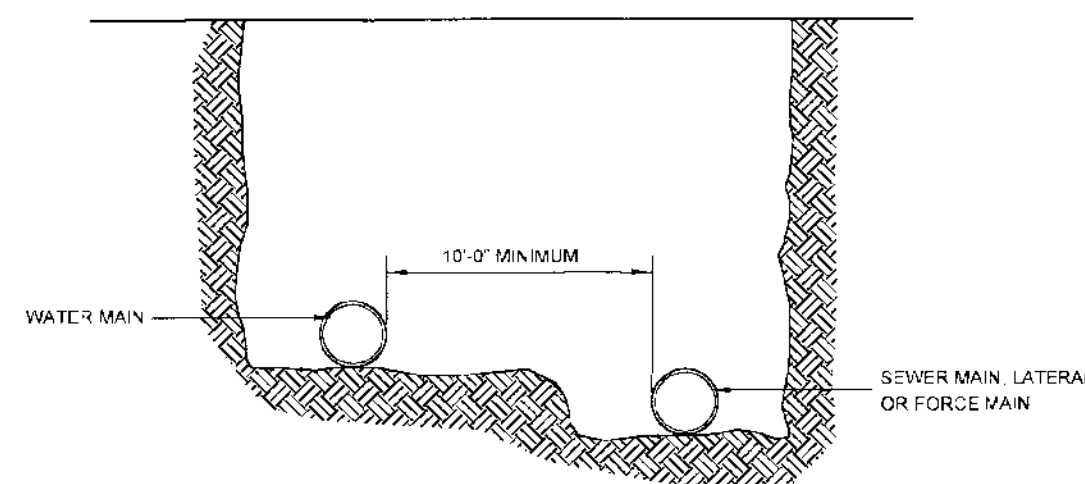
THRUST BLOCKS
NOT TO SCALE
(MARCH 2008)



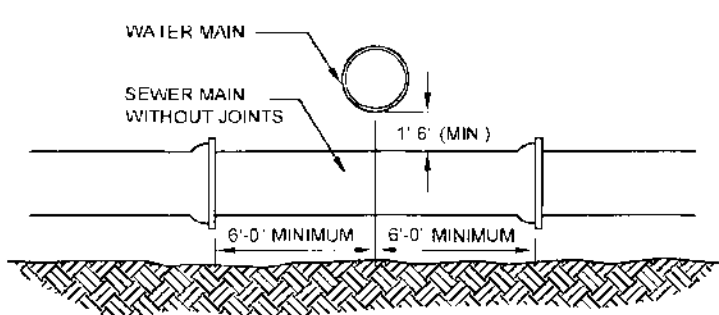
- NOTES:**
1. ALL MATERIALS AND INSTALLATION PROCEDURES WILL CONFORM TO CENTRAL HOOKSETT WATER TECHNICAL SPECIFICATIONS.
 2. ALL PIPES SHOULD HAVE A MINIMUM DEPTH OF 5'-6" FROM TOP OF PIPE TO FINISH GRADE.



WATER SERVICE CONNECTION
NOT TO SCALE
(MARCH 2008)



PARALLEL INSTALLATION



MAIN CROSSINGS

WATER PIPE/SEWER PIPE SEPARATION
NOT TO SCALE
(MARCH 2008)

CONSTRUCTION DETAILS
PLATINUM TRUCK AND EQUIPMENT
 MAP 18 LOT 47
 1380 HOOKSETT ROAD
 HOOKSETT, NEW HAMPSHIRE
 MERRIMACK COUNTY

<p>OWNER OF RECORD: ROBERTA KEACH, LLC 130 HOOKSETT ROAD HOOKSETT, NH 03106 M.C.R.D. BK. 3105 PG. 54</p>	<p>APPLICANT: PLATINUM TRUCK AND EQUIPMENT, LLC 15 TOLLER STREET, UNIT D HUDSON, NH 03051</p>
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KMA KEACH-NORDSTROM ASSOCIATES, INC.
 Civil Engineering Land Surveying Landscape Architecture
 10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 627-2881

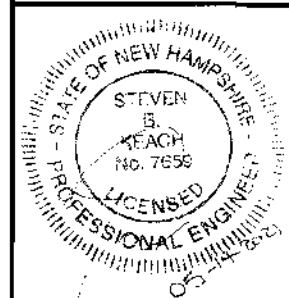
REVISIONS			
No.	DATE	DESCRIPTION	BY
1	5/10/21	REVISED PER TRC COMMENTS	JOL

DATE: APRIL 12, 2021

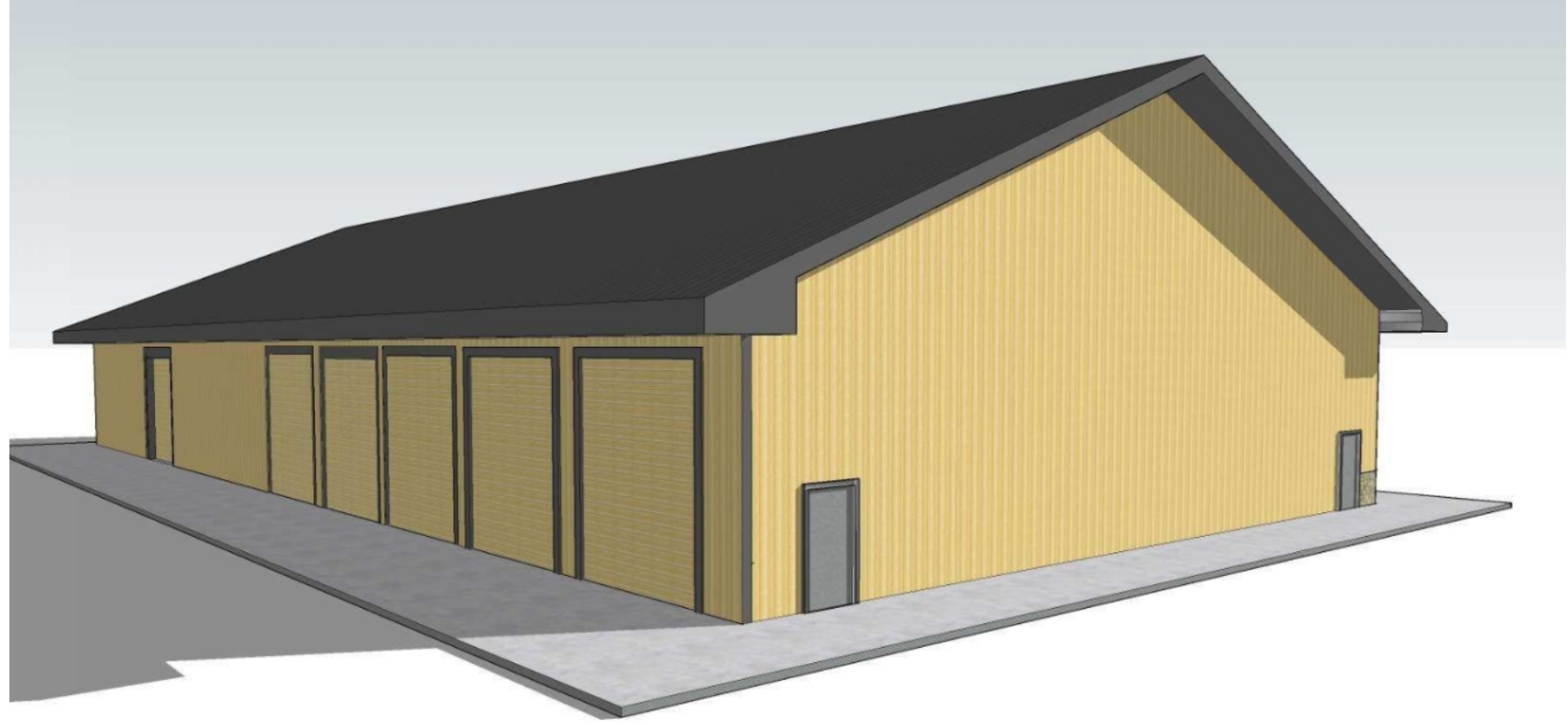
PROJECT NO: 20-1022-5

SCALE: AS SHOWN

SHEET: 12 OF 13









**PLANNING BOARD
HOOKSETT, NEW HAMPSHIRE**

CASE No.: 21-10

NOTICE OF PLANNING BOARD DECISION

05/21/2021

Rob Ra Ke Ro, LLC
1130 Hooksett Road
Hooksett, NH 03106

Platinum Truck & Equipment, LLC
15 Tolles Street, Unit D
Hudson, NH 03051

Keach-Nordstrom Associates
10 Commerce Park North, Suite 3
Bedford, NH 03110

**Re: Commercial Site Plan
Platinum Truck & Equipment
1380 Hooksett Road
Map 18 Lot 47**

Dear Applicant:

At its regularly scheduled meeting on 05/17/2021, the Hooksett Planning Board completed its consideration of your application for a commercial site plan approval. This site plan is shown on drawings prepared by Keach-Nordstrom Associates, dated 04/21, and titled Non-Residential Site Plan – Platinum Truck & Equipment.

As a result of such consideration, it was voted that your request be granted subject to the following conditions:

CONDITIONAL ITEMS PRIOR TO SIGNED PLANS:

- All review fees are paid in full.
- A single (22x34) Mylar, 7 paper copies (22x34), 1 paper copy (11x17), and 1 digital PDF copy (CD, E-mail, or Flash Drive) of the final plan are submitted to the Office of the Town Planner within the Community Development Department. If the applicant wishes to retain a signed copy (recommended), please include additional copies. The above mentioned copies will be retained for Town records.
- Any outstanding comments from the Town Engineer, Central Water Precinct, and/or Town Fire personnel addressed to the satisfaction of the Town Planner.
- All granted waivers are noted on final plans, if applicable.
- NHDOT driveway permits submitted to the Office of the Town Planner, or correspondence indicating permits are pending.
- Revised plans to show a total of 28 parking spaces; an addition of six spaces.
- Written correspondence from Hooksett Sewer and Wastewater indicating a final decision has been reached and agreed upon regarding the issue of the existing force main.
- Landscaping plan revised to show Evergreen buffer at northwest corner of property relocated to southeast corner.

