

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, April 27, 2022**

1
2 The Hooksett Town Council met on Wednesday, April 27, 2022 at 6:00 in the Hooksett Municipal
3 Building.

4
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of April 27, 2022 to order at (6:03) pm.

7
8 **PROOF OF POSTING**

9 Project Coordinator Leann McLaughlin provided proof of posting.

10
11 **ROLL CALL**

12 **In Attendance:** Councilor James Sullivan, Councilor David Ross, Councilor John Durand, Councilor
13 Randall Lapierre, Councilor Roger Duhaime (arrived at 6:07), Councilor David Boutin, Councilor
14 Timothy Tsantoulis, and Councilor Alex Walczyk.

15
16 **Absent:**

17 Councilor Clark Karolian

18
19 **PLEDGE OF ALLEGIANCE**

20 Those present and able stood for the pledge of allegiance.

21
22 **AGENDA OVERVIEW**

23 Agenda overview given by Chair Sullivan.

24
25 **SPECIAL RECOGNITION**

26
27 BICENTENNIAL MOMENT- Chair Sullivan presented the Bicentennial moment on Governor Nathaniel
28 Head. Full PowerPoint presentation can be found on the Town of Hooksett Website. Councilors T.
29 Tsantoulis and Councilor J. Durand unveiled a portrait of Governor Head that has been hanging in the
30 building.

31
32 **Hooksett Municipal Employee**

33
34 A. Garron- we don't have any new hires, but we have Kathleen Donnelley retiring from the
35 administrative department.

36
37 **SCHEDULED APPOINTMENTS**

38
39 **9.2 Annual Update from the Cemetery Commission - Mike Horne, Chair and Nancy Philbrick**

40
41 M. Horne- It's been 3 years since we have come to you for the annual update due to covid getting in the
42 way. I have been a commissioner since 2009, Nancy has finished 3 years as of June. The town is in
43 good stead. RSA requires us to provide burials or have agreements with neighboring towns. All our info
44 is available on the website and do our best to keep it up to date. Parks and Rec maintain the grounds.
45 We haven't had a burial recently on Riverside. Only 2 active cemeteries in town. We are typically selling
46 about the same number of graves on average 10 lots a year, and 12 to 15 burials a year. There are still
47 almost 500 unsold graves. We thank the American Legion and Boy Scouts for flag placement each year
48 for Memorial Day. The fence at Head Cemetery has been replaced. Some large trees have also been
49 removed by Parks N Rec. A Girl Scout McKenzie Connor did a gold star project had made a self-guided

50 tour. We overlaid the road at Martins cemetery. Looking ahead we want to overlay the road behind
51 schoolhouse chapel. We thank Kathy Lawrence with all the help that she does for us.

52
53 R. Duhaime- last year they were going to fix some of the bases of stones, did those get replaced?

54
55 M. Horne- the regulations says that the next of kin are responsible. So, we got a little ahead of
56 ourselves. We need the authorization to expend the money and rework the regulations to work around
57 it. We are also working on increasing the cost of a graves. They have been \$300 since the 80's with no
58 increase. We want to be more on par with other towns.

59
60 R. Lapierre- \$300 from the 80's would be \$800 with inflation today.

61
62 **9.3 Annual Update from the Historical Society - James Sullivan, Member**

63
64 J. Sullivan- with the donation we are currently into scanning. We have done 3 scanning projects in the
65 last year. In 1974 the Historical Society was formed. Then the Town granted them the use of the
66 Prescott Library. The HS meeting has bylaws, it is recently being used for assisting the State DOT with
67 their requirements with checking historical impacts of projects. They also help answer questions from
68 the public about residents and locations of homes in Town. We have been a 3 Board member since
69 2007, we are looking for new members. We are looking at a paid internship this year doing inventory,
70 rearrange and identify items at the Prescott building. Our concerns are what happens when we leave. It
71 is a private collection not owned by the Town. Once volunteers stop what happens to the collection. We
72 also work with the Heritage Commission and the Head School.

