



AGENDA

Town of Hooksett Town Council

Wednesday, September 28, 2022 at 6:00 PM

A meeting of the Town Council will be held Wednesday, September 28, 2022 in the Hooksett Municipal Building commencing at **6:00 PM**.

Page

1. **CALL TO ORDER**
2. **PROOF OF POSTING**
3. **ROLL CALL**
4. **PLEDGE OF ALLEGIANCE**
5. **AGENDA OVERVIEW**
6. **PUBLIC HEARINGS**
 - 6.1. Public Hearing to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2023. Reimbursement is not to exceed \$19,840.75 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b III (a). See new business item 14.1.
[Staff Report - SR-22-171 - Pdf](#) 5 - 7
 - 6.2. Public Hearing to accept an unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid in accordance with RSA 31:95-b, III(a) See new business item 14.2.
[Staff Report - SR-22-165 - Pdf](#) 9 - 12
 - 6.3. Public Hearing to amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of Adjustment
[Staff Report - SR-22-151 - Pdf](#) 13 - 17
 - 6.4. Public Hearing for Proposed New Zoning Article (Section 3.6F of the Town Charter) for the Hooksett Town Council to vote on Planning Board recommended Zoning Amendments
[Staff Report - SR-22-176 - Pdf](#) 19 - 21
7. **SPECIAL RECOGNITION**
 - 7.1. Miss New Hampshire - Sarah White
 - 7.2. Hooksett Municipal Longevity Employees (07/01/2021-06/30/2022) 5 yrs., 10yrs., 15 yrs., & 20 yrs.+
[Staff Report - SR-22-153 - Pdf](#) 23 - 24
 - 7.3. BICENTENNIAL MOMENT
 - 7.4. Hooksett Municipal Employee - New Hire
8. **PUBLIC INPUT - 15 MINUTES**
9. **SCHEDULED APPOINTMENTS**

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

9.1.	Adoption of #OO-14 Other Ordinances Sand and Gravel with Draft dated 9/14/2022 of Commercial Earth Excavation Regulations - Anne Stelmach, ZBA Chair Staff Report - SR-22-150 - Pdf	25 - 52
10.	CONSENT AGENDA	
10.1.	Motion to accept donation in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC, to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III (b). Staff Report - SR-22-143 - Pdf	53
10.2.	Accept a grant from New Hampshire Humanities to fund a Humanities to Go program in the amount of \$300.00 per RSA 31:95-b, III (b) (Heritage Commission) Staff Report - SR-22-164 - Pdf	55
11.	NOMINATIONS AND APPOINTMENTS	
11.1.	Town Council Assignments- Budget Committee and Sewer Commission Staff Report - SR-22-127 - Pdf	57 - 58
12.	BRIEF RECESS	
13.	OLD BUSINESS	
13.1.	Partial Surety Release of \$266,000– Benton Road Sports Dome (Tabled at 9-14-22 Meeting) Staff Report - SR-22-174 - Pdf	59 - 79
14.	NEW BUSINESS	
14.1.	To accept Overtime Reimbursement from the FBI, during Federal fiscal year 2023 (Federal FY 2023 starts October 1, 2022). Reimbursement is not to exceed \$19,840.75 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b III (a) Staff Report - SR-22-172 - Pdf	81 - 82
14.2.	Accept the unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid in accordance with RSA 31:95-b, III(a) Staff Report - SR-22-167 - Pdf	83 - 86
14.3.	Purchase of Auto Truck - PW Recycling & Transfer Staff Report - SR-22-168 - Pdf	87 - 98
14.4.	Halloween 2022 - October 31, 2022 Staff Report - SR-22-169 - Pdf	99 - 100
14.5.	Proclamation for the 2022 Hooksett Citizen of the Year, Matthew Benson, Cawley Middle School Principal Staff Report - SR-22-173 - Pdf	101
14.6.	Town Owned Property Inventory - Phase I Review Staff Report - SR-22-170 - Pdf	103 - 144
14.7.	Town Council Goals Update	145 - 146

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

14.8. Town Council Attendance

15. APPROVAL OF MINUTES

15.1. Public: 09/07/2022 Budget Review 147 - 156
[TC Budget Comm 09072022](#)

15.2. Public: 09/14/2022 157 - 171
[TC Minutes 09142022](#)

15.3. Non-Public: 09/14/2022

16. TOWN ADMINISTRATOR'S REPORT

17. TOWN COUNCIL FUTURE AGENDA ITEMS

18. INFORMATIONAL ITEMS AND CORRESPONDENCE

19. SUB-COMMITTEE REPORTS

20. PUBLIC INPUT

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

22. ADJOURNMENT

PUBLIC INPUT

1. Two 15-minute Public Input sessions will be allowed during each Council Meeting. Time will be divided equally among those wishing to speak, however, no person will be allowed to speak for more than 5 minutes.
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.

Town Council STAFF REPORT



To: Town Council
Title: Public Hearing to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2023. Reimbursement is not to exceed \$19,840.75 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa).
Meeting: Town Council - 28 Sep 2022
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

We currently have a sworn member of the department assigned full time to the FBI Task Force. Under the agreement with the FBI the members overtime pay is reimbursed to the Town of Hooksett. Federal FY 2023 OT Limits (begins October 1, 2022) are as follows:

Monthly: \$1,653.39
 (we can get approval to go over the monthly limit, however, you cannot go over the yearly cap as it is set by Congress)

Yearly: \$19,840.75

The member is paid up front out of the police departments OT line and upon reimbursement the funds go back into the OT line for our FY 22/23 and 23/24.

Public Hearing notice was published in the Union Leader on Sunday, September 18, 2022.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Open the Public Hearing, hear from the public, close the Public Hearing, and see staff report under new business.

SUGGESTED MOTION:

Motion to open a Public Hearing to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2023. Reimbursement is not to exceed \$19,840.75 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa).

TOWN ADMINISTRATOR'S RECOMMENDATION:

Open Public hearing on the reimbursement from the FBI.

ATTACHMENTS:

[Public Hearing Notice](#)

Town of Hooksett

Public Hearing Notice

The Hooksett Town Council will be holding a public hearing on Wednesday, September 28, 2022, at 6:00 pm at the Hooksett Town Hall in Council Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to accept Overtime Reimbursement from the FBI, for the Federal fiscal year 2023. Reimbursement is not to exceed \$19,840.75. For further information, please contact Captain Jake Robie at jrobie@hooksettpolice.org or 603-624-1560.

Town Council

STAFF REPORT



To: Town Council
Title: Public Hearing to accept an unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid in accordance with RSA 31:95-b, III(a)
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: André Garron, Town Administrator

BACKGROUND INFORMATION:

The 2022 legislative session resulted in significant revenue sharing and state aid to local governments in a non-budget year. With the state reporting a record surplus of funds this fiscal year, [SB 401](#) and [HB 1221](#) are intended to provide one-time property tax relief through direct payments to cities and towns. This payment is through the Highway Block Grant Aid and will be distributed among the municipalities based on their population in proportion to the entire state's population and the other half is disbursed based on a municipality's Class IV and V road mileage in proportion to the total statewide Class IV and V mileage. The additional funds will be distributed in a lump sum by mid-August.

FINANCIAL IMPACT:

\$261,202.21

POLICY IMPLICATIONS:

None

RECOMMENDATION:

1. Open Public Hearing
2. Listen to public input
3. Close Public Hearing
4. Proceed to New Business section of this agenda, discuss this item and vote

SUGGESTED MOTION:

1. Motion to open Public Hearing
2. Motion to close Public Hearing
3. Motion to proceed to New Business section of this agenda, discuss this item and vote

TOWN ADMINISTRATOR'S RECOMMENDATION:

Open public hearing for the acceptance of the Highway Block grant funds

ATTACHMENTS:

[Public Hearing Notice - unanticipated revenue](#)
[Hwy Blk Grant Aid Check](#)

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

Town of Hooksett Town Council will be holding a public hearing in accordance with RSA 31:95-b, III (a) on Wednesday, September 28, 2022 at 6:00 pm at the Town Hall, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to accept an unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid. For documentation or questions contact the Administration Department at 603-419-4007.

State of New Hampshire
Vendor Payments

Check Number: 2311909

STATEMENT OF REMITTANCE

VENDOR NUMBER	INVOICE NUMBER	DESCRIPTION	CONTACT INFORMATION	DATE	AMOUNT	
5414129	HIGHWAY BLK FY23	Block Grant Aid JUL payment	(603) 271-3466	07/01/22	261,202.21	
If you have further payment questions, reference the contact information provided next to the line item in question.					TOTALS:	\$261,202.21
INFORMATION MESSAGE						
<p>Questions On Your Payment?</p> <p>Please use the contact information provided above in the fourth column from the left.</p>						

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State of New Hampshire
Office of State Treasurer
25 Capitol Street - Rm. 121
Concord, NH 03301

State of New Hampshire
Vendor Payments

Bank of America
Concord, NH

08/11/22

2311909

DIRECT DEPOSIT ADVICE

PAY EXACTLY *VOID VOID VOID VOID VOID VOID VOID VOID*

\$ ***261,202.21

PAY TO THE ORDER OF
TOWN OF HOOKSETT
Treasurer
35 Main St
Hooksett NH 03106
177412

NON-NEGOTIABLE

Town Council STAFF REPORT



To: Town Council
Title: Public Hearing to amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of Adjustment
Meeting: Town Council - 28 Sep 2022
Department: Community Development
Staff Contact: Dana Pendergast, Code Enforcement Officer

BACKGROUND INFORMATION:

Amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a) to allow five (5) alternates on the Zoning Board of Adjustment.

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.*

FINANCIAL IMPACT:

None

RECOMMENDATION:

1. Open public hearing, listen to public input, close public hearing. If no further language changes of substantial impact, see steps 2-4. If there are further language changes of substantial impact, then another public hearing is required.
2. Town Clerk submit final language from the closed public hearing to DRA, AG & SOS for approval.
3. DRA, AG & SOS approved language to be placed on September 14, 2022 agenda for Town Council to make a decision on placing on the March ballot.
4. If this item is on the March ballot, then it is up to the voters for the Charter Amendment.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Open public hearing to receive input on the proposal to amend the Town Charter to increase the number of alternates on the ZBA from 3 to 5.

ATTACHMENTS:

[Section 11.2. of Town Charter ZBA 2022](#)
[Charter Amendment- 5 Alternates for ZBA](#)
[ZBA Alternates-Public Hearing Notice for Union Leader](#)

- D. Other Administrative Committees. Other administrative boards and committees may be established as necessary by the Town Council.
- E. At least annually, and more often if Town affairs warrant, the Town Council shall meet with the chairs of all standing town committees to review significant actions taken by the committees, projects currently under discussion, and anticipated activity for the coming year.
- F. Alternates of any committee, board or commission shall be considered first when a vacancy of a regular member occurs.
- G. Board of Assessors. There shall be a Board of Assessors consisting of three (3) members and one (1) alternate who shall be appointed by the Council annually at the Council's first meeting. Each member of the Board shall be a sitting Town Councilor. The Board of Assessors is empowered by the Town Charter and guided by State Statute, Department of Revenue and local legislation.

Sec. 11.2. Judicial Board.

Zoning Board of Adjustments. 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) 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.

Sec. 11.3. Terms of Office.

The terms of office of all members of appointed boards shall begin on July 1 and end on June 30. If an appointee receives an appointment subsequent to July 1 of the year in which the term of office originally commenced, the term to which the person was appointed will end June 30 in the year that it was scheduled to end.

Sec. 11.4. Vacancies in Elected Office.

Unless otherwise specified in this Charter, in the event of a vacancy in an elected office, board or commission of the Town, the Council shall fill that vacancy by appointment, such appointment to continue until the next Town election.

Sec. 11.5. Board Membership Restriction.

Unless otherwise provided by law, no member or alternate member of an administrative or judicial board of the Town shall serve on any other administrative or judicial board of the Town.

Section 11.2 of the Town Charter reads "Zoning Board of Adjustments. 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) 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."

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.

The recommended amendment would be as follows: "Zoning Board of Adjustments. 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."

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, September 28, 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: Public Hearing for Proposed New Zoning Article (Section 3.6F of the Town Charter) for the Hooksett Town Council to vote on Planning Board recommended Zoning Amendments
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: André Garron, Town Administrator

BACKGROUND INFORMATION:

Public hearing to amend paragraph F in Section 3.6 Ordinances in the Town Charter to provide the Hooksett Town Council authority to amend the Town's Zoning Ordinance(s). See attached public hearing notice as published in the Union Leader December 27, 2021 edition for details. The Town Council's zoning change sub-committee recommends amending the Town's charter to allow Town Council to adopt, amend or repeal zoning ordinances, historic district ordinances, or building codes after the planning board holds at least one public hearing in accordance with RSA 675:7. Presently, Town meeting votes to adopt, amend or repeal zoning ordinances, historic district ordinances, or building codes. If approved by Town Meeting, that responsibility would fall to Town Council.

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

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

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

Suggested additional amendment by legal counsel:

~~“Twenty-five or more voters may petition for an amendment to a zoning ordinance, historic district ordinance, or a building code. In addition, creation or amendment to zoning ordinances historic district ordinances or building codes may be petitioned for by no less than two percent (2%) of the voters of the town and shall be established or amended in accordance with the procedures outlined under RSA 675:4.”~~

POLICY IMPLICATIONS:

If the Charter amendment is passed, changing the vote on the zoning amendments, building code and district ordinances, from Hooksett voters to the 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 minimum requirements to RSA 675:7.

RECOMMENDATION:

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

TOWN ADMINISTRATOR'S RECOMMENDATION:

Town Council appointed a sub-committee to examine amending the Town Charter to move the authority to review and approve zoning ordinance, building code, or historic district ordinance from Town Meeting to Town Council. Last year, Town Council held a public hearing on this proposal, after which, sent the article to the AG Office, DRA and SOS for review and approval. Unfortunately, Hooksett did not receive a reply from the state offices on its proposed charter change due to the timing in submitting the request. Now Town Council has the opportunity to decide on this proposed charter amendment again with ample time for the state offices to review and decide on Hooksett's proposal.

ATTACHMENTS:

[TOWN OF HOOKSETT PUBLIC HEARING NOTICE- Zoning Ordinance Amendment](#)

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, September 28, 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 675:4. 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~~ Twenty-five or more voters may petition for an amendment to a zoning ordinance, historic district ordinance or a building code 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: Hooksett Municipal Longevity Employees (07/10/2021-06/30/2022) 5 yrs., 10yrs., 15 yrs., & 20 yrs.+
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: Donna Fitzpatrick, Human Resource Coordinator

BACKGROUND INFORMATION:

The Town Council Rules of Procedures has a Special Recognition section "Longevity Employees" (at Council's last regularly scheduled meeting each September)". At the Council's September 28, 2022 meeting, the Council will recognize those Town of Hooksett municipal employees with consecutive employment anniversaries of 5 years, 10 years, 15 years or 20 years or more within this last fiscal year (July 1, 2021– June 30, 2022).

RECOMMENDATION:

Recognize Town of Hooksett municipal employees for their length of service with a certificate & Town pin presentation.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Town Council to recognize those members of its staff that have reach one of the many tenure milestones in Hooksett.

ATTACHMENTS:

[2022 LONGEVITY LIST WITH HOOKSETT SEAL](#)



2022 TOWN OF HOOKSETT MUNICIPAL

LONGEVITY EMPLOYEES

(07/01/2021 – 6/30/2022)

5 Year Anniversary

Leann McLaughlin	Administration	10/24/2021
Kathy Lawrence	Community Development	10/13/2021
Mathew Richter	Fire	10/03/2021
Deb Young	Library	06/26/2022
Trevor Dearden	Police	10/03/2021
Nicholas Kapteyn	Police	10/03/2021
Richard Fosher	Police	11/28/2021
Jordan McCluskey	Police	06/26/2022
Logan Gardyne	Police	04/13/2022
Kevin Laliberte	Police	02/21/2022

10 Year Anniversary

Christopher Buker	Police	04/29/2022
Martha Simmons	Library	05/14/2022

15 Year Anniversary

Christine Tewksbury	Finance	04/08/2022
Brad Balise	Fire	07/31/2021
David Nadeau	Fire	04/30/2022
Jessie Ulliani	Police	07/31/2021
Dean Lombardo	Police	12/25/2021

20 Year Anniversary

Ernie Coulombe	Public works	10/29/2021	20 years
Suzanne Fournier	Public works	09/25/2021	20 years
John Clark	Wastewater	11/12/2021	20 years
Jake Robie	Police	01/02/2022	21 years
Steven Colburn	Fire	07/01/2021	22 years
Bryce Knox	Fire	03/03/2022	22 years
Tommy Bartula	Public works	06/16/2022	22 years
Scott Tremaine	Wastewater	05/24/2022	23 years
Francine Swafford	Police	12/11/2021	32 years
Linda O'Keefe	Wastewater	10/26/2021	34 years
Brian Towle	Wastewater	04/06/2022	35 years
Jay Wilson	Police	04/27/2022	36 years
Gary Blanchette	Police	09/17/2021	37 years

Town Council
STAFF REPORT



To: Town Council
Title: Adoption of #OO-14 Other Ordinances Sand and Gravel with Draft dated 9/14/2022 of Commercial Earth Excavation Regulations.
Meeting: Town Council - 28 Sep 2022
Department: Community Development
Staff Contact: Dana Pendergast, Code Enforcement Officer

BACKGROUND INFORMATION:

Excavation Ordinance rewrite to update Hooksett Earth Excavation Regulations to align with the State of New Hampshire Earth Excavation Regulations originally presented to Town Council on June 22, 2022 Public Hearing held on Sep 14, 2022. Request from TC to amend pg17 paragraph 3. to read: All abutters will be notified by certified mail, not less than 10 days prior to the meeting, which the application will be submitted for acceptance.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

Excavation Ordinance sub-committee rewrite to update Hooksett Earth Excavation Regulations to align with the State of New Hampshire Earth Excavation Regulations

RECOMMENDATION:

Other Ordinances #OO-14 Sand and Gravel adopted 3/8/1977 with new rewrite of Town of Hooksett Commercial Earth Excavation Regulations. Move to approve on September 28th meeting of Town Council, Commercial Earth Excavation Regulations Draft dated 9/14/2022 with amendment: All abutters will be notified by certified mail, not less than 10 days prior to the meeting, which the application will be submitted for acceptance.

SUGGESTED MOTION:

Motion to Replace Other Ordinances #OO-14 Sand and Gravel adopted 3/8/1977 with new rewrite of Town of Hooksett Commercial Earth Excavation Regulations as provided in the Commercial Earth Excavation Regulations Draft dated 9/14/2022 with amendment: All abutters will be notified by certified mail, not less than 10 days prior to the meeting, which the application will be submitted for acceptance.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with the suggested motion

ATTACHMENTS:

[Public Hearing Notice - Commercial Earth Excavation Ordinance](#)

[1977 Excavation Ordinance Red Lined](#)
[Hooksett Excavation Draft Regs - 9142022](#)

**TOWN OF HOOKSETT
PUBLIC NOTICE**

The Hooksett Town Council will conduct a public hearing on Wednesday September 14th, 2022 @ 6:00, 35 Main Street, Hooksett, Council Chambers for the following: NEW PUBLIC HEARING for the amendment, Draft Re-Write, of Sand and Gravel-Other Ordinance#00-14.

This Ordinance is outdated and has been re-written to align with the State of New Hampshire's Earth Excavation Regulations RSA 155-E and section 3.6 of the Hooksett Town Charter. The full text of the proposed amendment for public inspection and questions is on file with the Town Clerk, 603-419-4004 and Community Development 603-485-4117, also via www.hooksett.org Final action on said ordinance shall not be taken by the Town Council until at least seven (7) days after said Public Hearing

SAND AND GRAVEL
ORDINANCE # 00-14

SECTION 1 PURPOSE

~~In order to protect the environment and to insure the public health, safety, and welfare, this ordinance is hereby adopted a means to make the land useful after and eliminate hazardous conditions during earth removal operations.~~

SECTION 2

PERMIT REQUIRED

~~No owner shall permit any removal of sod, loam, clay, sand, gravel or other natural or inorganic material from his premises without an excavation permit unless such removal is 1) incidental to the lawful construction or alteration of a building or structure, or the lawful construction of a parking lot or way (including driveway) on a portion of the premises where removal occurs; or 2) incidental to agricultural activities, normal landscaping or minor topographical adjustments. Otherwise, the removal of such materials or any of them from any premises in Hooksett is prohibited unless the owner is granted an excavation permit by the Board of Adjustment. When loam is being stripped from any area, a sufficient amount must be left on site to support vegetation at the end of the excavation period. This amount is to be determined by the Board of Adjustment.~~

SECTION 3

APPLICATION OF PERMIT

~~An applicant for an excavation permit must be signed and dated by the owner of the premises wherein any excavation is proposed and must contain at least the following information.~~

- ~~A. The name and address of the owner of the land to be excavated, the person who will actually do the excavating and all abutters to the premises on which the excavation is proposed.~~
- ~~B. A plan and description of the location and boundaries of the proposed excavation and the number of acres to be involved in the project.~~
- ~~C. A plan and description of the access to public highways to be utilized in the proposed excavation.~~
- ~~D. The breadth, depth and slope (not to be greater than 3:1 except in quarry excavations or in excavation of soil types conducive to steeper slopes) of the proposed excavation and estimated duration of the project.~~
- ~~E. A statement that no excavation will be made below the elevation of the lowest abutting highway.~~
- ~~F. A mining plan (i.e., the order in which the pit will be excavated),~~
- ~~G. The elevation of the highest annual groundwater table within or next to the proposed excavation.~~

- H. ~~A plan including the final contours of the property for the restoration of the area affected by the excavation at least in compliance with SECTION 5 including a timetable therefore as to fully depleted sites within the excavation area during said project.~~
- I. ~~Such other information as the Board of Adjustment may reasonably require.~~

~~SECTION 4 PROHIBITED PROJECTS~~

~~The Board of Adjustment shall not issue an excavation permit:~~

- A. ~~When the excavation would be unduly hazardous, injurious or unsightly to the public either during or after the pit operation.~~
- B. ~~When the excavation is not permitted by zoning or other applicable ordinances except where the Board of Adjustment feels that a variance is warranted.~~
- C. ~~For excavation within 50 feet of any public way or boundary of an objecting abutter unless a suitable screen, as determined by the Board of Adjustment, is erected so that the operation is not offensive to the public.~~
- D. ~~Where existing visual barriers in the buffer strips referred to in paragraph C would be removed, except to provide access to the excavation.~~
- E. ~~Where the excavation would substantially damage a known water bearing stratum so designated by the United States Soil Conservation Service or United States Geological Survey.~~
- F. ~~When excavation is planned beneath or adjacent to inland surface water in such a matter that a permit is required from the Water Supply and Pollution Control commission, the Water Resources Board, the special board on Dredge and Fill, or other state and federal agencies with jurisdiction over the premises, but the Board of Adjustment may approve the application when all necessary permits have been obtained.~~
- G. ~~Where the project cannot comply with the restoration provisions of the SECTION 5.~~

~~SECTION 5 RESTORATION~~

~~Within 12 months after the expiration date of the permit therefore or the completion of each section of the mining plan, whichever occurs first, the owner of the excavated land shall restore, or cause to be restored, the area affected by the excavation to meet each of the following minimum conditions:~~

- A. ~~Restoration must be safe, and sightly and must not be in conflict with the natural state of the surrounding area.~~
- B. ~~All slopes must be regraded to natural repose with the type of soil, which they are composed (except quarry operations).~~
- C. ~~The site must be contoured to eliminate any standing bodies of water created by the excavation, which may constitute a hazard to health or safety.~~

- D. ~~Except for exposed ledge, said area shall be covered with vegetation suitable to prevent erosion and covered with soil suitable to sustain vegetation.~~
- E. ~~Debris resulting from the excavation, including stumps and boulders, shall be buried or removed.~~

SECTION 6 PROJECT PERMIT

~~The Board of Adjustment may grant to the applicant conditional approval subject to a public hearing being held on the proposal as provided by SECTION 8. Following the public hearing, and excavation permit shall be issued if the Board of Adjustment determines that a permit is warranted. Said permit shall be valid for the duration of the project or until amended as specified in SECTION 7, or revoked as specified in SECTION 10. Such permit may be issued subject to conditions established by the Board of Adjustment including the provision of visual barriers at the site. Upon disapproval of an application for an excavation permit, the Board of Adjustment shall state the reasons for denial, in writing, to the applicant.~~

SECTION 7

APPLICATION FOR AMENDMENT

~~When the scope of a project for which an excavation permit has been issued is proposed to be altered so as to affect either the size or location of the excavation, the rate of removal, or the amendment of his excavation permit, which application shall be subject to approval in the addition that an inspection of the current site must be made by the Board of Adjustment.~~

SECTION 8

HEARING

~~After the Board of Adjustment conditionally approves an application for an excavation permit or an application for an amended excavation permit, a public hearing shall be held on such decision or any matter determined thereby. A notice of said hearing shall be sent to all abutters, as well as the Conservation Commission, by the certified mail, return receipt requested and shall specify the grounds for the hearing as well as the date, time and place. All costs incurred for the public hearing shall be the responsibility of the owner or agent acting on behalf of the owner and payable to the hearing.~~

SECTION 9

APPEAL

~~If the Board of Adjustment approves or disapproves an application for an excavation permit or an application for an amended permit, any person aggrieved by such decision may appeal to the Board of Adjustment for a re-hearing on such decision or any matter determined thereby. The motion for re-hearing shall fully specify every ground upon which it is alleged that the decision or order complained of is unlawful or unreasonable and said appeal shall be filed within ten (10) days of the date of the decision appealed from. The Board of Adjustment shall either grant or deny the request for a re-hearing within ten (10) days and if the request is granted a re-hearing shall be scheduled within 30 days. If the aggrieved party, in the case of a denial for re-hearing is issued, feels the reasons given are~~

~~invalid, suit may be filed with the Superior Court. No excavation will be allowed until the issue is settled.~~

~~SECTION 10~~

~~REVOCAION OF PERMIT~~

~~The Board of Adjustment shall have the power to revoke a permit if the permit holder allows a change in operation of the excavation site without obtaining an amendment to his permit, pursuant to SECTION 7, or fails to comply with any of the conditions subject to which his permit was issued, or is found to have made a material misstatement in or has failed to comply with the terms of the application on which the granting of the permit is based, or fails to remit the annual permit fee. Such revocation shall be subject to a motion for a hearing thereon and appeal in accordance with the provisions of SECTIONS 8 and 9.~~

~~When a permit is revoked, the permittee shall be required to immediately comply with the conditions of the permit regarding restoration. Failure to do so shall be considered a violation of this ordinance and SECTION 13 shall apply.~~

~~SECTION 11~~

~~PERMIT FEE~~

~~A fee not to exceed Fifty Dollars (\$50.00) per year shall be charges for an excavation permit or any amended permit.~~

~~SECTION 12 BOND REQUIRED~~

~~The permits shall post a bond or other negotiable securities with the Treasurer of the Town in an amount approved by the Board of Adjustment and sufficient to guarantee conformity with SECTION 5 of this ordinance.~~

~~SECTION 13~~

~~ENFORCEMENT AND PENALTY~~

~~Any owner of land violating any provision or provisions of this ordinance shall for each day of violation, upon condition thereof, be fined and apply a penalty of not more than Fifty Dollars (\$50.00) per day for each day of violation. In addition, the Board of Adjustment or any person aggrieved thereby may seek an order that the violator cease and desist from violation of any provision of this ordinance and take such action as may be necessary to be in compliance with his permit and this ordinance.~~

~~SECTION 14~~

~~HIGHWAY PROJECTS~~

~~Excavation sites operated by the New Hampshire Department of Public Works and Highways, or the Highway Department of the Town of Hooksett, shall be subject to regulation by State guidelines.~~

~~SECTION 15~~

~~EXISTING OPERATIONS~~

~~Any owner of an existing excavation site in use as of the effective date of this ordinance shall apply for an excavation permit as provided in SECTION 3. The Board of~~

~~Adjustment may issue a temporary permit, which shall be valid for 90 days and shall be issued solely to allow the owner of an existing operation to comply with this ordinance. The Board of Adjustment may grant an extension of time up to 12 months for operations considered to large to comply within the stated 90 day period.~~

~~SECTION 16 MANUFACTURING AND PROCESSING PLANTS~~

~~Existing manufacturing and processing plants which use earth taken from areas contiguous to such plants may be exempted from SECTION 4 but shall submit, within 60 days after the taking of earth from a new excavation site on said areas, a plan for restoration thereof in compliance with SECTION 5 and shall subject to the other requirements of this ordinance insofar as their new excavation sites are concerned.~~

~~SECTION 17 REVIEW~~

~~The Board of Adjustment or its agent shall conduct a site review of all outstanding excavation permits at least once every six (6) months to verify compliance with the permit as issued or amended.~~

~~SECTION 18 EFFECTIVE DATE~~

~~This ordinance shall take effect thirty (30) days after passage.~~

~~ADOPTED: 03/08/77~~

TOWN OF HOOKSETT

Commercial Earth Excavation Regulations

SECTION I: AUTHORITY

Chapter 155-E of the New Hampshire Revised Statutes Annotated, as amended, stipulates that, with some exceptions, all earth excavations in the State are subject to regulations from the local municipality in which the operation occurs. Pursuant to the authority vested in RSA 155-E, the Hooksett Town Council adopts the following regulations to govern the excavation of earth materials in the Town of Hooksett.

SECTION II: PURPOSE AND SCOPE

The goal of these regulations are to: provide for reasonable and responsible opportunities for excavation; minimize safety hazards which can be created by open excavations; ensure that the public health and welfare will be safeguarded; protect natural resources and the environment; and maintain the aesthetic features of the Town. For achieving these goals, no earth materials in the Town shall be excavated except in conformance with these regulations.

These regulations supplement the provisions of RSA 155-E and provide further clarification of the statutory requirements and their application in the Town of Hooksett. They are adopted as provided in RSA 155-E:11. And, as adopted, whenever local regulations differ from the most recent provisions of RSA 155-E, those which impose greater restriction or high standard shall be controlling.

SECTION III: DEFINITIONS

- A. ABUTTER** means (1) any person who property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration. (2) For the purposes of receiving testimony only, and not for purposes of notification, the term “abutter” shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. (3) In the case of an abutting property being under a condominium or other collective form of ownership, the term “abutter” means the officers of the collective form of ownership or association, as defined in RSA 356-B:3, XXIII.B. (4) For purposes of notification and receiving testimony, “abutter” means all affected towns, and the regional planning commission(s) in the case of a development having regional impact, as determined by the Board.
- B. APPROVING ABUTTER** means an abutter who registers his or her approval to the Board during the public hearing process for the excavation permit. Absent such notice of approval, all abutters shall be considered disapproving abutters for the purposes of determining excavation setbacks. (See Section VI, A 2)

- C. AGRICULTURAL EXCAVATION** means excavation of earth by the owner of the land to be used on the owners' land exclusively for agricultural use.
- D. AGRICULTURAL USE** means land used for agriculture and farming, as defined by RSA 21:34-a, including dairying, pasturage, apiculture, horticulture, floriculture, silviculture and animal and poultry husbandry.
- E. APPLICANT** means the owner of the property to be excavated or the owner's agent, so designated in writing as part of the excavation application.
- F. BOARD** means the Town of Hooksett Zoning Board of Adjustment and regulator of excavation permits.
- G. COMMERCIAL EXCAVATION** means excavation of 1,000 cubic yards or more of earth intended for commerce.
- H. COMMERCIALLY USEFUL** means any earth material leaving the property intended to be sold or used in commerce or is 1,000 cubic yards or more.
- I. CONTIGUOUS** means land whose perimeter can be circumscribed without interruption in common ownership except for roads or other easements, in the Town of Hooksett.
- J. DIMENSION STONE** means rock that is cut, shaped or selected for use in blocks, slabs, sheets, or other construction units of specified shapes or sizes and is used for external or interior parts of buildings, foundations, curbing, paving, flagging, bridges, revetments, or for other architectural or engineering purposes. Dimension stone includes quarry blocks from which sections of dimension stone are to be produced. Dimension stone does not include earth as defined below.
- K. EARTH** means sand, gravel, rock, soil, loam or construction aggregate produced by quarrying, crushing or any other mining activity or such other naturally-occurring unconsolidated materials that normally mask the bedrock.
- L. EXCAVATING** means extracting earth from a site that is in a natural state, or a site that is reclaimed or naturally reclaimed, by any method, such as dredging, blasting, digging out and removing, or forming a cavity or a hole in any land area. Excavating includes excavate.
- M. EXCAVATE** means a land area which is used, or has been used, for the commercial taking of earth, including all slopes.