35 Main Street ▪ Hooksett, New Hampshire 03106 ▪ Tel (603) 268-0279 ▪ Fax (603) 485-4118

www.hooksett.org

CONDITIONAL ITEMS PRIOR TO CONSTRUCTION:

- Applicant agrees to remit payment of all sureties/bonds and escrow fees in full. These sureties/bonds and escrow fees may be determined after this notice of decision has been issued. Bond estimates for project site work will be provided to the Town, reviewed and approved by the Town Engineer, and the applicant will be notified in writing of the required surety amount.
- Copies of any outstanding permits required by NHDOT, NHDES, or other State agencies forwarded to the Office of the Town Planner, if applicable.
- Applicant agrees to attend a required pre-construction meeting after (a) all sureties are submitted and approved, (b) site plan compliance monitoring escrow is in place and the Inspection Funding Agreement is signed and submitted, (c) the plans are signed and recorded, and (d) contractors schedule of work is submitted. **NOTE: Pre-construction meetings will ONLY be scheduled after all sureties/bonds and escrow fees are collected.**
- All permits required by Code Enforcement.
- Demolition permit application submitted and approved by Heritage Commission/Code Enforcement.
- Applicant agrees to site plan compliance and construction monitoring by authorized Town officials.

CONDITIONAL ITEMS PRIOR TO CERTIFICATE OF OCCUPANCY:

- Impact fees assessed by the Planning Board paid in full 10 business days prior to issuance of Certificate of Occupancy. Please contact the Office of the Town Planner for an impact fee invoice prior to requesting Certificate of Occupancy.
- 2-year landscape bond in the full amount of landscaping costs on file with the Town.
- Final site inspection and approval by Fire personnel, Code Enforcement, and the Town Engineer.
- 2 copies of as-builts forwarded to Code Enforcement.

Note: The above conditions in no way reflect all requirements to be met by the applicant per the Town of Hooksett Zoning Ordinances, Development Regulations, Minutes of Boards/Committees/Council, and Merrimack County Registry of Deeds.

Please include the following note on the cover sheet:

Time Limits for Fulfilling Conditions – Conditional approval shall be null and void unless all conditions necessary for release and recording of the plan are fulfilled within one (1) year of the Board's granting of conditional approval. The Board may grant extensions, upon written request filed with the Board at least thirty (30) days prior to expiration of conditional approval, stating the requested length of extension and the extenuating circumstances justifying an extension. Board consideration of extensions shall be noticed and shall include a public hearing. The applicant will be notified via certified mail of this hearing. Time limit extensions may be granted for one (1) year in length.

Thank you and if you have any questions, please do not hesitate to contact me. Welcome to Hooksett!

Sincerely,

Nicholas B. Williams
Town Planner

35 Main Street ▪ Hooksett, New Hampshire 03106 ▪ Tel (603) 268-0279 ▪ Fax (603) 485-4118
www.hooksett.org

Town Council **STAFF REPORT**



To: Town Council
Title: Nominations and Appointments
Meeting: Town Council - 19 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

The Zoning Board of Adjustment had a full member relinquish his seat. Timothy Stewart is a current alternate on the Zoning Board and would like to move into that position.

RECOMMENDATION:

It is recommended to waive the Council rules to nominate and appoint at this meeting so the Alternate position can be opened up sooner rather than later for the ZBA since they currently experience quorum issues.

SUGGESTED MOTION:

Motion to nominate and appoint Timothy Stewart from alternate to full member status to the Zoning Board of Adjustment with a term expiring 06/30/2023.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

ATTACHMENTS:

[T. Stewart](#)



Town of Hooksett

APPLICATION FOR APPOINTED TOWN BOARD POSITION

Date Submitted: JANUARY 5, 2022
 Name: TIMOTHY STEWART Phone: 603-485-2652
 Address: 5 GRANDVIEW DRIVE
 Email Address: STEWARTTIM@COMCAST.NET
 Signature: [Handwritten Signature]

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

	<u>Role Preference</u> Alternate, Regular, or None?
<input type="checkbox"/> Conservation Commission	<u> </u>
<input type="checkbox"/> Economic Development Advisory Committee	<u> </u>
<input type="checkbox"/> Heritage Commission	<u> </u>
<input type="checkbox"/> Parks & Recreation Advisory Board	<u> </u>
<input type="checkbox"/> Planning Board	<u> </u>
<input type="checkbox"/> Recycling & Transfer Advisory Committee	<u> </u>
<input type="checkbox"/> Town Hall Preservation Committee	<u> </u>
<input checked="" type="checkbox"/> Zoning Board of Adjustment	<u>Member</u>
<input type="checkbox"/> Other (Please specify.)	<u> </u>

How long have you been a resident of Hooksett?

30 years

Why are you seeking this position? To stay involved with the Town of Hooksett, and to go from Alternate Member to full member of the zoning Board of Adjustment.

Do you have any specific goals or objectives?

To gain more knowledge of municipal government.

When I retire I plan to be more involved in the Town of Hooksett.

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

Was employed by the State of New Hampshire Department of Revenue Administration researching property deeds and plat maps.

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

None

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

Bachelor's Degree in Accounting
As a Tax Auditor - I prepared hearing cases Reports.

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

7/1/2020 to Present - Hooksett Zoning Board of Adjustments Alternate Member
Past - Hooksett Budget Committee Member.

Town of Hooksett

35 Main Street
Hooksett, NH 03106

FRAUD POLICY

Recognition & Awareness Form

Acknowledgement:

My signature signifies that I have read the Town of Hooksett's Fraud Policy and that I understand my responsibilities related to the prevention, detection and reporting of suspected misconduct and dishonesty.

Signature: _____

Print Name: _____

Date Signed: _____

Department Head Signature: _____

Town Council
STAFF REPORT



To: Town Council
Title: FY 2022-23 Budget and Warrant Articles
Meeting: Town Council - 19 Jan 2022
Department: Finance
Staff Contact: Christine Tewksbury, Finance Director

BACKGROUND INFORMATION:

- 1) Vote To recommend the Budget Committee's operating budget. (amount not known until 1/13/2022)
- 2) Finalize Default Budget
- 3) Warrant

SUGGESTED MOTION:

- 1) Motion to recommend the FY 2022-23 Budget in the amount of \$_____. (Tally Vote required)
- 2) Motion to sign the FY 2022-23 Default Budget in the amount of \$20,915,015.00.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur

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) (tabled at 1/5/2022 Council meeting)
Meeting: Town Council - 19 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 Petition and remove the entire Article 8.6 Recall of Officeholders in the Town Charter. The proposed amendments are attached in the public hearing notice. This item was tabled at the January 5, 2022 Town Council meeting as the language had not been received back from DRA, AG and SOS. The State Approval was received and is attached.

RECOMMENDATION:

Move to place on the March ballot.

SUGGESTED MOTION:

Motion to place the Charter Amendment for Article 8.2 Initiative Petition and remove the entire Article 8.6 Recall of Officeholders to the March ballot.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Council will need to vote to place this on the ballot if approved by the AG, DRA and SoS offices. Public Hearing was held on December 8, 2021.

ATTACHMENTS:

[2021 Charter Amendment - Public Hearing Notice](#)
[State Approval- SOC Charter Amendments](#)

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.*

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

33 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6397

JOHN M. FORMELLA
ATTORNEY GENERAL



JANE E. YOUNG
DEPUTY ATTORNEY GENERAL

January 11, 2022

SENT VIA EMAIL AND U.S. MAIL

Todd Rainier, Clerk
Town of Hooksett
35 Main Street
Hooksett NH 03106

Re: Hooksett Charter Amendments re Charter Sections 8.2 & 8.6

Dear Clerk Rainier:

Pursuant to RSA 49-B:4-a, on behalf of the Town of Hooksett you submitted proposed charter amendments for review, dated December 9, 2021.

Upon review, the New Hampshire Attorney General's Office, the Secretary of State's Office, and the Department of Revenue Administration, pursuant to RSA 49-B:4-a, do not object to the proposed amendments to the town charter.

Please feel free to contact myself, Derek Kline of the Department of Revenue Administration, or David Scanlan, the Acting Secretary of State, if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Myles B. Matteson", is written over a horizontal line.

Myles B. Matteson
Deputy General Counsel
Election Law Unit
(603) 271-1119
myles.b.matteson@doj.nh.gov

cc: David Scanlan, Deputy Secretary of State
Bruce Kncuer, Department of Revenue Administration
Derek Kline, Department of Revenue Administration

Town Council

STAFF REPORT



To: Town Council
Title: Proposed Town Charter Amendment for Section 11.2 Judicial Board to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of Adjustment
Meeting: Town Council - 19 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

A public hearing was held on January 5, 2022 to amend Section 11.2 Judicial Board in the Town Charter. The proposed amendment is attached in the public hearing notice. The language was sent to DRA, AG and SOS for approval.

January 19, 2022 is the last Town Council meeting date that the Charter Amendment can be moved to the ballot. If the final language approval is not received by this meeting date, this Charter amendment will not move forward for 2022.

RECOMMENDATION:

If the final language has been approved by DRA, AG and SOS, move to place on the March ballot.

SUGGESTED MOTION:

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

TOWN ADMINISTRATOR'S RECOMMENDATION:

Council will need to vote to place this on the ballot if approved by the AG, DRA and SoS offices. Public Hearing was held on January 5, 2022.

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, 2022, 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: Proposed Town Charter Amendment for 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 - 19 Jan 2022
Department: Administration
Staff Contact: Leann Fuller, Community Development Clerk

BACKGROUND INFORMATION:

A public hearing was held on January 5, 2022 to amend the Town Charter to include a new Zoning Article (Section 3.6F) for the Hooksett Town Council to vote on Planning Board recommended Zoning Amendments. See attached public hearing notice 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 proposed 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 Agenda Item #6.2. Page 7 of 197 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.”

January 19, 2022 is the last Town Council meeting that this Charter Amendment can be moved to the ballot. If the final language has not been approved by DRA, AG and SOS, then the Charter Amendment will not move forward in 2022.

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:

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 and SOS, motion to place on the March ballot.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Council will need to vote to place this on the ballot if approved by the AG, DRA and SoS offices. Public Hearing was held on January 5, 2022.