73
74 **CONSENT AGENDA**

75
76 ***T. Tsantoulis motioned to accept the consent agenda as presented; seconded by D. Boutin.***

77
78 ***Vote all in favor 8-0***

79
80 **10.1 Acceptance of a donation totaling \$100.00 from George & Daniel Bureau to the Town of**
81 **Hooksett for the Family Services Department programs per RSA 31:95-b, III (b)**

82
83 **10.2 Acceptance of a donation totaling \$100.00 from Linda M. Frawley to the Town of Hooksett**
84 **for the Hooksett Heritage Commission in memory of Kathie Northrup per RSA 31:95-b, III (b)**

85
86 **10.3 Acceptance of the 2021 Annual Monitoring Incentive Award in the amount of \$250.00 from**
87 **LCHIP to the Town of Hooksett for the preservation of the Old Town Hall per RSA 31:95-b, III (b).**

88
89 **10.4 Acceptance of a donation of 200 ice cream cups valued at \$880.00 from the Puritan**
90 **Restaurant to the Town of Hooksett for the July 2, 2022, Bicentennial event per RSA 31:95-e, II**

91
92 **TOWN ADMINISTRATOR'S REPORT**

93
94 A. Garron- (Covid-19) cases continue to rise. There are currently 44 cases as of 4/18/22 in Hooksett.

95
96 A. Garron- (Hero Banner) I met with the gentleman and went over the polls and the indemnification
97 agreement. The location of the polls have been submitted to Eversource for review.

98
99 A. Garron- (Lilac Bridge event) the event went off well. Thank you to R. Duhaime for going down early
100 and helping cleanup in the area. Hats off to all involved who made the event happen.

101
102 A. Garron- May 5th is the opening event for the moving Vietnam Memorial Moving Wall.

103 J. Sullivan- starts at 5, with bagpipes, music, taps, speeches, eternal flame, battle cross display, POW
104 tents, the pentagon will be providing some resources, volunteers from all across the state are helping.
105

106 A. Garron- (Congressman Papas) he came to the Town of Hooksett for a visit. He visited some of the
107 projects that did pass in NH. Overview was provided on the Hackett Hill Route 3 project that is back on
108 the 10-year plan. We are thankful for the DOT supporting it and funding it and Congressman Papas
109 who supported it.
110

111 A. Garron- (Congregational Church) is requesting a waiver to the no parking signs on Veterans Drive
112 to be waived between the hours of 9 to 2. I believe they are having a flea market over in that area.
113

114 ***D. Boutin motioned to waive the no parking restrictions for the day of the event; seconded by A.***
115 ***Walczyk.***
116

117 ***Vote in favor 8-0***
118

119 A. Garron noted that Police Chief J. Bouchard granted permission and has no issues with the waiver.
120

121 D. Ross- why are there no parking signs down there?
122

123 J. Bouchard- there is some parking allowed there. The signs were put there at the request of the
124 residents, as people were parking on lawns, leaving garbage behind. They were blocking driveways or
125 residents, driving over the lawn destroying the area and not respecting it.
126

127 A. Garron- (CIP) will be starting tomorrow to get that completed by June.
128

129 A. Garron- (Solar Project) the report breaks down all the information that we have gathered to this
130 point. What you will find in the report is the background, and options, and what some other towns have
131 done and examples of those contracts. There are a variety of options to choose from to move forward
132 with. There are some programs out there to assist with funding. We can look at ownership, leasing, and
133 other options. Board to review the packet and discuss at a later date.
134

135 ***D. Boutin motioned to receive, and file seconded by T. Tsantoulis.***
136

137 R. Duhaime- do they have a cost savings in here for the delivery fee where the delivery will be here in
138 Town?
139

140 T. Tsantoulis- the delivery charge is basically to keep power going 24-7. Weather the delivery is
141 included or not I don't think really matters. There is a lot more homework to do here but it is a
142 worthwhile venture to look into.
143