- N. EXCAVATION AREA** means the surface area within an excavation site where excavation has occurred or is eligible to occur under the provisions of RSA 155-E. This is also known as the pit area.
- O. EXCAVATION SITE** means any area of contiguous land in common ownership upon which excavation takes place as approved by the Board.
- P. EXISTING EXCAVATION** means any excavation, as described in RSA-E:2, I, which lawfully existed as of August 24, 1979, from which earth material or sufficient weight or volume to be commercially useful has been removed during the 2-year period before August 24, 1979, and has submitted the report as required by RSA 155-E:2, I, (d).
- Q. EXPANSION** means excavation and disturbance of earth beyond the limits as shown on the plan as approved by the Board.
- R. INCIDENTAL EXCAVATION** means excavation that is subordinate or accessory to a primary use located on the same lot and conducted immediately prior to initiating the primary use. Incidental uses shall meet all the following criteria: 1. Will be completed within 90 days; 2. Will involve the removal from the site of less than 1,000 cubic yards; and 3. all required permits, including those for the proposed primary use, have been obtained prior to commencing the incidental excavation. Excavation that results in a high level of intensity or potential for safety concerns shall not be considered incidental.
- S. MINOR TOPOGRAPHICAL ADJUSTMENT** means a one-time removal of earth from the site of less than 1,000 cubic yards that is exclusively necessary to change the physical configuration of the land for a specified use or situation.
- T. NORMAL LANDSCAPING** means the on-site alteration and contouring of the land exclusively devoted to improving the function utility and planting of the grounds.
- U. PHASE EXCAVATION** means excavation over a limited part of the permitted area, with reclamation of that area to be inspected before expanding to a new portion of the permitted area.
- V. QUARRY** means an excavation in bedrock open to the surface excavated for the purpose of removing rock, minerals or metallic ores.
- W. RECLAMATION** means the restoration of an excavation site to an acceptable standard at least equal to those described in Section X of these regulations and as determined and approved by the Board.

X. STATIONARY MANUFACTURING AND/OR PROCESSING PLANTS means equipment and facilities, including a scale and scale house, which are placed on a site for the purposes of sorting, washing, screening, crushing, classifying, drying, weighing or processing excavated earth materials.

Y. VISUAL BARRIER means a human-made structure or natural vegetative growth, or a combination thereof, to provide a year-round method to absorb, neutralize, minimize, and conceal visual, noise, dust or other impacts. This includes but is not limited to natural or planted, berms, walls or opaque fences, vegetated fence rows, forested land whether managed or undisturbed (See Section VI A 7).

SECTION IV: COMPLIANCE WITH ZONING & PROJECTS REQUIRING A PERMIT

Prior to applying for an excavation permit, an Applicant must comply with all zoning ordinances and acquire any necessary variances, special exceptions or equitable waivers. Any excavation of earth unless specifically exempted by either RSA 155-E:2 or specifically accepted in Section V of these regulations requires a permit.

Excavation permits cease to be valid upon expiration. A new permit must be in place prior to continuing excavation activities beyond the expiration date. Permit holders wishing to continue to excavate beyond a permit expiration date should make a timely application for the new permit to avoid being unpermitted.

SECTION V: EXEMPTIONS FROM AN EXCAVATION PERMIT

A. The following projects are deemed to be exempt from a permit:

- 1) Site developments, construction activities, or other projects, that require excavation of earth and will not remove more than 1,000 cubic yards of earth from the site. If the project will result in the removal of more than 1,000 cubic yards from the site, the project will be considered incidental provided that all of the required state and local permits have been issued. In those instances, the Board may impose operational conditions and a non-lapsing performance bond as may be deemed necessary to insure completion of the proposed project.
- 2) Excavation of less than 1,000 cubic yards of earth for the alteration of a building or structure, parking lot or driveway on a portion of the premises where removal occurs, provided all local and state permits have been issued.
- 3) Excavation of earth that is incidental to agricultural activities, normal landscaping, or minor topographical adjustments as defined in Section III(R) of these regulations.
- 4) Excavation from a granite quarry for the purpose of producing dimension stone, if such excavation requires a permit under RSA 12-E (Mining and Reclamation).

- 5) An excavation performed exclusively for the lawful construction, reconstruction, or maintenance of Class I, II, III, IV, or V highway by a unit of government which has jurisdiction for the highway or an agent of the unit of government which has a contract for the construction, reconstruction, or maintenance of the highway, as regulated by RSA 155-E:2, IV.
- 6) A person owning land abutting a site which was taken by eminent domain or by any other governmental taking upon which construction is taking place may stockpile earth taken from the construction site and may remove the earth later after written notification to the Board.
- 7) Existing excavations as defined in RSA 155-E:2, I, including the quarrying or crushing of bedrock do not require a permit, but are nevertheless subject to the Operation and Reclamation Standards of these regulations. Compliance with these Standards is mandatory to retain the non-permit status. The Board may require the owner/operator to come before the Board and submit such information as may be necessary to demonstrate compliance with said standards.
- 8) Stationary Manufacturing Plants. No permit shall be required under this chapter for excavation from an excavation site which on August 4, 1989, was contiguous to or was contiguous land in common ownership with stationary manufacturing and processing plants which were in operation as of August 24, 1979, and which use earth obtained from such excavation site. Such excavation shall be performed in compliance with the operational standards as expressly set forth in RSA 155-E:4-a and the reclamation standards as expressly set forth in RSA 155-E:5 and 155-E:5-a, which express standards shall be the sole standards with which such excavations must comply in order to retain their non-permit status as provided under this paragraph. Loss of such non-permit status shall be preceded by written notice from the Board that the excavation is not in compliance and the owner shall have failed to bring such excavation into compliance within 30 days of receipt of such notice. Such excavation may be expanded without a permit under this chapter to any contiguous lands which were in common ownership with the site of the plant on August 4, 1989, except as limited by RSA 155-E:4-a, I, II, and III.
 - (b) No further permit shall be required under this chapter for excavation from a site which on August 4, 1989, was contiguous to or was contiguous land in common ownership with stationary manufacturing and processing plants for which local or state permits have been granted since August 24, 1979, and before August 4, 1989, which use earth obtained from such site. It is further provided that their operation and reclamation shall continue to be regulated by such local or state permits and any renewals or extensions thereof by the permitting authority or authorities.

SECTION VI: PROHIBITED PROJECTS

A. The Board shall not grant a permit for any Prohibited Excavation Projects as defined in RSA 155-E:4.

- 1) No excavation below road level within fifty (50) feet of the right-of-way of any public highway as defined in RSA 229:1, except in those cases where the edge is not readily defined, then one hundred (100) feet from a road centerline.
- 2) No excavation within seventy-five (75) feet of the boundary of a disapproving abutter or within twenty-five (25) feet of an approving abutter.
- 3) No excavation shall be permitted within 100 feet of any pond, navigable river, or any other standing body of water 10 acres or more in or within 50 feet of any other stream, river or brook which normally flows throughout the year, or any naturally occurring standing body of water less than 10 acres, prime wetland as designated in accordance with RSA 485-A:15, I or any other wetland greater than 5 acres in area as defined by the Department of Environmental Services. Within 250 feet of water, shoreland permits may be required.
- 4) When the excavation cannot receive necessary approvals from state or federal agencies, such as, but not limited to the N.H. Department of Environmental Services Alteration of Terrain or Wetlands permits.
- 5) Where the excavation is not permitted by zoning or other applicable local ordinances and a variance or special exception has not been obtained as defined in RSA 155-E:4, II and required by the Town of Hooksett Zoning Ordinances and Section IV of this Ordinance.
- 6) Where the issuance of a permit would be unduly hazardous or injurious to the public welfare, including creating a nuisance or health or safety hazard. The Board shall give particular consideration to such factors as noise, dust, traffic, fumes or danger from operation.
- 7) Where the excavation will not unreasonably accelerate the deterioration of highways or create safety hazards in the use thereof.
- 8) The excavation will not cause a diminution in area property value or unreasonably change the character of the neighborhood.
- 9) Where existing visual barriers in the areas specified in RSA 155-E:3, III would be removed, except to provide access to the excavation.

- 10) Where the excavation would damage an aquifer, as designated by the United States Geological Survey.
- 11) Where the project cannot comply with the reclamation provisions of RSA 155-E:5 and 155-E:5-a or the operational standards of RSA 155-E:4-a.

SECTION VII: ABANDONED EXCAVATIONS

- A. Any excavation, to include both grandfathered and permitted pits, for which the affected area has not be brought into complete compliance with the reclamation standards of this regulations shall be considered abandoned if:
 - 1) No earth material of sufficient weight or volume to be commercially useful has been removed from the site during any 2-year period either before, on, or after August 4, 1989.
 - 2) The excavation is in use, but either has not been brought into compliance with the incremental reclamation standards of this regulation, or a bond has not been posted and a reclamation timetable has not been approved by the Board.
 - 3) Neither the owner nor the operator of the excavation has secured a permit pursuant to these regulations.
- B. In the event the Board determines that any abandoned excavation presents a hazard to the public health, safety or welfare, the owner may be required, following a public hearing, to comply with the timetable and bonding requirements outlined above, or to complete reclamation within a reasonable period. Should reclamation not be completed, the Board may request the Town to authorize reclamation at the Town's expense. The Town's cost shall constitute an assessment against the owner and shall create a lien against the property on which the excavation is located. Such assessment and lien may be enforced and collected in the same manner as provided for real estate taxes.

SECTION VIII: EXCAVATION EXPANSIONS

When the scope of an approved permitted excavation is proposed to be altered as to affect either the size or location of the excavation, the rate of removal, or the plan for reclamation, the owner must submit a new application, plans and other required submission items for a new excavation permit hearing process. If the approved excavation previously required a special exception or variance, the proposed change must first be approved by the Board. The Board may then adjust the performance bond accordingly.

SECTION IX: OPERATIONAL STANDARDS

- A. All excavations requiring a permit must comply with the operational standards pursuant to RSA 155-E:4-a which are the minimum. In addition, all excavations must also comply with the following more stringent standards, which the Board may waive under certain defined circumstances:

- 1) All excavation operations, including trucking, shall be performed from 7:00 a.m. to 5:00 p.m., Monday through Friday with no operations on weekends or federal holidays. The Board may modify these hours during the permitting process.
- 2) No excavation of an area shall exceed (5) acres at any one time without reclamation.
- 3) A hauling plan shall be provided to the Board. This plan shall include, but is not limited to, hauling routes to be utilized, the type and weight of motor vehicles to be used, as well as the frequency and schedule of operations of said vehicles and shall be provided to the Board prior to the issuance of an excavation permit.
- 4) The Board reserves the right to conduct a traffic study, at the Applicant's expense, to ensure the public's safety, neighborhood compatibility and road capacity and conditions have been properly considered and are adequately addressed in the hauling plan.
- 5) Trucks operating on any roads with the Town of Hooksett will be limited to New Hampshire Department of Transportation statutory weights.
- 6) The Applicant shall be responsible for the restoration and repair of any existing Town road(s) which is damaged as a result of the hauling or excavation operation. This includes, but is not limited to, any roads which may access the excavation site.
- 7) A bond for road repair will be provided to the Town of Hooksett prior to excavation activity and after the appropriate amount is determined by Town staff.
- 8) All vehicles transporting excavated material shall have loads secured and covered at all times to prevent dust and spillage when loaded.
- 9) No fuels, lubricants or other toxic polluting chemicals or waste, building materials or rubble shall be stored or buried on-site unless in compliance with state and federal laws or rules pertaining to fuels and lubricants, or other toxic or polluting chemicals.
- 10) Prior to the removal of material at a new excavation site, topsoil material shall be stripped and stored for site restoration use when the excavation project is completed. This should be undertaken in a phased manner to minimize erosion potential. Topsoil shall be re-vegetated during the period of storage. In addition, prior to the removal of topsoil or other overburden material from any land area that has not yet been excavated, the excavator shall file a reclamation bond or other security as prescribed by the Board, sufficient to secure the reclamation of the land area to be excavated.

- 11) A visual barrier, no less than 6 feet in height, shall be maintained or provided within the buffer areas defined by Sections VI A 1), 2), and 3). Natural vegetation adjacent to neighboring properties on which excavation is not intended shall be maintained for the purposes of erosion control, dust control, screening, noise reduction, and property valuation. The Board shall have the authority to require additional screening (e.g. vegetation or fencing) where necessary. Where no effective barrier exists, planting or Board approved fencing may be required.
- 12) Where the depth of excavation will exceed fifteen (15) feet and temporary slopes will exceed 1.5:1 in grade a fence or other suitable barriers shall be erected to warn of danger or to limit access to the site.
- 13) Drainage shall be maintained so as to prevent the accumulation of free-standing water for prolonged period of time. Excavation practices which result in siltation in streams or degradation of any water supplies are prohibited.
- 14) Access roads leading to and/from the excavation site shall be paved a minimum of fifty (50) feet from the intersection of existing paved streets and roads at locations, that have been duly approved by state or local officials and in a manner that will not endanger the safety of highway users and local residents. The provisions of RSA 236:13-14 ("Highway Access") shall be adhered to by the applicant and shall be shown on the excavation plan.
- 15) The provisions for access under the development regulations of the Town shall be adhered to by the Applicant and shall be shown on the reclamation plan. Access over Class VI roads, bridges, or other public ways to be utilized in the proposed excavation shall be clearly shown on the reclamation plan. The maintenance and final condition of said roads, bridges and ways shall be defined in writing and made part of said plan. All roads must be properly maintained and swept accordingly to maintain safe access. There shall be a water truck onsite at all times for dust control.

B. Processing of Earth Material

- 1) Processing machinery shall be erected or maintained on the lot as approved within the operational plan and such machinery shall be removed from the lot upon expiration of the permit or as otherwise provided in the permit.
- 2) No earth material shall be stock piled or located outside the permitted area without prior approval by the Board.
- 3) No blasting shall occur without receiving prior approval during the permitting process.

- 4) Crushing may not be introduced without prior approval from the Board during the permitting process.

C. Backhauling, Importing and Storage of Material

- 1) Waste, building materials and rubble (i.e. “demolition and construction debris” or “C&D waste”) shall not be stored or buried on the site without written approval by the Board. If approved by the Board, the specific site location will be noted on the plan and performed in accordance with all local, state and federal regulations.
- 2) The site will not be used for storage of junk vehicles, machinery, etc. as defined in RSA 236:112.
- 3) Stumps and brush shall be allowed to be buried or stored on site so long as the stumps and tree parts are buried in a manner to preclude the development of sink hole and erosion of cover materials and will be protective of the environment, public health, and safety. Any burial or storage site must be at least 75 feet from any water supply, 25 feet from any property line, and at least 4 feet above the seasonal high water table. The burial or storage will be performed in accordance with all local, state and federal regulations. The site plan and property deed shall provide:
 - a. A statement that the property has been used for the disposal of stumps and tree parts.
 - b. The date the activity took place.
 - c. The location of the burial area(s) with sufficient specificity as to allow an independent third party to locate the area(s); and
 - d. The estimated quantity of waste disposed on the property.
- 4) Earth, concrete, and asphalt that did not originate from the site shall not be brought in, or stored upon, the site without prior approval by the Board.

D. Aquifers and Seasonal High Water Tables

- 1) Excavation over aquifers and seasonal high water tables shall be performed in accordance with the applicable Town of Hooksett Zoning Ordinance.
- 2) No excavation shall be permitted within eight (8) feet of the seasonal high water table. A waiver to such prohibition shall be granted if the applicant demonstrates that such excavation will not adversely affect water quality. Any written exception shall be recorded in the registry of deeds, one copy filed with the NH Department of Environmental Services (NHDES), and one copy filed with the Board.

- 3) The excavation shall not detrimentally affect the quality of the groundwater contained in the aquifer by directly contributing to pollution or by increasing the long-term susceptibility of the aquifer to potential pollutants.
- 4) The excavation shall not cause a significant reduction in the long-term volume of water contained in the aquifer or in the storage capacity of the aquifer.
- 5) The Board may require that the applicant provide data or reports prepared by a professional groundwater consultant to determine the seasonal high water table and to assess the potential aquifer damage caused by the proposed excavation project.

SECTION X: SITE RECLAMATION STANDARDS

- A. Within 12 months following the expiration date of a permit issued under these regulations, or of the completion of any excavation, whichever occurs first, the owner of the excavated area shall have completed the reclamation of the areas affected by the excavation to meet each of the minimum standards as detailed in RSA 155-E:5.
- B. For excavations requiring a permit, the standards contained in RSA 155-E:5 are the minimum standards, and the Board may require more stringent reclamation standards as deemed necessary by the nature and scope of the operation. The reclamation will be done in accordance with the approved plans and reclamation sequence.
 - 1) The Board, or its designee, shall periodically inspect the operations and shall perform a final reclamation inspection in order to ensure that the approved plans have been followed. Any costs associated with these inspections shall be the responsibility of the applicant.
 - 2) No slope in soil material shall be left steeper than 3:1 (three horizontal feet for each one foot of vertical drop) unless it can be demonstrated by the applicant that a steeper grade can be adequately vegetated and stabilized. In no case shall a soil material slope be left steeper than 2:1. Changes in slope shall not be abrupt but shall blend with the surrounding terrain.
 - 3) All debris, stumps, boulder, etc., shall be lawfully disposed of in a manner acceptable to the Board or its designee.
 - 4) Ground levels and grades shall be established as shown on the approved reclamation plan as soon as practical during site excavation, but not later than one year after excavation has been completed.

- 5) Stockpiled topsoil shall be spread over the disturbed area to a depth sufficient to allow establishment and maintenance of vegetation. Areas posing the most critical problems for revegetation shall be given first priority should available topsoil be limited. The disturbed area(s) shall be limed and fertilized, if necessary, and seeded with a grass or grass/legume mixture.
 - 6) If deemed necessary by the Board, suitable trees or shrubs may be planted in order to provide screening and natural beauty and to aid in erosion control. Such planted areas shall be protected from erosion during an appropriate establishment period by mulch and structural erosion control devices. All plantings must be successfully maintained for 2 years after planting.
 - 7) The character of the restored landscape shall blend with the surrounding natural features.
- C. Any excavation permit applicant that requires a RSA 485-A:17 Alteration of Terrain Permit (AOT) from the NHDES shall incorporate the requirements of these regulations, to the extent that they are more strictive, and not in conflict, with the AOT permit. Copies of all such AOT permits and update plans shall be filed with the Board.
 - D. For any excavation plan not requiring an Alteration of Terrain permit, the applicant may, in conjunction with a Town employee or agent, design a reclamation plan acceptable to the Town. Such a plan shall meet all of the criteria established by Section XII(B).
 - E. Incidental excavations that have received an exception from the Board to remove more than 1,000 cubic yards of earth shall reclaim the property in accordance with the specifications dictated by the Board.
 - F. Incremental Reclamation:

Except for excavation sites of operating stationary manufacturing plants, any excavated area of 5 contiguous acres or more which is depleted of commercial earth materials, excluded bedrock, or any excavation from which earth materials of sufficient weight or volume to be commercially useful have not been removed for a 2-year period, shall be reclaimed in accordance with RSA 155-E:5 within 12 months following such depletion of 2-year non-use, regardless of whether other excavation is occurring on adjacent land in contiguous ownership. A reclamation plan, including a reclamation timetable for the depleted areas with the reclamation site, shall be submitted to the Board for approval.

SECTION XI: PERFORMANCE GUARANTEE

- A. Prior to the granting of any permit, the applicant shall submit to the Hooksett Town Council a non-lapsing bond or other sufficient surety as determined by the Board in consultation with Town staff, or if the Board deems, a professional hired at the expense of the applicant. The purposes of the bond are to guarantee reclamation to the area, compliance with the permit

and any inspections. Off-site improvements for potential damage of Town roads or facilities caused by the transportation of earth materials shall be discussed at this stage and bonded as necessary. Surety will be reviewed at the time of periodic inspections.

- B. The surety may be phased to coincide with the phasing of work, in an amount sufficient to guarantee reclamation of the applicable section, to be released as sections are completed. Prior to a new section being opened, new securities shall be posted. The surety shall not be released until the Board is satisfied that all conditions of the site reclamation plan have been complied with and that no erosion or die off has occurred for at least two years after closure. Areas used for stockpiling and processing machinery and other non-excavation uses shall not be included in surety requirements.
- C. There are four major acceptable forms of surety: Option 1) bond issued by surety (insurance) company, Option 2) letter of credit issued by a financial institution (bank), Option 3) cash held under “escrow” agreement (cash bond), or Option 4) escrow payment per ton (or yard) removed or stockpiled (incrementally) each year with the payment to be paid annually to the Town and retained in a Town managed escrow account. Other forms of surety may be acceptable by the Board but may not create a real or potential liability for the Town other than as defined herein.
- D. Surety provided by Section XI-C; Option 4 above shall be calculated as follows: The amount of surety required shall be based on the total cost of the proposed reclamation plan (limited to the current phase where phasing is used) less the value of the material needed for back fill and final cover, and the manpower and equipment needed to complete the closure, to the extent that this material, manpower and equipment is available on site. The final amount of surety will be divided by the total tons (or yards) anticipated for removal during the life of the plan (limited to the current phase where phasing is used) to create a tonnage (or yardage) payment OR the Town may establish a minimum payment to be raised each year based on the total closure cost that is purchased from others divided by the total years (limited to the current phase where phasing is used) of approval for the plan if the contributions from this formula are greater than the contributions from the per ton (or yard) payment. The use of owner provided offsets will greatly reduce the amount needed for closure surety. To assure the availability of the material and equipment and manpower, a security interest to the benefit of the Town may be required in the stockpiled reclamation material and equipment needed. That security interested shall also provide resources for manpower to complete the closure. In the event that this agreement is entered into, and surety is provided by on-site material and equipment, the Town determined at a future date that the original agreement is insufficient for closures, the Town may reopen the amount of the performance guarantee. This option may be used in conjunction with other options.

- E. In the granting of an exception for an incidental excavation project that will remove more than 1,000 cubic yards of earth from the site, the Board may require a performance surety to ensure compliance with reclamation specifications.
- F. Other than as provided in Section XI-C, Option 4 above, the performance guarantee will be calculated as \$20,000 per acre of the phased excavation area, unless it can be demonstrated to Town staff that less is required due to stockpiled material already on site.
- G. Exceptions
 - 1) Due to the diverse nature of excavation operations which vary in scale and scope, and due to the varying conditions of the land to be excavated, the Board may, upon application and following a duly-noticed hearing, grant any exception in writing to the standards contained in Section IX and X for good cause shown. The written decision shall state specifically what requirements are being waived and include any reasonable alternatives.

SECTION XII: APPLICATION SUBMISSION ITEMS

Unless exempted by RSA 155-E:2 or Section V, any owner or owner's designee shall, prior to excavation of the land, apply to the Board for a permit for excavation.

The applicant for an excavation permit shall submit to the Board a completed application form, including a current abutters list, an excavation plan and a reclamation plan, a completed checklist with written requests for waivers or written explanation for any item not provided, any other submission documents as requested and the filing fee. Twelve copies of the complete application, excavation plan and reclamation plan shall be filed. The plans shall be at a scale of 1"=100'.

Where a NHDES Alteration of Terrain permit is required, the applicant may submit a copy of that Alteration of Terrain application and/or permit to the Board. While the Alteration of Terrain contains most of the following, the applicant shall provide supplemental items to meet the requirements of the excavation plan and reclamation plan as described below.

A. EXCAVATION PLAN

- 1) A site plan prepared by a licensed surveyor or engineer shall, at a minimum, include all of the following:
 - a. Identifying title, date, bar scale, revision block, north arrow and location map, tax map lot number and zone.
 - b. Name and address of the owner and the excavator (if different from owner);
 - c. Name(s) and address of surveyor, and designer; name, license number and seal of the NH licensed land surveyor.
 - d. Names and tax map lot numbers of all abutters to the premises on which the excavation is proposed.

- e. Location and boundaries of the proposed and any existing excavation, the area in square feet and acres to be involved in the project and the municipalities and counties in which the project lies.
 - f. Zoning district boundaries (including overlay districts) of the proposed area within 200 feet of the boundary of the project.
 - g. All areas that are in current use.
 - h. Location of existing buildings, structures, septic systems, wells and catch basins within 200 feet of the boundary of the project.
 - i. Public streets, lot lines, driveways, intersections within 200 feet of the boundary of the project.
 - j. Existing and proposed rights of way, easements, and deed restrictions within 200 feet of the boundary of the project.
 - k. Topography at contour intervals of two (2) feet or less.
 - l. All existing surface drainage patterns including wetlands and standing water.
 - m. Existing and proposed access roads, including width and surface materials.
 - n. Breadth, depth and slope of the proposed excavation and estimated duration of the project.
 - o. Elevation of the highest annual average ground water table within or next to the proposed excavation.
 - p. Estimate of the total volume of earth to be excavated.
 - q. Proposed fencing, buffers or other visual barriers, including height and materials.
 - r. All measures to control erosion, sedimentation, water pollution, air pollution and any hazards to public safety.
- 2) The following items shall also be submitted with the application:
- a. Test pit data that extends to either the high-water table, ledge or a minimum of eight (8) feet below the maximum proposed excavation depth, including location and soils data in appropriate locations to adequately assess the highest annual average water table, to be submitted by a professional geologist or other qualified individual as determined by the Board. Boring logs may be submitted separately.
 - b. Plans for storm water management.
 - c. Plans for equipment maintenance.
 - d. Methods to prevent materials from the site from being tracked onto public roadways.
 - e. Copies of all necessary state and federal permits.
 - f. Specific actions to be taken on the site relative to fuel and chemical handling and storage, dust control, traffic, noise control and abatement, and comprehensive site safety or unauthorized persons.
 - g. Such other information or other special investigative studies as the Board may be reasonable deem necessary. The Board may request these after the application submittal and prior to permit approval.

- h. Current photographs of access road(s) prior to the start of any excavation activity.
- 3) The board may also order a comprehensive environmental site assessment that may include onsite sampling at a cost to the applicant.

B. RECLAMATION PLAN

A plan for the reclamation of the area affected by the excavation at least in compliance with RSA 155-E:5 and RSA 155-E:5-a. Such plan shall address the effects of the proposed excavation on soil, surface water and groundwater, vegetation, overburden, topography and fill material and may address future land use consistent with the approved master plan and shall include a timetable for reclamation of fully depleted areas within the excavation site during said project. The Board may grant an exception to RSA 155-E:5 & RSA 155-E:5-a for good cause shown.

The reclamation plan shall also contain the following items:

- 1) Seal and signature of a licensed surveyor and engineer. The Board will accept copies of engineering drawings required by NHDES in lieu of additional drawings.
- 2) All boundaries of the area proposed for reclamation and the land within 200 feet of the boundary of the project area.
- 3) Existing topography of the project area proposed for excavation, at contour intervals of five feet or less.
- 4) Final surface drainage pattern, including the location and physical characteristics of all artificial and/or modified drainage facilities.
- 5) Timetable as to reclamation of fully depleted sites within the excavation area.
- 6) Schedule of final reclamation activities including seeding mixtures, cover vegetation, fertilizer types and application rates.
- 7) Final reclaimed topography of the excavation area at contour intervals of five feet or less.

C. OTHER INFORMATION

The Board reserves the right, per RSA 155-E:3, VII to request any other information it deems necessary to make an informed decision, or to have plans reviewed by an outside agency or other expert. According to the authority vested in the Board by RSA 155-E:11, III and RSA 675:5, IV, any reasonable expenses incurred for such information or reviews shall be charged to the applicant. Failure to pay such costs constitutes valid grounds for the Board to deny the application.

SECTION XIII: NOTICE OF EXCAVATION APPLICATION & HEARING

- A. Prior to the Board rendering a decision for an excavation permit, a public hearing shall be held, with due notifications of all abutters and the public. The procedure for holding these public hearings will be in compliance with the Rules of Procedure of the Board and in addition:
- 1) Applications for excavation permits shall be filed with the Board no later than 21 days before the next regularly scheduled Board meeting. A completed application shall consist of a completed application page, the required submission items, a completed abutters list, and the appropriate fees as required.
 - 2) A public hearing will be scheduled within 30 days after a completeness review has been completed by Town staff.
 - 3) All abutters will be notified by certified mail, not less than 10 days prior to the meeting, which the application will be submitted for acceptance. Names and address of abutters must be taken from Town records not more than five (5) days before filing the application.
 - 4) Public notice will appear in a newspaper of general circulation and in at least three public places not less than 5 days prior to the meeting.
 - 5) The notice must include the location and general description of the proposal, as well as the date, time and place of the meeting.
 - 6) If the Board determines, during the scheduled hearing, that a proposed excavation has a potential for regional impact, the Board shall not close the public hearing until after the Town has provided a copy of the application and proposed plans to the regional planning commission and all affected municipalities. All copies shall be provided by the applicant.
 - 7) Within 30 days of the close of the hearing on the application, or any continuation thereof, the Board shall make a decision approving or disapproving the application, with reasons given for disapproval. Notice of this decision shall be recorded in the minutes of the meeting and placed on file in the Town Office within 5 days.
 - 8) An applicant shall receive a copy of the decision. If the application was approved with special conditions, these conditions shall also be stated. In the event the application is disapproved, the reasons for the disapproval shall be given.

B. Fees

A filing fee to cover all administrative costs enumerated on the application shall be paid upon submission of an application for an excavation permit. Failure to pay such cost shall constitute grounds for the Board to not accept the application.

SECTION XIV: ADMINISTRATION AND ENFORCEMENT

A. Permits

- 1) Permits shall be issued only to the Applicant and shall not be transferable without the prior written consent of the Board. A copy of the permit shall be prominently displayed at the site or the principal access to the site.
- 2) A permit shall be valid for up to five years and the expiration date shall be specified. Permits may be amended in accordance with RSA 155-E: 6. A permit is automatically withdrawn if no substantial work is done on the site for a period of two years from the date of the issuance of the permit.
- 3) Excavation of earth without a valid permit is a violation of RSA 155-E and these regulations. Violators may be issued a cease-and-desist order for non-compliance.
- 4) The Board may include in the decision, permit and plan, any such reasonable conditions as are consistent with the purpose of these regulations.
- 5) The Board may establish a schedule by which all permitted sites are inspected at least annually or more frequently. Incidental excavation exceptions that will remove more than 1,000 cubic yards will have an inspection schedule as determined by the Board.
- 6) Town administration may audit the records and measure stockpiles to assure compliance with the collection of payments due under Section XI-C, method 4.

B. Conflicts

Where the provisions of this ordinance are in conflict with state or federal law or with other local regulations or ordinances, the more stringent shall apply.

C. Right of Entry & Inspections

Any permit issued hereunder or other order issued, the Board or its designee may enter upon the land and make periodic inspections of all excavation sites, or incidental excavations, to determine if the operations are in conformance with these regulations, the approved plans, or the exception criteria. The owner or operator will be contacted to arrange a mutually acceptable time for each inspection. A site inspection review letter

will be sent to the owner citing any deficiencies and providing a timeline for correction of the deficiency.

D. Written Notice of Violation

A written notice of violation shall be issued to the landowner by mail from Town staff should it be determined that conditions at the site are in violation of any of the standards or requirements of this ordinance or plans approved and that the violation is not an immediate threat to the public health, safety or welfare. The notice of violation shall:

- a. Specify the actions or conditions which violate the requirements of this ordinance or plans approved by the Board;
- b. Identify all corrective actions to be taken by the landowner;
- c. Specify a reasonable timeframe within which the violation(s) must be corrected; and,
- d. Be provided to the landowner with a copy to be kept in the official property file with the original permit.

E. Cease & Desist Order

A temporary cease & desist order may be issued to the landowner by Town staff if it is determined that conditions at the Excavation Site are in violation of any of the standards of this ordinance and the violation is:

- a. An immediate threat to public health, safety or welfare; or
- b. The landowner has failed to take corrective action as outlined in Section D above.

F. Suspensions and Revocations

The Board may suspend or revoke a permit if the Board determines that any provision of the permit has been violated, or a material misstatement made in the application upon which a permit was granted. The Board may suspend or revoke the exception for incidental excavation if the Board determines that any provision of the exception has been violated, or a material misstatement made in the exception application upon which an exception was granted. Such suspension or revocation shall be subject to a motion for rehearing thereon and appeal in accordance with these regulations.