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, 2022, 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: Budget Transfer #2022-01 in the amount of \$1,996.00 from Town Clerks' budget to Tax Collector's budget.
Meeting: Town Council - 19 Jan 2022
Department: Finance
Staff Contact: Christine Tewksbury, Finance Director

BACKGROUND INFORMATION:

Transfer needed to reallocate the Tax Clerk's position currently budgeted 90% from Tax Collector's budget and 10% from Town Clerks' budget to 100% to the Tax Collector effective January 24, 2022.

FINANCIAL IMPACT:

No fiscal impact

SUGGESTED MOTION:

Motion to authorized the Chairman to sign Budget Transfer #2022-01 in the \$1,996.00 from Town Clerks' budget to Tax Collector's budget.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur: The Tax Clerk position and the Deputy Town Clerk position has operated as one in the same, given that the person currently holding the position occupies both positions. This move is to separate the two positions. The salary for the existing Tax Clerk will be paid 100% out of the Tax Collector's budget. The appointed Deputy Town Clerk's position will have a stipend in the Town Clerk's budget for the position as well. Currently, 90% of the Tax Clerk's position is paid in Tax Collector's budget and 10% in the Town clerk's budget. The budget transfer is to take care of the finances of this proposal.

**TOWN OF HOOKSETT
BUDGET TRANSFER REQUEST FORM**

TRANSFER # 2022-01

Please explain the purpose of this transfer request: Transfer needed to reallocate the Tax Clerk's position currently budgeted 90% from Tax Collector's budget and 10% from Town Clerks' budget to 100% to the Tax Collector effective January 24, 2022.

**NEED OF FUNDS
WHERE WILL THE MONEY GO?**

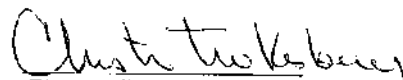
Account #	Description	Current Budget	Amount Added	New Budget
001-550.4150-111.000	TAX Full-time Employees	173,019.00	1,527.00	174,546.00
001-550.4150-220.000	TAX FICA Taxes	13,510.00	117.00	13,627.00
001-550.4150-230.000	TAX NH Retirement	24,830.00	215.00	25,045.00
001-550.4150-210.000	TAX Health Insurance	42,451.00	137.00	42,588.00
Total			1,996.00	

**SOURCES OF FUNDS
WHERE WILL YOU GET THE MONEY FROM?**

Account #	Description	Current Budget	Amount Reduced	New Budget
001-600.4140-111.000	TC Full time Employees	3,683.00	(1,527.00)	2,156.00
001-600.4140-220.000	TC FICA Taxes	779.00	(117.00)	662.00
001-600.4140-230.000	TC NH Retirement	729.00	(215.00)	514.00
001-600.4140-210.000	TC Health Insurance	242.00	(137.00)	105.00
Total			(1,996.00)	

Recommended by:


Town Administrator


Finance Director

Approved by:

Town Council

Council Meeting Date

Town Council
STAFF REPORT



To: Town Council
Title: Ambulance Purchase by Fire Rescue Department (Tabled at 1/5/2022 Council Meeting)
Meeting: Town Council - 19 Jan 2022
Department: Fire and Rescue
Staff Contact: Joseph Stalker, Captain

BACKGROUND INFORMATION:

See attached letter from Fire Chief Colburn.

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 \$297,344.00 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.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur: On October 12, 2016, Town council voted 7-0 to add a third ambulance to the current fleet at a cost of \$270,693 out of the ambulance fund. Chief Burkush stated in the minutes that the fire department currently runs two ambulances, one out of each station. The current ambulance, at the time, "had high mileage and hours and needs to be moved to a reserved status." Currently, the fire department uses all three ambulances. Two primary and one backup. The backup is used when the other two are out and there is available staff to run the vehicle. Chief Colburn should to add these proposed vehicles purchases to the CIP plan they are not currently in the plan.

ATTACHMENTS:

[Mechanic-letter_C3purchase](#)
[HOOKSETT FIRE RESCUE QUOTE.pdf 1-6-22](#)
[Chief-Letter_A1purchase](#)

[Chief-Letter_A1purchase](#)

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 FOR 2022

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@tdstelme.net

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

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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 ==					
00-00-0100		PL Ambulance - Release 33.93 effective 09/01/21	1	0.00	0.00
00-11-7075	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 Chassis paint must be reviewed/edited when changing chassis type	1	650.00	650.00
EXTERIOR			1	0.00	0.00
10-10-1100	<	Modular Body Construction SAE J3057 Compliant	1	0.00	0.00
10-10-2000	<	Structural Integrity Warranty The structural integrity of the body shall be guaranteed for the life of the unit, as long as the original purchaser shall own it.	1	0.00	0.00
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" The exterior length of the modular body shall be 176"	1	1650.00	1650.00

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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" i/l/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" i/l/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 Compt 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		Compart. "A" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-2030		Compart. "C" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-2050		Compart. "E" Door to Check Past 90 Degrees	1	0.00	0.00
11-20-3000		Compart. "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 < >	"E" 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: Aisle			
		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 Rub Rails, Black	1	1250.00	1250.00
13-30-2000		Vent Compartments to Exterior of Vehicle	1	0.00	0.00
13-40-1000		Dri-Dek, Floors of Compartment, Black	1	0.00	0.00
13-40-2500		Rubber Mat, Shelves, Exterior Compartment	1	0.00	0.00
13-40-2800		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 -(I/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
13-70-4000	< >	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
13-70-4400	< >	SCBA Zico (KD-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-V082	XU <	'Compartment "E" - Hooksett Configuration (2) 43"H Partial Height Dividers (1) 12" 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, -Lic. 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, Classic, 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 apprx. 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
! 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	1	750.00	750.00
		Selecting this cabinet will void KKK compliance for 43" headroom above squad bench.			
! 22-45-S001	XU	Delete forward shelf in overhead cabinet	1	-50.00	-50.00
! 22-46-S002	XU <	Solid Surface, 1" Lip, Right Front, Color: Midnight Melange 9091ML, 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, Custom 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	XU <	Wood drawer with metal face (2) drawers in forward MIM 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 6"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-Outs 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 cabinet, 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 CUSTOM	1	1275.00	1275.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
		Cutout for recessed Sharpster in countertop near CPR 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.	1	325.00	325.00
		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.			
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 9091ML	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.	1	750.00	750.00
		Dimensions: 30" Wide x 40" High			
		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
25-11-1A00		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	<	Install 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, (ILOS 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, (ILOS 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 Fashion Grey D381-01	1	0.00	0.00
27-10-4210		Lower Laminate - High Gloss Fashion 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, 4pt 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		Loncoin 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 suppld 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
! 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
28-50-1000		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 Sw 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, 8 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, Compt open, Amber	1	0.00	0.00
42-20-3000		Warning Indicator, Audible alarm, Door/Compt	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
42-30-1000		Back-up alarm, w/resetting cancel switch	1	0.00	0.00
42-35-0500		Delete Spotlight	1	-50.00	-50.00
42-35-2550	<	Warning Light, Whelen 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	1	0.00	0.00
		FULL TIME Load Management of Emergency Lights			
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.	1	0.00	0.00
		Requires PL provided air horn system or 42-60-2800 PL Activation of chassis supplied air horns.			
42-65-1300		Pwr 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	< >	Pwr 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
43-71-432C		(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-seies, Red, Clear Len	1	835.00	835.00
! 43-71-V111	XU	(2) Lower Whelen ION V-seies, White, Clear Len	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 lightheades 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
! 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
! 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
! 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
		M9FC Chrome flange			
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-C600		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 lights) 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 PH1LPED 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 F6 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) PFH2 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 Condenser 12V, Front body -(MED/CLSC) For use with 12V, Heat A/C unit.	1	1200.00	1200.00
45-30-1Q00	<	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	<	Lghts, 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 Hot" 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 HVAC 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 leads, 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 Mind 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
		MISCELLANEOUS 12 VOLT ELECTRICAL	1	0.00	0.00
48-15-1885	<	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	2917.00	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
48-60-3700		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 HOT 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 PL will provide a dedicated wire fused at 5 amps, wired to Knox Box Location	1	250.00	250.00
! 48-90-V020	XU <	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 Compt. "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
! 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
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 Stripe 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
70-10-0550	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 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	1	4670.00	4670.00
		Qty (1) Includes-Polyester restraint set (metal lap buckles), and Removable head support.			
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	1	150.00	150.00
		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			

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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
		CHASSIS	1	0.00	0.00
95-12-225L	<	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.	1	59694.00	59694.00
		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			

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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			
		Securi-lock Anti Theft Ignition			
		Tires:			
		Front & Rear LT225/70R 19.5G All Position (6) #THB			
		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) #54F			
		XLT Interior Cab Trim: #663A			
		Air Conditioning			
		Cloth Headliner, Map Pockets			
		AM/FM Radio w /MP3 /Clock			
		SYNC 3 8" LCD Productivity Screen in IP Cluster #913			
		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 #Z1			
		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. on XLT	1	0.00	0.00
96-32-1500		Fuel "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	-4600.00	-4600.00
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 Manasquan, 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 "Check 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	1	9621.00	9621.00
		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			297,344.00

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PART NO	S	DESCRIPTION	QTY	EACH	EXTENDED
<u>OPTIONS - NOT INCLUDED IN TOTAL</u>					
		EQUIPMENT	1	0.00	0.00
89-90-S001	S <	Stryker Cot, Power Load-SAE Compliant, Power-Pro XT Model 6506SMRT Dealer Provided	1	23367.00	23367.00
		Qty (1)			
		Includes:			
		6500-028 SMRT Power,			
		6500-034 Charger Mounting Bracket,			
		6500-035 DC Cable,			
		6506-127 Power Load Compatibility Kit			
		6085-033 Patient Right Cot Retaining Posts			
		6500-002-030 EMS Restraint Package			
		6086-500-010 No Wheel Lock Option			
		6085-031 Trendelenburg			
		6506-037 No Steer Lock			
		6060-036-017 Short Hook			
		6506-034 G Rated Bolster Mattress			
		6500-318 No IV Pole			
		6506-036 No HE Section O2 Bottle			
		0054-200-994 No Runner/HE O2			
		6506-031 Standard Side Rail			
		6500-028 120V AC Power Cord			
		6506-012-003 Standard Fowler			
89-90-S002	XU <	Stryker, Power Load Fastening System NO Mini Rail Clamp (SAE Compliant) Dealer Provided	1	26675.00	26675.00
		Includes: 6390-000-000 Power Load Cot Fastening System w/inductive charging. Does NOT include Mini Rail Clamp or Mass Casualty Floor Plate for Mini Rail Clamp Requires 15 amp Battery Charging circuit			
		The Power Load charging circuit will be wired 12V hot unless otherwise specified.			
89-90-S003	XU <	Trade of Stryker Cot, Power Load-SAE Compliant, Power-Pro XT Model 6506SMRT Dealer Provided	1	-2500.00	-2500.00



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

January 6, 2022

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, and is expected to have over 100,000 miles when the replacement arrives. 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.