144 D. Ross- we have been looking at this for a longtime now. We are a town not a business. This is more
145 like a business venture, I think the town should just lease, it is the least risk to the town and the
146 taxpayers. I want to focus on what the town does for the people, and not making investments. I think
147 leasing the property is the safest bet.
148

149 J. Durand- instead of paying 3-4 million I think leasing is the better option, like Ross said we don't know
150 where solar is going.
151

152 A. Garron- (NHDES Climate Change Vulnerability Assessment Program)- DES selected various
153 communities in NH to participate. They choose Hooksett. It seems to be consistent with the other water
154 quality studies that we have participated in. By participating in this it gives us higher scores in other
155 grant funding options. Both water precincts are participating in this assessment. It will not cost us any
156 funds, just participation from other agencies and town staff.
157

158 ***T. Tsantoulis motioned that the Town Council supports the participation in the NHDES Climate***
159 ***Change Vulnerability Assessment Program as presented seconded by A. Walczyk.***
160

161 ***Vote in favor 8-0***
162

163 T. Tsantoulis- we have issues and concerns in town with quality drinking water wastewater is always
164 looking to expand. I think for what we would have as a limited cost to us could be more benefit than not
165 and am in favor of participating.

166 A. Walczyk- I think it is a good opportunity to participate with other communities and get on board.
167
168 A. Garron- (Goals)- the TC has requested that I add to my TA report, and that is the progress being
169 made on the goals set forth for me. Those goals are Phase 1-Adopt Plan and new Wage Chart, bring
170 up employees to new minimum. Phase 2-Initial internal equity adjustment passed at town meeting.
171 Phase 3- 23/24 Budget –Continue to review internal equity issues and wage increase strategies in next
172 budget cycle. Developed a strategy to move forward for both Tax Deed and Town owned properties
173 finalizing an initial list of town own properties to start.
174
175 J. Sullivan- Andre’s evaluation assessment will be given out to aid in establishing goals for the year
176 ahead.
177
178 R. Duhaime- Martins Ferry project how is it going?
179
180 A. Garron- the project is looking good, there was a guardrail that needed to be replaced and the DOT
181 did not approve until it meets DOT standards. It will then go out to bid and be replaced. We are
182 gathering information on removing the speedbump. From the initial information that we gathered it was
183 put in at the request of residents by there.
184
185 J. Durand- in my section we get all kinds of complaints about that speedbump. The position of it is in
186 the wrong spot and does nothing.
187
188 D. Ross- all we wanted there was more enforcement. Then they put the curbs in. No one wanted those
189 bumps to be put there, then the island was put in. I also spoke to Earl before he left, and he agreed
190 that it should go.
191
192 T. Tsantoulis- they were put there because people requested them for reasons. We can’t just remove it
193 because we don’t like it, I urge us to use caution when deciding on this and back it up with more than it
194 is just a nuisance.
195
196 J. Durand- I’ve lived there for 30 years, and I hardly see foot traffic at that section. They have
197 addressed the foot traffic issue on further up the road.
198

199 **NEW BUSINESS**

200
201 **15.1 To Approve joining The Greater Boston Police Council Cooperative Purchasing Program.**
202 **This will facilitate the purchasing of new police vehicles.**
203

204 ***R. Lapierre motioned to approve the Town of Hooksett joining The Greater Boston Police***
205 ***Council and adding them to the list of Approved Cooperative Purchasing Programs in the Town***
206 ***of Hooksett Administrative Code. The cost of \$306.00 shall be paid from the Hooksett Police***
207 ***Department operating budget, seconded by A Walczyk.***
208

209 **Vote in favor 8-0**

210
211 J. Bouchard- it is difficult finding cars in NH, Rick was able to find cars available in Mass. We have
212 approval to buy from one state bid in Mass, but we need approval to join this one as well.
213

214 R. Lapierre- recently a cruiser was totaled, and we need to replace it this is a process that we need to
215 move forward with in order to purchase a vehicle that was already identified.
216

217 T. Tsantoulis- this just gives you an additional option to purchase vehicles and pay an admin fee, is this
218 1x or yearly?
219

220 J. Bouchard- it is a yearly fee and opens up all town departments the ability to buy.
221

222 D. Boutin- what is the fee?

223 J. Bouchard- \$306.00

224

225 D. Boutin- are the cruisers completely outfitted?

226

227 R. Belanger- it is similar to the NH state bids and we can add outfitted options as well.

228

229 J. Bouchard- it is considered a cooperative buying program.

230

231 D. Ross- in the event that there are the same vehicles available in NH and Mass will you be favoring
232 NH? My concern is the value of that add on equipment and if they will be competitively bid.