G. Appeals

Any person affected by the Board's decision to approve or disapprove an application or any amendment thereto or any suspension or revocation of a permit, may appeal to the Board for a rehearing on such decision or any matter determined thereby. The motion for rehearing shall be filed within ten (10) days of such decision and shall fully specify every ground upon which it is alleged with that the decision or order complained of is unlawful or unreasonable. The Board shall either grant or deny the request for rehearing within ten (10) days, and if the request is granted, a rehearing shall be scheduled within thirty (30)

days. Any person affected by the Board's decision on a motion or rehearing may appeal in accordance with RSA 155-E:9 and RSA 677:4.

H. Penalties

Fines, penalties and remedies for violations of this regulation shall be as stated in RSA 155-E:10, II.

SECTION XV: SEPERABILITY

The invalidity of any provision, sentence, paragraph, etc. of this regulation shall not affect the validity of any other provision, sentence, paragraph, etc.

SECTION XVI: EFFECTIVE DATE

These regulations shall take effect upon adoption by the Board and as amended.

PUBLIC HEARING DATE _____

ADOPTED BY THE HOOKSETT TOWN COUNCIL DATE _____

Town Council

STAFF REPORT



To: Town Council
Title: Motion to accept donation in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC, to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III (b).
Meeting: Town Council - 28 Sep 2022
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

On August 2, 2022, the Hooksett Police Department received a check in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC. The letter received with the donation states, "Please accept this token of our sincere appreciation for your service and dedication to the Hooksett community. Through your efforts and those of your department, Hooksett is a good place to live, raise a family and do business." The funds once accepted and approved by Town Council will go into the Hooksett Police Departments donation line and spent accordingly.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the donation.

SUGGESTED MOTION:

Motion to accept donation in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC, to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III (b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with the motion to accept donation in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC, to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III (b).

Town Council
STAFF REPORT



To: Town Council
Title: Accept a grant from New Hampshire Humanities to fund a Humanities to Go program in the amount of \$300.00 per RSA 31:95-b, III (b)
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

Prior to Kathie Northrup's passing, she applied for a grant in the amount of \$300.00 through New Hampshire Humanities. New Hampshire Humanities approved the funding for a Humanities to Go program in Hooksett and the Heritage Commission received the grant funding on September 8, 2022. This grant will pay for the program "The History of Agriculture as Told by Barns" which happened at the Hooksett Public Library on September 22, 2022 at 6:30pm.

RECOMMENDATION:

To accept the \$300.00 grant from New Hampshire Humanities for the Humanities to Go program "The History of Agriculture as Told by Barns."

SUGGESTED MOTION:

Motion to accept the \$300.00 grant from New Hampshire Humanities for the Humanities to Go program "The History of Agriculture as Told by Barns" per RSA 31:95-b,III(b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with motion to accept grant in the amount of \$300.00

Town Council **STAFF REPORT**



To: Town Council
Title: Town Council Assignments- Budget Committee and Sewer Commission
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

At the July 6 meeting, Town Council representative assignments were conducted. There were two Committee's that have no representatives at this time, the Budget Committee and the Sewer Commission.

The Budget Committee starts meeting in September and will meet every Thursday from October through beginning of January at 6:30pm in the Council Chambers.

The Sewer Commission meets the 1st and 3rd Tuesday of every month at 12:00pm.

RECOMMENDATION:

Review and appoint a Town Council Representative to the Budget Committee and Sewer Commission.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Volunteer needed the Sewer commission meetings

ATTACHMENTS:

[Council Assignments 7.6.22](#)

BOARD NAME	COUNCIL REP	ALTERNATE
HOOKSETT TOWN COUNCIL ASSIGNMENTS - JULY 6, 2022		
Chairperson: James Sullivan		
Vice-Chair: Timothy Tsantoulis		
Secretary: Randall Lapierre		
Board of Assessors	Alexander Walczyk, Timothy Tsantoulis & John Durand	Randall Lapierre
Budget Committee		
Conservation Commission	Alexander Walczyk	
Economic Development Advisory Committee	James Sullivan	
Heritage Commission	Roger Duhaime	
Hooksett Youth Achiever of the Month	John Durand, Timothy Tsanoutlis & Randall Lapierre	
Parks and Recreation Advisory Board	Keith Judge	Alexander Walczyk
Planning Board	David Boutin	
Recycling and Transfer Advisory Board	Alexander Walczyk	Randall Lapierre
Sewer Commission		
Route 3A TIF District Advisory Board (Non-voting Currently)	David Boutin	Roger Duhaime
Town Hall Preservation Committee	James Sullivan	
Zoning Board of Adjustment	Roger Duhaime	
Misc. Assignments		
Union Negotiations		
Fire	John Durand	Randall Lapierre
Police	John Durand	Randall Lapierre
Public Works		
SNHU Subcommittee	John Durand	

Town Council STAFF REPORT



To: Town Council
Title: Title: Partial Surety Release of \$266,000– Benton Road Sports Dome (Tabled at 9-14-22 Meeting)
Meeting: Town Council - 28 Sep 2022
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

The developer of the Benton Road Sports Dome has requested a partial release of the site bond being held on the project.

The current bond is \$416,000. I recommend reducing the bond to \$150,000, returning \$266,000 to the developer. The bulk of the work remaining is the final pavement wearing course, and installation of landscaping.

I have checked the calculations provided by the consultant and found their amount to overstate the amount of pavement necessary to complete the project. In addition, the amount for landscaping includes the loam and seeding that has already been installed and is thriving.

Due to the above, the remaining bond amount will be sufficient to complete the project.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Recommend the release of \$266,000 surety to the developer through the Berkley Insurance Company #0232882.

SUGGESTED MOTION:

To approve the release of surety in the amount of \$266,000 to the developer of the Benton Sports Dome project through the Berkley Insurance Company #0232882.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur to approve the release of surety in the amount of \$266,000 to the developer of the Benton Sports Dome project through the Berkley Insurance Company #0232882.

ATTACHMENTS:

[Memo to release bond Rev 9-15-22](#)

[Benton Road Photos - Bond Reduction](#)

**Town of Hooksett
Community Development**

Memo

To: Files

From: Bruce A. Thomas, P.E., Town Engineer *BAT*

Cc:

Date: August 31, 2022, Rev. September 15, 2022

Re: Benton Road Dome Project - Partial Site Bond Release

The developer of the Sports Dome project, has requested a partial release of the site being held on the project.

The current bond is \$416,000. I recommend reducing the bond to \$150,000, returning \$266,000 to the developer. The bulk of the work remaining is the final pavement wearing course, and installation of landscaping. I have checked to confirm that \$150,000 will be enough to complete this work.

BENTON ROAD DOME PROJECT					
Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
Underground Utilities					
20701	Primary Underground E/T/C Conduits	1,360.00	LF	\$38.00	\$51,680.00
20703	3 Phase Transformer Pad	1.00	EACH	\$2,500.00	\$2,500.00
20710	Site Lighting (Excavation And Backfill Only)	2,500.00	LF	\$10.00	\$25,000.00
20720	Light Pole Bases	23.00	EACH	\$1,100.00	\$25,300.00
Total Price for above Underground Utilities Items:					\$104,480.00
Select Gravels & Binder Paving					
20810	Bank Run Gravel	3,790.00	CY	\$20.00	\$75,800.00
20820	Crushed Gravel	1,895.00	CY	\$22.00	\$41,690.00
20823	Fine Grade Gravels	10,153.00	SY	\$2.00	\$20,306.00
20830	Pavement Binder	1,560.00	TON	\$80.00	\$124,800.00
Total Price for above Select Gravels & Binder Paving Items:					\$262,596.00
Site Finishes & Restoration					
20833	Pavement Top	912.00	TON	\$85.00	\$77,520.00
20840	Curbing Bituminous	2,870.00	LF	\$5.00	\$14,350.00
20852	Crushed Gravel For Walks & Pads	150.00	CY	\$40.00	\$6,000.00
20855	Fine Grade Walks & Pads	395.00	SY	\$6.00	\$2,370.00
20880	Striping & Signs	1.00	LS	\$3,500.00	\$3,500.00
20888	Concrete Wheel Stops	5.00	EACH	\$125.00	\$625.00
20910	Loam And Seed Slopes	15,355.00	SY	\$6.00	\$92,130.00
20910.1	Compost/Loam And Seed For Infiltration Basins	1,900.00	SY	\$12.00	\$22,800.00
20910.2	North American Green Ditchline Matting	640.00	SY	\$2.50	\$1,600.00
20911	Landscaping, Mulch, And Roadside Seeding Mix	1.00	LS	\$45,000.00	\$45,000.00
21010	Guardrail	172.00	LF	\$65.00	\$11,180.00
21015	Bollards	25.00	EACH	\$700.00	\$17,500.00
Total Price for above Site Finishes & Restoration Items:					\$294,575.00
Total Price for above Base Bid Items:					\$1,160,000.00
Off-Site Water					
Benton Road Offsite Water Replacement					
20143	Saw Cut Pavement	200.00	LF	\$2.50	\$500.00
20150.1	Asbestos Pipe Disposal	165.00	LF	\$29.00	\$4,785.00
20160	Remove Pavement	25.00	CY	\$23.00	\$575.00
20610.12	DIP 12" Water Pipe	160.00	LF	\$200.00	\$32,000.00
20690	Hydrant Install Only	1.00	EACH	\$2,400.00	\$2,400.00
20699	Testing - Water	1.00	LS	\$1,272.00	\$1,272.00
20810	Bank Run Gravel	76.00	CY	\$32.00	\$2,432.00
20820	Crushed Gravel	38.00	CY	\$30.00	\$1,140.00
20830	Pavement Patch - Water	52.00	TON	\$200.00	\$10,400.00
20841	Remove & Reset Granite Curb	110.00	LF	\$29.00	\$3,190.00
20875	Paved Walks	8.00	TON	\$150.00	\$1,200.00
21050	Traffic Control	1.00	LS	\$8,106.00	\$8,106.00
Total Price for above Benton Road Offsite Water Replacement Items:					\$68,000.00
Total Price for above Off-Site Water Items:					\$68,000.00

Bond Amount:

Total on-site improvements-----\$1,160,000 x 30% = \$348,000

Total off-site improvements-----\$68,000 x 100% = \$68,000

Total Required Bond Amount = \$416,000

77,520
+ 45,000
= 122,520
Reducto 1150,000

Town of Hooksett

Performance Sureties Located at the Finance Dept

8/31/2022

Project Name	Reason	Amount	Origination Date	Expiration Date	Released Date
NH Sports Dome Training Complex Standard Site/Subdivision Bond Berkley Insurance Company # 0232882	Site Bond	416,000.00	08/25/20		

































Town Council

STAFF REPORT



To: Town Council
Title: To accept Overtime Reimbursement from the FBI, during Federal fiscal year 2023 (Federal FY 2023 starts October 1, 2022). Reimbursement is not to exceed \$19,840.75 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa)
Meeting: Town Council - 28 Sep 2022
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

We currently have a sworn member of the department assigned full time to the FBI Task Force. Under the agreement with the FBI the members overtime pay is reimbursed to the Town of Hooksett. Federal FY 2023 OT Limits (begins October 1, 2022) are as follows:

Monthly: \$1,653.39
 (we can get approval to go over the monthly limit, however, you cannot go over the yearly cap as it is set by Congress)

Yearly: \$19,840.75

The member is paid up front out of the police departments OT line and upon reimbursement the funds go back into the OT line for our FY 22/23 and 23/24.

Public Hearing notice was published in the Union Leader on Sunday, September 18, 2022. Public Hearing was held tonight September 28th.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Make the motions as presented below.

SUGGESTED MOTION:

-Motion to waive Town Council rules of procedure and vote same night as public hearing.

-Motion to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2023 (Federal FY 2023 starts October 1, 2022). Reimbursement is not to exceed \$19,840.75 to the Town of Hooksett

for the Hooksett Police Department per RSA 31:95-b (IIIa)

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with the motion to accept Overtime reimbursement from the FBI in the amount of \$19,840.

Town Council

STAFF REPORT



To: Town Council
Title: Accept the unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid in accordance with RSA 31:95-b, III(a)
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: André Garron, Town Administrator

BACKGROUND INFORMATION:

The 2022 legislative session resulted in significant revenue sharing and state aid to local governments in a non-budget year. With the state reporting a record surplus of funds this fiscal year, [SB 401](#) and [HB 1221](#) are intended to provide one-time property tax relief through direct payments to cities and towns. This payment is through the Highway Block Grant Aid and will be distributed among the municipalities based on their population in proportion to the entire state's population and the other half is disbursed based on a municipality's Class IV and V road mileage in proportion to the total statewide Class IV and V mileage. The additional funds will be distributed in a lump sum by mid-August.

FINANCIAL IMPACT:

\$261,202.21

POLICY IMPLICATIONS:

None

RECOMMENDATION:

1. Waive the Council Rules of Procedure and accept the unanticipated revenue on the same Council meeting as the Public Hearing.
2. Accept the unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid in accordance with RSA 31:95-b, III(a)

SUGGESTED MOTION:

1. Motion to waive the Council Rules of Procedure and accept the unanticipated revenue on the same Council meeting as the Public Hearing.
2. Motion to Accept the unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid in accordance with RSA 31:95-b, III(a)

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with motion to waive Council rules of procedure and accept the Block Grant funds at tonight's meeting.

ATTACHMENTS:

[Public Hearing Notice - unanticipated revenue](#)
[Hwy Blk Grant Aid Check](#)

**TOWN OF HOOKSETT
PUBLIC HEARING NOTICE**

Town of Hooksett Town Council will be holding a public hearing in accordance with RSA 31:95-b, III (a) on Wednesday, September 28, 2022 at 6:00 pm at the Town Hall, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to accept an unanticipated revenue in the amount of \$261,202.21 from the State of New Hampshire Highway Block Grant Aid. For documentation or questions contact the Administration Department at 603-419-4007.

State of New Hampshire
Vendor Payments

Check Number: 2311909

STATEMENT OF REMITTANCE

VENDOR NUMBER	INVOICE NUMBER	DESCRIPTION	CONTACT INFORMATION	DATE	AMOUNT
5414129	HIGHWAY BLK FY23	Block Grant Aid JUL payment	(603) 271-3466	07/01/22	261,202.21
TOTALS:					\$261,202.21

If you have further payment questions, reference the contact information provided next to the line item in question.

INFORMATION MESSAGE

Questions On Your Payment?
Please use the contact information provided above in the fourth column from the left.

Page 1 of 1

State of New Hampshire
Office of State Treasurer
25 Capitol Street - Rm. 121
Concord, NH 03301

State of New Hampshire
Vendor Payments

Bank of America
Concord, NH

08/11/22

2311909

DIRECT DEPOSIT ADVICE

PAY EXACTLY *VOID VOID VOID VOID VOID VOID VOID VOID*

\$ ***261,202.21

PAY TO THE ORDER OF
TOWN OF HOOKSETT
Treasurer
35 Main St
Hooksett NH 03106
177412

NON-NEGOTIABLE

Town Council STAFF REPORT



To: Town Council
Title: Purchase of Auto Truck
Meeting: Town Council - 28 Sep 2022
Department: Public Works
Staff Contact: Denise Cumings, Recycle and Transfer Crew Chief

BACKGROUND INFORMATION:

The Public works Department is requesting approval to purchase a 2022 Auto Truck garbage truck. This truck would replace Auto Truck 2, a 2012 Auto Truck that would be used as a trade-in. The quote provided by the vendor is provided through a Cooperative Purchasing Program as authorized by the Towns Purchasing Policy, Article 5.3.3. "No competitive bids shall be required when purchasing through a Town Council approved Cooperative Purchasing Program." The current Auto truck is 11 years old and requires constant repairs. Its condition is deteriorating. We have reviewed options from Sourcewell approved vendors. We have selected the offer from New England Kenworth for a Battle Motors chassis with a McNeilus body. The existing Auto Truck was projected for replacement in the Fleet worksheet provided to the Town Administrator, Town Council, and Budget Committee. It will be funded using funds from the Capital Reserve Vehicles. A Warrant Article was approved by the voters during the 2022 election on March 8, 2022 ballot to purchase the replacement Auto Truck.

FINANCIAL IMPACT:

No tax impact. \$300,000 to come from the Solid Waste Disposal Special Revenue fund and \$33,643 to come from the Automated Collection Equipment Capital Reserve.

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Approve and consent the purchase of a new Auto Truck from McNeilus for the quoted price of \$362,643. This price does not include the trade-in value of the existing Auto Truck, estimated at \$25,000. The actual value will be finalized at the time of delivery and deducted from the quoted price.

SUGGESTED MOTION:

Motion to approve and consent the purchase of a new Auto Truck from McNeilus for \$362,643. This price does not include the trade-in value of the existing Auto Truck, estimated at \$25,000. The actual value will be finalized at the time of delivery and deducted from the quoted price.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with the motion to approve and consent the purchase of a new Auto Truck from McNeilus for \$362,643. This price does not include the trade-in value of the existing Auto Truck, estimated at \$25,000. The actual value will be finalized at the time of delivery and deducted from the quoted price.

ATTACHMENTS:

[BattleMotorQuote-Hooksett 8-2-22 \(1\) \(002\)](#)

[CCC ZR 9.6.22 \(002\)McNeilus](#)

[Hooksett Transfer station CCC-Battle Motors 9-6-22 Quote](#)

[2022BallotAutoTruck](#)



Order Entry Form

2022 Pricing C

Sales Region:	Salesman:	P.O.#:	SourceWell:	YES	United States	Date: 7/22/2022
Purchaser: Hooksett, NH Address: #N/A City/ST/ZIP: #N/A Attn: Telephone: Fax:		For Sale To: Address: City/ST/ZIP: Attn: Telephone: Fax:			OEF#: Rev: S/N: Qty: 1 (One) Model: LET2-46 Spec#:	Standard Cab
Vocation (ie. FL, RL, ASL, MSL, RO): ASL		Body Make: McNelius			Body Model: ASL	
Engine/Torque @ RPM: CUMMINS - X12-380R 1450 @ 1000 RPM Accessories: 10 Gal. Heated DEF Tank Custom Location LH Side Accessories: FEPTO Adapter 1350/1410 Accessories: Block Heater: 120V - Block Heater 750 Watt w/ Red Indicator Ligh Air Compressor: Cummins-Wabco, 18.7 CFM Cooling System: Remote 1814 Sq. In. -34 F Below Zero XL Accessories: Accessories: Air Intake: Cummins Opti-Air 13" Steel Intake Accessories: Restriction Indicator, Air Cleaner Mounted Accessories: Exhaust: LH Vertical Flared Elbow Accessories: Accessories: Battery Box/Batteries: Steel (3) Three GRP 31, 925 CCA Ea. LH Side Accessories: Standard Location Accessories: Accessories: Flaming River Disconnect Switch w/ Pilot Light Starter: Heavy Duty Soft Start Alternator: Delco-Remy 55SI, 430-AMP Fuel Tank: 80 Gallon Alum. Single Tank, Round LH Side Accessories: Custom Location Accessories: Filter/Separator Cummins Branded 12V Heated Filter Trans. / Retarder: 4500RDS 6-Speed - Controls: Right Pushbutton NIS/Auto Neutral: Auto Neutral / Park Brake Activated Accessories: Accessories: Accessories: Propshafts: Spicer Life Series SPL-170 Front Axle: D200OF Accessories: Brakes: 16.5 X 7 Wide Brake Package Slack Adjusters: Automatic Accessories: Wheels: Aluminum - Hub 22.5 X 9.00 Tires: 315/80R22.5 Bridgestone M870 L / 20 Spare Wheel: No Spare Tire: No Front Suspension: Parabolic Taper-Leaf 20K Steering Position: RH, Drive Only, Tilt / Telescopic Column Accessories: Rear Axle: D46-170P Accessories: Brakes: 16.5 x 8.62 Wide Brake Package Tandem Wheels: Aluminum - Hub 22.5 X 9.00 Tires: 11R22.5 TOYO M170 H / 16 Ratio/Max. Speed: 5.57 Ratio MPH Limit Speed: 65 MPH Slack Adjusters: Automatic Accessories: Spare Wheel: No Spare Tire: No Retarder: Accessories: Rear Suspension: HMX-460 46k w/ Shocks, f/ 44k-46k Axle Tag/Pusher: Wheels: No Tires: No Accessories: Frame: 30' Double Rail RBM: 3,369,600 Bumper: Painted Steel Accessories: Accessories: Wheel Base: 218" C/ACT= 194 AF= 85" ABS System: 4S / 4M Air Tanks: (3) Three Steel Tanks Drain Valves: Pull Cords: Centralized Drain Valves Air Dryer: Bendix B/W AD-9EP, Heated Accessories: Accessories: Accessories:		Cab Construction: LET2 RH, Drive Only, Tilt / Telescopic Column Cab Type/Tilt Pump Standard: Standard Cab 12v Cab Tilt Assist Pump Accessories: Cab Exterior: Cab Visor Cab Visor w/ Marker Lights LED Head Lamps 3 Rear Windows Cab Interior: Dual Fans Standard Dual Cab Fans Air Conditioning: Integral w/Cab Dash & Heater System Stereo: Standard AM/FM Stereo WB/MP3/WMA/USB & iPod/Bluetooth Accessories: Doors / Windows: LH Solid Electric, Roll-Down RH Solid Electric, Roll-Down Mirrors: LH 19" x 8" Black 4-Way Split Lens Hld w/ Signal "D" RH 19" x 8" Black 4-Way Split Lens Hld w/ Signal "D" Spot Mirrors: LH & RH (1) 7" x 8" Rectangle Hld Convex Spot (2) Total 1-Each Seats: LH Sears C2 Air Ride, Asphalt Gray RH Forward Sears C2 Air Ride, Asphalt Gray Instrumentation: (1) Transmission Oil Temperature Gauge Accessories: Accessories: Accessories: Accessories: Windshield Wiper(s): Intermittent Wipers Cab Elec./Lighting: CCC Daytime Running Lights Accessories: LED Cab Clearance, Marker & Turn Signals Accessories: Cab Floor Lights Accessories: Second Power Point Accessories: Accessories: Back-Up Alarm: Warn or Equal 107 dB(A) Misc. Equipment: Accessories: Accessories: Accessories: Accessories: Accessories: Accessories: Accessories: Accessories: Accessories: Accessories: Finish Paint: Color: White Color/Code: G2-3460715-A Cab: Upper Cab Stripe: No Lower Cab Stripe: No Bumper: Black G2-2B1738 Bumper Stripe: No Frame: Black G2-2B1738 Battery Box: Fuel Tank: Alum Std Finish Clear Coat: No Front Wheels: 2-Sided Alum Std Finish Rear Wheels: 2-Sided Alum Std Finish				
Requested Delivery Date:						
Notes: Price includes Cummins 7yr/250 engine and aftertreatment warranty Allison 5 year/unlimited mile						
Total price \$ 198,320						
TOTAL PRICE PER VEHICLE						
TAXABLE TRANSACTION			NO <input checked="" type="checkbox"/> XX YES <input type="checkbox"/>			
Freight Rates Subject to a Fuel Surcharge and / or a price increase at time of delivery Terms C.O.D Net Cash prior to Delivery						
QUOTE GOOD FOR 60 DAYS FROM SUBMISSION						



Quote Number: CPQ-7691
Revision: 4.0
Model: ZR Side Loaders
Capacity:
Created: 09/06/2022
Valid Until: 10/06/2022

BUYER

Town Of Hooksett
Attn: Denise Cumings
210 West River Rd
Hooksett, NH 03106
USA

BILL TO

Town Of Hooksett
Attn: Denise Cumings
210 West River Rd
Hooksett, NH 03106
USA

SHIP TO

(Delivery Location)
NEW ENGLAND KENWORTH
24 HALL ST
CONCORD, NH 03301-3414
USA

FINAL USER

TOWN OF HOOKSETT
210 WEST RIVER RD
HOOKSETT, NH 03106-2627
US

PRICING QUOTATION

Total Configured Price	\$148,383
Surcharge	\$8,771
FET	\$0
Extended Warranties	\$2,481
Sales Tax	Not Included
Freight	\$4,502
Total Unit Price	\$164,137
Quantity	1
Total	\$164,137
Down Payment	\$0

- **Quote Discount:** Pricing includes all applicable discounts for quantity quoted. Change of quantity ordered may result in a revision of price.
- **Freight Charges:** Freight charge is estimated based upon fuel cost at the time of quotation. The charge is subject to change at the time of delivery. Shipping arrangements (when applicable) are made for the convenience of the Buyer. McNeilus Financial, Inc. d/b/a McNeilus Truck and Manufacturing ("Seller") assumes no responsibility for the equipment in transport.
- **Taxes:** No state or local taxes are included in the prices quoted herein. Any applicable state and local taxes must be added to these prices and paid directly by the Buyer.
- **Specifications:** All specifications are subject to change without notice. Several factors beyond the control of the chassis OEM or Seller may result in the substitution of components of equal or greater quality.
- **Special Options:** Special options are subject to Engineering application approval.
- **Terms & Conditions:** This quotation assumes and is subject to Seller standard Terms and Conditions of Sale, Including Limitations of Warranty.
- **Cancellation:** See Terms and Conditions referenced above.
- **Payment Terms:** Due Upon Receipt
- **Quotation Currency:** All prices are in USD
- **Delivery Terms:** FOB Destination, Freight Prepaid and Added. The Seller pays the freight charges but bills them to the Buyer.
- **Chassis Information:** Buyer supplied chassis must comply with SAE J2967 standards

ACCEPTANCE

This quotation is valid until 10/06/2022 . Any order is contingent upon acceptance by Seller. By signing and returning this document, you are indicating that you have read and approved the above pricing. Please return this signed quotation and down payment to your Seller representative. If you have any questions, please feel free to contact us.

This quote may be subject to the imposition of a surcharge based on the price increases on commodities. We will provide an exact amount of surcharge as soon as practicable.

Authorized Signature _____

Date _____

MCNEILUS TRUCK AND MANUFACTURING

524 EAST HIGHWAY STREET | POST OFFICE BOX 70 | DODGE CENTER, MN 55927 |

Page 1

mcneiluscompanies.com



Quote Number: CPQ-7691
Revision: 4 0

CHASSIS

Option Description
Packer Type
GVW Category
Corporate Contract
Destination State/Country
Template
Chassis Type
Chassis Make
Chassis Model
Steering Configuration
Fuel Type
Fuel System
Primary CNG Capacity
Chassis Model Year
CNG Transit Fill

Option Selection
ZR MODEL 48 SAUER HYDRAULICS
33,001 LBS OR GREATER
MUNICIPALITY
MINNESOTA
NONE
CUSTOMER CHASSIS
MACK
LR_64R (DUAL AXLE)
DUAL SEATED STEERING
DIESEL
DIESEL SS TANK
DIESEL
2022
NO

Option Description
Engine
Engine Horsepower
Transmission Guard
Battery Box Location
Transmission
Exhaust Location
Transmission Oil Cooler
Cab Mirrors
Front Suspension Spring Shackles
Pump Drive
Rear Suspension

Option Selection
MACK-AFTER 1/1/2017 EMISSIONS
HORSEPOWER GREATER THAN 300
TRUE
STREET SIDE FRAME MOUNTED
ALLISON 4500 RDS
LEFT HAND VERTICAL EXHAUST
TRUE
AERO STYLE
WIDE
SS CV DS REM MT CONST MESH PTO
HENDRICKSON HAULMAXX SPRING

BODY

Option Description
Capacity
Body Floor Thickness
Hopper Options
TG Bumper Width
Tailgate Side Panel
TG Seal
Front Light Bar
Model/Capacity

Option Selection
ZR 31YD LNG FLR LRG TG LO PRO
1/4" AR200 (EXTRA HEAVY DUTY)
HOPPER COVER W/BRUSH SKIRT(ZR)
72 INCHES
10 GAUGE AR200
HARD RUBBER SEAL
STANDARD 14 GA
Model 3148: ZR Zero Radius ASL 31 yard

McNEILUS TRUCK AND MANUFACTURING

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Quote Number: CPQ-7691
Revision: 4 0

BODY OPTIONS

Option Description
TG/Body/Arm Up Flashing Led
Tailgate Type
Cab Control
Hopper Light Camera Guard
Packer Follower
Hopper Floor
X-Wear Is Standard
Cleanout Door Spill Tray
Hopper Wind Deflector
Tailgate Prop Opening
Body Safety Stand (AR Only)
Hydraulic Line Cover
Arm Valve Cover
Joystick Style

Option Selection
TRUE
NON- TG-MNT-CNG TAILGATE
SWITCHES IN DASH
TRUE
STANDARD 10GA 50KSI PANEL
1/4" AR400
TRUE
CURB SIDE AND STREET SIDE
TRUE
STANDARD OPENING
NONE (ZR)
CS AND SS UNDER BODY REAR
NOT APPLICABLE-ZR
ROLLER STYLE, TRADITIONAL

HYDRAULICS

Option Description
Hydraulic Reservoir
Hydraulic Pump
Hydraulic Return Filter
Packer/Ejector Cylinder
Fill Through Filter
Hyd Hose Wrap
Low Hyd Oil Level Warning
Hydraulic Cooler
Service Lift
Res Suction Shutoff Valve
Hydraulic Res Breather
Hyd Res Filler Cap
Hyd Fluid Sample Port
Tell Tale Hyd Temp Gauge
Hydraulic Fluid
Temp Sensor In Reservoir

Option Selection
STEEL SS INSIDE OF BODY
PISTON PUMP
SCHROEDER IN RESERVOIR
MAILHOT
#6 MALE QD EATON 3K21
NO HOSE WRAP
WARNING LIGHT
TRUE
SERVICE LIFT-ZR ONLY
BALL VALVE W/ YELLOW HANDLE
FILLER/BREATHER ON RESERVOIR
STANDARD FILLER CAP
CHECK FLUID KP14NV 90DEG
BUILT INTO DISPLAY
ISO46-US OIL
TRUE

McNEILUS TRUCK AND MANUFACTURING

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Quote Number: CPQ-7691
Revision: 4 0

LIGHTING

Option Description
DOT Light Manufacturer
Smart Lights
Center Stop Light
Mid-Body DOT Oval Light
Hopper Lights
Tailgate Outer Corner Lights
TG Smart Light Activation
IFM Display Location

Option Selection
ECONOMY LED
4" PROG STR TG AND OVAL FOB
ECONOMY LED LIGHT CENTER OF TG
OVAL AMBER TURN SIGNAL/MARKER
ONE ECONOMY 5" LED
NONE
SWITCH IN CAB
DASH (RAM MOUNT)

CAMERA

Option Description
Camera/Monitor Make
Monitor Mount
Monitor Display In Rev
Alley Camera
Hopper Camera
Arm Camera
Tailgate Camera Assist Lights
Tailgate Camera
DVR Mounted In Cab
CC Camera Qty

Option Selection
SSV9" MON/DVR 6 PORT
CENTER OVERHEAD RAM MOUNTED
SPLIT SCRIN TG AND CS ALLEY CAMERA
CURB SIDE AND STREET SIDE CAMERA
SS REAR HOPPER CAMERA
DOWN LOOKING (BODY WALL MOUNT)
DUAL ECONOMY 5" ROUND LED
TAILGATE REVERSE CAMERA
NONE
SSV9 Camera Qty 5

ARMS and FORKS

Option Description
Arm Model
Arm Fingers
Arm Controls
Can Counter
Autoload
Grabber Open Interlock

Option Selection
ZR 12'EXTENDED REACH ARM-96GAL
STANDARD FINGER GRABBER
CS JOYSTICK CONTROL
STANDARD IN DIGITAL DISPLAY
N
STANDARD IN ZR SOFTWARE

MISC BODY

Option Description
Front Mudflaps
Rear Mudflaps
Backup Alarm
Broom Holder On Body
Limit Speed With Tailgate Open

Option Selection
BLACK MCNEILUS LOGO
BLACK MCNEILUS LOGO
ECCO DUAL TONE
NO
NO

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Quote Number: CPQ-7691
Revision: 4 0

SAFETY

Option Description
Triangle Safety Kit
Fire Extinguisher In Cab
20# Fire Extinguisher

Option Selection
BOLTED IN CAB
5# ABC
CS HEADFRAME MTD FIRE EXT

PAINT

Option Description
Number Of Body Colors
Body Color 1 Code
Body Color 1 Description
Paint Scheme
Body Paint Category
Automated Arm Color
Cab / Hood Paint
Wheel Paint
CNG System Cover Color
Conspicuity Tape
Decal Language
Caution-Wide Turns Decal

Option Selection
QTY 1
FLNA 40499
Match White Cab
STANDARD PAINT TEMPLATE
1 COLOR, MEDIUM COMPLEXITY
BLACK
NO CAB PAINT
NO WHEEL PAINT
N/A
TRUE
ISO ENGLISH/SPANISH
0

AXLE

Option Description

Option Selection

Special Features and Options:

REF-ETO-23651 ZR-CCC Crane Carrier
Chassis ZR integration

ZR-CCC Crane Carrier Chassis ZR integration

Extended Warranties:

1274594 WARRANTY - BODY AL, 1YR

Options Available at Additional Cost (not included in quoted price):

Additional Notes:

Trade In Value of Truck is \$25,000 - This amount will be taken off of the final invoice at time of delivery
Truck Conditions and Trade-In Terms

McNEILUS TRUCK AND MANUFACTURING

524 EAST HIGHWAY STREET | POST OFFICE BOX 70 | DODGE CENTER, MN 55927 |

mcneiluscompanies.com



Quote Number: CPQ-7691
Revision: 4 0

All wear items at least 50%
Tires, brakes, shoes
All functions operate as intended
All safety devices work properly
Meets DOT inspection
No active fault codes
All emissions equipment meets factory spec
Electronics/controls are factory spec
Chassis/Body are same model year
No physical damage to truck
Clean title/Carfax report
All trash removed from body
Unit washed inside/outside
Mileage / hour limits 115,000 miles and 15,500 hours
Date for the transaction to be completed by (TBD)

McNEILUS TRUCK AND MANUFACTURING

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BUYER'S ORDER

Date: 09/06/22

Salesperson: JUSTIN B

Customer #:

SOLD-TO / PHYSICAL ADDRESS				SHIP-TO / MAILING ADDRESS			
Name:	HOOKSETT, NH-RECYCLING AND TRANSFER DIVISION			Name:	HOOKSETT, NH-RECYCLING AND TRANSFER DIVISION		
Name:				Name:			
Address:	210 WEST RIVER ROAD			Address:	210 WEST RIVER ROAD		
Address:				Address:			
City:	HOOKSETT			City:	HOOKSETT		
State:	NH	Zip:	03106	State:	NH	Zip:	03106
Phone:				Phone:			

You, the Purchaser(s), hereby agree to purchase from the seller the following motor vehicle: ☒ New ☐ Used ☐ Ordered

Year	Make	Model	Color	Body	Mileage	Stock #	VIN
2023	BATTLE MOTORS	LET2-46	TBD	MCNEILUS	1,000	ORDER CCC	ORDER

NOTES	DESCRIPTION	PRICE
2023 BATTLE MOTORS CHASSIS	Retail Selling Price:	\$ 362,329.00
MCNEILUS QUOTE 9-6-22	Extended Warranty:	
MCNEILUS TRADE VALUE	State or Local Taxes (if any):	
	Estimated Federal Excise Tax:	
	State Title Fee:	\$ 25.00
	Admin Fee:	\$ 289.00
	UCC Fee (if applicable):	
	SUB TOTAL:	\$ 362,643.00
	Less Deposit:	
	SUB TOTAL:	\$ 362,643.00
	Less Trade Allowance:	(\$ 25,000.00)
	Lienholder Pay-Off:	
	AMOUNT DUE AT DELIVERY:	\$ 337,643.00

TRADE INFORMATION							
Year	Make	Model	Color	Body	Mileage	Stock #	VIN
2012	PETERBILT	320		31 YARD NEW WAY ASL	100,200		3BPZL50X7DF173336

FINANCE INFORMATION • PURCHASE

Name: NONE
 Address: _____
 City: _____
 State: _____ Zip: _____

LIENHOLDER INFORMATION • TRADE

Name: _____
 Address: _____
 City: _____
 State: _____ Zip: _____

By signing this contract, you agree to buy the vehicle described above from the seller, on the terms and conditions listed below and in the Additional Terms and Conditions. This contract supersedes all oral representation made by the seller or its agent prior to the execution of this contract. You agree that the seller may keep the partial payment as liquidated damages if you breach this contract. Some of the ways you may breach this contract are cancelling this contract after... 1) The seller may no longer cancel his order from the manufacturer; 2) The seller has performed services on the vehicle; 3) The seller has taken other actions in reliance on your signing this contract; or 4) You change your mind.