The Town Council approved the purchase of a third ambulance at the 10/12/16 Town Council meeting after Chief Burkush brought forward some operational changes to provide more efficiencies and provide a better service to our residents. The ambulance replacement cycle started with the replacement of Ambulance 2 at the 6/12/19 meeting. This request is a continuation of the replacement cycle of our ambulance fleet.

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 had 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. Since the purchase was tabled at the 1/5/22 meeting that offer is now expired.

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



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

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.

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 \$297,344 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. 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.

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Staff Report by the Town Administrator

Hooksett Town Charter Sec. 10.12: Proposed Reorganization Plans by the Administrator.

The Administrator may prepare and submit to the Council proposed reorganization plans which may, subject to applicable law and this Charter, reorganize, consolidate or abolish any Town agency in whole or in part, or establish new Town agencies as he/she deems necessary or expedient. Such reorganization plans shall be accompanied by explanatory messages when submitted.

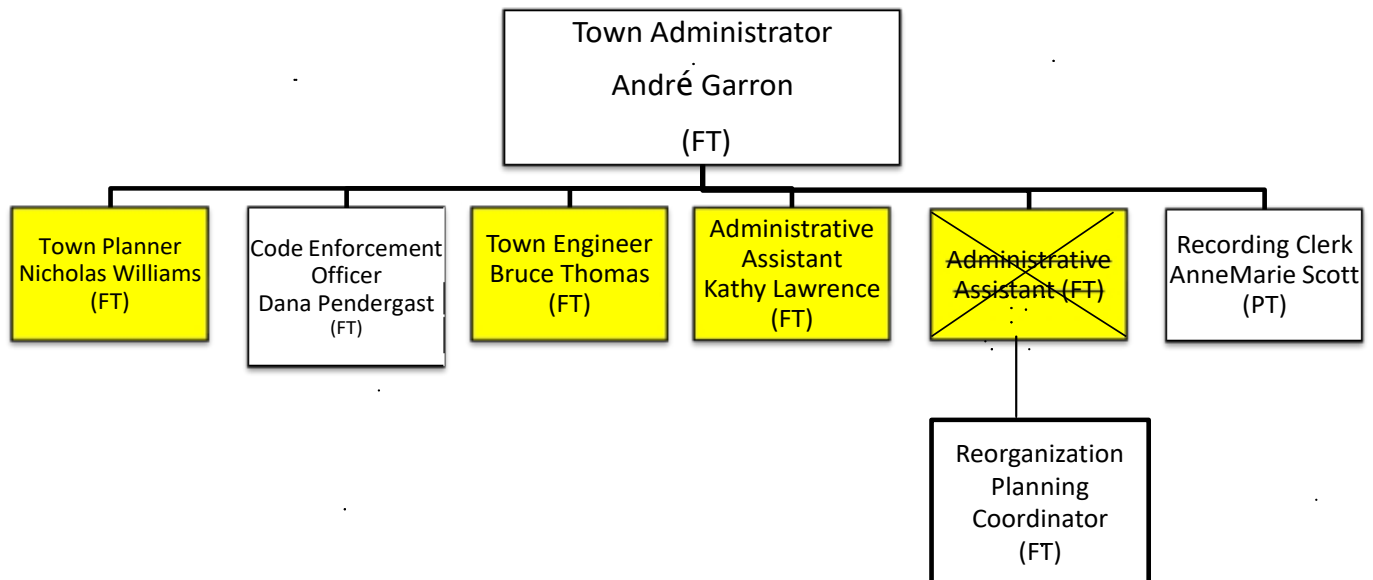
In accordance with this provision in the Charter, I propose the following reorganization:

I propose to reorganize the Community Development Department by changing the title and responsibilities of the Administrative Assistant position to a Planning Coordinator. In discussing the needs of the department with the Town Planner, assistance is not only needed with the administrative aspects of the office, but the position would assist with plan reviews, GIS update and maintenance, assistance with planning related projects, Master Plan Implementation and provide staff support to a few boards and committees. The Planning Coordinator position will continue to work in collaboration with the building and code enforcement section of the Community Development Department.

This reorganization proposal addresses increased need for more technical expertise with GIS, plan review and master plan implementation. It also moves the department towards being a more self-sustaining department.

I will be available at the meeting to answer your questions and address your concerns.

REORGANIZATION COMMUNITY DEVELOPMENT



January 12, 2022

TOWN OF HOOKSETT

Classification Pay Plan 10/13/2021 (for effective date 11/01/2021) CD REORG 01/29/2022

GRADE	CLASSIFICATION (Title)	SALARY RANGE		STATUS	
		MINIMUM	MAXIMUM	EXEMPT	NON-EXEMPT
1	Seasonal Clerk	\$ 12.75	\$ 17.85		Non-Exempt
	Seasonal Laborer	\$ 26,520	\$ 37,128		Non-Exempt
2	No Positions Assigned	\$ 14.66	\$ 20.52		
		\$ 30,493	\$ 42,682		
3	Call Firefighter	\$ 16.86	\$ 23.60		Non-Exempt
	Custodian	\$ 35,069	\$ 49,088		Non-Exempt
	Patrol Officer - part-time				Non-Exempt
	Laborer - PW Recycling & Transfer				Non-Exempt
4	Call Firefighter - Lieutenant	\$ 17.70	\$ 24.78		Non-Exempt
		\$ 36,816	\$ 51,542		
5	Budget Committee Secretary	\$ 18.59	\$ 26.03		Non-Exempt
	Call Firefighter - Captain	\$ 38,667	\$ 54,142		Non-Exempt
	Recording Clerk				Non-Exempt
6	Support Specialist	\$ 19.52	\$ 27.33		Non-Exempt
	Finance Clerk	\$ 40,602	\$ 56,846		Non-Exempt
7	Secretary				Non-Exempt
	No Positions Assigned	\$ 20.50	\$ 28.70		
		\$ 42,640	\$ 59,696		
8	Administrative Assistant	\$ 21.53	\$ 30.14		Non-Exempt
	Clerk/Deputy Tax Collector	\$ 44,782	\$ 62,691		Non-Exempt
	Administrative Records Clerk				Non-Exempt
	Evidence Technician				Non-Exempt
	Prosecution Assistant				Non-Exempt
9	Planning Coordinator	\$ 24.11	\$ 33.75		Non-Exempt
		\$ 50,149	\$ 70,200		
10	Executive Assistant	\$ 27.00	\$ 37.80	Exempt	
	Project Coordinator	\$ 56,160	\$ 78,624	Exempt	
11	Family Services Director	\$ 28.35	\$ 39.69		Non-Exempt
	Tax Collector	\$ 58,968	\$ 82,555	Exempt	
12	Code Enforcement Officer	\$ 29.77	\$ 41.68		Non-Exempt
	Human Resource Coordinator	\$ 61,922	\$ 86,694	Exempt	Non-Exempt
	Patrol Sergeant				*Non-Exempt (Salary)
	Dispatch Supervisor				
13	No Positions Assigned	\$ 31.26	\$ 43.76		
		\$ 65,021	\$ 91,021		
14	Assessor	\$ 32.82	\$ 45.95	Exempt	
	Police Lieutenant	\$ 68,266	\$ 95,576		*Non-Exempt (Salary)
15	No Positions Assigned	\$ 34.46	\$ 48.24		
		\$ 71,677	\$ 100,339		
16	Assistant Fire Chief	\$ 36.18	\$ 50.65	Exempt	
	Police Captain (Support Service Administrator)	\$ 75,254	\$ 105,352	Exempt	
	Prosecuting Attorney			Exempt	
17	Finance Director	\$ 38.35	\$ 53.69	Exempt	
		\$ 79,768	\$ 111,675		
18	Fire Chief	\$ 42.19	\$ 59.07	Exempt	
	Police Chief	\$ 87,755	\$ 122,866	Exempt	
	Public Works Director			Exempt	
19	No Positions Assigned	\$ 46.41	\$ 64.97		
		\$ 96,533	\$ 135,138		
20	Town Administrator	\$ 55.69	\$ 77.97	Exempt	
		\$ 115,835	\$ 162,178		

Annual minimum and maximum ranges apply to full-time non-union positions only and are based on a 40-hour work week
Hourly minimum and maximum rates apply to all non-union positions regardless of full-time, part-time, per diem or other status.

Original adoption date: March 24, 2010.

Amendment date: October 13, 2021 for effective date November 1, 2021.

02/13/13 Town Council approved that from now on the maximum level amounts would automatically increase by the amount of any COLA or COLA-type increases, but not merit increases. 07/01/13 Town Council approved 2% COLA. 07/01/14 2% COLA per budget voted 5/13/14. 07/01/15 3% COLA per budget voted 5/12/15. 07/01/16 3% F/T & 2% P/T COLA per budget voted 05/10/16 & TC approval 05/25/16. 07/01/17 2% F/T & P/T COLA per budget voted 03/14/17 & TC approval 05/10/17. 07/01/18 2% F/T & P/T wage increase per warrant voted 03/13/18 & TC approval 05/23/18 to raise maximum levels by 2%. 07/01/19 2.25% F/T & P/T wage increase per TC approval 06/12/2019 to raise maximum levels by 2.25%. 07/01/2020 2.5% F/T & P/T wage increase per warrant article voted 03/10/2020 & TC approval 04/22/2020 to raise maximum levels by 2.5%. 07/01/2021 2.0% F/T & P/T wage increase per warrant article voted 03/9/2021 & TC approval 04/28/2021 to raise maximum levels by 2.0%. **10/13/2021 Classification Pay Plan includes MRI Wage Study Recommendations: minimum & maximum ranges to be updated each July 1st for a COLA increase & employees exceeding maximum level to receive COLA only increase when other non-union employees are eligible to receive an increase.**

*Refer to Hooksett Police Department Administrative/Operations Directive for Administering of Overtime for Lieutenant and Dispatch Supervisor.