233

234 R. Belanger- currently what the plan is to just use the vendor to buy cars as Mass is the only one who
235 has cars available, and then go to our NH vendor to outfit the vehicles.

236

237 J. Durand- the car that was totaled was that insured?

238

239 J. Bouchard- it was, we are only getting \$17,000 from the insurance.

240

241 R. Belanger- in 2020 Ford changed the body style and some of the equipment does not fit and cannot
242 be reworked and we need to buy new equipment to outfit it.

243

244 J. Durand- how many cars were in the budget this year?

245

246 J. Bouchard- 1 in the budget and 1 as a warrant article. Only 1 was part of the replacement program.

247

248 **ARPA Committee Update**

249

250 J. Sullivan- D. Boutin has asked to step down from the committee. We should have 3 members. D.
251 Ross volunteered to serve on the committee.

252

253 R. Lapierre- thank you for volunteering. We meet on Friday mornings, is that going to work?

254

255 D. Ross- that is fine.

256

257 R. Lapierre- we have a list of 21 potential projects, 2 that have already been approved and committed
258 by the TC. One is a timely consideration that we think should be considered for now on a vote of 2 -1 to
259 move to the council now. I felt the having a mechanism of moving projects of a timely nature to the full
260 council for consideration was important. In this case you just heard from Chief Bouchard that they were
261 able to find a police vehicle and have insurance money. If you remember over the last 2 years, we have
262 cut 2 of their replacement vehicles from each budget. This year they asked for 3 to get back to normal
263 and we cut 2 and gave them 1. Since they have insurance money coming and were able to find 2
264 vehicles through this cooperative that we just approved, the motion that we voted on and approved to
265 recommend to the full council was the purchase of 2 police vehicles for a total cost of \$83,000.

266

267 J. Sullivan – does the council want all the projects brought forth in groups or in piece mail?

268

269 J. Durand- I was under the belief they were bringing forward recommendation multi projects and police
270 cars should come out of their money. If it is in groups, then we can discuss.

271

272 R. Lapierre- we have a list, 2 have already been committed, we have 1 that is time sensitive and feel it
273 should be considered and the subcommittee voted to have the full council consider it now. The other 18
274 projects we are getting dollar amounts for, considering other funding, seeing where they are in the CIP,
TC MINUTES

275 and trying to rank them and make decisions on them. The original intent was to figure out how to spend
276 the ARPA money. This money was based on covid relief. We cut the police vehicles out of the budget
277 based on concerns about tax revenues due to covid we didn't realize those losses, but we still have
278 those funds. We have a totaled police cruiser we have a worldwide shortage of sunken ships hindering
279 the ability of anyone to find vehicles, we have available vehicles in MA right now, if we wait till July 1 to
280 give a list of 18 and the way this council moves on making decisions.

281
282 D. Boutin- my understanding was that the subcommittee would gather a list of projects. R. Lapierre
283 nixed that idea, and we started all over again. I don't think it is fair to the TC to get piece mailed
284 information on projects. Doing it that way we are committing funds without knowing the full list. I think
285 we should stick to the full charge and get a list of projects.

286
287 A. Garron- the original charge on November 17, 2021. J. Sullivan motioned to form a subcommittee to
288 review, research and suggest appropriate projects to be funded from the ARPA funds seconded by C.
289 Karolian.