1. READ THIS CONTRACT BEFORE SIGNING. 2. YOU ARE ENTITLED TO AN EXACT COPY OF THE CONTRACT YOU SIGN.

You, the Buyer, acknowledge that you have read this contract and have received a completed copy of this contract. You also certify that you are of legal age to execute binding contracts in this state. This contract is not binding until approved by the Seller.

BUYER'S SIGNATURE _____ DATE _____ CO-BUYER'S SIGNATURE _____ DATE _____ APPROVAL OF ORDER BY SELLER _____ DATE _____

REVISED 11.29.2021

ADDITIONAL TERMS AND CONDITIONS

1. As used in this Order the terms (a) "Seller" shall mean the authorized Dealer to whom this Order is addressed and who shall become a party hereto by its acceptance hereof, (b) "Purchaser" shall mean the party executing this Order as such on the face hereof, and (c) "Manufacturer" shall mean the Corporation that manufactured the vehicle or chassis, it being understood by Purchaser and Seller that Seller is in no respect the agent of Manufacturer, that Seller and Purchaser are the sole parties to this Order and that reference to Manufacturer herein is for the purpose of explaining generally certain contractual relationships existing between Seller and Manufacturer with respect to new motor vehicles.
2. Manufacturer has reserved the right to change the price to Dealer of new motor vehicles without notice. In the event the price to Dealer of new motor vehicles of the series and body type ordered hereunder is changed by Manufacturer prior to delivery of the new motor vehicle ordered hereunder to Purchaser, Dealer reserves the right to change the cash delivered price of such motor vehicle to Purchaser accordingly. If such cash delivered price is increased by Dealer, Purchaser may, if dissatisfied therewith, cancel this Order.
3. If the used motor vehicle which has been traded in as a part of the consideration for the motor vehicle ordered hereunder is not to be delivered to Dealer until delivery to Purchaser of such motor vehicle, the used motor vehicle shall be reappraised at that time and such reappraised value shall determine the allowance made for such used motor vehicle. If such reappraised value is lower than the original allowance therefor shown on the front of this Order, Purchaser may, if dissatisfied therewith, cancel this Order, provided, however, that such right to cancel is exercised prior to the delivery of the motor vehicle ordered hereunder to the Purchaser and surrender of the used motor vehicle to Dealer.
4. Purchaser agrees to deliver to Dealer satisfactory evidence of title to any used motor vehicle traded in as a part of the consideration for the motor vehicle ordered hereunder at the time of delivery of such used motor vehicle to Dealer. Purchaser warrants any such used motor vehicle to be his property free and clear of all liens and encumbrances except as otherwise noted herein.
5. Manufacturer has reserved the right to change the design of any new motor vehicle, chassis, accessories or parts thereof at any time without notice and without obligation to make the same or any similar change upon any motor vehicle, chassis, accessories or parts thereof previously purchased by or shipped to Dealer or being manufactured or sold in accordance with Dealer's orders. Correspondingly, in the event of any such change by Manufacturer, Dealer shall have no obligation to Purchaser to make the same or any similar change in any motor vehicle, chassis, accessories or parts thereof covered by this Order either before or subsequent to delivery thereof to Purchaser.
6. Dealer shall not be liable for failure to deliver or delay in delivering the motor vehicle covered by this Order where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Dealer.
7. The price for the motor vehicle specified on the face of this Order includes reimbursement for Federal Excise taxes, but does not include sales taxes, use taxes or occupational taxes based on sales volume, (Federal, State or Local) unless expressly so stated. Purchaser assumes and agrees to pay, unless prohibited by law, any such sales, use or occupational taxes imposed on or applicable to the transaction covered by this Order, regardless of which party may have primary tax liability therefore.
8. **FACTORY WARRANTY: ANY WARRANTY ON ANY NEW VEHICLE OR USED VEHICLE STILL SUBJECT TO A MANUFACTURER'S WARRANTY IS THAT MADE BY THE MANUFACTURER ONLY, AND THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED. THEREFORE, WITH RESPECT TO THE SELLER, THE VEHICLE IS SOLD "AS IS" AND THE ENTIRE RISK AS TO QUALITY AND PERFORMANCE OF THE VEHICLE IS WITH THE BUYER AND /OR MANUFACTURER, AND IF THE VEHICLE PROVES DEFECTIVE AFTER PURCHASE, THE BUYER AND/OR MANUFACTURER, NOT THE SELLER, SHALL ASSUME THE ENTIRE COST OF ALL NECESSARY SERVICING OR REPAIR.**
9. **USED VEHICLES- WHETHER OR NOT SUBJECT TO MANUFACTURER'S WARRANTY: UNLESS A SEPARATE WRITTEN INSTRUMENT SHOWING THE TERMS OF ANY DEALER WARRANTY MECHANICAL BREAKDOWN INSURANCE OR SERVICE CONTRACT IS FURNISHED BY DEALER TO BUYER, THIS VEHICLE IS SOLD "AS IS- NOT EXPRESSLY WARRANTED OR GUARANTEED", AND THE SELLER HEREBY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**
10. **PURCHASER SHALL NOT BE ENTITLED TO RECOVER FROM DEALER ANY CONSEQUENTIAL DAMAGE, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.**
11. This contract is made under and governed by state law and is the final, complete and exclusive statement of the parties' agreement.
12. **USED VEHICLES ONLY:** The information you see on the window form for this vehicle is part of the contract. Information on the window form overrides any contrary provisions in the contract of sale.

INITIALS OF SELLER

INITIALS OF BUYER

SAMPLE BALLOT



OFFICIAL BALLOT
ANNUAL TOWN ELECTION
HOOKSETT, NEW HAMPSHIRE
MARCH 8, 2022

BALLOT 2 OF 2

T. Hannon
TOWN CLERK

TOWN ARTICLES CONTINUED

Article 9: Purchase Auto Collection Truck

To see if the town will vote to raise and appropriate the sum of \$300,000.00 to purchase an Auto Collection Truck to haul trash to the Recycling and Transfer Division of Public Works, with said funds to come from the Solid Waste Disposal Special Revenue Fund. No amount to be raised from general taxation. Recommended by Town Council (8 Yes - 0 No); Recommended by Budget Committee (10 Yes - 0 No)

YES ☐
NO ☐

944 Y
952 N

Article 10: Capital Reserve Funding - Fire Apparatus

To see if the town will vote to raise and appropriate the sum of \$250,000.00 to be added to the Fire Apparatus Capital Reserve Fund previously established. Estimated tax rate impact is \$0.12. Recommended by Town Council (6 Yes - 2 No); Recommended by Budget Committee (10 Yes - 0 No).

YES ☐
NO ☐

808 Y
369 N

Article 11: Capital Reserve Funding - Town Building Maintenance

To see if the town will vote to raise and appropriate the sum of \$200,000.00 to be added to the Town Building Maintenance Capital Reserve Fund previously established. Estimated tax rate impact is \$0.10. Recommended by Town Council (6 Yes - 2 No); Recommended by Budget Committee (10 Yes - 0 No).

YES ☐
NO ☐

705 Y
463 N

Article 12: Capital Reserve Funding - DPW Vehicles

To see if the town will vote to raise and appropriate the sum of \$200,000.00 to be added to the Public Works Vehicles Capital Reserve Fund previously established. Estimated tax rate impact is \$0.10. Recommended by Town Council (7 Yes - 1 No); Recommended by Budget Committee (10 Yes - 0 No).

YES ☐
NO ☐

727 Y
442 N

Article 13: Non-Union Raises

To see if the town will vote to raise and appropriate the sum of \$194,014.00 for an increase in salaries and benefits for non-union full-time and part-time town personnel.

Fiscal Year	Salaries	Benefits	Total
2022-23	\$160,097.00	\$33,917.00	\$194,014.00

Estimated tax rate impact is \$0.09. Recommended by Town Council (5 Yes - 3 No); Recommended by Budget Committee (10 Yes - 0 No).

YES ☐
NO ☐

793 Y
386 N

Article 14: Capital Reserve Funding - Town Wide Digital Mapping System

To see if the town will vote to raise and appropriate the sum of \$100,000.00 to be added to the Town Wide Digital Mapping Systems Capital Reserve Fund previously established. Estimated tax rate impact is \$0.05. Recommended by Town Council (6 Yes - 2 No); Recommended by Budget Committee (10 Yes - 0 No).

YES ☐
NO ☐

614 Y
548 N

Article 15: Update Hooksett's History Book

To see if the town will vote to raise and appropriate the sum of \$75,000.00 to research, write, edit, design, and publish an updated local history book. The sum to come from fund balance and no amount to be raised from general taxation. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the updated local history book is completed or by June 30, 2027, whichever is sooner. Recommended by Town Council (6 Yes - 0 No); Recommended by Budget Committee (10 Yes - 0 No).

YES ☐
NO ☐

705 Y
476 N

Article 16: Purchase K9 Vehicle

To see if the town will vote to raise and appropriate the sum of \$11,000.00 to be used to purchase and outfit a vehicle for the Hooksett Police Department K9 Unit. Estimated tax rate impact is \$0.03. Recommended by Town Council (7 Yes - 1 No); Recommended by Budget Committee (8 Yes - 2 No).

YES ☐
NO ☐

987 Y
786 Y
416 N

Article 17: Capital Reserve Funding - Fire

To see if the town will vote to raise and appropriate the sum of \$62,500.00 to be added to the previously established Capital Reserve Funds and to apportion the sum among several funds as listed below:

Air Packs & Bottles	\$ 27,500.00
Fire Rescue Tools and Equipment	35,000.00
Total	\$ 62,500.00

YES ☐
NO ☐

926 Y
262 N

Estimated tax rate impact is \$0.03. Recommended by Town Council (7 Yes - 1 No); Recommended by Budget Committee (10 Yes - 0 No).

TURN BALLOT OVER AND CONTINUE VOTING

Town Council

STAFF REPORT



To: Town Council
Title: Halloween 2022 - October 31, 2022
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: André Garron, Town Administrator

BACKGROUND INFORMATION:

The Town of Hooksett, like many municipalities, traditionally provides guidance for Halloween Trick-or-Treating festivities to residents. Departments receive some of their highest volume of inquiries every year on the holiday, pertaining to subjects such as hours, dates and standard practices. The Town in the past has merely posted a set of Trick-or-Treating hours on the same day as Halloween. Some departments also have periodically participated or directed community events. Deviation from the date of Trick-or-Treating sponsored by the Town is something that's sparked controversy in the past. The last 2 years, due to the ongoing COVID-19 pandemic, after consultation among the Town Administrator, Department Heads, and other relevant employees, it was the consensus of staff to adopt the following policy:

1. Post Halloween Trick-or Treating date/hours as normal (Monday, October 31st from 6:00pm-8:00pm)
2. That residents not participating in Trick-or-Treating should turn off their home's external lights and/or post a clear, street visible sign indicating that the residence is not participating.
3. Recommendation to follow the current CDC Guidelines.

The Town would post this information on official websites, and disseminate the message through notification services and social media. Staff would also refer to this information for inquiries as the standard policy for this year if approved by Town Council.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

Policy last year utilized the then current CDC guidelines as a base. CDC holiday guidelines are not available at the writing of this staff report.

RECOMMENDATION:

Vote to adopt the proposed approach for Halloween

SUGGESTED MOTION:

Motion to adopt the proposed Halloween Holiday Policy for 2022

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with suggested motion

Town Council
STAFF REPORT



To: Town Council
Title: Proclamation for the 2022 Hooksett Citizen of the Year, Matthew Benson, Cawley Middle School Principal
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

The 2022 Hooksett Citizen of the Year was chosen by the Lion's Club. Matthew Benson, Cawley Middle School Principal was chosen. The 2022 Hooksett Citizen of the Year Dinner is scheduled for Friday, October 14, 2022. The Chair of the Town Council would like to present a Proclamation to Matthew Benson at that time.

RECOMMENDATION:

Motion to authorize the Chair to draft and present a Proclamation to the 2022 Hooksett Citizen of the Year, Matthew Benson.

SUGGESTED MOTION:

Motion to authorize the Chair to draft and present a Proclamation to the 2022 Hooksett Citizen of the Year, Matthew Benson.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with the motion to authorize the Chair to draft and present a Proclamation to the 2022 Hooksett Citizen of the Year, Matthew Benson.

Town Council

STAFF REPORT



To: Town Council
Title: Town Owned Property Inventory - Phase I Review
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

Administration has begun review of all town owned properties. The attached list is the first phase under review. These properties were sent to all departments and appropriate boards/committees for review. The only comments received were from the Hooksett Village Water Precinct and the properties they expressed concern with have been removed from this phase for further review.

RECOMMENDATION:

Review and discuss the Phase I list of town owned properties. Move Phase I properties to a public hearing.

SUGGESTED MOTION:

Motion to move Phase I town owned properties to a public hearing.

TOWN ADMINISTRATOR'S RECOMMENDATION:

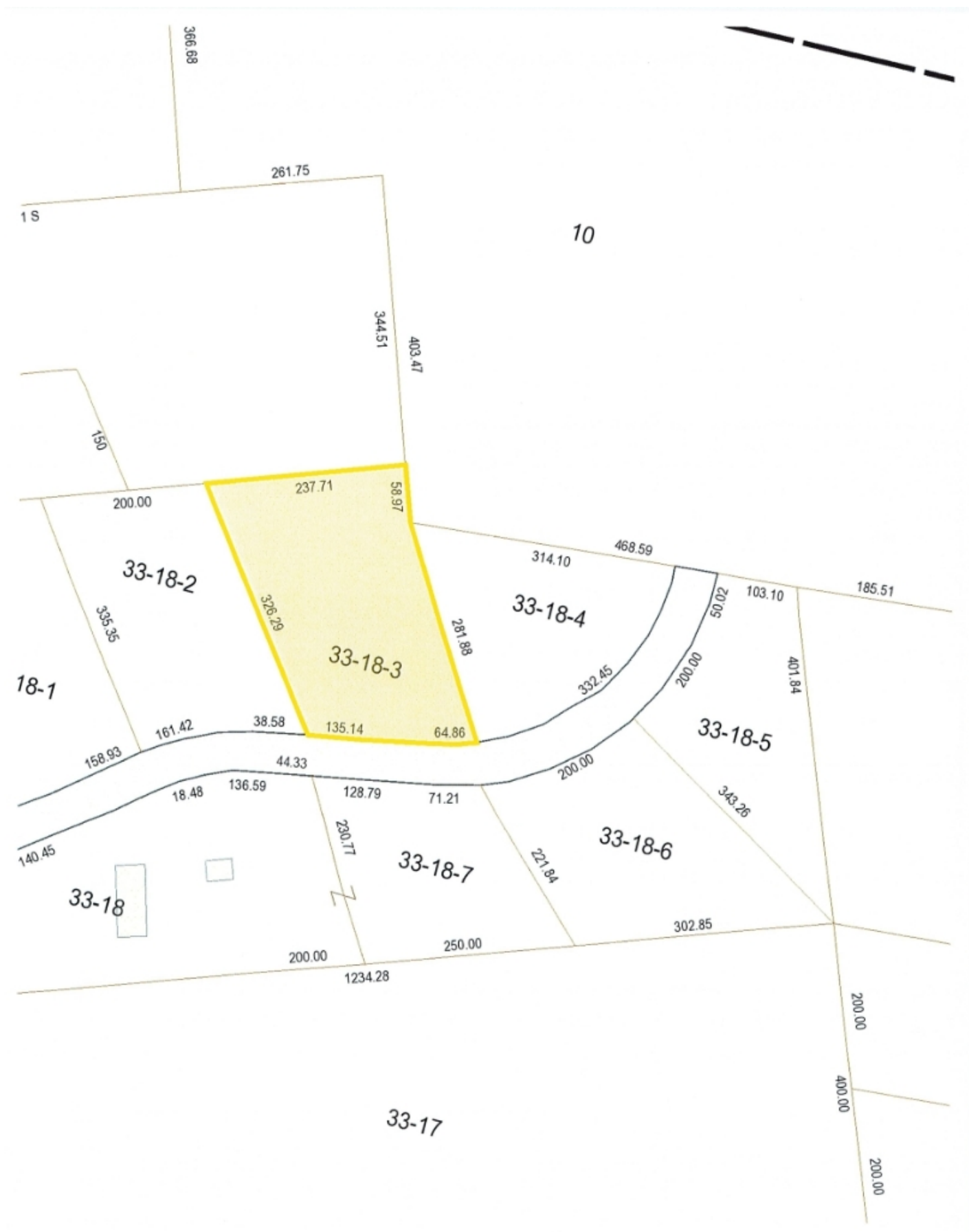
Town Administrator recommends that Town Council hold a public hear on the first phase of the project to decide on the disposition of town owned land

ATTACHMENTS:

[Phase I Properties - Town Council Review](#)
[Off Pleasant Street Map 2 Lot 33-18-3](#)
[Off Pleasant Street Map 2 Lot 33-18-4](#)
[Off Pleasant Street Map 2 Lot 33-18-5](#)
[Off Pleasant Street Map 2 Lot 33-18-6](#)
[Off Pleasant Street Map 2 Lot 33-18-7](#)
[Chester Turnpike Map 3 Lot 14](#)
[78 Merrimack Street Map 5 Lot 23](#)
[Merrimack Street Map 5 Lot 25-1](#)
[5 Edgewater Drive Map 5 Lot 46](#)
[7 Edgewater Drive Map 5 Lot 47](#)
[16 Highland Street Map 6 Lot 63](#)
[Hooksett Road Map 14 Lot 34](#)
[Mammoth Road Map 42 Lot 20](#)

Phase I			Town Owned Property		2022						
<u>Property Location</u>	<u>Map</u>	<u>Lot</u>	<u>Building Value</u>	<u>Land Value</u>	<u>Acreage</u>	<u>Appraised Value</u>	<u>Category</u>	<u>Book/Page</u>	<u>Comments</u>		
Off Pleasant Street	2	33-18-3	Vacant	\$ 24,600.00	1.56	\$ 24,600.00	Tax Deed	3441/2163	No Comments		
Off Pleasant Street	2	33-18-4	Vacant	\$ 24,100.00	1.14	\$ 24,100.00	Tax Deed	3441/2162	No Comments		
Off Pleasant Street	2	33-18-5	Vacant	\$ 24,200.00	1.15	\$ 24,200.00	Tax Deed	3441/2161	No Comments		
Off Pleasant Street	2	33-18-6	Vacant	\$ 24,400.00	1.38	\$ 24,400.00	Tax Deed	3441/2160	No Comments		
Off Pleasant Street	2	33-18-7	Vacant	\$ 24,100.00	1.06	\$ 24,100.00	Tax Deed	3441/2159	No Comments		
Chester Turnpike	3	14	Vacant	\$ 77,700.00	87	\$ 77,700.00	Tax Deed	2806/1232	No Comments		
78 Merrimack Street	5	23	Vacant	\$ 74,400.00	6.14	\$ 74,400.00	Tax Deed	0628/0460	No Comments		
Merrimack Street	5	25-1	Vacant	\$ 6,200.00	0.061983	\$ 6,200.00	Tax Deed	3441/2157	No Comments		
5 Edgewater Drive	5	46	\$ 5,900.00	\$ 16,300.00	0.135239	\$ 22,200.00	Tax Deed	3479/2367	No Comments		
7 Edgewater Drive	5	47	Vacant	\$ 6,400.00	0.111915	\$ 6,400.00	Tax Deed	3479/2366	No Comments		
16 Highland Street	6	63	Vacant	\$ 71,800.00	0.361731	\$ 71,800.00	Tax Deed	3479/2368	No Comments		
Hooksett Road	14	34	Vacant	\$ 534,700.00	80.5	\$ 534,700.00	Tax Deed	3494/1160	No Comments		
Mammoth Road	42	20	Vacant	\$ 6,500.00	0.130005	\$ 6,500.00	Tax Deed	3441/2158	No Comments		

Property Location OFF PLEASANT STREET Version ID 97 Account # 4830 Map ID 2133/18/3/ Bldg # 1 Bldg Name Sect # 1 of 1 Card # 1 of 1 State Use 9035 Print Date 3/23/2022 8:30:18 AM											
CURRENT OWNER TOWN OF HOOKSETT 35 MAIN STREET HOOKSETT NH 03106				UTILITIES 4/ Rolling 4/ Proposed 2/ Suburban				STRT/ROAD 2/ Suburban		LOCATION EXM LAND 9035 24,600 24,600 2115 HOOKSETT, NH	
SUPPLEMENTAL DATA All Pct ID 00002 000033 0000183 SUB-DIV ACCOUNT 3238 WARD 2 PREC. INVENTO YES 03/17/09 GIS ID 97				ASSOC Pct# 24,600 24,600 24,600				VISION			
RECORD OF OWNERSHIP TOWN OF HOOKSETT LAPLANTE, ROBERT LAPLANTE, ROGERA LAPLANTE, ROGERA ALLARD, CLAUDETTE											
EXEMPTIONS Year Code Description Amount Code Description Number Amount Current Int Total 0.00											
OTHER ASSESSMENTS Year Code Description Number Amount Current Int Total 24,600											
ASSESSING NEIGHBORHOOD Note 0001 Nbrd Name B Tracing Batch Appraised Bldg. Value (Card) 0 Appraised X1 (B) Value (Bldg) 0 Appraised Oc (B) Value (Bldg) 0 Appraised Land Value (Bldg) 24,600 Special Land Value 0 Total Appraised Parcel Value 24,600 Valuation Method C											
PER SUBDIVISION PLAN LOT OF RECORD DOES NOT MEET CURRENT ZONING REGULATIONS 1999 ABATEMENT											
BUILDING PERMIT RECORD Permit Id Issue Date Type Description Amount Insp Date % Comp Date Comp Comments Total Appraised Parcel Value 24,600											
LAND LINE VALUATION SECTION B Use Co Description Zone LA Land Type Land Units Unit Price L Factor Site Index Cono. Nbrd. Nbrd Adj Notes Location Adjustme Adj Unit Price Land Value 1 9035 MUNICIPAL MDR 43,560 SF 2.2 1,000,000 1 0.25 50 1,000 PAPER LOT 0 0.55 24,600 1 9035 MUNICIPAL MDR 0.560 AC 4,200 1,000,000 0 0.25 50 1,000 0 1,050 620 Total Card Land Units 1.56 AC Parcel Total Land Area 1.56 Total Land Value 24,600											
VISIT/CHANGE HISTORY Date ID Type Is Cd Cd Purpose/Result 12-18-2020 BM 99 Vacant Land 06-21-2018 KL 56 Field Review 09-29-2008 TH 56 Field Review 09-15-2003 RJ 80 L si Letter Returned 11-21-2002 RK 00 Measure+Listed 03-20-2000 JT 43 Change Reinspection 01-15-1993 MC 00 Measure+Listed											



C: 3441 PG: 2163, 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDS *Heidi L. Gray* CPD, Registrar

Know all Men by these Presents

B
1049
2011

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$1,172.92

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett, NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Robert LaPlante
And described in the Invoice Books as:

Land Only Pleasant Street
Map/Lot 0002-0033-0018-3
Account Number 11965
Serial number 4830

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 16 day of May 2011.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 28th day of May, two thousand, fourteen.

Kimberly A. Blichmann

Kimberly A Blichmann CTC
Tax Collector

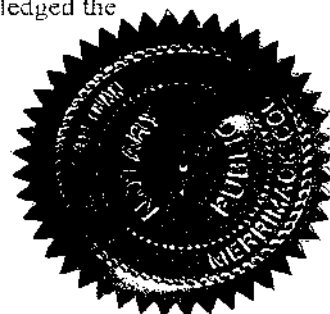
State of New Hampshire May ss. 28, 2014

Personally appearing Kim Blichmann above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

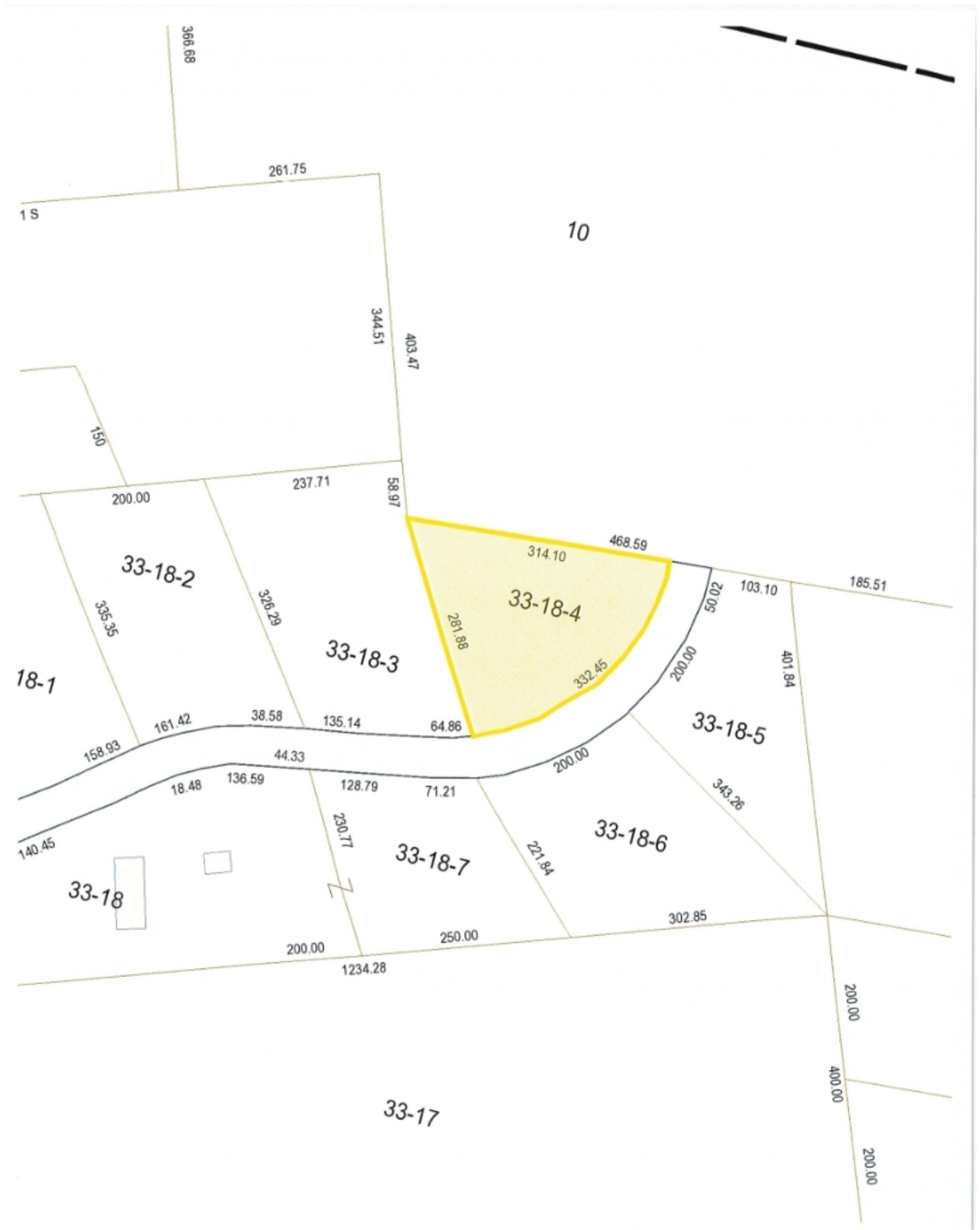
Lee Ann Moynihan

Notary Public
Justice of the Peace

Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



Page 109 of 171



C: 3441 PG: 2162. 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDS *Heidi L. Gray*, CPO, Registrar

B
1049
2-15

Know all Men by these Presents

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, In the County of Merrimack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$1,115.26

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Robert LaPlante
And described in the Invoice Books as:

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Map/Lot 0002-0033-0018-4
Account Number 11965
Serial number 4830

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Kimberly A. Blichmann CTC

Kimberly A Blichmann CTC
Tax Collector

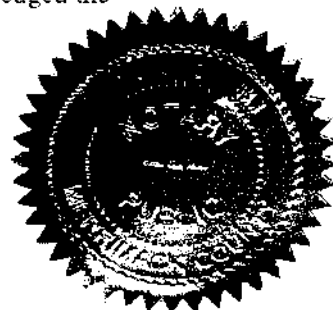
State of New Hampshire *May* ss. *28*, 20 *14*