The Classification Pay Plan may not include all seasonal, part-time, per diem or stipend positions.

**Town of Hooksett Job Description
Community Development Department
“Planning Coordinator”**

Date: January 19, 2022

General Position Description: This job description is meant to be illustrative and is in no way all-inclusive. It shall be used as a tool or guide in the job performance of the employee it applies to. This position is responsible for assisting the Town Planner.

Accountability: Reports to the Town Administrator or designee.

Equipment Used: Must be proficient in use of customary office equipment; Microsoft Word, Excel, Access, Outlook; and other customary office software and hardware, Basic use with ESRI GIS software such as ArcMap preferred.

Environment: Inside: 98% Outside: 2%

Duties and Responsibilities: Except as specifically noted, the following functions are considered essential to this position. The following is indicative of the duties and responsibilities associated with this position, but are not intended to be all-inclusive.

1. Assist the Town Planner in providing general assistance to the public, developers, Town staff, and other officials regarding applicable rules, regulations and statutes pertaining to planning, zoning, and building.
2. Assist the Town Planner in the comprehensive review, coordination, and processing of all applications for site plan review, subdivisions, lot line adjustments, and lot mergers to ensure compliance with all local and state regulations.
3. Ensure the maintenance of accurate and complete records of department's activities and of records relating to applications, maps, paper plans, Mylars, and sketches pertinent to planning and development.
4. Provide general staff support to the Town Conservation Commission.
5. Provide general customer service via phone, email, and in person for all matters pertaining to departmental operations.
6. Ensure compliance with all statutory requirements for certified mailings, notices, and posted meeting agendas.
7. Assist in preparing annual town report submissions for department.
8. Order and maintain supplies for department.
9. Coordinate and maintain records of all fees assessed by the department, including construction escrow fees and project bonds.
10. Organize and maintain established GIS Town maps.
11. Interact with department heads and other town committees to provide optimal coordination among departments and boards.
12. Implement and maintain digital database for planning records.
13. Document and maintain accurate meeting minutes for a variety of internal meetings as needed.
14. Assist in the preparation and ongoing maintenance of the departmental budget.
15. Schedule, attend, and participate in a variety of meetings pertaining to the development proposals.
16. Other tasks as assigned by the Town Administrator or Town Planner.

Community Development Department – Planning Coordinator

2

Support: Provides full support to the Town Planner and Town Engineer as needed or required.

Financial Data: Responsible for contracting with outside agencies and consultants and accounting for such contracts.

Computer Operation: Should be familiar with Microsoft Word, Excel, Access, Outlook; and other customary office software and hardware to include basic use with ESRI GIS software such as ArcMap.

Other Considerations and Requirements:

- Spoken and written communication skills.
- Proficiency in organization, process and detail.
- Ability to read and comprehend complex text.

Cognitive and Sensory Requirements:

Vision: Corrected 20-30, necessary to read instructions and documents.

Hearing: Necessary for listening to instructions and taking minutes at meetings.

Speaking: Necessary for communicating with the Planning Board and other departments.

Dexterity: Necessary for operating office equipment.

Mobility: Needed to move around the Municipal Building during regular work hours to assist customers and for evening meetings.

Primary Physical Requirements:

Lift up to 10 pounds: constantly required.

Lift 11 to 25 pounds: frequently required.

Lift 26 to 50 pounds: occasionally required.

Lift over 50 pounds: rarely required. Assistance may be available.

Carry up to 10 pounds: constantly required.

Carry 11 to 25 pounds: frequently required.

Carry 26 to 50 pounds: occasionally required.

Carry over 50 pounds: rarely required. Assistance may be available.

Push/pull: frequently required.

Reach above shoulder height: frequently required.

Reach at shoulder height: constantly required.

Reach below shoulder height: frequently required.

Balancing: occasionally required.

Sit: four hours per day, total of eight hours.

Standing: no more than two hours per day.

Walking: no more than two hours per day.

Twisting: occasionally required.

Bending: frequently required.

Crawling: rarely required.

Squatting: rarely required.

Kneeling: rarely required.

Crouching: rarely required.

Climbing: regularly required.

Hand Manipulation:

Grasping: constantly required.

Handling: constantly required.

Torquing: occasionally required.

Fingering: frequently required.

Controls and equipment: motor vehicles, telephone and customary office equipment.

Community Development Department – Planning Coordinator

3

Work Surfaces:

Office area includes workstation with desk, computer and cupboards. Table, filing cabinets, closet with shelves, bookshelf, and bulletin boards. All surfaces are at various heights.

Summary of Occupational Exposures:

Most work occurs within an office setting. May work in an office without windows thus being exposed to unnatural light with no natural light, and various air climates and conditions in the building. I.e.: air conditioning, heat, lack of fresh air, unnatural light, etc.

Other Training, Skills and Experience Requirements:

- Extensive computer knowledge, usage, and training required.
- Demonstrated experience managing financial records.
- Prior work in a land use planning office desirable; will train the right person.
- Prior experience working with elected and appointed land use officials is desirable.
- General knowledge of the basic principles of land use planning and zoning.
- Any equivalent combination of education and experience, which demonstrates possession of the required knowledge, skills, and abilities.

License or Certification Requirements:

- High school diploma or GED.
- Post-secondary education in Planning or Urban Studies desirable.
- Valid NH driver's license.
- Any equivalent combination of education and experience, which demonstrates possession of the required knowledge, skills, and abilities.

Schedule: Monday, Tuesday, and Thursday 8:00am-4:30pm, Wednesday 8:00am – 6:30pm, and Friday 8:00am-Noon. Provide support to the Conservation Commission after regular hours, typically one meeting each month. Other after hours meetings may be required as needed.

Town Council

STAFF REPORT



To: Town Council
Title: Town Council Public Minutes - RSA 91:a
Meeting: Town Council - 19 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 (and 01/05/2022 agenda), 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 Thinnes	\$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 A. Garron- for new hires we have a new Assistant Crew Chief William Porter who will continue to work
187 with DPW and Recycling & Transfer division. We do have a resignation from Christopher Porter Public
188 Works as of this Friday.

PUBLIC INPUT - 15 MINUTES

189
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?

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A. Garron- on their side the sooner the better. On our side we have until January as that is when we want to initiate a contract.

A. Garron- We sustained damage to the sidewalk plow and rendered totaled. Our insurance company has determined that value to be \$75,735 minus the \$1,000 deductible comes to \$74,735. With the amount of \$37,965 from the Public Works Vehicle Capital Reserve Fund and also they removed all the salvageable parts, which lessened the delta.

J. Durand- how quick can you get a sidewalk plow?

A. Garron- we asked that question and was told that it can be here quickly.

E. Labonte- within a week and a half we can have the tractor here.

C. Jones- was the pickup truck at fault? Will we be reimbursed?

E. Labonte- that is on the insurance company to go after them.

R. Duhaime- was the attachment damaged?

E. Labonte- the attachment does not seem to be damaged.

R. Duhaime- just so everyone is aware this tractor has a lot of lights on it.

E. Labonte- The driver claims there was a glare, both operators were not hurt.

C. Karolian- can you clarify where the monies are coming from.

E. Labonte- we are getting \$75,000 from the insurance company and \$37,965 from Public Works Vehicle Capital Reserve Fund approved by town council.

R. Duhaime- what year is our tractor? And how many hours?

E. Labonte- 2018, and I don't have the hours.

T. Tsantoulis motioned to use the insurance settlement in the amount of \$74,735 less \$1,000 and the rest of the funds in the amount of \$37,965 from the Public Works Vehicle Capital Reserve Fund deductible seconded by R. Duhaime.

Roll Call Vote #7

C. Jones Aye

C. Karolian Aye

R. Lapierre Aye

R. Duhaime Aye

A. Walczyk Aye

J. Durand Aye

T. Tsantoulis Aye

D. Boutin Aye

J. Sullivan Aye

Vote in favor 9-0

A. Garron – thank you for supporting these events. I know it was a lot that happened.

Sign and Post Refurbished- Andre showed a picture of the new refurbished sign redone by the Kiwanis club.

Tax bills and new newsletters went out. They are also posted on our website as well.

Master Plan- the Master Plan Workshop meeting on Monday December 13th at 6:00.

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

607
608
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 **Tax Increment Finance District (TIF) – Status Report**

617
618
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**

1
2 The Hooksett Town Council met on Wednesday, December 15, 2021, at 5:30 pm in the
3 Hooksett Municipal Building.
4
5 **CALL TO ORDER**
6 Chair Sullivan called the meeting of 15 December 2021 to order at 5:30 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,
13 Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor Clark Karolian
14
15 Councilor Roger Duhaime arrived at 5:38 pm.
16 Councilor Alex Walczyk arrived at 6:05 pm.
17
18 Missing: Councilor Randall Lapierre
19
20 Chair Sullivan: There are two Councilors who would like to participate via Zoom. They would not
21 count at members of the quorum. The Governor's rules and our rules do not allow members to
22 participate remotely. We would have to waive our rules to let Councilor Lapierre appear.
23
24 J. Durand: Are you saying he can watch but not participate?
25
26 A. Garron: The Governor's emergency orders have expires and RSA 91: A is back in place. You
27 can allow remote participation if the Council agrees to do so. It is within your procedures to
28 waive the rules.
29
30 C. Karolian: Are we setting a precedent? Are we going to start doing this for other members who
31 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,
32 it could cause future problems. Our rules are specific about telephonic or remote participation.
33 Councilors could become snowbirds for 4, 5, or 6 months of the year and participate
34 telephonically. The rules were made specifically to prevent this. I am right on the border here of
35 leaving this meeting and you won't have a quorum altogether.
36
37 Chair Sullivan: Someone asked if he could participate via Zoom. Would someone like to make a
38 motion to waive the rules.
39
40 ***D. Boutin motioned to waive the rules.***
41
42 C. Karolian: I move to leave. Good night.
43
44 Chair Sullivan: We haven't voted yet.
45