290
291 ***D. Boutin motioned that we get a complete list of projects proposed by the subcommittee***
292 ***seconded by J. Durand.***

293
294 **Roll Call Vote #2**
295 ***R. Duhaime Aye***
296 ***J Durand Aye***
297 ***D. Ross Aye***
298 ***R. Lapierre Aye***
299 ***A. Walczyk Aye***
300 ***D. Boutin Aye***
301 ***C. Karolian NP***
302 ***T. Tsantoulis Aye***
303 ***J. Sullivan Aye***

304
305 ***Vote in favor 8-0***

306
307 R. Lapierre- what does a complete list mean?

308
309 D. Boutin- simple just like we provided. We gave you a list expending \$750,000 then Lapierre nixed that
310 list. That list was thrown out and we are starting all over again. It is only fair that they get a complete list
311 of the \$750,000 expenditure then if any councilor wants to amend that list then we all know what the
312 scenario is and what will be taken out and what will be replaced.

313
314 R. Lapierre- it strains logic to suggest bringing an exact number of projects is a complete list. If one
315 thing gets amended or changed then it goes back to the committee to generate more projects. The
316 money needs to be allocated it needs to be spent. To say that you had a list of \$750,000 that you
317 wanted to spend means that is all you wanted to do with it and if that was all we were going to do then
318 why did we have a subcommittee? You had a list, not only did I not nix your list, I have everything that
319 was in your list, I've gotten more information on what is available in capital reserve funds, what is
320 available from other grant sources to support that, what is available from other taxation sources to
321 support that, what the true costs are because they keep changing, and other projects from other
322 departments that can fill in gaps if dollars change or if something gets voted down by the full council.
323 Nothing else changes in regard to the other projects. I have 30 million dollars' worth of projects that are
324 on the list. to me that is a complete and I don't know what your complaint is, because everything you
325 wanted to fund is still on this list.

326

327 T. Tsantoulis- Lapierre is the Chairman of the subcommittee. We started with a list and that list was
328 heavily weighted to one project. The general collaboration is to gather information from other
329 departments, and those wishing to contribute ideas. Some are wish lists, some I don't think that we
330 really need. The police vehicles were an exception and are of an immediate need, as there is a short
331 supply. That is why we put that forward for consideration to give consideration to it now. If we have the
332 opportunity to buy it and we have the funds to do it, then we should vote on it tonight.

333
334 R. Duhaime- this is not a normal thing where we just get money to spend during a certain amount of
335 time and I think Lapierre is trying to do the best at it.

336
337 R. Lapierre- one of the other things that we talked about as a potential arpa funded project was
338 updating the GIS maps. There is an opportunity for the town to save money if we piggyback off another
339 town also doing a fly over. We have money in the budget for July 1, but if an opportunity to piggyback
340 on a flyover before then, there is no other funding mechanism available to us to take advantage of that,
341 and to save that money. Something like that would be something that we would not want to wait on and
342 bring up immediately to the council for consideration. Does the motion prohibit when a councilor has the
343 floor, from making a motion that we use arpa funds to fund a project?

344
345 J. Sullivan- not according to the rules that we follow.

346
347 D. Ross- I was at that meeting. I said let's take our time and come up with a list and then the TC can go
348 through the list and see what needs to be done and spend the funds as they were intended as recovery
349 funds. I'd like to see the full list.

350
351 D. Boutin- this is a 2-year process. Coming up with a list is the fairest way to do it.

352
353 A. Garron- for clarification in July we received the 1st half of the money of \$750,000 and this July we will
354 receive the 2nd half.

355
356 D. Boutin- the CIP committee starts meeting tomorrow, and items like the police cruisers can be put on
357 the list.

358
359 R. Lapierre- I need at least one more meeting to be able to rank the list.

360
361 J. Sullivan- requested that a list will be provided for the May 25th meeting.