Personally appearing *Kim Blichmann* above named and acknowledged the foregoing instrument to be his/her voluntary act and deed. Before me:

Lee Ann Moynihan
Notary Public

Justice of the Peace

Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



Property Location OFF PLEASANT STREET Map ID 2/3318/5/ Bldg Name Sec 1 of 1 Card # 1 of 1 State Use 9035
 Visum ID 59 Account # 4832 Bldg # 1
 Print Date 3/23/2022 8:46:38 AM

CURRENT OWNER TOWN OF HOOKSETT **TOPO** UTILITIES **STRT/ROAD** LOCATION **DESCRIPTION** **CURRENT ASSESSMENT** **2115**
 35 MAIN STREET **4** **4** **2** EXM LAND 9035 24,200 24,200 HOOKSETT, NH

SUPPLEMENTAL DATA **ASSOCIATED DATA** **VISION**
 AN PRC ID 00002 000033 000018 00
 SUB-DIV ACCOLUNT 3238
 WARD 2
 INVENTO YES 03/17/09
 GIS ID 99

RECORD OF OWNERSHIP **BR/VOL/PAGE** **SALE DATE** **Q/U** **VI** **SALE PRICE** **VC** **PREVIOUS ASSESSMENTS (HISTORY)**
 TOWN OF HOOKSETT 3441 2161 06-02-2014 U V 1,115 35 Year Code Assessed Year Code Assessed Year Code Assessed
 LAPLANTE ROBERT 3184 1071 03-18-2010 U V 0 1A 2021 9035 24,200 2020 9035 24,200 2019 9035 24,200
 LAPLANTE ROGERA 2261 0749 05-09-2001 U V 0 1F 2021 9035 24,200 2020 9035 24,200 2019 9035 24,200
 LAPLANTE ROGERA 2220 0862 08-30-2000 U V 6,400 1 2021 9035 24,200 2020 9035 24,200 2019 9035 24,200
 ALLARD, CLAUDETTE 1970 0196 09-29-1994 U V 6,400 1 2021 9035 24,200 2020 9035 24,200 2019 9035 24,200

EXEMPTIONS **OTHER ASSESSMENTS** **APPROPRIATED VALUE SUMMARY**
 Year Code Description Amount Code Description Number Amount Commit Int
 Total 0.00
 NBhd 0001 NBhd Name B Tracing Batch
 PER SUBDIVISION PLAN
 LOT OF RECORD
 DOES NOT MEET CURRENT
 ZONING REGULATIONS
 1999 ABATEMENT

BUILDING PERMIT RECORD **LAND LINE VALUATION SECTION** **APPROPRIATED VALUE SUMMARY**
 Permit Id Issue Date Type Description Amount Insp Date % Comp Date Comp Comments
 Total Appraised Parcel Value 24,200

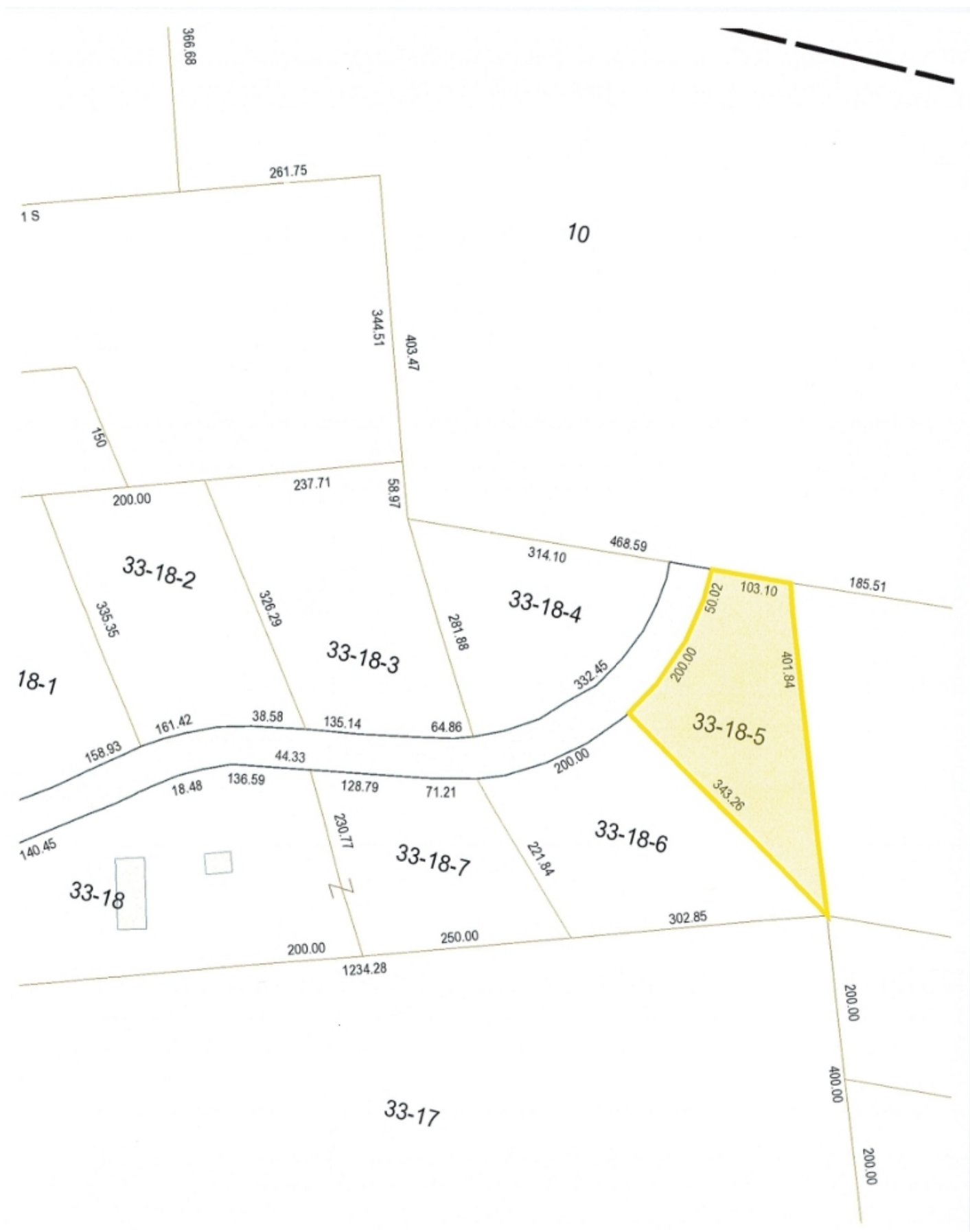
VISIT/CHANGE HISTORY **APPROPRIATED VALUE SUMMARY**
 Date Date ID Type IS CD Purpose/Result
 12-18-2020 BM 95 Vacant Land
 06-21-2018 KL 56 Field Review
 09-28-2008 TH 56 Field Review
 08-15-2003 RT 60 List Letter Returned
 11-21-2002 RK 00 Measure Listed
 03-20-2000 JT 43 Change Reinspection
 01-10-1993 MC 00 Measure Listed

LAND LINE VALUATION SECTION **APPROPRIATED VALUE SUMMARY**
 B Use Cd Description Zone LA Land Type Land Units Unit Price 1. Factor Site Index Cono. Nbr d Nbrd Adj Notes Location Adjusted Adj Unit Pric Land Value
 1 9035 MUNICIPAL MDR 43,560 SF 2.2 1,000,000 1 0.25 50 1,000 PAPER LOT 0 0.55 24,000
 1 9035 MUNICIPAL MDR 0.150 AC 4,200 1,000,000 0 0.25 50 1,000 1,050 200
 Total Card Land Units 1.15 AC Parcel Total Land Area 1.15 Total Land Value 24,200

LAND LINE VALUATION SECTION **APPROPRIATED VALUE SUMMARY**
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 1 9035 MUNICIPAL MDR 0.150 AC 4,200 1,000,000 0 0.25 50 1,000 1,050 200
 Total Card Land Units 1.15 AC Parcel Total Land Area 1.15 Total Land Value 24,200

LAND LINE VALUATION SECTION **APPROPRIATED VALUE SUMMARY**
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 1 9035 MUNICIPAL MDR 0.150 AC 4,200 1,000,000 0 0.25 50 1,000 1,050 200
 Total Card Land Units 1.15 AC Parcel Total Land Area 1.15 Total Land Value 24,200



5: 3441 PG: 2161, 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDS *Kevin L. Gray*, CPO, Registrar

Know all Men by these Presents

*B
10/19
20*

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$1,115.26

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Robert LaPlante
And described in the Invoice Books as:

Land Only Pleasant Street
Map/Lot 0002-0033-0018-5
Account Number 11965
Serial number 4830

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 16 day of May 2011.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 28th day of May, two thousand, fourteen.

Kim A Blichmann CTC

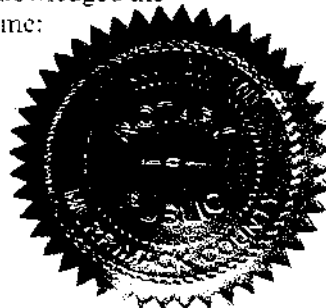
Kimberly A Blichmann CTC
Tax Collector

State of New Hampshire *May* ss. *28*, 20 *14*
Personally appearing *Kim Blichmann* above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Lee Ann Moynihan

Notary Public
Justice of the Peace

Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



Property Location OFF PLEASANT STREET Map ID 2/33/18/6/ Bldg Name Bldg # 1 of 1 Card # 1 of 1 State Use 9035
 Vision ID 100 Account # 4833 Bldg # 1 Sec # 1 of 1 Print Date 3/23/2022 8:34:43 AM

CURRENT OWNER

TOWN OF HOOKSETT

35 MAIN STREET

HOOKSETT NH 03106

TOPO UTILITIES STRT/ROAD LOCATION

4 Rolling 4 Proposed 2 Suburban

EXM LAND 9035

2115

HOOKSETT, NH

SUPPLEMENTAL DATA

ALL PAID ID 000002 000033 000018 0
 SUB-DIV ACCOUNT 3238
 WARD 2
 PREC INVENTO YES 03/17/09

GIS ID 100

Assoc Pth#

Assoc Pth#

RECORD OF OWNERSHIP

TOWN OF HOOKSETT

LAPLANTE, ROBERT

LAPLANTE, ROGERA

LAPLANTE, ROGERA

ALLARD, CLAUDETTE

3441 2150

05-02-2014 U V 1,125 35

3194 107

05-18-2010 U V 0 1A

05-09-2001 U V 0 1F

2261 0749

08-30-2000 U V 6,400 0

2220 0862

09-29-1994 U V 0 0

1970 0136

24,400

24,400

24,400

24,400

24,400

24,400

24,400

24,400

EXEMPTIONS

Year Code Description Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

OTHER ASSESSMENTS

Year Code Description Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

Code Description Number Amount

ASSESSING NEIGHBORHOOD

Nbhd Name B Tacing Batch

Nbhd Name B Tacing Batch

Nbhd Name B Tacing Batch

Nbhd Name B Tacing Batch

Nbhd Name B Tacing Batch

Nbhd Name B Tacing Batch

Nbhd Name B Tacing Batch

NOTES

PER SUBDIVISION PLAN

LOT OF RECORD

DOES NOT MEET CURRENT

ZONING REGULATIONS

1999 ABATEMENT

1999 ABATEMENT

1999 ABATEMENT

BUILDING PERMIT RECORD

Permit ID Issue Date Type Description Amount Insp Date % Comp Date Comp

Permit ID Issue Date Type Description Amount Insp Date % Comp Date Comp

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LAND LINE VALUATION SECTION

Use Co Description Zone LA Land Type Land Units Unit Price 1 Factor Site Index Cond Nbhd Nbhd Adj Notes

Use Co Description Zone LA Land Type Land Units Unit Price 1 Factor Site Index Cond Nbhd Nbhd Adj Notes

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VISIT/CHANGE HISTORY

Date ID Type Is Cd Eupost/Result

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APPROVED VALUE SUMMARY

Appraised Bldg. Value (Card)

Appraised XI (B) Value (Bldg)

Appraised Op (B) Value (Bldg)

Appraised Land Value (B dg)

Special Land Value

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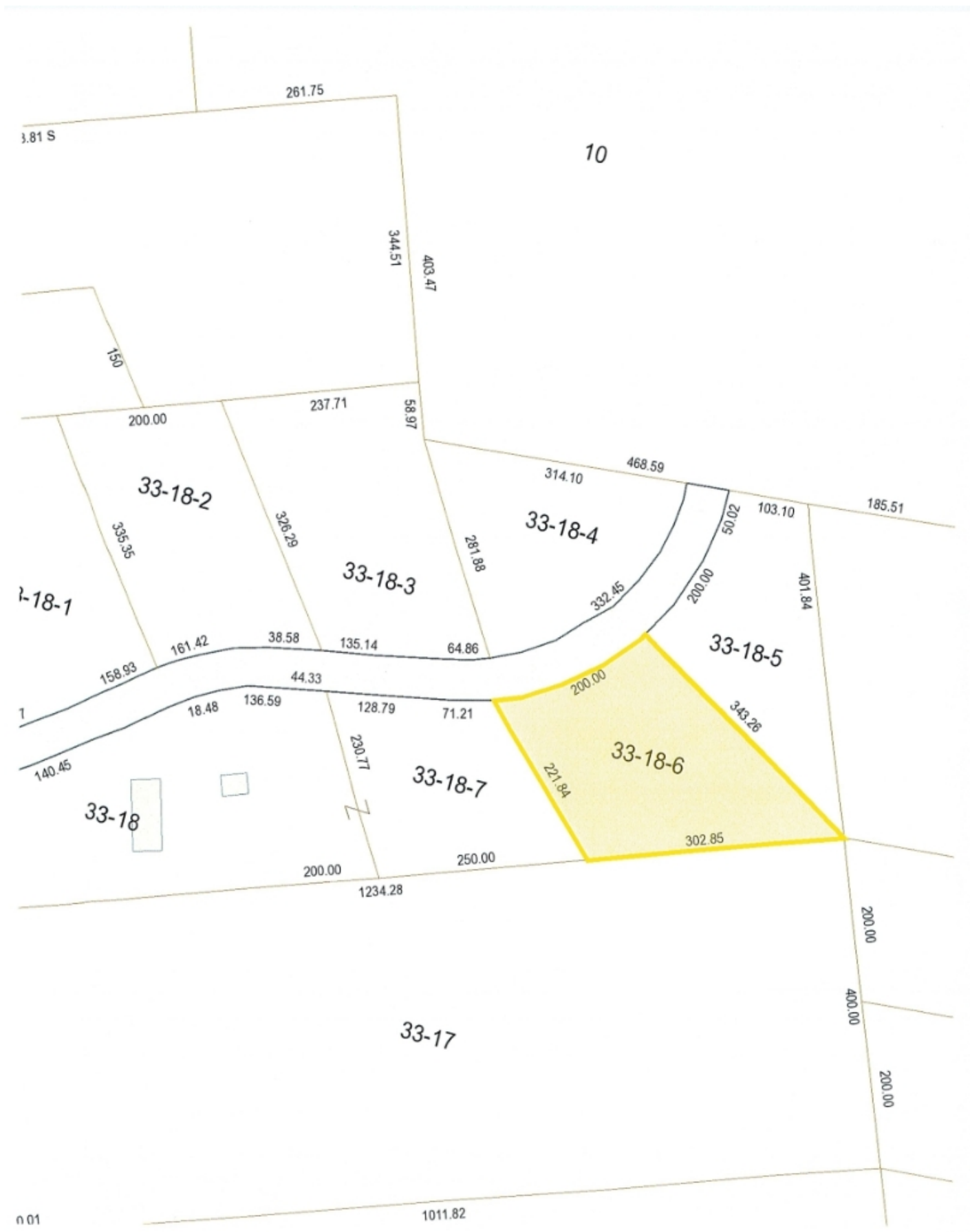
Appraised Land Value (B dg)

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Valuation Method

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C: 3441 PG: 2160, 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDS *Heidi L. Gray* CDP Register

Know all Men by these Presents

B
10/28/14
2

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, In the County of Merrimack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$1,125.28

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Robert LaPlante
And described in the Invoice Books as:

Land Only Pleasant Street
Map/Lot 0002-0033-0018-6
Account Number 11965
Serial number 4830

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 16 day of May 2011.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

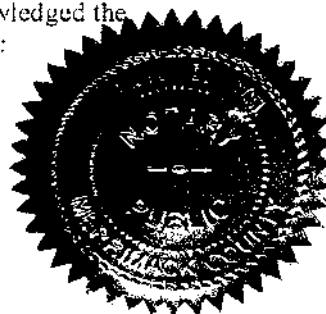
In Witness Whereof, I have hereunto set my hand and seal, the 28th day of May, two thousand, fourteen.

Kimberly A. Blichmann CTC
Kimberly A Blichmann CTC
Tax Collector

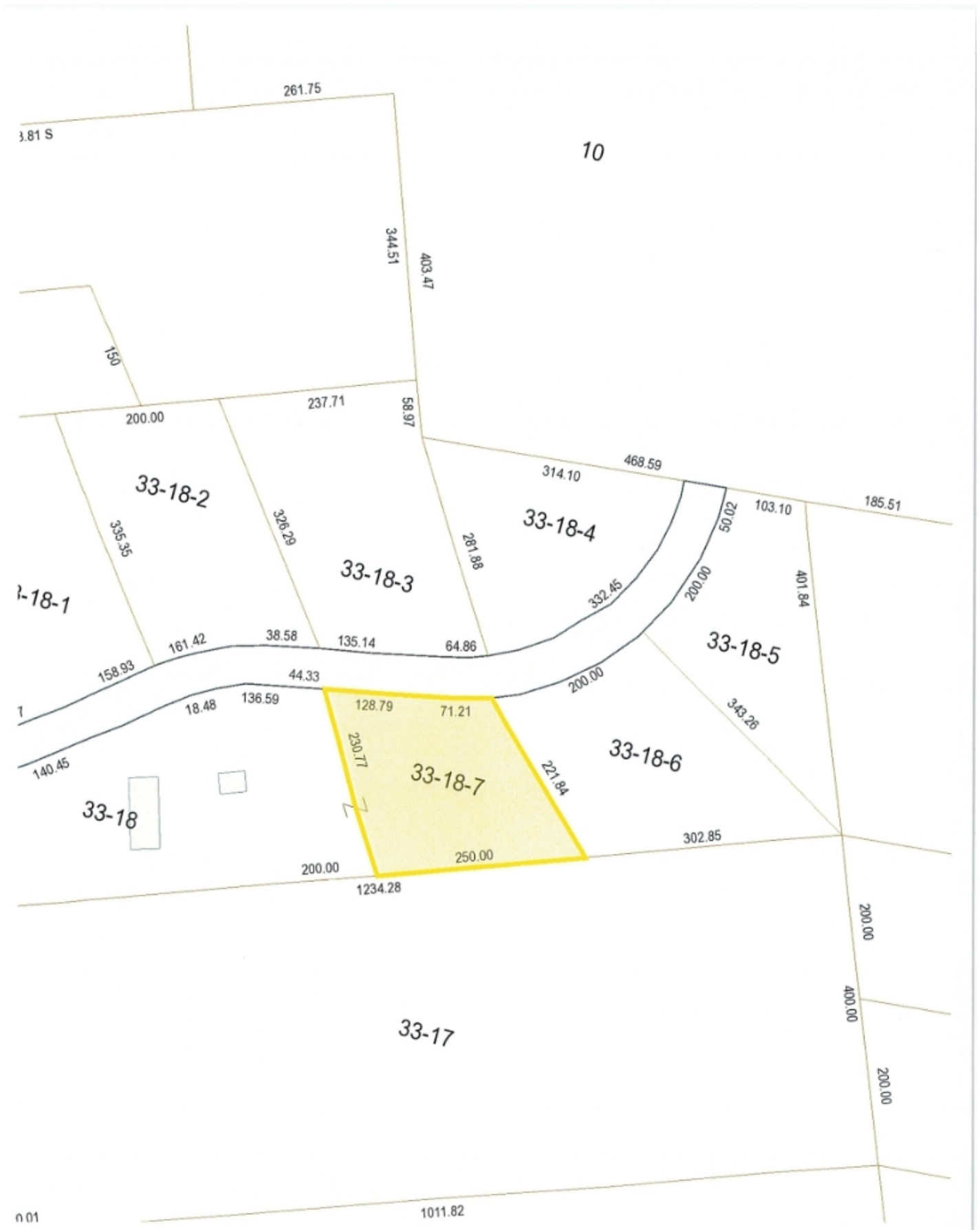
State of New Hampshire May ss. JP, 2014

Personally appearing Kim Blichmann above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Lee Ann Moynihan
Notary Public
Justice of the Peace



Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



6: 3441 PG: 2159, 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDS *Kevin L. Gray* CPC, Registrar

Know all Men by these Presents

B
10/49
2

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, In the County of Merrimack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$1,110.29

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Robert LaPlante

And described in the Invoice Books as:

Land Only Pleasant Street
Map/Lot 0002-0033-0018-7
Account Number 11965
Serial number 4830

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 16 day of May 2011.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

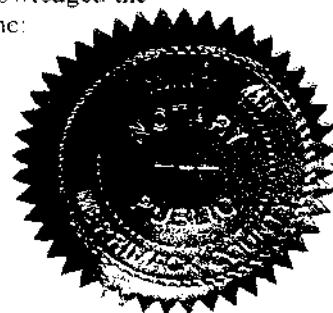
In Witness Whereof, I have hereunto set my hand and seal, the 28th day of May, two thousand, fourteen.

Kim A Blichmann CTC
Kimberly A Blichmann CTC
Tax Collector

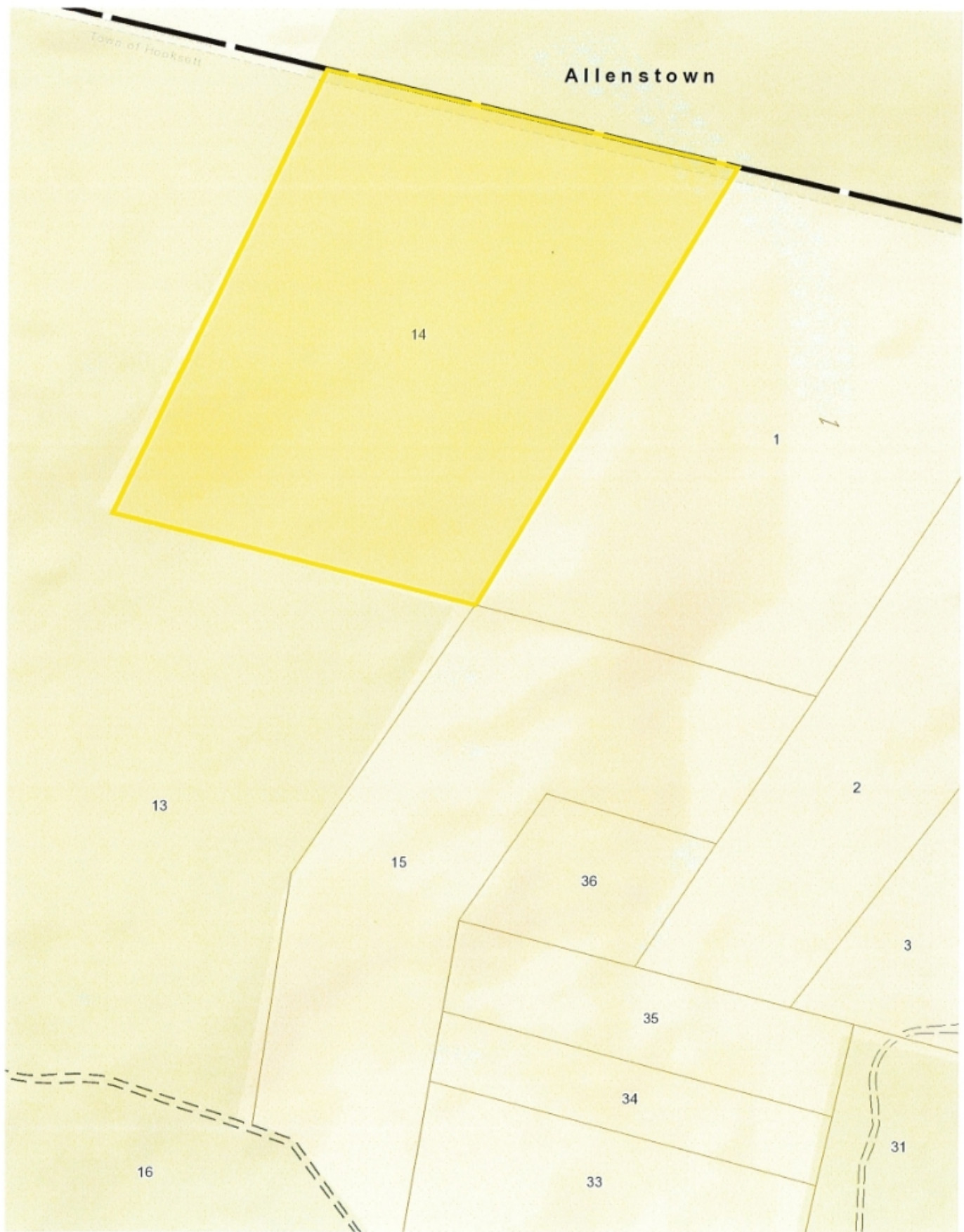
State of New Hampshire May ss. 28, 2014
Personally appearing Kim Blichmann above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Lee Ann Moynihan
Notary Public
Justice of the Peace

Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



Property Location		CHESTER TURNPIKE		Map ID		3/14/11		Bldg #		1		Bldg Name		Sec #		1 of 1		Card #		1 of 1		State Use		9035		Print Date		3/23/2022 8:49:35 AM			
Vision ID		115		Account #		1520		TOPO		UTILITIES		STRT/ROAD		LOCATION		Description		Code		Appraised		Assessed		2115		HOOKSETT, NH					
CURRENT OWNER		TOWN OF HOOKSETT		4 Rolling		7 None		8 None		3 Rural		EXM LAND		9035		77,700		77,700		77,700		77,700		77,700		77,700					
35 MAIN STREET		ALL Pct ID		00003		00014		00000		SUB DIV		ACCOUNT		3238		WARD		1		PREC.		INVENTO		GIS ID		116					
HOOKSETT		NH		03-06		ASSOC Pct#		116		116		116		116		116		116		116		116		116		116					
RECORD OF OWNERSHIP		BK-VOL/PAGE		SALE DATE		QU		V/I		SALE PRICE		VC		YEAR		Code		Assessed		Year		Code		Assessed		Year		Code			
TOWN OF HOOKSETT		2806		1232		08-03-2005		U		V		2,317		15		Year		Code		Assessed		Year		Code		Assessed		Year			
FREEPORT DEVELOPMENT INC.		1929		1560		09-09-1993		U		V		4,000		1B		2021		9035		2020		9035		77,700		2019		9035			
LINUS HILDINGS, INC.		1893		0961		09-09-1992		U		V		0		1B																	
FREEPORT DEVELOPMENT, INC.		1949		1081		11-14-1990		U		V		0		1B																	
SECURITY LAND CORP		1510		1028		01-14-1983		U		V		0		1B																	
EXEMPTIONS		Amount		Code		Description		Number		Amount		Comm Int		Total		77,700		77,700		77,700		77,700		77,700		77,700		77,700			
Year		Code		Description		Amount		Code		Description		Number		Amount		Comm Int		Total		77,700		77,700		77,700		77,700		77,700			
0001		B		Assessing Neighborhood		0.00																									
NO ACCESS		4 ACRES-WHITE PINE UNMAN		81 ACRES HARDWOOD UNMAN		2 ACRES WETLAND																									
ALSO KNOWN AS THE BICKFORD LOT																															
LAND IN CURRENT USE		BUNDLING PERMIT RECORD		Permit Id		Issue Date		Type		Description		Amount		Insp Date		% Comp		Date Comp		Comments		Date		Id		Type		Is			
B		Use Co		Description		Zone		LA		Land Type		Land Units		Unit Price		1 Factor		Site Index		Co'd		Mhd.		Mhd Adj		Notes		Location			
1		9035		MUNICIPAL		LDR		4,000		AC		4,200		1.00000		0		0.25		40		0.850		0.850		TOPO		0		892.5	
1		9035		MUNICIPAL		LDR		81,000		AC		4,200		1.00000		0		0.25		40		0.850		0.850		TOPO		0		892.5	
1		9035		MUNICIPAL		LDR		2,000		AC		4,200		1.00000		0		0.25		40		0.850		0.850		TOPO		0		892.5	
Total Card Land Units		87,000		AC		Parcel Total Land Area		187,000		Total Land Value		77,700		77,700		77,700		77,700		77,700		77,700		77,700		77,700		77,700		77,700	



Vol/Page: 2806/1232
 Doc# 613671
 Date: 08/03/2005
 Time: 9:13AM

Town of Hooksett

Book 2806 Page 1232

Know all Men by these Presents

That I, Leslie A. Nepveu Tax Collector for the Town of Hooksett.
 In the County of Merrimack and State of New Hampshire, for the year 2005 by the
 authority vested in me by the laws of the State, and in consideration of \$2,316.71
 To me paid by the Town of Hooksett. Do hereby sell and convey to the said Town of
 Hooksett, successors/heirs and assigns, a certain tract or parcel of land situated in the
 Town of Hooksett, N.H. Taxed by the Selectmen/ Assessors in 1989 to Freeport
 Development, Inc.
 And described in the Invoice Books as

MAP/LOT: 0003-0014 LAND CHESTER TURNPIKE

This deed is the result of the tax lien execution held at the Hooksett Municipal Building
 in the Town of Hooksett, New Hampshire, on the 28th day of September, 1990.
 To have and to hold the said Premises with the appurtenances to the said Town of
 Hooksett, successors/heirs and assigns forever. And I hereby covenant with the said
 Town of Hooksett that in making this conveyance I have in all things complied with the
 law, and that I have good right, so far as that right may depend upon the regularity of my
 own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 2nd day of August, in the
 year of our Lord, two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Therese A. Blodman

Jacqueline H. Harrah

Don

Leslie A. Nepveu
 Collector

State of New Hampshire

Personally appearing

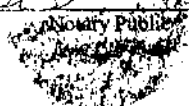
And acknowledged the foregoing instrument to be his voluntary act and deed. Before me

ss.

Merrimack

Sandra M. Piper

SANDRA M. PIPER
 NOTARY PUBLIC
 STATE OF NEW HAMPSHIRE
 My commission expires July 26, 2006



MERRIMACK COUNTY RECORDS

Kath L. Gray, CPO, Register

Page 124 of 171



VOL. 628

Know all Men by these Presents: 460

That I, Sarah M. Hardy Collector of Taxes for the Town of Hooksett
in the County of Merrimack, and State of New Hampshire, for the year 1952, by the authority in me vested by the laws of the State, and in consideration of One Dollar

to me paid by the Town of Hooksett

do hereby sell and convey to the said Town of Hooksett, its successors/

~~heirs and assigns~~ a certain tract or parcel of land situated in the Town of Hooksett aforesaid, Taxed by the Selectmen in 1949 to Frank Gross and described in the Invoice Books as The Dundee Mill Property

A more particular description of said property is understood to be as follows:

#1 Lot of land containing about 5.38 acres, on which formerly stood mill and office buildings of Dundee Mills, so called.

#14 Lot of land on east side of highway from Manchester to Concord containing about 6.38 acres

#25 Land on east side of location of Boston & Maine Railroad and containing about 3.15 acres

595 The whole of the above real estate was bought by the Town of Hooksett at a Tax Collector's
454 sale held at the Selectmen's Room, Town Hall in said Town of Hooksett, New Hampshire, on the 23rd day of September 1950

TO HAVE AND TO HOLD the said premises, with the appurtenances to the said Town of Hooksett its successors/~~heirs and assigns~~ forever. And I hereby covenant with the said Town of Hooksett that in making sale of the same I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

IN WITNESS WHEREOF, I have hereunto set my hand and seal, the 25th day of September, in the year of our Lord one thousand nine hundred and fifty-two

Signed, sealed and delivered in the presence of

Charles R. Hardy

Sarah M. Hardy (T. S.)
Collector.

Elliot F. Hardy

STATE OF NEW HAMPSHIRE, Merrimack ss.

September 25, 1952

Personally appearing Sarah M. Hardy above named and acknowledged
the foregoing instrument to be ~~her~~ ^{her voluntary} act and deed. Before me,

Charles R. Hardy Justice of the Peace.
Notary Public.