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>

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, January 5, 2022**

1
2 The Hooksett Town Council met on Wednesday, January 5, 2022, at 6:51 in the Hooksett Municipal
3 Building.
4
5 **CALL TO ORDER**
6 Chair Sullivan called the meeting of 05 Jan 2022 to order at (6:51) 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 Randall Lapierre, Councilor Roger Duhaime,
13 Councilor David Boutin, Councilor Timothy Tsantoulis, and Councilor Alex Walczyk.
14
15 **Absent:** Councilor Clifford Jones, Councilor John Durand, and Councilor Clark Karolian.
16
17 **PLEDGE OF ALLEGIANCE**
18
19 **AGENDA OVERVIEW**
20
21 J. Sullivan- Chairman Sullivan announced that prior to the start of the meeting while we were waiting on
22 Councilor Lapierre to arrive so that we would have a quorum, the Police Chief recognized Travis
23 Mannon as Police Officer of the year. Also given acknowledgement was Captain Jake Robie whom
24 completed his 21st year with the Town of Hooksett. Members of the Hooksett Police department were
25 present as well as family members of both officers.
26
27 **PUBLIC HEARINGS**
28 Chair Sullivan opened the four Public Hearing as presented in the agenda at 6:53 pm.
29
30 **NOMINATIONS AND APPOINTMENTS**
31
32 John Ward - I am a lawyer by trade, have served on the Hooksett Little League Board, Hooksett Pro
33 Responsibility Board, Hooksett Library Board, I am very active in the community I think this is a good
34 role for me with my background. I've been a resident since 2014.
35
36 ***R. Lapierre motioned to waive the rules of procedure and nominate and appoint on the same***
37 ***night seconded by D. Boutin.***
38
39 ***Vote all in favor 6-0.***
40
41 ***R. Lapierre motioned to nominate and appoint John Ward as a board member of the Trustees of***
42 ***the Trust Funds for a term expiring 6/30/2022, seconded by D. Boutin.***
43
44 ***Vote in Favor 6-0.***
45
46
47
48

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.

Anne Stelmach- this was an idea that I had and proposed it to the Zoning Board to aid in getting more bodies. From what I can see from the records the law has allowed the option of having 5 alternates. I don't see the harm in having 5 alternates, and not sure why Hooksett has restricted it to 3 in the past. The board is in full support of the decision. Yesterday we learned that Chris Pearson who has served on the board for 17 years is stepping down. Currently we have 3 alternates and one of them will step up, leaving me with 2 alternates making the problem a little tougher. Having more feedback, more opinions and discussion with more people is going to make the Board stronger. I think this will help in many ways, I am trying to help the cause and getting volunteers is hard and it is a commitment.

R. Duhaime- I agree, we should have as many alternates as we can get.

David Ross 56 Sherwood Drive- I am big on having multiple larger bodies to make decisions. Alternates however in my opinion is good but not to have as many as there are bodies on the Board. Volunteers are awesome but if they are not going to do the job then they are more harm than good. Seriousness is important. Recruiting is a council job. The council needs to make a more diligent job at getting more members on the Boards. I do not like the idea of too many alternates serving on the Board.

J. Sullivan- 2 other charter changes that we discussed at previous hearings, the language being proposed was reviewed by Attorney Matt Surge, we did meet the requirements of the PH and posted them. The next step is to have it reviewed by DRA, and if it meets the requirements of state statutes this issue to place it on the Ballot will occur on January 19th meeting.

A. Garron- keep in mind if the Council wishes to move it onto review by DRA and the AG's office the time period might be too tight given how late the Public Hearing is. There might be a chance the response might not be timely to move it onto the warrant. Hopefully everything works out that we get it all back in time.

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

T. Tsantoulis- We started meeting on this issue a couple of months ago with D. Boutin and R. Lapierre. This is not that radical of a change as many may think. The Town Councils 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. We want to maintain 2 processes that we already have the function of the Planning Board and the Zoning Board. The difference now is that it then passes to the voters, which as you know only occurs 1x a year. The proposal that we are looking at is a current practice in a number of communities with the same type of government that we have in Hooksett and the process has been given good review. The concern is that we are side stepping a body, which we are not. The 2 bodies prior to passing it onto the council will remain the same. Planning will make their recommendation then pass it along to Zoning and zoning will make its recommendation to the council. There is a lot of pluses with that. We will be able to meet the needs of the communities in a more timely fashion, the TC meets roughly 26 times a year giving us 26 times a year to handle issues more quickly and efficiently. The 9-member body is representative of the town, again please understand that we are looking to do is be able to meet the needs of the people that come before the board. The current arrangement does not work well as the authority comes from the voters 1x a year. The authority of the planning and zoning board will not change. All that will change is the final decision.

104 The planning board primarily develops and reviews proposed ordinances, code or district amendments
 105 then they hold a public hearing on proposed amendments then the planning board recommends
 106 proposed amendments to the warrant for Town Meeting vote. We want to change that and we want to
 107 have it come before the town council, understand the TC responsible to their individual district
 108 constituents. We will end up with better diversity with 9 votes throughout many times of the year vs 1x a
 109 year.

110
 111 J. Sullivan- the process will not change for the departments that currently overlook them. They will still
 112 hold their own PH and more if needed. Once they complete the review to their satisfactory, it would
 113 then go on to us to decide. If this does occur I would suggest that the council come up with certain
 114 procedures on how we move forward with this.

115
 116 T. Tsantoulis- we didn't want to give the appearance that we are trying to change the procedures of the
 117 planning board. We continue to recognize the part that they play in the process. We just want an
 118 opportunity to be more efficient and more effective to the residents and business owners in town.

119
 120 R. Duhaime- what is the rush. Is a year not enough, is there a big rush for zoning changes? I think that
 121 the zoning board is doing enough. How are you going to get anyone to stay? I applauded you for the
 122 effort. I don't see the need, was there a petition that came out. Did residents want this? You are saying
 123 that the Zoning is not doing enough? I am very surprised that we are hearing this.

124
 125 J. Sullivan- if this change occurs, the Zoning Board is going to continue to do what it is still doing. That
 126 process will not change. This is not changing the zoning or the planning board roles.

127
 128 R. Lapierre- nothing changes in the role's responsibilities or processes that the planning or zoning
 129 board does currently. All it does in the RSA:675 is changing that the legislative body have approval to
 130 the town council have the approval, so that it can occur more than 1x a year.

131
 132 R. Duhaime- tell me why we need this. What can the Town Council do better than the town people. I
 133 am trying to understand this. I want to know why this is happening, why this is coming in front of the TC.

134
 135 R. Lapierre- we meet more regularly, if you want to vote no, then you can vote no, I do not know why
 136 you are taking this so personally.

137
 138 J. Sullivan- according to charter. Any charter change can be requested and introduced by a town
 139 councilor or by petition. A councilor suggested the change. All this will be doing is we will be sending
 140 this charter change to the voters, to decide if they want to keep the process or tweak it. Back in 1988
 141 the original charter commission in their minutes did reflect this was one of the issues that they debated.

142
 143 D. Boutin- we are not reinventing the wheel here. We learned that there are 9 communities in NH that
 144 are similar in size of population and geographically in area. In the town charter that they have the TC
 145 has the authority to address zoning ordinances and map changes. They have no problems with it, and it
 146 works efficiently. One difference is that planning board holds a PH 30 days after. The planning board
 147 will still remain involved until the end.

148
 149 T. Tsantoulis- I don't like to see this body get hung up when a change is proposed. To a certain degree
 150 you have to step up and look at the function of government as a business and how efficiently things are
 151 running. Just because we haven't done something one way, maybe we need to look at it differently and
 152 see if and why it may change. I don't see that resisting change is a viable argument.

153
 154 A. Walczyk- so the vote tonight is to decide to put it on the ballot in march and let the voters decide on
 155 it.

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J. Sullivan- no the decision on the 19th is to place it on the ballot or not. Then if it moves forward it will go to the voters.

A. Garron- the only one correction I will say, on the 19th if we get the DRA. AG's office and secretary approval, we will be able to hold the PH.

Tom Walsh Berry Hill Road- Chairman of the Planning Board. We had a meeting, and we did get a consensus. Tom read a letter from the planning board: dear chair Sullivan and council members, please be advised that the Planning Board is aware of proposed charter amendment currently under review of the town council regarding the process by which the town adopts amendments to the official zoning ordinances and the zoning town map. Please be advised after a period of discussion and deliberation at by the board at its regularly scheduled meeting on 1/3/2022 7 of the 8 members present motion to formally oppose the charter amendment proposed. For the record one of the 8 that voted against it was the council rep. Why would you really want to take this on? This is not an easy task. I was invited to one of the subcommittee meetings. I listened to the discussion and heard the want to streamline the process and make things easier and avoid delays. Can you give me a business that was delayed or denied? You cannot give me any. I disagree, I think that this is a direct major change. When you take away the direct choice and direct change put it in the TC hands I think that is a major change.

David Ross 56 Sherwood Drive- planning is done by the planning board that's why we have one. You can have an opinion and a recommendation but planning is not your job. Zoning is for the people. You are taking the rights of the residents out of their hands. Don't even put this on the warrant, it is long enough. The people own this town, and your job is to protect their interest. You better increase your legal line and insurance because they will be lining up to sue you. This is watering down the votes. Like what was stated, who got a phone call, where is the petition? We don't have to follow in line with other Towns. We are different. If you want to change zoning, then you do it properly. Let the tax payers decide.

Anne Stelmach- I to like Mr. Walsh was invited to the subcommittee and was not able to attend for Covid reasons. The Zoning Board we briefly discussed it and to be honest we had more questions than answers. I am not here to speak on behalf of them, but more so personally. Many think that this will put zoning out of business, but I don't think that. As you know we are bound by certain criteria by the law, and the legislature has outlined a process into which we have to follow to grant relief. I really believe that developing the master plan really reflects the communities' priorities and that is a very long and thoughtful process. It is the community's vision and direction they want their community to look like. When a developer comes in, they are going to come in and say that we have a project, but the zoning needs to be changed. It will be for their interests, but it does have a trickle-down effect that starts to impact the master plan as more gets changed. When you remove something from a political process, voters will look at this as voter suppression. I am concerned that there is no guardrail. Please put something in place. I see unintended consequences. I did watch some of the videos, and I did not see the motivation. I have not seen any developers that don't have to wait a year. I am trying to smoke out the motivation. I am not afraid of change, but I am trying to figure out the why as well.

D. Boutin- it's not true that you have to be a SB2 Town. The reality is that we are giving the voters the chance and that is by giving the question on the ballot. If they don't agree they will vote it down.