362
363 ***T. Tsantoulis motioned that we address paying for the two police cruisers now with the ARPA***
364 ***funds for a total of \$83,000 seconded by R. Lapierre.***

365
366 **Roll Call Vote #3**

367 ***D. Boutin Aye***

368 ***D. Ross Aye***

369 ***A. Walczyk Aye***

370 ***J. Durand Nay***

371 ***R. Duhaime Nay***

372 ***T. Tsantoulis Aye***

373 ***R. Lapierre Aye***

374 ***C. Karolian NP***

375 ***J. Sullivan Aye***

376

377 ***Vote in favor 6-2***

378

379 J. Bouchard- we presented to the ARPA Committee. We wanted to replace that car with arpa funds and
380 use some of the insurance money for a total of \$83,000. and we will be replacing the damaged one and
381 adding back in one of the cut ones.

382
383 D. Boutin- I hope my fellow councilors will support this motion it is important to have cars on the road.
384

385 R Lapierre- the reason why I think arpa funds are an appropriate use is that it is because of the impact
386 of covid that the cruisers were cut. If you look at the reserve funds for vehicles, they cannot touch them
387 or it is not enough to cover them
388

389 J. Durand- I just asked if were getting 1 car that is in their budget and then using the insurance money
390 and additional money. We need to control our spending.

391
392 J. Sullivan- it is to replace the car that was damaged and to replace the other one that was removed
393 from the budget.

394
395 J. Bouchard- we are not adding any new cars. We are just trying to catch up with what was cut from us.
396 Our vehicle maintenance is out of control and the cars have over 150,000 miles on them .
397

398 T. Tsantoulis- it was either myself or C. Karolian that motioned to make the cut a few years ago. The
399 motion is not to add more it is to replace vehicles. Our vehicles take on a lot of miles.

400
401 R. Duhaime- I didn't suggest cutting vehicles, I asked them to keep them for another year. Our taxes in
402 this town keep going up and up and we need to keep spending down.
403

404 J. Bouchard- the timing thing is an issue for us, this company is only holding these cars for us till
405 tomorrow.
406

407 R. Belanger- the reason why our maintenance fees were low was because the warranties were till
408 100,000 miles, now they have exceeded that, and we have to pay.
409

410 J. Bouchard- I am not trying to overspend or build my fleet up. I just want safe cars for the officers to
411 drive.
412

413 D. Ross- the motion needs to be clearer on the dollar amount. We should push back on the insurance
414 company and get more for the coverage. It is their responsibility.
415

416 D. Boutin- you folks run a very frugal department.
417

418 J. Sullivan- what everyone said is true. Replacing the damaged cruiser is a no brainer.
419

420 **APPROVAL OF MINUTES**

421
422 ***T. Tsantoulis motioned to approve the public minutes of the April 13, 2022, meeting as***
423 ***amended; Seconded by R. Lapierre.***
424

425 Lines 118-237 Under discussion for HYAA score boards and MOU – “Brian” Soucy

426 Line 306 Kevin “Kokoszka”

427 Line 555 – Add to my statement “All unions receive a longevity bonus. We are not asking for longevity
428 bonus in the Town Personnel Plan.”
429

430 **Vote in favor 7-0**

431 **T. Tsantoulis motioned to approve the non- public minutes of the March 23, 2022, meeting.**
432 **Seconded by D. Boutin.**

433
434 **Vote in favor 7-0**

435
436 **T. Tsantoulis motioned to approve the non- public minutes of the April 13, 2022, meeting.**
437 **Seconded by D. Boutin.**

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

440
441 J. Sullivan- We will not have a TC as of July 1st. It is imperative that we find someone to fill this position.

442
443 **PUBLIC INPUT**

444
445 J. Bouchard- you approved me to purchase the 2 vehicles correct, do I need to come back and get
446 votes on the final purchases?

447
448 A. Garron- you have the approval to purchase not to exceed \$83,000.

449
450 **ADJOURNMENT**

451
452 ***Chair Sullivan motioned to adjourn the meeting at 8:41 pm. Seconded by D. Boutin.***

453
454 Respectfully submitted,

455
456 *Alicia Jipson*

457
458 Alicia Jipson
459 Recording Clerk

460
461
462 Please see subsequent meeting minutes for any amendments to these minutes