Received Sept. 26, 1952. 3 H. 25M. P.M.
Recorded and examined. Attest.

Katharine A. Crowley Register.

Property Location		MEERIMACK STREET		Map ID		5/25/1/		Bldg #		1		Bldg Name		Card #		1 of 1		State Use		9035		Print Date		3/23/2022 8:51:37 AM																																																																																				
Vision ID		251		Account #		491		Bldg #		1		Card #		1 of 1		State Use		9035		Print Date		3/23/2022 8:51:37 AM																																																																																						
<div style="display: flex; justify-content: space-between;"> <div> <p>CURRENT OWNER</p> <p>TOWN OF HOOKSETT</p> <p>35 MAIN STYREET</p> <p>HOOKSETT NH 03106</p> <p>GIS ID 261</p> </div> <div> <p>TOPO</p> <p>4 Rolling</p> <p>UTILITIES</p> <p>1 Paved</p> <p>STRT/ROAD</p> <p>3 Rural</p> <p>LOCATION</p> <p>EXM LAND 5035</p> </div> <div> <p>SUPPLEMENTAL DATA</p> <p>APPLIC ID 00005 00025 00001</p> <p>SUB-DIV ACCOUNT 3238</p> <p>WARD 2</p> <p>PREC. VIL</p> <p>INVENTO</p> </div> <div> <p>ASSOCIATED PLOTS</p> <p>Assoc Plot#</p> </div> </div>																																																																																																												
<p>RECORD OF OWNERSHIP</p> <table border="1"> <thead> <tr> <th>BR/VOL/PAGE</th> <th>SALE DATE</th> <th>QU</th> <th>VF</th> <th>SALE PRICE</th> <th>VC</th> </tr> </thead> <tbody> <tr> <td>3441 2157</td> <td>06-02-2014</td> <td>U</td> <td>V</td> <td>302</td> <td>1S</td> </tr> <tr> <td>2874 1372</td> <td>03-17-2006</td> <td>U</td> <td>V</td> <td>0</td> <td>1</td> </tr> <tr> <td>2577 0876</td> <td>06-13-2003</td> <td>U</td> <td>V</td> <td>0</td> <td>1F</td> </tr> <tr> <td>1515 0705</td> <td>06-21-1965</td> <td>U</td> <td>V</td> <td>0</td> <td>1</td> </tr> <tr> <td>0</td> <td>04-04-1945</td> <td>U</td> <td>V</td> <td>0</td> <td>1</td> </tr> <tr> <td colspan="5">Total</td> <td>6,200</td> </tr> </tbody> </table>																								BR/VOL/PAGE	SALE DATE	QU	VF	SALE PRICE	VC	3441 2157	06-02-2014	U	V	302	1S	2874 1372	03-17-2006	U	V	0	1	2577 0876	06-13-2003	U	V	0	1F	1515 0705	06-21-1965	U	V	0	1	0	04-04-1945	U	V	0	1	Total					6,200																																											
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3: 3441 PG: 2157, 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDING *Heidi L. Day, C.P.O. Registrar*

Know all Men by these Presents

3
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2 11

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, In the County of Merrimack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$301.94

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Patricia A Silver
And described in the Invoice Books as:

Land Only Merrimack Street
Map/Lot 0005-0025-0001
Account Number 6608
Serial number 1491

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 16 day of May 2011.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 28th day of May, two thousand, fourteen.

Kim A Blichmann CTC

Kimberly A Blichmann CTC
Tax Collector

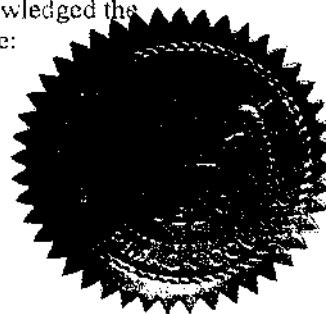
State of New Hampshire *May* ss. *28*, 20 *14*

Personally appearing *Kim Blichmann* above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

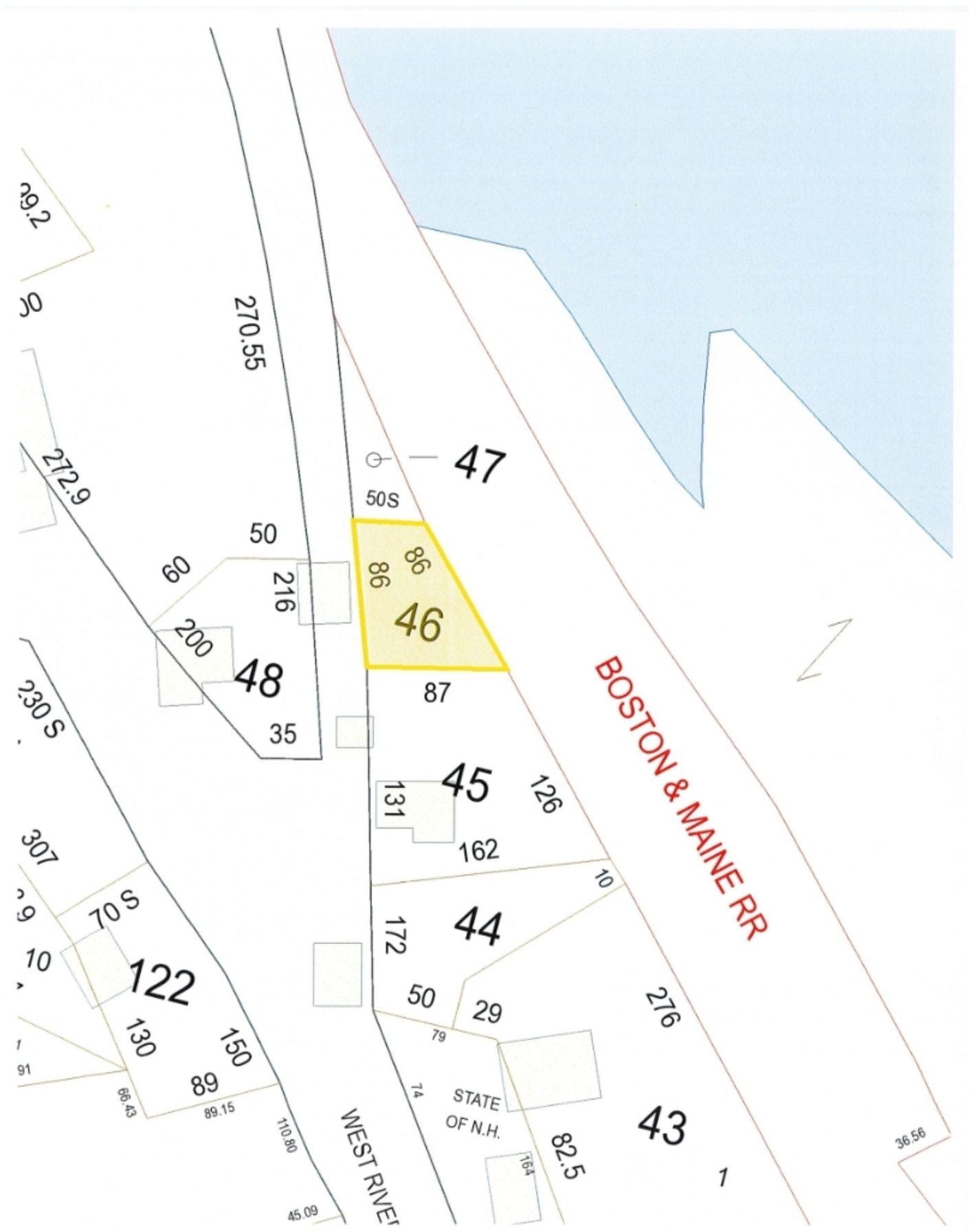
Lee Ann Moynihan

Notary Public
Justice of the Peace

Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



Property Location		5 EDGEWATER DRIVE		Map ID		5/46/11		Bldg #		1		Bldg Name		Card #		1 of 1		State Use		9035		Print Date		03-23-2022 8:55:30 A									
Vision ID		282		Account #		2298		Bldg #		1		Sec #		1 of 1		Card #		1 of 1		State Use		9035		Print Date		03-23-2022 8:55:30 A							
<div> <div> TOWN OF HOOKSETT 35 MAIN STREET HOOKSETT NH 03106 </div> <div> TOPO UTILITIES STRT/ROAD LOCATION </div> </div>																																	
<div> <div> 4 Reling 1 Paved 3 Rural </div> <div> EXEMPT EXM LAND 9035 </div> </div>																																	
<div> <div> AT PLOT ID 00005 SUB DIV 00046 ACCOUNT 3238 WARD 2 PREC VIL INVENTU YES 05/07/07 GIS ID 282 </div> <div> ASSOCIATED PLOT # </div> </div>																																	
VISION																																	
RECORD OF OWNERSHIP																																	
TOWN OF HOOKSETT		3479		2367		06-02-2015		U		V		783		1S		Year		Code		Assessed		Year		Code		Assessed							
SMITH, GREGORY L.		2056		1903		05-27-1997		Q		I		84,500		C0		2021		9035		5,900		2020		9035		16,300							
JENNISON, EDITH H.		0		0		11-01-1984		U		I		0		1F		9035		16,300		5,400		2019		9035		5,400							
JENNISON, ROGER & EDITH H.		0636		0345		01-01-1947		U		I		0				9035		16,300		5,400		2019		9035		5,400							
BERRY, RUTH F. & LINCOLN H.		0030		0		04-04-1932		U		I		0				9035		16,300		5,400		2019		9035		5,400							
Total		22,200		21,700		Total		22,200		21,700		Total		22,200		21,700		Total		22,200		21,700		Total		22,200							
PREVIOUS ASSESSMENTS (HISTORY)																																	
This signature acknowledges a visit by a Data Collector or Assessor																																	
EXEMPTIONS																																	
Year		Code		Description		Amount		Code		Description		Number		Amount		Commit Int.																	
Total		0.00		Total		0.00		Total		0.00		Total		0.00		Total		0.00		Total		0.00		Total		0.00							
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Nbhd		Nbhd Name		Nbhd		Nbhd Name		Nbhd		Nbhd Name		Nbhd		Nbhd Name		Nbhd		Nbhd Name		Nbhd		Nbhd Name		Nbhd		Nbhd Name							
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BUILDING PERMIT RECORD																																	
Permit Id		Issue Date		Type		Description		Amount		Insp Date		% Comp		Date Comp		Comments																	
Total		22,200		Total		22,200		Total		22,200		Total		22,200		Total		22,200		Total		22,200		Total		22,200							
LAND LINE VALUATION SECTION																																	
B Use Co		Description		Zone		LA		Land Type		Land Units		Unit Price		L Factor		Site Index		Cond		Nbhd		Adj		Notes		Location		Adjustme		Adj Unit Price		Land Value	
1		9035		MUNICIPAL		IND				5,891 SF		13.05		1.00000		1		0.25		40		0.850						0		2.77		19,300	
Total Card Land Units		0.14		AC		Parcel Total Land Area		0.14		Total Land Value		15,300		Total Land Value		15,300		Total Land Value		15,300		Total Land Value		15,300		Total Land Value		15,300		Total Land Value		15,300	



C: 3479 PG: 2367, 6/2/2015 11:24 AM RECORDING \$10.00 SURCHARGE \$2.00

TOWN OF HOOKSETT
35 MAIN ST
HOOKSETT NH 03105

MERRIMACK COUNTY RECORDING *Kate L. Gray* CPO, Register

Know all Men by these Presents

B
10⁴⁹
2⁰⁰

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 2012 by the authority vested in me by the laws of the State, and in consideration of \$782.65

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2012 to Gregory L. Smith and Gail L. Smith And described in the Invoice Books as:

Land Only 5 Edgewater Drive
Map/Lot 0005-0046
Account Number 636
Serial number 2298

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 26 day of April 2013.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 29th day of May, two thousand, fifteen.

KAB

Kimberly A Blichmann CTC
Tax Collector

State of New Hampshire Merrimack ss. 569, 2015
Personally appearing Kim Blichmann above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Lee Ann Moynihan
Notary Public
Justice of the Peace

LEE ANN MOYNIHAN, Notary Public
My Commission Expires May 23, 2019





C: 3479 PG: 2366, 6/2/2015 11:24 AM RECORDING \$10.00 SURCHARGE \$2.00

TOWN OF HOOKSETT
5 MAIN ST
HOOKSETT NH 03106

MERRIMACK COUNTY RECORDS *Heidi L. Gray* JPO, Register

Know all Men by these Presents

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, In the County of Merrimack and State of New Hampshire, for the year 2012 by the authority vested in me by the laws of the State, and in consideration of \$364.11

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2012 to Gregory L Smith and Gail L. Smith And described in the Invoice Books as:

Land Only 7 Edgewater Drive
Map/Lot 0005-0047
Account Number 636
Serial number 2299

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 26 day of April 2013.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 29th day of May, two thousand, fifteen.

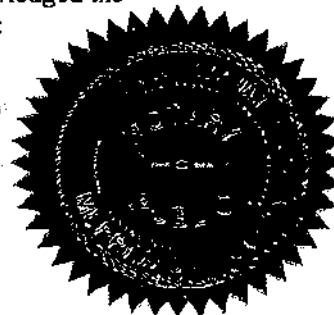
Kimberly A. Blichmann

Kimberly A Blichmann CTC
Tax Collector

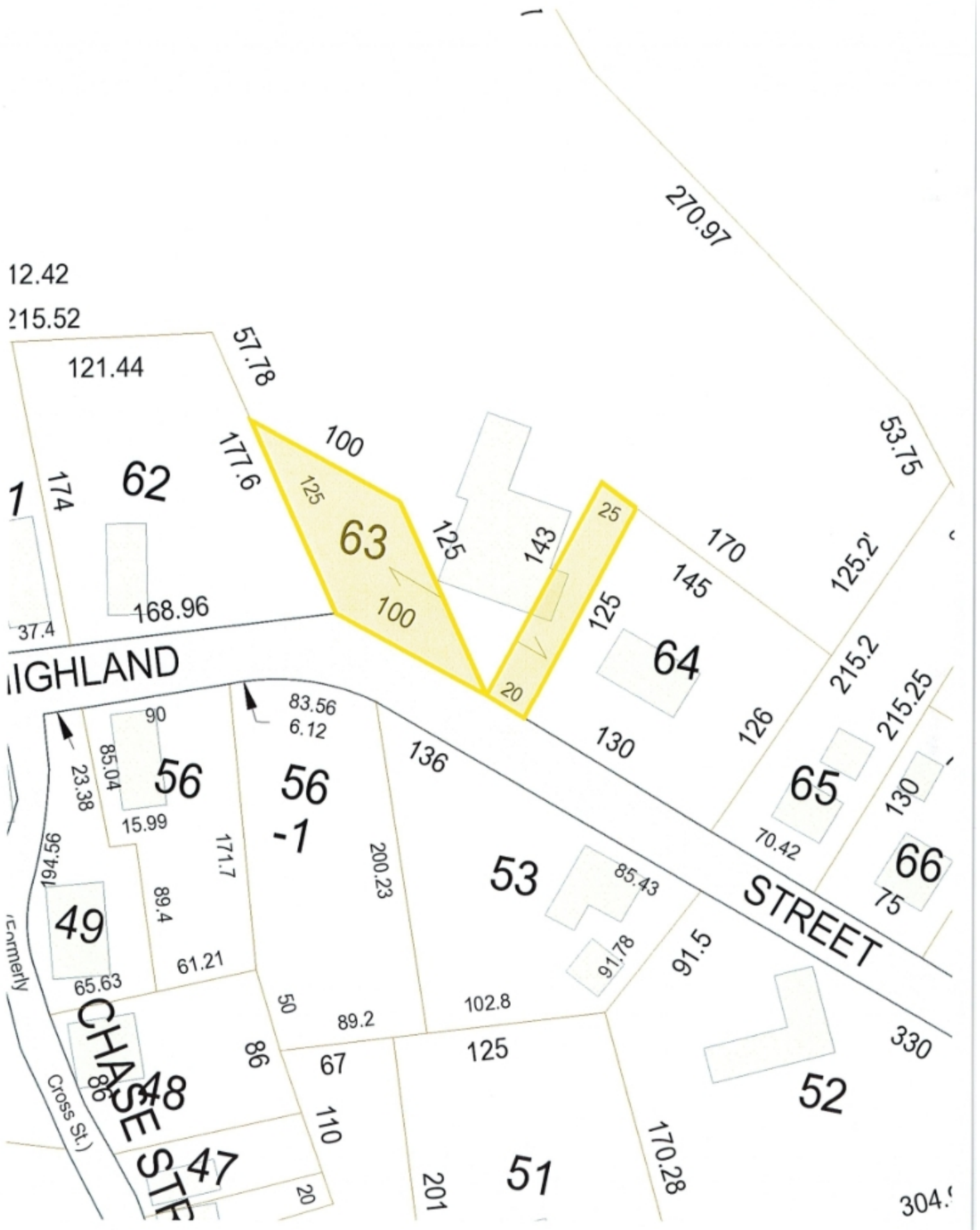
State of New Hampshire Merrimack ss. 5/29 20 15
Personally appearing Kim Blichmann above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Lee Ann Moynihan
Notary Public
Justice of the Peace

LEE ANN MOYNIHAN, Notary Public
My Commission Expires May 23, 2019



Property Location		16 HIGHLAND STREET		Map ID		6/63/11		Bldg #		1		Bldg Name		Card #		1 of 1		State Use		9035		Print Date		03-23-2022 8:04:36 A	
Vision ID		442		Account #		1974		Assoc Pld#																	
<div> <div> CURRENT OWNER TOWN OF HOOKSETT 35 MAIN STREET HOOKSETT NH 03-06 </div> <div> UTILITIES 4 Rolling 3 Public Sewer </div> <div> STRT/ROAD 1 Paved 2 Suburban </div> <div> LOCATION Description EXM LAND Code 9035 Appraised 71,800 Assessed 71,800 </div> <div> SUPPLEMENTAL DATA Alt Prc ID SUB-DIV ACCOUNT WARD PREC INVENTO CIS ID 442 </div> <div> VISION 2115 HOOKSETT NH </div> </div>																									
RECORD OF OWNERSHIP TOWN OF HOOKSETT HEBERT, JOSEPH L HEBERT, LEON J HEBERT, LEON J & CHRISTINE HEBERT, LEON J																									
EXEMPTIONS Year Code Description Amount Code Description Number Amount Comm Int Total 0.00																									
OTHER ASSESSMENTS Year Code Description Number Amount Comm Int Total 71,800																									
ASSESSING NEIGHBORHOOD Nbrd Name Bldg Tracing Batch 0001 B																									
NOTES DEMOL BLDG '13 ACTUALLY '14 HIGHLAND 7/2015-CHANGE TO EXEMPT DECEDED TO TOWN																									
BUILDING PERMIT RECORD Permit ID Issue Date Type Description Amount Insp Date % Comp Date Comp Comments 86-96 04-10-1985 RS 46 0 NEW ROOF/																									
LAND LINE VALUATION SECTION B Use Co Description Zone LA Land Type Land Units Unit Price 1. Factor Site Index Cond Nbrd Nbrd Adj Notes Location Adjustme Adj Unit Pric Land Value 1 9035 MUNICIPAL URD 15,757 SF 5.36 1.00000 1 1.00 40 0.850 0 4.56 71,800																									
APPROPRIATED VALUE SUMMARY Appraised Bldg Value (Card) 0 Appraised XI (B) Value (Bldg) 0 Appraised Ob (B) Value (Bldg) 0 Appraised Land Value (Bldg) 71,800 Special Land Value 0 Total Appraised Parcel Value 71,800 Valuator Method C																									
VISIT / CHANGE HISTORY Date Date ID Type Is Cd Field Review 2018 Result 06-20-2018 KL 56 Field Review 2018 Result 06-22-2012 TH 18 Data Correction 06-18-2012 TH 58 Land Change 03-02-2011 TH 43 Change Reinspection 03-16-2011 CA 12 Drive-by 09-23-2008 TH 56 Field Review 06-04-2007 TH 43 Change Reinspection																									
APPROPRIATED VALUE SUMMARY Total Appraised Parcel Value 71,800																									
APPROPRIATED VALUE SUMMARY Total Card Land Units 0.351 AC Parcel Total Land Area 0.36 Total Land Value 71,800																									



0:3479 PG: 2368, 6/2/2015 11:24 AM RECORDING \$10.00 SURCHARGE \$2.00

TOWN OF HOOKSETT
35 MAIN ST
HOOKSETT NH 03106

MERRIMACK COUNTY RECORDS *Handwritten Signature* SPO Registrar

Know all Men by these Presents

Handwritten:
13
10-29
2-12

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 2012 by the authority vested in me by the laws of the State, and in consideration of \$9,692.14 To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2012 to Joseph L. Hebert and Patrick L. Hebert And described in the Invoice Books as:

Land Only 16 Highland Street
Map/Lot 0006-0063
Account Number 2198
Serial number 1974

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 26 day of April 2013.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 29th day of May, two thousand, fifteen.

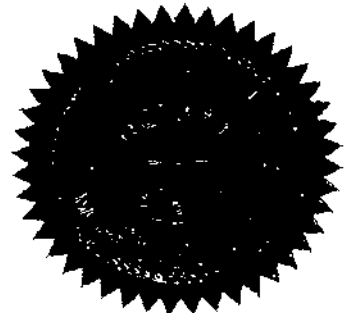
Handwritten Signature of Kimberly A. Blichmann

Kimberly A Blichmann CTC
Tax Collector

State of New Hampshire *Merrimack* ss. *5/30, 2015*
Personally appearing *Kim Blichmann* above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Handwritten Signature of Lee Ann Moynihan
Notary Public
Justice of the Peace

LEE ANN MOYNIHAN, Notary Public
My Commission Expires May 23, 2019



Property Location HOOKSETT ROAD		Account # 5966		Map ID 14134/11		Bldg # 1		Bldg Name		Card # 1 of 1		State Use 9035	
Vision ID 03892								Sec # 1 of 1		Card # 1 of 1		Print Date 03-23-2022 8:14:16 A	

CURRENT OWNER				UTILITIES				STREET/ROAD				LOCATION			
TOWN OF HOOKSETT				4 Rolling				1 All Public				2 Suburban			
35 MAIN STREET															
HOOKSETT NH 03106															

RECORD OF OWNERSHIP		SALE DATE		QUANTITY		SALE PRICE		VC	
TOWN OF HOOKSETT	3494	1160	10-13-2015	U	V	99,188	35	Year	Code
TOWN OF HOOKSETT	3388	0702	05-28-2013	U	V	99,188	35	2021	9035
GRANITE HILL HDC LLC	3359	0392	12-26-2012	U	V	55,000	51		
HOOKSETT DEVELOPMENT LLC	3049	1261	02-28-2008	U	V	377,000	00		
THAMES ROAD DEVELOPMENT LLC	2965	0441	02-13-2007	U	V	804,000	1		
Total						534,700		534,700	

EXEMPTIONS		OTHER ASSESSMENTS	
Year	Code	Description	Amount
Total		0.00	

ASSESSING NEIGHBORHOOD		NOTES	
NOHC	Net'd Name	Tracing	Batch
0001			

SUBDIVISION 12/06

177 HOMESITES* UNIMPROVED*

2013 APPROVAL EXPIRATION POTENTIAL ONLY*

BUILDING PERMIT RECORD									
Permit ID	Issue Date	Type	Description	Amount	Insp Date	% Comp	Date Comp	Comments	

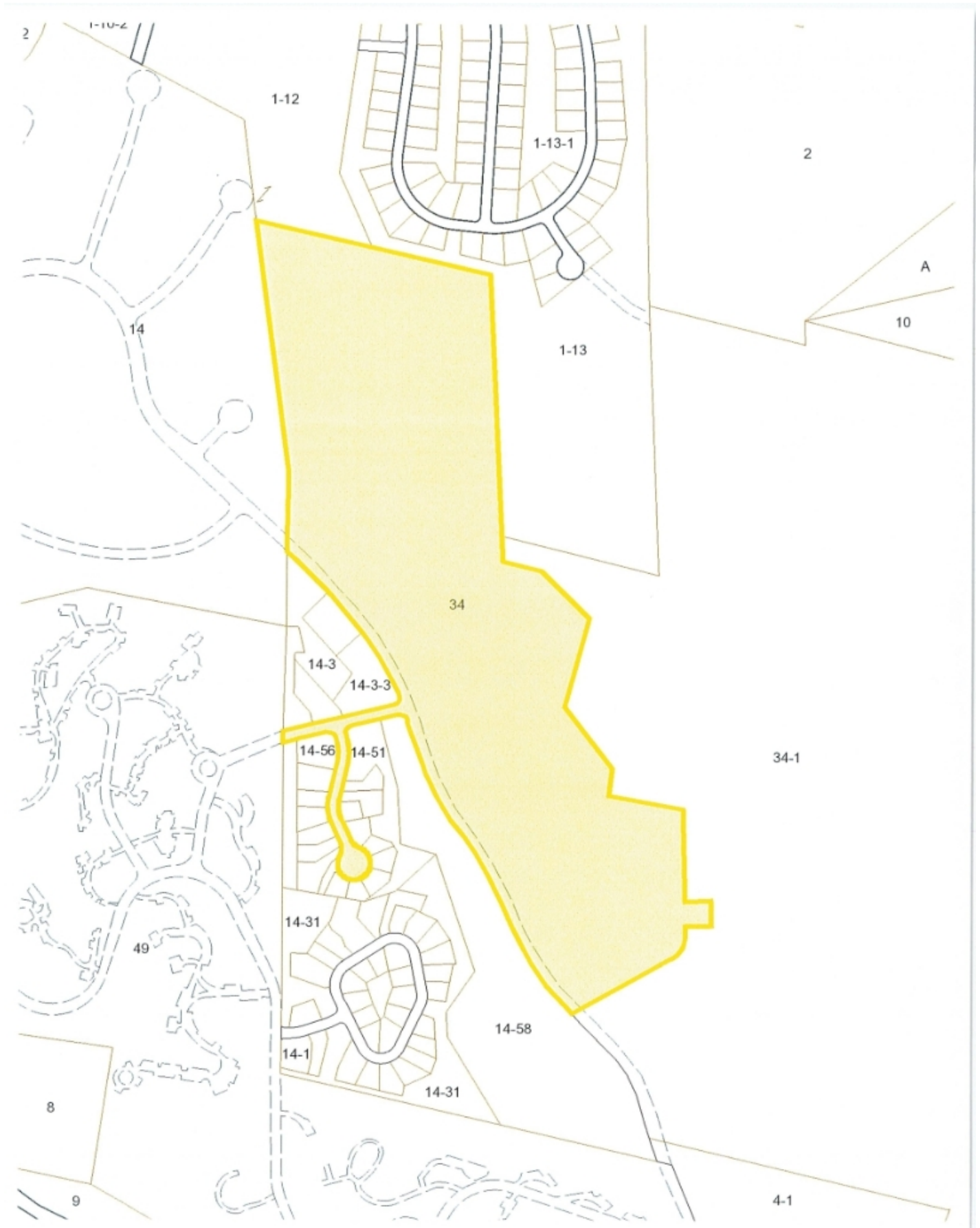
LAND LINE VALUATION SECTION									
B	Use Co	Description	Zone	LA	Land Type	Land Units	Unit Price	Factor	Site Index
1	9035	MUNICIPAL	MCR			43,560 SF	2.2	1,000,000	1
1	9035	MUNICIPAL	MCR			79,500 AC	0	1,000,000	0
1	9035	MUNICIPAL	MCR			177,000 BL	35,000	1,000,000	0
Total Card Land Units		80,561 AC		Parcel Total Land Area		80.56			

APPROVED VALUE SUMMARY									
This signature acknowledges a visit by a Data Collector or Assessor									
Appraised Bldg. Value (Ca'd)									
Appraised Xf (B) Value (B dg)									
Appraised Oc (B) Value (B dg)									
Appraised Land Value (Bldg)									
Special Land Value									
Total Appraised Parcel Value									
Valuation Method									

VISIT/CHANGE HISTORY									
Date	ID	Type	IS	CD	Field Review	Field Review	Field Review	Field Review	Field Review
06-20-2018	KL	TH			58	58	58	58	58
10-18-2013	TH				58	58	58	58	58
05-13-2013	TH				58	58	58	58	58
05-04-2012	TH				58	58	58	58	58
04-12-2010	TH				58	58	58	58	58
09-30-2008	TH				58	58	58	58	58
01-15-2008	TH				58	58	58	58	58

APPROVED VALUE SUMMARY		APPROVED VALUE SUMMARY	
Total Appraised Parcel Value	534,700	Total Appraised Parcel Value	534,700

PREVIOUS ASSESSMENTS (HISTORY)		PREVIOUS ASSESSMENTS (HISTORY)	
Assessed	Year	Assessed	Year
534,700	2020	534,700	2019
534,700	2019	534,700	2018
534,700	2018	534,700	2017
534,700	2017	534,700	2016
534,700	2016	534,700	2015
534,700	2015	534,700	2014
534,700	2014	534,700	2013
534,700	2013	534,700	2012
534,700	2012	534,700	2011
534,700	2011	534,700	2010
534,700	2010	534,700	2009
534,700	2009	534,700	2008
534,700	2008	534,700	2007
534,700	2007	534,700	2006
534,700	2006	534,700	2005
534,700	2005	534,700	2004
534,700	2004	534,700	2003
534,700	2003	534,700	2002
534,700	2002	534,700	2001
534,700	2001	534,700	2000
534,700	2000	534,700	1999
534,700	1999	534,700	1998
534,700	1998	534,700	1997
534,700	1997	534,700	1996
534,700	1996	534,700	1995
534,700	1995	534,700	1994
534,700	1994	534,700	1993
534,700	1993	534,700	1992
534,700	1992	534,700	1991
534,700	1991	534,700	1990
534,700	1990	534,700	1989
534,700	1989	534,700	1988
534,700	1988	534,700	1987
534,700	1987	534,700	1986
534,700	1986	534,700	1985
534,700	1985	534,700	1984
534,700	1984	534,700	1983
534,700	1983	534,700	1982
534,700	1982	534,700	1981
534,700	1981	534,700	1980
534,700	1980	534,700	1979
534,700	1979	534,700	1978
534,700	1978	534,700	1977
534,700	1977	534,700	1976
534,700	1976	534,700	1975
534,700	1975	534,700	1974
534,700	1974	534,700	1973
534,700	1973	534,700	1972
534,700	1972	534,700	1971
534,700	1971	534,700	1970
534,700	1970	534,700	1969
534,700	1969	534,700	1968
534,700	1968	534,700	1967
534,700	1967	534,700	1966
534,700	1966	534,700	1965
534,700	1965	534,700	1964
534,700	1964	534,700	1963
534,700	1963	534,700	1962
534,700	1962	534,700	1961
534,700	1961	534,700	1960
534,700	1960	534,700	1959
534,700	1959	534,700	1958
534,700	1958	534,700	1957
534,700	1957	534,700	1956
534,700	1956	534,700	1955
534,700	1955	534,700	1954
534,700	1954	534,700	1953
534,700	1953	534,700	1952
534,700	1952	534,700	1951
534,700	1951	534,700	1950
534,700	1950	534,700	1949
534,700	1949	534,700	1948
534,700	1948	534,700	1947
534,700	1947	534,700	1946
534,700	1946	534,700	1945
534,700	1945	534,700	1944
534,700	1944	534,700	1943
534,700	1943	534,700	1942
534,700	1942	534,700	1941
534,700	1941	534,700	1940
534,700	1940	534,700	1939
534,700	1939	534,700	1938
534,700	1938	534,700	1937
534,700	1937	534,700	1936
534,700	1936	534,700	1935
534,700	1935	534,700	1934
534,700	1934	534,700	1933
534,700	1933	534,700	1932
534,700	1932	534,700	1931
534,700	1931	534,700	1930
534,700	1930	534,700	1929
534,700	1929	534,700	1928
534,700	1928	534,700	1927
534,700	1927	534,700	1926
534,700	1926	534,700	1925
534,700	1925	534,700	1924
534,700	1924	534,700	1923
534,700	1923	534,700	1922
534,700	1922	534,700	1921
534,700	1921	534,700	1920
534,700	1920	534,700	1919
534,700	1919	534,700	1918
534,700	1918	534,700	1917
534,700	1917	534,700	1916
534,700	1916	534,700	1915
534,700	1915	534,700	1914
534,700	1914	534,700	1913
534,700	1913	534,700	1912
534,700	1912	534,700	1911
534,700	1911	534,700	1910
534,700	1910	534,700	1909
534,700	1909	534,700	1908
534,700	1908	534,700	1907
534,700	1907	534,700	1906
534,700	1906	534,700	1905
534,700	1905	534,700	1904
534,700	1904	534,700	1903
534,700	1903	534,700	1902
534,700	1902	534,700	1901
534,700	1901	534,700	1900
534,700	1900	534,700	1899
534,700	1899	534,700	1898
534,700	1898	534,700	1897
534,700	1897	534,700	1896
534,700	1896	534,700	1895
534,700	1895	534,700	1894
534,700	1894	534,700	1893
534,700	1893	534,700	1892
534,700	1892	534,700	1891
534,700	1891	534,700	1890
534,700	1890	534,700	1889
534,700	1889	534,700	1888
534,700	1888	534,700	1887
534,700	1887	534,700	1886
534,700	1886	534,700	1885
534,700	1885	534,700	1884
534,700	1884	534,700	1883
534,700	1883	534,700	1882
534,700	1882	534,700	1881
534,700	1881	534,700	1880
534,700	1880	534,700	1879
534,700	1879	534,700	1878
534,700	1878	534,700	1877
534,700	1877	534,700	1876
534,700	1876	534,700	1875
534,700	1875	534,700	1874
534,700	1874	534,700	1873
534,700	1873	534,700	1872
534,700	1872	534,700	1871
534,700	1871	534,700	1870
534,700	1870	534,700	1869
534,700	1869	534,700	1868
534,700	1868	534,700	1867
534,700	1867	534,700	1866
534,700	1866	534,700	1865
534,700	1865	534,700	1864
534,700	1864	534,700	1863
534,700	1863	534,700	1862
534,700	1862	534,700	1861
534,700	1861	534,700	1860
534,700	1860	534,700	1859
534,700	1859	534,700	1858
534,700	1858	534,700	1857
534,700	1857	534,700	1856
534,700	1856	534,700	1855
534,700	1855	534,700	1854
534,700	1854	534,700	1853
534,700	1853	534,700	1852
534,700	1852	534,700	1851
534,700	1851	534,700	1850
534,700	1850		



C: 3494 PG: 1160, 10/13/2015 12:41 PM RECORDING \$10.00 SURCHARGE \$2.00

TOWN OF HOOKSETT
35 MAIN ST
HOOKSETT NH 03106MERRIMACK COUNTY RECORDS *Helen L. Shaw*, CPO, Registrar

Know all Men by these Presents

B
10/14
2015

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 2008 by the authority vested in me by the laws of the State, and in consideration of \$ 99,188.00

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, its successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2008 to Hooksett Development LLC
And described in the Invoice Books as

Land Only Hooksett Road
Map/Lot 0014-0034
Account Number #13320
Serial number #5966

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 20th day of May 2009.