J. Sullivan- the language was reviewed by Town Attorney, we had the PH, the next step with the conditions that Mr. Garron previously explained we will at our next meeting decide if it should move further and move onto the ballot.

R. Duhaime- it is not broken I don't think it needs to move onto the ballot. It is a huge amount of time that this council does not have time for.

J. Sullivan- once Planning Board has gone through their thorough review as it has been it will then come to us with their blessing or not. Zoning will still have their part; they can still allow variances. If it is going to give us more work, then yes, I am against this. The Planning and zoning will still control the process. The only difference is that all the recommendations will come to us from the boards, and instead of it going to the ballot in March, we say yes or no based on their recommendation.

Tax Increment Finance District (TIF) –Public Hearing to Discuss Amending the Tax Increment Finance Plan (see also item 9.1)

J. Sullivan- tonight the boundaries are being presented by James Vayo on the increased boundaries for the TIF District.

A. Garron- the TIF committee has been investigating expanding the district itself, right now it is regulated to the west side of the river between exit 10 and 11. That district was expanded to exit 10 from the original one I believe in 2007, then further expanded from exit 10 to exit 11 in 2017. Now we are looking to extend the TIF district to extend to the east side over the river. There are several other lots that are also included that are south of industrial drive. There are several lots that are being included that are going to be included within the existing district. All the lots that are being added to the TIF District have been reviewed by SNPC Mr. Vayo will present that to the Council. The first part of this hearing will be to discuss expanding the boundaries of the TIF district and the second part will be to discuss making changes to the TIF. This is one of the most successful TIF districts that have been implemented, that I have seen.

James Vayo- AICP Project Manager for SNHPC- gave an overview of what a build out analysis was and how lots were determined to be included in the TIF district. Discussed the current area of the TIF, and why the Town established it, meaning to intended to add sewer and water service improvements to the district. With a total estimated cost of \$21 Million dollars. The amendment is to expand that plan to include more parcels between exit 10 and 11 to capture water and sewer service plans for new development and future development. The idea is to capture these parcels for anticipated capture in future use. Existing and proposed parcels are allowed in the TIF. The expansion will include 123 parcels and approx. 1,490 acres. Within the TIF there are 8 land use zones. What exists today is 50 parcels that are undeveloped, and 73 parcels that have existing development. There is no expectation that the development of sewer and water will change the character of the area in the future. Some parcels were added to the proposed TIF district in anticipation of non-residential development of residential parcels. Home Depot was also added in the new plan as it was not included in the 2017 TIF district. It meets the original criteria, therefore we added it now. Some parcels were removed due to a conflict in overlap of the TIF district with other pre-existing tax incentives.

R. Lapierre- is there consideration for land and slope in the FAR?

J. Vayo- no it does not.

J. Vayo- in the preliminary build out we have 3.7 million SF of non-residential development. This is a "theoretical maximum" level of new development in the proposed TIF District. Potential TIF revenue is \$8,624,853 based on projected assessed current value and the 2020 tax rate. This level of development may or may not occur in the future and is not subject to any timeline. Final findings are that 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

260 buildout analysis because of parcel geometry, environmental constraints, and uses such as public utility
 261 and waterfront homes. Recommendations are to consider rezoning existing low density residential and
 262 medium density residential properties within the proposed TIF district parcel set to allow nonresidential
 263 uses as envisioned in the TIF district development plan language. In the future, consider the
 264 implications of land use percentiles, required inmixed use district-5 for master development plan
 265 products. Future developments in MUD-5 may have multiple uses on the same parcel.
 266

267 Davis Ross 56 Sherwood Drive- the TIF that we have now should be the only property that is being
 268 encumbered to that bond. Expanding the TIF should not be used to pay the bond. Right now, we are
 269 seeing the dark side of TIF's. The properties are not producing enough money to cover the bond. What
 270 I see from the changes is that we are doing spot changes. What would be the benefit of adding Home
 271 Depo to the TIF, when it is a property that is already built out. They didn't need the TIF they already did
 272 it on their own. You are going to have to float another bond in my opinion that encompasses the new
 273 extended area. You can't just go adding collateral to an existing loan without the towns say so.
 274

275 Don Winterton 10 Prescott Heights Hill Road- thank you for hiring a man who has worked with more TIF
 276 districts than anyone. The reason why Home Depo was not included was because we were struggling
 277 with the percentages and ratios of what could be taxable and what could not. Expanding the TIF district
 278 to the east side of the river is the best idea ever. Adding water and sewer to these areas is great as
 279 there is so much development potential. Yes, we are struggling but only due to abatements. This will
 280 not go to the voters; this is a town council decision. As they are responsible for the TIF area. The voters
 281 yes did vote for the bond but that is it. The sewer commission is behind this, the Economic Business
 282 Development Commission is 100% behind this. When the TIF is done and the water and sewer is done,
 283 the current developments will attach to the water & sewer, more restaurants will develop. I support this
 284 completely. These will be commercial properties that will add to your tax base. When the TIF is done
 285 and the water and sewer potential is done market basket will join the sewer so will Walmart, bass will
 286 put a restaurant in, hotels will build. I do hope that the Board give it due consideration.
 287

288 A. Walczyk- what would happen if where Home Depo was not originally included, and it is already built
 289 out, why would we include it now? Would it skew the averages and or change the numbers?
 290

291 A. Garron- it was included now as it does not skew the percentages. It does allow us to add to the TIF.
 292 Including them still keeps us within the parameters. If Home Depot were to make a change, then we
 293 can capture those changes in the TIF and collect on the new changes.
 294

295 Mike Somers 64 Auburn Road- I also serve as the vice chair of the TIF advisory board. we have been
 296 working on this project for several years. We have gone through engineering. We are certainly excited
 297 for this discussion; we are in full support of adding to the TIF district. This will increase the zone and our
 298 ability to buildout the infrastructure in the future. I and the advisory board are in full support.
 299
 300

301
 302 A. Garron- the 2nd part of this is to look at district plan. The original plan was adopted back in 2017 and
 303 obviously it was catered towards identify those parcels between exit 10 and 11 now that we are
 304 expanding this district to include parcels on the east side. Financially this is also changing. Much like
 305 the original TIF district plan that was started at exit 10 you had a prospect in hand, and I believe it was
 306 the developers of the Target Cole area at the time. Based on that there were elements that were
 307 incorporated within the written plan around that. Now we have a different proposal which we have a
 308 prospect in hand with the opportunity of privately funding this infrastructure plan. The same plan that
 309 the council hired Underwood Engineering for, and developed a plan for and also currently has funded
 310 the engineering of that plan which is at 60 to 70% complete. We have a unique funding proposal that
 311 requires alteration of our plan in order to include or to accept. We did ask our legal counsel to take a
 312 look at what the proposal is. This sets up the mechanism for which that MOU can be achieved. I've

asked attorney Whitley to join us to discuss the changes that have been made. Once we get to the funding sources that is where the attorney can take over.

Attorney Whitley- my recommendation given were to expand how the town can use those funds and give more flexibility. The previous one was very limited to only paying off a bond debt and that was about it. The changes will allow for the town to reimburse a private developer who has offered to take on the funding of the improvements privately, so that the town is not having to take out a bond and not having to ask the tax payers to get that money. Previously that plan did not allow for that. These changes if passed would give you that flexibility. On the bottom of page 11 funding sources there is some language included there for sources of funding that it can be from a mixture of sources or from one source, and it adds town reimbursement of private funding of the development program. At the bottom of that page there is a mention of using tax increments for grant match if that opportunity arises the top of the next page again its use of tax increments to reimburse private funding of a development program, document also clearly states that that the development program with a private developer must in the towns opinion be consistent with this plan, and that the terms and conditions of the development program and the work to be done under the program are to be agreed to in writing in advance between the town and the developer. Just making sure that if you are going to have a private party involved in this process that the work being done with private funds to be reimbursed with TIF funds is consistent with this plan. We also added that if you have excess TIF funds, what they can be used for reimbursing private developers. Then at the bottom of page 12 language was added to make it clear that the taxpayers are not to carry any of this burden, that was the way this document was originally set out. Just because you are adding additional sources of funding that should not change. This just clarifies that when you are reimbursing a private developer for that work the taxpayers are not going to flip that bill. There is just one other change that I had recommended, and it again just specifies that the use of tax increments to reimburse needs to be set out in an appropriate development agreement that is consistent with the plan. Those are the changes that I had recommended to give the town more flexibility.

Don Winterton 10 Prescott's Heights Hill Road- I totally support this private public partnership. What's coming down the road is huge warehousing in the e-commerce industry. It is exactly what was predicted and what would be best for the land. As the attorney said the taxpayer is not on the hook for this repayment. If we bonded this and then this project collapsed, we are still on the hook for this. If the developer starts and then walks away, he is still on the hook, and we get free infrastructure for what they have already done. One of the things this development has done is they have adapted the MOU to give a minimum and maximum payback. There was concern that they were going to loan us 7 million and we were going to have to pay them 22 million back. They put it in the MOU that it is between 14 and 16 million dollars. This is a project that will jump start that whole area of the district. It can jump start the exit 10 area that has stalled. It does not have a downside of getting into a private public partnership.

R. Duhaime- the traffic is my concern. Exit 10 back in the day was that we didn't put in the infrastructure. Now if we put in the infrastructure and not tend to the roads. Exit 11 is already a mess. And I see that exit 10 will be to. The traffic is my concern. With the funding we are only paying for a portion of the area not the whole issue.

J. Sullivan- can you talk to the impact and how this plan change would or would not impact it.

A. Garron- this is focused on the water and sewer infrastructure. Can funds be used to address the roads, yes it can be it would be an eligible use. Hooksett was successful in getting the route 3a intersection back on the 10-year plan, and it increased the funding from 2.3 million to 4.2 million because it now includes the route 3 main street intersection as well. I am ecstatic about it being re-entered into the 10-year plan, that was a lot of work from a lot of folks to get that back on. That will go a long way to address the traffic issues. As more development takes place and more tax increment is

366 placed in there the TIF committee can look at the issues and see what needs addressing as long as the
367 focus is for the TIF to improve water and sewer infrastructure within the district.

368

369 D. Winterton- we know that the government has passed infrastructure bills, they are looking for shovel
370 ready projects. If we were shovel ready, then we would be the perfect place to get funding grants.
371 There is no guarantee that it will happen.