This is a corrective deed. It corrects a scrivener's error where the entity noted as being taxed in 2008 was referred to as Granite HDC LLC and it should have referred to Hooksett Development LLC. Granite HDC LLC took title to the premises subsequent to 2008. This deed corrects the previous deed recorded on May 28, 2013 in the MCRD Book 3388, Page 702

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, its successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 8th day of October, 2015.

Kimberly A. Blichmann

Kimberly A Blichmann CTC
Tax Collector

State of New Hampshire Merrimack ss. October 8 2015

Personally appearing Kimberly A. Blichmann above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, before me:

Donna J. Fitzpatrick

Notary Public
Justice of the Peace


DONNA J. FITZPATRICK, Notary Public
My Commission Expires July 10, 2018

Property Location		MAMMOTH ROAD		Map ID		42.2011		Bldg #				Bldg Name		Card # 1 of 1		State Use 9035	
Version ID		-4180		Account #		3797						Sec # 1 of 1		Card # 1 of 1		Print Date 03-23-2022 8:16:57 A	

CURRENT OWNER				TOPO				UTILITIES				STRT/ROAD				LOCATION			
TOWN OF HOOKSETT				4 Rolling				8 None				2 Suburban				Description			
35 MAIN STREET																EXM LAND			
																Code			
																9035			
																Appraised			
																6,500			
																Assessed			
																6,500			
																2115			
																HOOKSETT, NH			

HOOKSETT		NH		33106		GIS ID		4180		Assoc Pkth							
SUB DIV		00042		00020		00000											
ACCOUNT		3238															
WARD		5															
PREC		INVENTO		NO													

RECORD OF OWNERSHIP										SALE PRICE									
TOWN OF HOOKSETT										3441									
ROBERTSON ESTATE OF SHIRLEY										2158									
ROBERTSON, LUCIA & SHIRLEY										08-02-2014									
										U									
										V									
										U									
										V									
										0									
										0									
										0									
										0									
										435									
										35									
										2021									
										9035									
										Assessed									
										6,500									
										2020									
										9035									
										Assessed									
										6,500									
										2019									
										9035									
										Assessed									
										6,500									

EXEMPTIONS										OTHER ASSESSMENTS									
Year										Code									
Description										Description									
Amount										Amount									
Code										Code									
Description										Description									
Number										Number									
Amount										Amount									
Commit										Commit									
Total										Total									
0.00										6,500									

ASSESSING NEIGHBORHOOD									
Nbnd									
0001									
Nbnd Name									
B									
Tracing									
Batch									
NOTES									

APPRaised VALUE SUMMARY									
Appraised Bldg. Value (Card)									
Appraised Xr (B) Value (Bldg)									
Appraised Ob (B) Value (Bldg)									
Appraised Land Value (Bldg)									
Special Land Value									
Total Appraised Parcel Value									
Valuation Method									
C									

BUILDING PERMIT RECORD									
Permit Id									
Issue Date									
Type									
Description									
Amount									
Issp Date									
% Comp									
Date Comp									
Comments									
Date									
Id									
Type									
Is									
Cd									
Purpose/Result									
06-16-2018									
KL									
56 Field Review									
09-22-2008									
TH									
56 Field Review									
09-15-2003									
RT									
60 Lst Letter Returned									
03-17-2003									
RK									
99 Vacant Land									
06-03-1988									
JS									
00 Measure Listed									

LAND LINE VALUATION SECTION									
B Use Co									
Description									
Zone									
LA									
Land Type									
Land Units									
Unit Price									
L Factor									
Site Index									
Cond. Nbnd									
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Notes									
Location									
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Land Value									
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1.15									
6,500									

VISIT/CHANGE HISTORY									
Total Appraised Parcel Value									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
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VISIT/CHANGE HISTORY									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
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VISIT/CHANGE HISTORY									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
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VISIT/CHANGE HISTORY									
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LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
Total Appraised Parcel Value									
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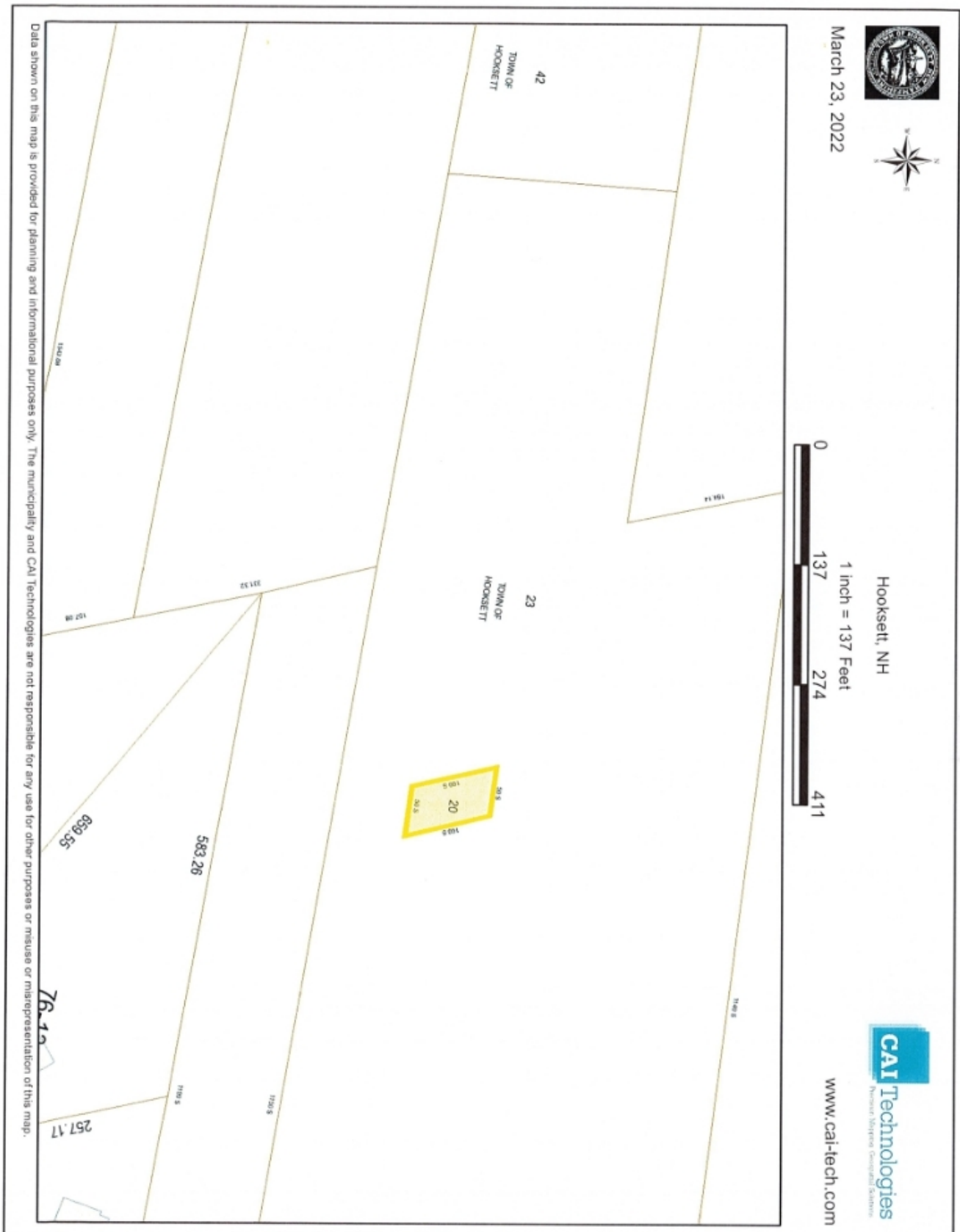
LAND LINE VALUATION SECTION									
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VISIT/CHANGE HISTORY									
Total Appraised Parcel Value									
6,500									

LAND LINE VALUATION SECTION									
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Zone									
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Land Value									
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VISIT/CHANGE HISTORY									
Total Appraised Parcel Value									
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LAND LINE VALUATION SECTION									
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Zone									
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Land Type									
Land Units									
Unit Price									
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Site Index									
Cond. Nbnd									
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Notes									
Location									
Adjustme									
Adj Unit Price									
Land Value									
0									
1.15									
6,500									



C: 3441 PG: 2158, 6/2/2014 10:22 AM RECORDING \$10.00 SURCHARGE \$2.00

Town of Hooksett

MERRIMACK COUNTY RECORDS *Lee L. May, CPO, Register*

Know all Men by these Presents

B
10⁴⁹
2⁰

That I, Kimberly A. Blichmann Tax Collector for the Town of Hooksett, In the County of Merrimaack and State of New Hampshire, for the year 2010 by the authority vested in me by the laws of the State, and in consideration of \$435.42

To me paid by the Town of Hooksett, a municipal corporation, located at 35 Main Street Hooksett NH. Do hereby sell and convey to the said Town of Hooksett, successors and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxed by the Town Council/ Assessors in 2010 to Estate of Shirley Robertons
And described in the Invoice Books as:

Land Only Mammoth Road
Map/Lot 0042-0020
Account Number 2822
Serial number 3797

This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of Hooksett, New Hampshire, on the 16 day of May 2011.

To have and to hold the said Premises with the appurtenances to the said Town of Hooksett, successors and assigns forever. And I hereby covenant with the said Town of Hooksett that in making this conveyance I have in all things complied with the law, and that I have good right, so far as that right may depend upon the regularity of my own proceedings, to sell and convey the same in the manner aforesaid.

In Witness Whereof, I have hereunto set my hand and seal, the 28th day of May, two thousand, fourteen.

Kim A. Blichmann CTC

Kimberly A Blichmann CTC
Tax Collector

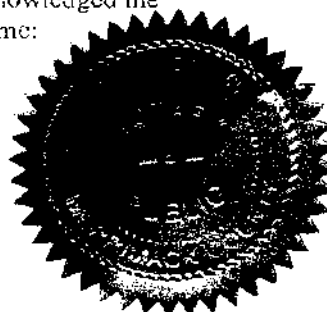
State of New Hampshire *May* ss. *28*, 20 *14*

Personally appearing *Kim Blichmann* above named and acknowledged the foregoing instrument to be his/her voluntary act and deed, Before me:

Lee Ann Moynihan

Notary Public
Justice of the Peace

Lee Ann Moynihan, Notary Public
My Commission Expires June 3, 2014



Town Council STAFF REPORT



To: Town Council
Title: Town Council Goals Update
Meeting: Town Council - 28 Sep 2022
Department: Administration
Staff Contact: Wendy Baker, Executive Assistant

BACKGROUND INFORMATION:

Town Council had a workshop on August 10, 2022 with Primex to establish short and long-term goals that will move Town's vision forward. The following were the goals set forth with a plan to report updates at the second Council meeting of each month:

GOAL CATEGORY #1: Appearance Regulations and Code Enforcement

Goal Summary: Review and advise on new and existing appearance regulation for commercial properties and empower the Town Administrator and Code Enforcement Officer to enforce regulations on new and existing properties.

GOAL CATEGORY #2: Tax Rate Planning

Goal Summary: Balance the use of fund balance annually to maintain a low tax rate while building the balance amount to the recommended 8% or higher.

GOAL CATEGORY #3: Concise Communication to All Interested Vested Parties

Goal Summary: To continue to provide clear communication to interested/vested parties. Information needed should be requested before meetings in an effort to continue progress and avoid tabling, thus delaying the process.

GOAL CATEGORY #4: Economic Development/Infrastructure Expansion

Goal Summary: Infrastructure to support residential and commercial growth with regard to utilities.

FINANCIAL IMPACT:

N/A

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Give any updates on the four goals.

SUGGESTED MOTION:

N/A

TOWN ADMINISTRATOR'S RECOMMENDATION:

Council to agree on goals set at its workshop meeting in August.

**Town of Hooksett
Town Council Budget Review Meeting Minutes
Wednesday, September 07, 2022**

The Hooksett Town Council met on Wednesday, September 07, 2022 at 6:08 in the Hooksett Municipal Building.

CALL TO ORDER

PROOF OF POSTING- Provided by Town Administrator Andre Garron.

IN ATTENDANCE- Councilor James Sullivan, Councilor Randall Lapierre, Councilor David Boutin, Councilor Timothy Tsantoulis, Councilor Alex Walczyk, and Councilor Roger Duhaime.

ABSENT- Councilor David Ross, Councilor Keith Judge, Councilor John Durand.

PLEDGE OF ALLEGIANCE

PUBLIC INPUT- NONE

BUDGET OVERVIEW OF FISCAL YEAR 2023-2024

D. Boutin- thank you Mr. Garron for keeping the budget down and it being an only 1.7% increase.

A. Garron- I commend department heads for bringing forward responsible budgets. This figure also includes non-union raises that were included in phase 2. Phase 3 is to continue with the wage plan and look at longevity.

A. Garron- The Town Administrator's recommended operating budget of **\$19,296,951**, (excluding Wastewater and Library) an increase of **\$279,953** or **1.47%** from the current FY 2022-23 budget. This recommended budget supports: Union raises approved by the voters for 23 DPW and 16 Mid-management union members. A proposed Longevity payment system for non-union employees. The replacement of three police cruiser as recommended by the Capital Improvement plan. Funds to replace the carpet at the Courthouse. Funds to pave the cemetery road behind the Head Cemetery Chapel. Additional stipends for Town Clerk and Deputy Town Clerk. With the difficulty we had in hiring this will help with hiring. The Administrator's recommendation includes level funding the employee health and dental insurances. The budget includes 119 Full-time and 24 Part-time employees, which is the same as the current year.

As part of the long-term strategy for non-union employee, it was recommended to establish a longevity bonus system similar to union employees. Non-union full-time employees who complete 3 years of service will receive a one-time bonus of \$1,000 on their 3rd anniversary. A \$2,000 bonus will be received for the completion of 6, 9, 12, 15, 18, 21, 24, 27, 30... years with the Town. Non-union part-time employees will follow the same cycle, but will receive a \$500 bonus after 3 years and a \$1,000 bonus the additional milestone years. Bonuses are not cumulative, are subject to employment taxes and paid in the employees' paycheck the week following their

anniversary. Currently, there are 32 full-time and 28 part-time non-union employees including library employees. The total estimated cost over three years would be \$108,000.

FY 2023-24 18 employee hit a milestone year costing an estimated \$35,000

FY 2024-25 24 employee hit a milestone year costing an estimated \$38,000

FY 2025-26 18 employee hit a milestone year costing an estimated \$35,000

The Administrators recommendations vs current years budget is as follows:

The **Administration** budget increased in total approximately \$23,000. The increases are primarily from: 1) the replacement of computers and peripheral items for the entire town 2) increasing Property Liability Insurance rates and 3) uniform shirts for Town Hall employees. The **Assessing** budget reflects an increase of approximately \$30,000 to hire a contractor to measure and list properties in town.

The **Community Development** budget reflects an increase of \$7,274 from last year. This increase supports current staffing levels.

The **Family Services** budget reflects an increase of approximately \$13,000 from the current year. \$10,000 of this increase was for Town Welfare. Also, there are some funds to support an electronic document filing project.

The **Finance** budget reflects an increase of approximately \$7,000. This is related to the cost of the GASB 45/75 actuary study that will be needed in the current budget.

D. Boutin- what is the GASB 45/75?

A. Garron- Governmental Accounting Standards Board, and we do it every other year.

C. Tewksbury- we do it every other year and it is a required element of our financial report.

D. Boutin- what are they reporting?

C. Tewksbury- It is to report post retirement benefits.

A. Garron- The **Fire-Rescue** budget has decreased by approximately \$26,000. Changes to the budget include a reduction in wages of \$34,000, which supports current staffing levels. An additional \$40,000 in overtime is needed to support minimum staffing levels. NH Retirement has reduced the Town's rates for a savings of \$52,000. \$10,000 was added to both the vehicle maintenance and fuel lines.

The **Police** budget has increased by approximately \$47,000. Changes to this budget include a decrease of \$63,000 in the town's share of NH Retirement. Vehicle maintenance and fuel lines have been lowered based on the three replacement cars proposed in the budget.

The vehicle & related purchases line has an increase of \$99,000 to support the replacement of three police cruisers, which detail in the Capital Improvement Plan.

The **Public Works** budget increased approximately \$178,000 over the current year's budget.

This budget supports approximately \$30,000 in approved union raises that span all three divisions.

The **Highway Division** has increased about \$40,000. Overtime increased based on the average cost of winter storms and fuel lines increased based on the projected rate of diesel and

95 gasoline. The NPDES Stormwater line (aka Municipal Separate Storm Sewer Systems aka
 96 MS4) has been reduced by \$5,000. Also there are funds added to the courthouse building
 97 maintenance line to replace 20-year old carpets throughout the building.
 98 The **Parks, Recreation and Cemeteries Division** has increased approximately \$38,000. This
 99 budget supports a new ride-on paint machine, which will increase staff efficiency when lining
 100 fields and funds to pave the road behind the Head Cemetery Chapel as requested by the
 101 Cemetery Commission.
 102 The **Recycling and Transfer Division** has increased approximately \$100,000. Tipping fee
 103 rates and tonnage accounts for about half of the increase. Equipment maintenance and fuel
 104 have increased about \$25,000.
 105 The **Tax Collector** budget reflects a decrease of \$2,800 in professional services and office
 106 supplies.
 107 The **Town Clerk and Elections** overall budget reflects an estimated increase of \$22,000 for the
 108 upcoming year. The largest increase is in the stipend paid to the Town Clerk and Deputy. The
 109 proposed budget supports a \$20,000 annual stipend for the Elected Town Clerk and additional
 110 \$5,000 stipend for the Federal Election year. The \$5,000 stipend for the Federal Election will
 111 only be paid when there is a Federal Election scheduled, which happens every other year. The
 112 Deputy Town Clerk's stipend has also increased from \$2,000 to \$5,000 annually.
 113
 114 A. Garron- DEFAULT: The recommended operating budget is \$223,385 or 1.17% higher than
 115 the default. The main changes in the default are increases for the union contracts (DPW and
 116 Mid-Management), the repayment of the TIF Sewer & Other Infrastructure bonds approved by
 117 the voters. The default budget does not support the non-union longevity proposal, rate
 118 increases for property liability insurance, fuel and maintenance costs, as well as the increased
 119 welfare and tipping fees costs. Also not in the default budget is the additional stipend for the
 120 Elected Town Clerk and Deputy Town Clerk and two of the replacement police cruisers.
 121 **In 2018 Chapter 241 (HB 1307)** changed the definition of "Contracts" for default Budget
 122 Calculation. The new law limits "contracts" to only those contracts "previously approved, and in
 123 the amount so approved, by the legislative body in either the operating budget authorized for the
 124 previous year or . . . a separate warrant article for a previous year."
 125
 126 J. Sullivan- I can see where you indicated certain things are not included? Are the tipping fees
 127 not included under that?
 128
 129 C. Tewksbury- HB 1307 did just that and anything that is not on the ballot cannot increase.
 130
 131 A. Garron- Estimated revenues, which will impact the tax rate, show a decrease of
 132 approximately \$400,000 in the FY 2023-24 budget.
 133 **Decreases:** The proposed budget reflects a decrease of \$400,000 in motor vehicle registration.
 134 The budget is estimated at \$4.1 million, which is the same amount as collected in FY 2021-22.
 135 The number of vehicles registered was lower in FY 2021-22.
 136 The remaining revenue lines have been adjusted, but overall are level fund from last year
 137 estimates. The hope is that the economy will improve, and additional revenues can be
 138 considered when setting the tax rate in November 2023.
 139
 140 D. Boutin- why the decrease in motor vehicle?
 141

142 C. Tewksbury- when I talked to the tax collector it represents that in 2022 registered 800 less
143 vehicles. One particular fleet registered early in 2021. It is also a combo of people not
144 registering 2nd vehicles.

145
146 D. Boutin- how do we handle this?

147
148 C. Tewksbury- I am comfortable using the 4.1 million number. We should continue to budget for
149 what we have collected.

150
151 T. Tsantoulis- it is very hard to buy a car right now.

152
153 A. Garron- lastly there are possible warrant articles that the council will take up later. Some
154 items are under the CIP. We still don't know what the Union numbers will be so we will fill that in
155 later. Capital reserve numbers are typical that we see year after year for various projects. Phase
156 2 of the MRI study is also included. Items we are not clear on are the police and fire union. The
157 feasibility study for the solar farm and are gathering information to consider.

158
159 D. Boutin- the unaccounted numbers how do you think it will affect the percentage increase?

160
161 A. Garron- remains to be unseen I couldn't project. We are trying to keep the numbers low.

162
163 R. Duhaime- the Conservation Budget is down again.

164
165 C. Tewksbury- \$30,000 was what was funded last year because we didn't see the justification.

166
167 **Town Clerk**

168
169 A. Garron- the majority of the increase in this budget is the increase in the stipend for both the
170 Town Clerk and the deputy Town Clerk, and I believe there is another adjustment in the taxes.

171
172 D. Boutin- budget for TC is going from \$22,550 to \$35,050 why the current stipend is not
173 sufficient to get the job done.

174
175 A. Garron- we have discussed the difficulties in finding a town clerk, and we were luckily to find
176 one. We had discussed looking at this and decided to look at it more like a part time position
177 and looking at the election years and the increase of duties. We increased the stipend from
178 \$5,000 to \$20,000 to the Town clerk and we added a \$5,000 stipend for federal elections.

179
180 D. Boutin- what is a stipend. What is it currently? How are you justifying the increase.

181
182 A. Garron- it is a stipend position; it is currently budgeted at \$5,000 a year. We have re looked
183 at the position and looked at it more so as a part time position and therefor felt it should be more
184 so a part time position and the wages should be increased. When we look at the hours that they
185 actually put in it is closer to the \$20,000 vs the \$5,000 when you look at the hours that they put
186 in.

187
188 D. Boutin- I don't think you have given any justification to warrant the increase.

189
 190 T. Tsantoulis- we had an employee who was doing it before who was grossly underpaid and
 191 decided that they no longer had the time to do it. now we are faced with being competitive and
 192 establishing an amount of pay that reflects the amount of time that they put in. if we were to look
 193 at this as a paid position, we would be looking at more than \$20,000 plus benefits.
 194
 195 D. Boutin- this is a big increase for one year and we have to justify this to the tax payers, that
 196 we are going to increase one-person salary by \$15,000 in one year and I am not convinced.
 197
 198 R. Lapierre- Hooksett is one of the quickest growing towns, at some point for Hooksett to
 199 maintain the level of service it needs to it will be at a full-time clerk with benefits. If this bridges
 200 the gap until then, but to think that we can continue on with a \$7,000 budget for a town clerk and
 201 continue on with services I think we have been spoiled by our former clerk.
 202
 203 J. Sullivan - that prior clerk also had a Monday thru Friday day job and could accommodate the
 204 residents. We are concerned in the future. Based on the passed expectations this may be the
 205 next best estimate on how to address the issues.
 206
 207 ***D. Boutin motioned to have a presentation at our next budget meeting from the TA on***
 208 ***how we would fund this position as a full-time employee seconded by R. Duhaime.***
 209
 210 D. Boutin- I am looking for greater detail and approach this from a more practical sense.
 211
 212 R. Duhaime- I think as it was stated that we will be growing and how we will be thinking about
 213 the future. How are other towns doing it?
 214
 215 J. Sullivan- whatever we do now will be in affected in 2023. We need to plan for the future now
 216 and address it now for next time.
 217
 218 T. Tsantoulis- what would it cost the town assuming that individual had a family, what is a
 219 ballpark for health insurance?
 220
 221 C. Tewksbury- it is roughly \$26,000 for the health insurance not factoring in other stuff.
 222
 223 D. Boutin- the \$26,000 that has been brought up as a benefits cost is that under the town?
 224
 225 C. Tewksbury- that's what the town premium is.
 226
 227 R. Lapierre- do we have to accept the proposed budget in order for the BC to move forward?
 228
 229 J. Sullivan- no we do not, we have time according to the calendar.
 230
 231 ***Roll Call Vote #2***
 232 ***R. Duhaime Aye***
 233 ***J. Durand NP***
 234 ***D. Ross NP***
 235 ***R. Lapierre Aye***

236 **A. Walczyk Aye**
 237 **D. Boutin Aye**
 238 **K. Judge NP**
 239 **T. Tsantoulis Nay**
 240 **J. Sullivan Aye**

241
 242 **Vote in favor 5-1**

243
 244 **Library Trustees**

245
 246 M. Farwell- you have our budget which is almost level. I'd like to address 2 lines. We have hired
 247 a custodial service to come in 5 nights a week to do regular cleaning and in addition they will do
 248 carpet cleaning as well that we once hired out before. We added a line for legal review for those
 249 that challenge our books. Like material challenges, patron behavior and meeting room use. We
 250 will use the town attorney for review and assistance. We want to update and do our homework
 251 on our rules and procedures.

252
 253 A. Walczyk- thank you for a good-looking budget. The services at the library continue to be
 254 fantastic. I do have a question on book challenges.

255
 256 M. Farwell- when someone comes in and say, I don't think you should have x book on the shelf.

257
 258 H. Rainer- if someone came in and challenged us with a book choice that we have on the
 259 shelves. We have some books that have recently gotten book challenges and we have a
 260 procedure that we follow, and we look at the materials and does it align with our collection
 261 development policy.

262
 263 R. Lapierre- what happens to the material during the process of the challenge?

264
 265 H. Rainer- it is left on the shelf until the process is done.

266
 267 D. Boutin- out of curiosity do you have books on the shelf about critical race theory?

268
 269 H. Rainer- yes, we do.

270
 271 D. Boutin- how was the library affected by covid?

272
 273 H. Rainer- it was affected we saw a shift in people from print to digital and seeing it go back. It
 274 was harder. We had more programs outside; we learned a lot and have kept some of those
 275 adaptations.

276
 277 **D. Boutin motioned to approve the Library budget for fiscal year 2023-2024 in the amount**
 278 **of \$1,093,440 and be subject to an amendment of the longevity pay once it has been**
 279 **decided seconded by A. Walczyk.**

280
 281 **Roll Call Vote #3**
 282 **D. Boutin Aye**

283 **D. Ross NP**
 284 **A. Walczyk Aye**
 285 **J. Durand NP**
 286 **R. Duhaime Aye**
 287 **T. Tsantoulis Aye**
 288 **R. Lapierre Aye**
 289 **K. Judge NP**
 290 **J. Sullivan Aye**

291
 292 **Vote in Favor 6-0**

293
 294 **Family Services**

295
 296 P. Flynn- Lat fiscal year budget we returned \$32,000 that was unspent. we have just completed
 297 a major giveaway to folks going back to school. It was the backpack charity funded by the
 298 salvation army. Through their generosity they gave out 149 backpacks and are getting more
 299 prepared. We work closely with the food pantry and provide scholarships to the YMCA and the
 300 salvation army also funds children to attend that. We have a successful ride share program and
 301 is well worth the \$14,000 that we budget.

302
 303 D. Boutin- under the column for dept request and the TA request it says \$154,591 are you
 304 actually proposing to cut it by 10k?

305
 306 A. Garron- yes, I am proposing to cut it by 10k. it is a direct reflection of the budget being
 307 underspent. There was a lot of federal monies out there and it made us less reliant on spending
 308 this line, and as we look at the historical view, we have not spent that line in the past.

309
 310 D. Boutin- does family services agree to the changes you made?

311
 312 P. Flynn- Yes, I agree and it is more so a compromise. CAP funds most of our rental increases
 313 and electricity increase and I am confident that CAP will make up those differences.

314
 315 D. Boutin- if we made a motion tonight you would feel comfortable with that?

316
 317 P. Flynn-Yes, I would.

318
 319 R. Duhaime- if this budget were to go over where would we find the money to fund this?

320
 321 A. Garron- we could look at other departments and where they are underspend and could look
 322 at transferring if need be.

323
 324 ***D. Boutin motioned to approve the Family Services budget for fiscal year 2023-2024 in***
 325 ***the amount of \$154,591 seconded by A. Walczyk.***

326
 327 **Roll Call Vote #4**

328 **A. Walczyk Aye**
 329 **R. Lapierre Aye**

330 **D. Ross NP**
 331 **R. Duhaime Aye**
 332 **J. Durand NP**
 333 **K. Judge NP**
 334 **T. Tsantoulis Aye**
 335 **D. Boutin Aye**
 336 **J. Sullivan Aye**
 337
 338 **Vote in Favor 6-0**
 339
 340 A. Walczyk- what is the fuel revenue?
 341
 342 P. Flynn- It is nothing that affects this budget. It is a reporting on their end. I'd also like to add
 343 that I am on the board for that committee.
 344
 345 **Fire Rescue**
 346
 347 S. Colburn- we worked hard with the TA to present a budget that continued to allow us to
 348 provide the necessary services and save where we could.
 349
 350 D. Boutin- I see that the dept was 4.934 million, and the TA suggestion was 4.805 million are
 351 you comfortable with the TA budget?
 352
 353 S. Colburn- I think what we have is a workable budget and we can get through.
 354
 355 **D. Boutin motioned to approve the Fire Rescue budget for fiscal year 2023-2024 in the**
 356 **amount of \$4,805,040 seconded by R. Lapierre.**
 357
 358 R. Lapierre- this does not reflect the increases in the CBA correct?
 359
 360 S. Colburn- correct.
 361
 362 A. Walczyk- in the OT line it looks like a difference of about \$50,000 how that could be possible
 363 if it was more than proposed and the TA's?
 364
 365 S. Colburn- that activity was due to Workers Comp and vacancies, and we hope to bring back
 366 the staffing levels.
 367
 368 A. Garron- it is actually a reduction of about \$70,000. We have programs put into the
 369 negotiations that allowed a lower FF to act up and address the OT. We started at a figure that
 370 was a \$300,000 proposal that was increased to \$337,000 that was done without giving that
 371 program an opportunity to succeed. Part of last years budget was covid induced. Although that
 372 numbers high I don't think it represents the norm.
 373
 374 A. Walczyk- in new equipment- that is decreased what wont we buy?
 375
 376 S. Colburn- we had budgeted 8 new hire equipment's and now we are only planning on hiring 6.

TC BUDGET REVIEW MINUTES 9-7-2022 8

377
378 R. Duhaime-- looking at last year what kind of calls and accidents you had and the trends and
379 what are you seeing.

380
381 S. Colburn- onset of covid we had a downturn, but it is and has been increasing. We are at
382 about 11 to 12% ahead of last year.

383
384 R. Duhaime- do you separate out what happens out on the highway?
385

386 S. Colburn- No, but we could if we had to.
387

388 **Roll Call Vote #5**

389 ***T. Tsantoulis Aye***

390 ***D. Ross NP***

391 ***R. Duhaime Aye***

392 ***A. Walczyk Aye***

393 ***R. Lapierre Aye***

394 ***K. Judge NP***

395 ***J. Durand NP***

396 ***D. Boutin Aye***

397 ***J. Sullivan Aye***

398

399 ***Vote in Favor 6-0***

400

401 **Capital Improvement Plan**

402

403 J. Sullivan- CIP items will be presented on the Warrant Articles as presented earlier.

404

405 **Other Business**

406

407 J. Sullivan- There is a state primary is on Tuesday. We still need people to sign up.

408

409 R. Lapierre- we only have 2 Town Councilors signed up for the end of the night and we need 3.

410

411 L. McLaughlin- there was some questions on the initial sheet that the TC was unsure of so there
412 is some question marks there.

413

414 **ADJOURNMENT**

415

416 D. Boutin motioned to adjourn the meeting at 8:29 pm; seconded by T. Tsantoulis.

417

418 **Vote in favor 6-0**

419

420 **Respectfully submitted,**

421 ***Alicia Jipson***

422 **Alicia Jipson**

423 Recording Clerk
424

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, September 14, 2022**

The Hooksett Town Council met on Wednesday, September 14, 2022, at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 14 Sep 2022 to order at (6:15) pm.

PROOF OF POSTING

Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor John Durand, Councilor Randall Lapierre, Councilor David Boutin, Councilor Timothy Tsantoulis, and Councilor Alex Walczyk, Councilor David Ross (6:28 arrived)

Absent: Councilor Roger Duhaime, Councilor Keith Judge.

PLEDGE OF ALLEGIANCE

AGENDA OVERVIEW

PUBLIC HEARINGS

J. Sullivan opened the Public Hearing at 6:22 pm stating that the Hooksett Town Council is holding a Public Hearing on Wednesday, September 14, 2022 @ 6:00 pm at the Hooksett Town Hall Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to discuss the upcoming NH DOT bridge preservation project that will impact traffic flows on Hooksett Road/Route 3 at the Route 93 overpass.

A. Garron- introduced the guest speakers.

Bill Saffian- NHDOT this project showcases 5 bridge preservations along the corridor. This project is like the bridge work on the I-93 corridor. We are here to present the project and solicit any comments regarding the project. David Scott will be the project manager from the NHDOT.

Phil Kendal Project manager from HNTB for NHDOT

- Included Efforts
 - Replacement of Bridge Pavement and Membrane Waterproofing
 - Repairs to Concrete Deck
 - Repairs to Bridge Curb and Bridge Rail
 - Replacement of Bridge Deck Joints
- Excluded Efforts
 - Drainage Improvements
 - Guardrail or Approach Rail Work
 - Permanent Pavement Beyond Bridge Preservation Needs

This will be a two-season project and the bridges will be bundled together. Season 1 will be done in 2024 and season 2 done in 2025. There will be 4 locations of interest of traffic control.

D. Ross- in light of this potential closing of exit 8, look at somehow you can stretch the lanes out. It is very dangerous.

51
52 B. Saffian- what was your feedback from the southbound exit on exit 8 to exit 9. Has there been any
53 significant impact?
54

55 D. Ross- there was never any significant impact, that I saw.
56

57 J. Sullivan- I did not see any impact.
58

59 D. Boutin- thank you for coming.
60

61 J. Sullivan Closed the 1st Public Hearing at 6:58.
62

63 J. Sullivan opened the 2nd Public Hearing at 6:59.
64

65 **6.2 Public Hearing and Public Input for Update to #OO-14 Other Ordinances Sand and Gravel**
66 **with Draft dated 6/3/2022 of Commercial Earth Excavation Regulations.**
67

68 The Hooksett Town Council will conduct a public hearing on Wednesday September 14th, 2022 @
69 6:00, 35 Main Street, Hooksett, Council Chambers for the following: NEW PUBLIC HEARING for the
70 amendment, Draft Re-Write, of Sand and Gravel-Other Ordinance#00-14. This Ordinance is outdated
71 and has been re-written to align with the State of New Hampshire's Earth Excavation Regulations.
72

73 A. Stelmach- this was a 10-month effort of bringing up an old 1970's regulation up to standard and
74 address public safety. This is not for zoning this is for public safety. We wanted to give protection to the
75 town and make sure surety was in place, give code enforcement extra mechanisms to make sure
76 operations were going as planned, because the ZBA is the regulator of excavation in Hooksett. We took
77 other surrounding towns and looked at their ordinances and meshed them all together to suite our
78 needs. We had legal help us; we had a committee work on this. I think this is a direction that Hooksett
79 wants to go towards.
80

81 J. Sullivan- and this Ann Stelmach the ZBA Chair. Is the ZBA is support of this change?
82

83 A. Stelmach- yes, we voted at our last meeting in support of this.
84

85 J. Sullivan- is there a major change? Is it night and day?
86

87 A. Stelmach- it is more detailed.
88

89 A. Stelmach- the statue had changed a few times. We didn't go more stringent, just more expansion.
90 There were some things as simple as hours of operation that were not addressed. It was bringing what
91 the statue allows and defining the details more.
92

93 D. Pendergast, Code Enforcement Officer- then we expanded on the surety giving the town more
94 backing
95

96 D. Boutin- I've reviewed this draft and I think it is well put together and I will be supporting it.
97

98 D. Ross- section 7, has that been run by legal to see how that is possible to do?
99

100 M. Serge- I've reviewed in great length. This all meets the statue, and I don't think you even have any
101 that follow this.
102

103 D. Ross asked for some clarification on new changes and if it fell under grandfathering. Legal

104 addressed that these changes won't affect anyone currently doing this practices weather they go along
105 or against the regulations these regulations will be for any future excavation with new sites and new
106 permits.

107

108 A. Walczyk- section 13 step 2 says the PH will be scheduled within 30 days. Then step 3 says abutters
109 will be notified within 5 days. Can we give the abutters more time?

110

111 M. Serge- the 5 days is the statutory minimum you can always do more.

112

113 J. Sullivan- can we make a change without having to do a re-hearing?

114

115 M. Serge- yes you could.

116

117 D. Boutin- I think normally for PB and ZB it is 10 days, and if we made it 10, we would be consistent
118 with the other boards.

119

120 D. Ross- I disagree excavation is a long, big lengthy process and 30 days is needed to notify them.

121

122 R. Lapierre- if there is an ordinance that we had a PH and we made a motion to make a change doesn't
123 that require a new re-hearing.

124

125 J. Sullivan- only if we made a substantial change, it would but increase the time changes is not a due
126 change.

127

128 A. Garron- what are we looking at changing? Are we looking at the abutter notice? Because it says no
129 less than 5. So that still lets you do more but not less than.

130

131 A. Stelmach- looking at the old ordinance it is not even defined. We want to move with this.

132

133 J. Sullivan- when we come back at our next meeting lets address it. Do we believe 30 days is the
134 appropriate time length?

135

136 D. Boutin- no 30 days is too long.

137

138 Town Council by show of hands agreed that 30 days was too long.

139

140 J. Sullivan- as D. Boutin stated to be consistent 10 days to align. We will have that change in the
141 language to adopt the new language.

142

143 D. Boutin- are you going to provide the council with the draft language before our next meeting?

144

145 A. Stelmach- yes, we will.

146

147 **SPECIAL RECOGNITION**

148

149 Special acknowledgement of Eagle Scouts Troop 603

150

151 Special acknowledgement to Lee Ann Chase, Library Patron Services Supervisor - Retirement 22 yrs.

152

153 J. Sullivan- Lee Ann joined the Hooksett library back in 2000. During her 22-year tenure, she was
154 always a welcoming, stable presence at the Patron Services desk, greeting visitors and managing their
155 borrowing needs. To her patrons, Lee Ann was the familiar face who could be counted on to find even
156 the most obscure title to fill their requests. For those who faced their senior years mostly at home and

157 on their own, Lee Ann became a friend to us all. To her staff, she was an incredibly patient supervisor
 158 to whom they could ask endless or repeated questions and receive a kind and patient response. Lee
 159 Ann supported and encouraged all her staff to learn as much as they could in their position and beyond,
 160 trying new things, learning more about the profession and empowering them to be their best selves.
 161 Under Lee Ann's supportive wing, many of her staff discovered their love of library work and moved on
 162 to earn their library degree and achieve a full-time position within the library. To her NH library
 163 colleagues, Lee Ann was a level 4 certified library professional (the highest level achievable) and one of
 164 the founding members of the NH library Association's Para librarian section and remained one of its
 165 contributing members throughout its growth and development. She was a founding member on the
 166 certification review committee and went on to chair the committee for a number of years. Besides her
 167 role as the head of patron services, Lee Ann wore many hats at the library. She was the fit it lady, the
 168 source of comedic relief and health coach as part of her role in the Town's joint loss committee. Last but
 169 not least, Lee Ann was the ever-faithful Mrs. Klaus for the library's annual Santa & Friends Party.
 170 Although Lee Ann made the very difficult decision to spend more time with her new grandchild, she will
 171 always be a member of the Hooksett Library family.

172

173 **Moved up 15.5**

174

175 **15.5 To amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a) and allow**
 176 **five (5) alternates on the Zoning Board of Adjustment.**

177

178 J. Sullivan- we discussed this last December on a possible charter change.

179

180 A. Stelmach- yes, we did bring this forward last year, but we got it into the state too late. State law allows
 181 this. I don't know why we would restrict this. The more people that we can get on board the better.

182

183 J. Sullivan – tonight is to move it onto the next state of an official PH.

184

185 ***T. Tsantoulis motioned to move this topic to the next agenda for a PH on this charter changes***
 186 ***possibility; seconded by A. Walczyk.***

187

188 **Vote in favor 7-0**

189

190 **Moved up 15.3**

191

192 **15.3 Other Town Charter Changes - General Discussion on Reduction of Council Membership,**
 193 **District Changes and Other.**

194

195 J. Durand- I know that we are probably one of the towns that have such a large council and wondered
 196 why we are so large. When Granite Hills came in it was thought that they would only be represented by
 197 the majority. Maybe condense it down to 5, save some money and possibly raise the stipends to get
 198 more interest.

199

200 J. Sullivan- the reason why the supervisors of the checklist are here because if there was a change it
 201 would affect their districts.

202

203 R. Lapierre- I was reading up on this a little. I was wondering towns of our size can choose to organize
 204 under a few ways as a Selectboard or a Town Council. If we were a Selectboard we would not need to
 205 have districts.

206

207 J. Durand- what would be the impact of no districts.

208

209 M. Horne- if you decide that you don't want any districts then we don't need to do the census polls
210 every 10 years. Most people do not even know what district they live in and I don't know that I feel like
211 I get any better representation if I have a member in my district.

212
213 J. Sullivan- if this is proposed as a possible charter change and is on the ballot and a change is made
214 in March, then you can hold off on the census.

215
216 M. Horne- it is probably a winter project but if it looks like it is going to change then I will hold off.

217
218 A. Garron- if the council were to agree to reduce from 9 to 5 and that was able to go on the charter for
219 vote, wouldn't we need to go another year to fill.

220
221 R. Lapierre- in the town charter that we adopted previously we defined the process for filling each of the
222 roles. Any chart change will need to include that mechanism. We would need to identify it.

223
224 D. Boutin- I appreciate the conversation and from my standpoint, 9 is not an overbearing amount of
225 people. It gives us an opportunity to share ideas and get input. I believe that 7 would work but 5 is to
226 small.

227
228 A. Jipson- in Belmont there was a petition warrant to increase the BOS from 3 to 5 that passed at Town
229 meeting in March and now in 2023 we will vote on who will fill the added 2 board members.

230
231 A. Garron- as a result of what happened last year with the potential of 2 charter changes, we
232 established a date of October 12th now we are less than a month away from that timeline to explore
233 what that charter change will be.

234
235 D. Boutin- if you eliminate districts, you have a development in town that has 485 units which is more
236 than 1,000 adults you could end up with a situation with 3 members in the same district. It is working
237 why fix it. What we have is some members not attending the meeting, so we should get rid of them.

238
239 D. Ross- this has come up a few times over the years. The town is not getting smaller it is getting
240 larger. We are the people's representatives. I am big in having districts, I'd like a larger body. I like to
241 hear that Belmont is increasing their board.

242
243 D. Boutin- can we by a show of hands show who would support getting rid of the districts.

244
245 J. Durand- even if we stayed at 9 can we figure out a way to give more people options. There have
246 been people who have been here a long time, and it would be nice to see new faces.

247
248 J. Sullivan- we had term limits and we got rid of them.

249
250 J. Sullivan- lets establish a subcommittee and have it ready for an august 2023 discussion.

251
252 **BICENTENNIAL MOMENT**

253
254 J. Sullivan – presented a PowerPoint presentation on Presidential Visitors plus, highlighting the past
255 Presidents who have visited Hooksett. The full PowerPoint presentation can be found on the town's
256 website.

257
258 **Hooksett Municipal Employee - New Hire**

259
260 A. Garron- we have 3 new hires.
261 • Michael Winslow, PW Parks & Rec Laborer
262 • Bryce Ham, PW Parks & Rec Truck Driver/Laborer

- Karen Cannella, Fire-Rescue p/t Administrative Assistant
And 2 departures
Robert Curran and Daniel Andrews.

PUBLIC INPUT - 15 MINUTES

None

SCHEDULED APPOINTMENTS

9.1 Town Clerk, Pamela Sullivan, General Update & Recap of September 13, 2022, Elections

P. Sullivan- we had an amazing team of people that have worked the polls before, they were my saving grace. The supervisors of the checklist were great, and I want to say thanks. We did have a little hiccup the machine was not working, once that was up and running the day went smoother. After that election a lot of people have expressed interest in volunteering. The lessons learned were being more organized. I am going to work with Leann on creating a volunteer list and a handout to give to those that were interested. I thank the town council reps for coming and helping out and filling in their slots. A lot of these guys were there for a long time and needed breaks. The more people we have helping out the better it goes. Residents are already starting to request absentee ballots for November. Karen Connor Yorkie volunteered for the day and then had shown some interest to the deputy clerk position, which will enable us to increase our hours.

A. Garron – kudos to all involved. I do want to mention Todd Rainer's help with this as he has stepped away from the position, but he was there to assist and helped make it move smoothly.

P. Sullivan- Results- 2,263 voter participation. We have roughly 10,000 registered voters and had 112 new registered voters.

D. Ross- maybe put together a break down of each party numbers that voted. We need volunteers. It was a skin and bones crew, and this next election will be bigger.

9.2 Belisle Monument Location

R. Lapierre motioned to approve the Belisle monument location on the southeast corner of the property along the Main Street roadside as suggested by the Heritage Commission. Seconded by T. Tsantoulis.

Vote in favor 7-0

B. Berthiaume- the spot location is in your packets.

9.3 Old Home Day Committee request for an additional \$1,500 for the 2022 Old Home Day

D. Boutin motioned to approve the request for an additional \$1,500 for the 2022 Old Home Day; seconded by T. Tsantoulis.

R. Lapierre- I also want to note that our packets mention increasing the budget for next year.

J. Sullivan- let's bring that up at our next meeting.

J. Durand- does Andre know what this request is for?

A. Garron- I do not that is why we asked them to come here to explain why the increase. Currently there is \$5,000 budgeted that has already been sent to them.

317
318 T. Tsantoulis- I don't think it is unreasonable to expend more funds this year. OHD should continue on
319 as it has, we can always cut back funds in the future if need be.
320

321 D. Ross- we should have gotten a reason on the why.
322

323 **Roll Call Vote #2**

324 ***R. Duhaime NP***

325 ***J Durand Abstained not enough info***

326 ***D. Ross Aye***

327 ***R. Lapierre Aye***

328 ***A. Walczyk Aye***

329 ***D. Boutin Aye***

330 ***K. Judge NP***

331 ***T. Tsantoulis NP***

332 ***J. Sullivan Aye***
333

334 ***Vote in favor 5-0-1***
335

336 **CONSENT AGENDA**
337

338 **10.1 To accept \$449.00 raised at our fifth annual National Night Out event held on August 2,**
339 **2022, to the Town of Hooksett through the Police Department for families in need.**
340

341 ***J. Sullivan motioned to accept \$449.00 raised at our fifth annual National Night Out event held***
342 ***on August 2, 2022, to the Town of Hooksett through the Police Department for families in need***
343 ***per RSA 31:95-b, III(b). seconded by R. Lapierre.***
344

345 ***Vote all in favor 7-0***
346

347 **10.2 Accept the Town of Hooksett donation of 42 "603" sport sling bags valued under \$65.00 to**
348 **the Hooksett Eagle Scout Troop "603".**
349

350 ***T. Tsantoulis motioned to accept the Town of Hooksett donation of 42 "603" sport sling bags***
351 ***valued under \$65.00 to the Hooksett Eagle Scout Troop "603" per RSA 31:95-e. seconded by D.***
352 ***Boutin.***
353

354 ***Vote all in favor 7-0***
355

356 **10.3 Accept the donation of labor, valued at \$4,500, from Fellowship Church.**
357

358 ***J. Sullivan motioned to accept the donation of labor, valued at \$4,500, from Fellowship Church***
359 ***per RSA 31:95-e, II. Seconded by R. Lapierre.***
360

361 ***Vote all in favor 7-0***
362

363 R. Lapierre- is this a part of the scheduled maintenance?
364

365 P. Arno- We haven't been able to paint the building due to lack of labor and funds. We are supplying
366 the paint, and they will come in and paint. We don't have the labor to do it. We have 1 maintenance
367 guy, and he can't possibly do it.
368

369 Pastor Arron- we want to be a blessing to the town we are a new church and want to be a church for
370 the city not just in the city.

371
372 R. Lapierre- what agenda items were included in the motion?
373

374 J. Sullivan- there was a motion to approve all of them.
375

376 **10.4 Accept the donation from Ellie Lukova of Creative Stix Studio in the form of mural.**
377

378 ***J. Sullivan motioned to accept the donation from Ellie Lukova of Creative Stix Studio in the form***
379 ***of mural per RSA 31:95-e, II. 2. Motion to grant the request to waive the liability insurance.***
380 ***Seconded by R. Lapierre.***

381
382 ***Vote in favor 7-0***
383

384 D. Ross- on 10.4 I see no images on what is going to be on the mural.
385

386 B. Berthiaume- if I could after the agenda was posted we received some information from Ellie. She has
387 got a couple of ideas. We want to entertain all 3 ideas. Idea 1 would be the footprints down the path.
388 Idea 2 is a hopscotch area. It can go around the playground area. Then option 3 she calls these safety
389 boarders. You put them in higher traffic areas to keep the amount of the way of traffic. These are
390 samples of things she has done in the past.

391
392 **10.5 Partial Surety Release of \$266,000– Benton Road Sports Dome**
393

394 R. Lapierre- what is the basis with you concurring with the release of the \$150,000 release?
395

396 B. Thomas- The bond is really a reclaim bond, so I think 150k is more than acceptable to pave and get
397 landscaping done. Right now, they are considering putting solar panels on the site so there may be a
398 redesign on the site.

399
400 R. Lapierre- in the future I'd suggest that we receive backup from you and not from the engineer and
401 the developers.

402
403 B. Thomas- I did provide what was supplied to me by the developer on the original bond.
404

405 R. Lapierre- we trust the business owners, but we have a town engineer to give us certain information. I
406 want to see some sort of check on this.

407
408 B. Thomas- it is standard practice that the engineer supplies me a report.
409

410 R. Lapierre- well is it standard practice that you check and report back on what they suggest.
411

412 B. Thomas- no not really.
413

414 J. Sullivan- in the past you had reported back on giving more details giving us the notion that the
415 information has been verified.

416
417 D. Ross- this is not a small amount of money. I have particular concerns. We have no pictures. DOT
418 has given us in the past a report on what has been done. I want to see photographs to see that they
419 actually put berm in. I would appreciate an inspection on the site and a report on this.

420

421 T. Tsantoulis- I believe the Town Engineer has given a site visit and has verified on the presentation
422 that you felt this was a fair amount to return to them, and you are in fact a registered Engineer. People
423 who are not engineers are picking this apart.

424

425 ***J. Durand motioned to table the motion 10.5 until further information is given; seconded by D.***
426 ***Ross.***

427

428 ***Vote in favor 5-2***

429

430 **10.6 To accept the \$2,500.00 in grant money from NH Department Environmental Services Used**
431 **Oil Grant.**

432

433 ***J. Sullivan motioned to accept the \$2,500.00 in grant money from NH Department Environmental***
434 ***Services Used Oil Grant to the Town of Hooksett for the Public Works Recycling & Transfer***
435 ***Division toward the purchase and installation of the new waste oil burner per under RSA 31:95-b***
436 ***III (b). Seconded by R. Lapierre.***

437

438 ***Vote in favor 7-0***

439

440 **TOWN ADMINISTRATOR'S REPORT**

441

442 A. Garron- the numbers for the number of new cases are reducing. It is down to 25 now. The town
443 report is available on the town website, and copies available at the council offices. We also have a copy
444 of the town newsletter on our website. We will have the newsletter go out with the tax bills. The HR
445 department received a proposal to adding a paid family leave option to our benefits package. The state
446 has adopted this and is being sent around to communities.

447

448 D. Fitzpatrick- back in February we received that there may be some State paid Family Leave
449 Coverage. They can take from their benefits accrual banks, WC, or short-term disability. In September
450 the state provided that they are asking the towns if they want to piggyback on this plan. They have
451 signed on with Metlife. I would have to contact Metife to get more information on the premiums. Do we
452 want to absorb that, do we want the employees to observe that.

453

454 ***J. Sullivan motioned that we request that the administration makes a presentation at our***
455 ***October 12th meeting to show what adding this to our benefits will be; seconded by D. Boutin.***

456

457 ***Vote in favor 7-0***

458

459 A. Garron – we were looking at where we are at looking at wired vs wireless. I would like to revisit it
460 again, we are looking at wired vs wireless. I'd also like this to be a potential ARPA item for
461 consideration.

462

463 ***J. Sullivan motioned to put this gooseneck discussion on the next agenda; seconded by D.***
464 ***Boutin.***

465

466 ***Vote in favor 7-0***

467

468 **12.1 Nominations and Appointments**

469

470 ***T. Tsantoulis motioned to nominate and appoint Andrea Therrien to the Heritage Commission***
471 ***with a term expiring 06/30/2025; seconded by D. Boutin.***

472

473 ***Vote in favor 7-0***

474

12.2 Town Council Assignments- Budget Committee and Sewer Commission

J. Sullivan- this is a requirement that needs to be filled.

D. Ross- the sewer commission is that 2 meetings a month all year long?

J. Sullivan- yes. It is not an official one, it is a liaison. The budget committee is vital.

OLD BUSINESS

14.1 TIF District Easement – Purchase easements across Rainone Property (69a&b Kimball Drive) for Cost of \$45,000

D. Boutin motioned to have the Manchester Water Works extend the water main for \$35,000 (subject to Rainone agreeing to sign the easement as described above) and fund it through the 2019 TIF Warrant Article. Seconded by T.Tsantoulis.

Roll Call Vote #3

D. Boutin Aye

D. Ross Np

A. Walczyk Aye

J. Durand Aye

R. Duhaime NP

T. Tsantoulis Aye

R. Lapierre Aye

K. Judge NP

J. Sullivan Aye

Vote in favor 6-0

B. Thomas- we have to provide Mr. Rainone a connection to the service line and \$10,000 to connect the total is \$45,000, we will waive the connection fee. The total easement is \$57,400. It is the most expensive easement but the most crucial piece. I believe that this sewer line is going to go right near his line. The sewer line is by standard requirements to be 10 feet away. I have not checked the well requirements.

T. Tsantoulis- I think there is a typo. It says 25 inches, and I believe that it should be 25 feet.

A. Garron- this is a critical crossing and I have to commend Bruce with the easements that need to be obtained and keeping the costs down to obtain these. This is a critical piece and will allow us to go through the pump station and under the river. A lot of work has been done on this.

D. Ross- the cost you said it just brings the water to the house. That allowance is that money we are going to give him to connect or are we going to make him. What is the width of the easement?

B. Thomas- it is 15ft.

D. Ross- what's to say that if we give him the 10k that he keeps the money and decides not to sell and keep the money.

B. Thomas- the sewer ordinance requires him to tie in if it is within 100 feet.

R. Lapierre- call the question.

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580

R. Lapierre motioned to purchase the easement as described above for the cost of \$10,000 and fund it through the 2019 TIF Warrant Article. Seconded by D. Boutin.

Roll Call Vote #4

A. Walczyk Aye
R. Lapierre Aye
D. Ross Aye
R. Duhaime NP
J. Durand Aye
K. Judge NP
T. Tsantoulis Aye
D. Boutin Aye
J. Sullivan Aye

Vote in favor 7-0

14.2 Update On Old Home Day, September 17, 2022, Town Council Booth

J. Sullivan- I will be there from 10-?

R. Lapierre- I had originally signed up for 1-3 and something has come up and I no longer can.

14.3 Town Personnel Plan Updates - 1) Post Accident Drug & Alcohol Testing for incident vs. accident and for extenuating circumstances & 2) Workers' Compensation sick and vacation accruals

D. Boutin motioned to approve the amendment to the Town Personnel Plan as submitted; seconded by T. Tsantoulis.

Vote in favor 7-0

T. Tsantoulis- we had shut down the whole thing, but this is the few things that we brought back.

R. Lapierre- I see that on the 2nd item WC is changing from won't accrue to will accrue.

A. Garron- that is when someone gets hurt in the line of duty that is not their fault they should not be penalized, and it should be changed.

15.2 2022 MS-535 Financial Report of the Budget

D. Boutin motioned to authorize the Town Council to sign the 2022 MS-535 Financial Report of the Budget for period ending June 31, 2022, as presented seconded by T. Tsantoulis.

Vote in favor 7-0

15.1 to approve the purchase of a 2022 Ford Transit E350 Van along with cost of the equipment, painting, and graphics.

T. Tsantoulis motioned to approve the purchase of a 2022 Ford Transit E350 Van along with cost of the equipment, painting, and graphics for the total amount of \$53,395.57, to be taken out of the Special Detail Fund. Seconded by J. Durand.

581

J. Durand- didn't we already approve this?

582

583

Belanger- this was not the original one. It was ordered for another community, and they passed on it, so we got first dibs.

584

585

R. Lapierre- the funding is coming from the detail line; this is not coming from general taxation.

586

587

Roll Call Vote #5

588

T. Tsantoulis Aye

589

D. Ross Aye

590

R. Duhaime NP

591

A. Walczyk Aye

592

R. Lapierre Aye

593

K. Judge NP

594

J. Durand Aye

595

D. Boutin Aye

596

J. Sullivan Aye

597

598

Vote in Favor 7-0

599

600

R. Lapierre moved to extend the meeting past 9:30 p.m seconded by A. Walczyk

601

602

603

Vote in favor 6-1

604

605

D. Boutin motioned that 14.6 Town Charter Amendment- Hooksett Town Council authority to amend the Town's Zoning Ordinance(s) be moved to the PH on October 28, 2022, seconded by A. Walczyk.

606

607

608

Vote all in favor 6-0

609

610

A. Garron- what is suggested and what is current law is that 25 or more voters may petition a warrant article.

611

612

613

14.5 ARPA Committee Project List and Ranking

614

615

D. Boutin motioned to approve the Lincoln Heights Drainage Study for \$150,000 seconded by T. Tsantoulis.

616

617

Roll Call Vote #6

618

J. Durand Aye

619

R. Lapierre Nay

620

K. Judge NP

621

D. Boutin Aye

622

D. Ross Aye

623

T. Tsantoulis Nay

624

A. Walczyk Nay

625

R. Duhaime NP

626

J. Sullivan Nay

627

628

Vote not in favor 3-4

629

630

631

632

633 B. Thomas- we really do not have a good handle where the pipes go. This catch basin we cannot find.
 634 There is a lot of missing areas. A lot of this pipe is corrugated. Some have the bottom missing. What
 635 my estimate is includes jet cleaning and then sending up cameras. On Sherwood Drive we want to
 636 spend about \$20,000. Replace maybe 400 feet of pipe. The top 2 miles are really investigation so we
 637 can narrow down what needs to be done. Investigate and repair the damage that we find.
 638

639 J. Sullivan- now we can talk about Sherwood Drive
 640

641 B. Thomas- I lumped the 2 projects together.
 642

643 ***R. Lapierre motioned to table 14.5 until we get further information on the 12th. Seconded by T.***
 644 ***Tsantoulis.***
 645

646 ***Vote in favor 6-1***
 647

648 R. Lapierre- each of these projects should be treated as a town project and we should be treated as a
 649 separate agenda item and given a full presentation. The numbers are changing, and information is not
 650 being presented to us.
 651

652 **14.4 Updates to Town Council Rules of Procedures**

653
 654 J. Sullivan- we want to add a section to the agenda for councilors to ask questions and push up the TA
 655 report.
 656

657 J. Durand- may I suggest we move the bicentennial moment to the end?
 658

659 J. Sullivan- it is almost over.
 660

661 **APPROVAL OF MINUTES**

662
 663 ***D. Boutin motioned to approve the public minutes of the August 24, 2022, meeting;***
 664 ***Seconded T. Tsantoulis.***
 665

666 ***Vote in favor 7-0***
 667

668 ***T. Tsantoulis motioned to approve the session #1 non-public minutes of the August 24,***
 669 ***2022, meeting; Seconded D. Boutin.***
 670

671 ***Vote in favor 7-0***
 672

673 ***T. Tsantoulis motioned to approve the session #2 non-public minutes of the August 24,***
 674 ***2022, meeting; Seconded D. Boutin.***
 675

676 ***Vote in favor 7-0***
 677

678 **SUB-COMMITTEE REPORTS**

679
 680 J. Sullivan- the POW table is setup thank you to Rich Caruso. Bill Saffian also came up and kudos to us
 681 for putting it out.
 682

683 **PUBLIC INPUT- None**
 684

685 **NON-PUBLIC SESSION NH RSA 91-A:3 II a&c**

686 **J. Sullivan motioned to enter non-public session #2 NH RSA 91-A:3 II (a,c) at 9:51 pm;**
 687 **seconded by D. Boutin.**

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

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

696 **Roll Call Vote #7**

697 **D. Ross Aye**

698 **K. Judge NP**

699 **R. Lapierre Aye**

700 **R. Duhaime NP**

701 **A. Walczyk Aye**

702 **J. Durand NP**

703 **T. Tsantoulis Aye**

704 **D. Boutin Aye**

705 **J. Sullivan Aye**

706

707 **Vote in favor 6-0**

708

709 **J. Sullivan motioned to adjourn the non-public session of 9/14/2022 at 10:03 p.m.;**
 710 **seconded by D. Ross.**

711

712 **Vote in favor 6-0**

713

714 **R. Lapierre motioned to seal the non-public minutes of 9/14/2022; seconded by D.**
 715 **Boutin.**

716

717 **Roll Call Vote #8**

718 **R. Lapierre Aye**

719 **R. Duhaime NP**

720 **T. Tsantoulis Aye**

721 **A. Walczyk Aye**

722 **J. Durand NP**

723 **D. Ross Aye**

724 **D. Boutin Aye**

725 **K. Judge NP**

726 **J. Sullivan Aye**

727

728 **Vote in favor 6-0**

729

730 **ADJOURNMENT**

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732 **R. Lapierre motioned to adjourn the meeting at 10:04 pm. Seconded by T. Tsantoulis.**

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734 ***All in favor 6-0***

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738 Respectfully submitted,

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740 *Alicia Jipson*

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742 Alicia Jipson

743 Recording Clerk

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