372

373 J. Sullivan- before we get into 6.4 the council must take action on 6.3 TIF at a special meeting before
374 we can take any agreement on 6.4. Would it make any sense to continue this hearing until we approve
375 the TIF changes, then we would be in the correct boundaries to entertain any possible MOU with Mr.
376 Bartash. We have to approve the option to have this agreement before we can actually discuss this
377 agreement.

378

379 R. Duhaime- it is 9:00 pm I'd like to move on to staff issues and close the PH.

380

381 ***J. Sullivan motioned to close 6.1, 6.2 and 6.3 of the Public Hearing and address 6.4 at the next***
382 ***meeting on January 26, 2022, seconded by T. Tsantoulis.***

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384 ***Vote in favor 6-0.***

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BICENTENNIAL MOMENT

J. Sullivan asked Councilor Tsantoulis to read an expert on how Hooksett got its name by Elmer Munson Hunt taken from the Manchester Union Leader.

T. Tsantoulis- Hooksett, this NH town, which consisted of a rocky ledge surrounded by clay soil, flanking the Merrimack River above Manchester, was not officially named Hooksett until 1822, although it had borne this name for almost fifty years prior to that time, before which it was called Chester Woods. Hooksett's geological formation appears to have suggested its name, because of its having been an island in the Merrimack in the shape of a hook, just as the geographically located town to the north took the name Bow because of its curve. The name Hooksett is also said to have been given to it by early fishermen whose baited hooks heled to bring in a plentiful supply of Salmon, sturgeon, and shad below Hooksett Falls, and who sometimes referred to it as "Hookline Falls". The name Hooksett has been variously elaborated with the prefixes "ana", "Hannah", "Onna", and "ama". Existing records refer to one of its rock formations as Hooksett Pinnacle, and it has been given the French name of "Isla au Hooksett". At one time it was the location of a cross- river ferry, of which there were several in that section, connecting with settlements to the east. The "pinnacle" is nearly five hundred feet above the river level, and the water power created by the falls led to the establishment of early lumber mills. These were later superseded by a prosperous brick making establishment, and in 1794 by the lottery-built Hooksett canal which became a part of the transportation facilities of the Amoskeag cotton mills at Manchester. Prominent in the early settlement of Hooksett was Colonel James Head who fought with the victorious General John Stark at Bennington, and was killed there. His descendant, Natt Head, served as adjutant general of NH, and was the author of a series of reports giving biographical information regarding every NH soldier from 1623 to the close of the Civil War. He became Governor of the State in 1878.

J. Sullivan- the first day walk was successful in the rain. The next events will be on the 19th, 27th, 29th.

Hooksett Municipal Employees

A. Garron- Fecture Palmer got promoted to the recycling transfer division, Josh Hebert promoted and Christine Jaymond is a new hire as an Administrative Assistant.

TOWN ADMINISTRATOR'S REPORT

A. Garron- today we had a strange day with weather wise and how quickly it changed and the damage that it caused today. We had upwards of 24 to 25 accidents that the departments responded to today. DPW responded as quickly as possible. Many calls came into the office as well as DPW. We commend them for what they had to do and addressing the issues.

Covid- the number of new cases keep going up. Even though we don't have a mask mandate, you see more and more people voluntary wearing masks. We are up to 204 cases in Hooksett. I think in time the town council may need to re look at the mask mandate and the precautions.

J. Sullivan- I think it is a topic for consideration at our next meeting.

Community- OHD I know we were discussing a 3-day event, but the OHD committee met and decided that it wants to keep it consistent with the past years and keep it to 1 day.

Data Verification Area- tax map update- Granite Hill Municipal Services will be starting the next round of Data Verification for maps 8, 9, 10 and 11.

Town Video- at the last meeting a resident brought up having locally saved records of our meetings kept. We cannot save them locally we would have to save them on a new server. It would need to be tied to an encoder. There would be some steps. We would need to set some parameters. What is not being achieved today, what will be achieved by doing this. They are already saved in the archives. What will doing this solve? The video records started in 2012 and are available on our website. Before that was just paper copies of the minutes. We also have minutes going back to 1974.

J. Sullivan – do we want the administrator to go further with this?

T. Tsantoulis- if we are meeting the state requirements and we have written records and minutes in the archives we don't need to do any more.

A. Garron- back on December 10th the Fire Department held a booster program. About 55 boosters were administered to our employees. There is going to be a booster blitz on Saturday the 8th administered by the State. The Hooksett Library will also be holding a Booster clinic on Friday January 7th.

OLD BUSINESS

FY 2022-23 Budget and Warrant Articles

C. Tewksbury- we are in the home stretch but not finished. We need to move the default to the Budget Committee so that they can have it for their PH on January 13th. Then there is a PH next week to discuss the three wastewater bonding articles. There is also an article on the union contracts. I have not heard that there are any petition warrant articles coming about. Then discussion on the order of the warrant.

D. Boutin motioned to move the FY 2022-23 Default Budget in the amount of \$20,915,015.00 to the Budget Committee. Seconded by T. Tsantoulis.

TC MINUTES

1-05-2022

9

471

472 **Roll Call Vote #2**

473 ***R. Duhaime Aye***

474 ***J Durand NP***

475 ***C. Jones NP***

476 ***R. Lapierre Aye***

477 ***A. Walczyk Aye***

478 ***D. Boutin Aye***

479 ***C. Karolian NP***

480 ***T. Tsantoulis Aye***

481 ***J. Sullivan Aye***

482

483 ***Vote in favor 6-0***

484

485 C. Tewksbury- with the default we used the approved FY2021 budget and then we make changes only
486 to items that the voters approved like union contracts or the removal of any expired debt, plus any
487 refinancing in the TIF district then we removed several 1x items like funding for the bicentennial,
488 software upgrades and community development. That's how we come up with the 20 million dollars.

489

490 ***D. Boutin motioned to place a second article on the warrant for the Mid-Management Union***
491 ***Contract to reads: "Shall the town, if ARTICLE # ____ is defeated, authorize the governing body***
492 ***to call one special meeting, at its option, to address ARTICLE # ____ cost items only?" seconded***
493 ***by A. Walczyk.***

494

495 ***All in favor 6-0.***

496

497 C. Tewksbury- first on the warrant is election of officers, then any charter changes then zoning
498 amendments then debt articles, after that it can be whatever we want, typically can be higher to lower.

499

500 Consensus of the Council members was to keep it how we have always had it.

501

502 ***R. Lapierre motioned to extend the meeting past 9:30 to go over topics on the agenda of 14.2,***
503 ***15.1, 15.2. seconded by D. Boutin.***

504

505 ***Vote in favor 6-0.***

506

507 A. Garron – we have not heard back from the DRA, AG's office, or Secretary of States office. If it comes
508 in tomorrow, then I suggest we take it up at the next scheduled meeting.

509

510 **NEW BUSINESS**

511

512

513 **Fire Department Staff Car Purchase**

514

515 ***R. Lapierre motioned to purchase a 2022 Ford Expedition SSV for the Fire Rescue Department***
516 ***from Colonial Municipal Group for \$42,704.80 under the State of Massachusetts "Mass Buys"***
517 ***state contract which represents the purchase price, seconded by D. Boutin.***

518

519 **Roll Call Vote #3**

520 ***D. Boutin Aye***

521 ***C. Jones NP***

522

523 TC MINUTES

1-05-2022

10

524 **A. Walczyk Aye**
 525 **J. Durand NP**
 526 **R. Duhaime Aye**
 527 **T. Tsantoulis Aye**
 528 **R. Lapierre Aye**
 529 **C. Karolian NP**
 530 **J. Sullivan Aye**

531
 532 **Vote in favor 6-0**
 533

534 R. Lapierre- I want to point out that the voters have already approved this purchase.

535
 536 T. Tsantoulis- I am not happy with the buyback price of \$2,000 that they are giving us for a trade, I think
 537 we can get more for it.

538
 539 R. Duhaime- can we put it out on the web for auction.
 540

541 A. Walczyk- why not stick with the Tahoe?
 542

543 Fire Chief Colburn- yes, we can put it on the municipal website to see if it will sell for more. The Tahoe's
 544 are not available. The dealer in Nashua who has the contract does not have access to them.

545
 546
 547
 548 **Ambulance purchase by the Fire Rescue Department**

549
 550 ***T. Tsantoulis motioned to table agenda item #15.2 until the January 19th or the 26th meeting,***
 551 ***seconded by D. Boutin.***

552
 553 **All in favor 6-0.**
 554

555
 556 **PUBLIC INPUT- None**
 557

558 **NON-PUBLIC SESSION NH RSA 91-A:3 II (a)**
 559

560 ***J. Sullivan motioned to enter non-public session of January 5, 2022, at 9:43 pm in accordance***
 561 ***with NH RSA 91-A:3 II a. seconded by R. Lapierre.***
 562

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

567
 568 **Roll Call Vote #4**

569 **A. Walczyk Aye**
 570 **R. Lapierre Aye**
 571 **C. Jones NP**
 572 **R. Duhaime Aye**
 573 **J. Durand NP**
 574 **C. Karolian NP**
 575 **T. Tsantoulis Aye**

576 **D. Boutin Aye**
577 **J. Sullivan Aye**
578
579 **Vote in favor 6-0.**
580
581 **J. Sullivan motioned to come out of non-public session of 1/5/2022 at 9:54 pm, seconded by D.**
582 **Boutin.**
583
584 **Vote in favor 6-0.**

585 **J. Sullivan motioned to seal the minutes of 1/5/2022; seconded by D. Boutin.**

586 **Roll Call Vote #6**
587 **J. Durand NP**
588 **R. Lapierre Aye**
589 **C. Karolian NP**
590 **D. Boutin Aye**
591 **C. Jones NP**
592 **T. Tsantoulis Aye**
593 **A. Walczyk Aye**
594 **R. Duhaime Aye**
595 **J. Sullivan Aye**
596
597 **Vote in favor 6-0.**
598
599 **ADJOURNMENT**
~~600~~
601
602 **Chair Sullivan motioned to adjourn the meeting at 9:55 pm. Seconded by D. Boutin.**
603
604 **Vote in favor 6-0.**
605
606 Respectfully submitted,
607 *Alicia Jipson*
608
609 Alicia Jipson
610 Recording Clerk
611
612
613
614
615
616
617 Please see subsequent meeting minutes for any amendments to these minutes
618