

**Town of Hooksett  
Town Council Meeting Minutes  
Wednesday, May 25, 2022**

1  
2 The Hooksett Town Council met on Wednesday, May 25, 2022 at 5:30 in the Hooksett Municipal  
3 Building.

4  
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 25 May 2022 to order at (5:30) pm.

7  
8 **PROOF OF POSTING**

9 Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

10  
11 **ROLL CALL - ATTENDANCE**

12 **In Attendance:** Councilor James Sullivan, Councilor David Ross (left at 8:33), Councilor John Durand,  
13 Councilor Randall Lapierre, Councilor Roger Duhaime, Councilor David Boutin, Councilor Timothy  
14 Tsantoulis, Councilor Clark Karolian, and Councilor Alex Walczyk.

15  
16 **PLEDGE OF ALLEGIANCE**

17  
18 **NON-PUBLIC SESSION #1 NH RSA 91-A:3 II**

19  
20 *J. Sullivan motioned to go into non-public session under NH RSA 91-A:3 II b. at 5:34 pm*  
21 *seconded by R. Lapierre.*

22  
23 (b) The hiring of any person as a public employee.

24  
25 **Roll Call Vote #2**

26 *R. Duhaime NP*

27 *J Durand Aye*

28 *D. Ross NP*

29 *R. Lapierre Aye*

30 *A. Walczyk Aye*

31 *D. Boutin Aye*

32 *C. Karolian NP*

33 *T. Tsantoulis Aye*

34 *J. Sullivan Aye*

35  
36 *Vote in Favor 6-0*

37  
38 *J. Sullivan motioned to seal the minutes of May 25, 2022; seconded by R. Lapierre.*

39  
40 **Roll Call Vote #4**

41 *A. Walczyk Aye*

42 *R. Lapierre Aye*

43 *D. Ross NP*

44 *R. Duhaime Aye*

45 *J. Durand Aye*

46 *C. Karolian Aye*

47 *T. Tsantoulis Aye*

48 *D. Boutin Aye*

49 *J. Sullivan Aye*

50  
51 **Vote in favor 8-0**  
52  
53 **J. Sullivan motioned to leave non-public session of May 25, 2022, at 6:09 pm; seconded by D.**  
54 **Boutin.**  
55  
56 **Motion passed**  
57  
58 **AGENDA OVERVIEW**  
59 Chair Sullivan gave the overview of the agenda.  
60  
61 **BICENTENNIAL MOMENT**  
62  
63 Sky-Ray Hooksett Drive in Movie Theatre, opened May 7, 1949, opened by Armand Bourque and  
64 closed in 1985. The full PowerPoint presentation can be found on the Town Website.  
65  
66 **Hooksett Bicentennial Vietnam War Moving Wall**  
67  
68 J. Sullivan- in recognition of the bicentennial Vietnam War moving wall we would like to recognize  
69 Richard Caruso who attracted over 5,000 visitors. Richard reached out to many groups and did a job  
70 well done and gratitude cannot be expressed enough. We appreciate all that was done for this event.  
71 On behalf of the Town Richard was given a certificate of appreciation and a token of appreciation.  
72 Richard then presented the Town of Hooksett with the ceremonial flag to hang at Town Hall.  
73  
74 **Hooksett Municipal Employee**  
75  
76 A. Garron- no new hires to report at this time, at the next meeting we will. If the council is willing, I'd like  
77 to move up the discussion for the Town Clerk.  
78  
79 J. Sullivan- I invite Pam Sullivan up to talk as she has offered to step up to the position.  
80  
81 P. Sullivan- I know that you have a vacancy for Town Clerk, I have been a resident since the age of 7,  
82 and I would like to give back and do what I can for the town.  
83  
84 J. Sullivan- she is my sister; she does have many years of working with the State for 35 years in youth  
85 services as a Parole Officer.  
86  
87 P. Sullivan- I was a grant manager for the state, and oversaw the Juvenile Parole Board, and wore  
88 many hats, which I feel will serve me well in this position.  
89  
90 **C. Karolian motioned to waive the rules of procedure to nominate and appoint in the same night**  
91 **seconded by T. Tsantoulis.**  
92  
93 **Vote all in favor 9-0**  
94  
95 **D. Boutin motioned to nominate and appoint Pamela Sullivan as the Town Clerk for a term to**  
96 **end in 2023; seconded by C. Karolian.**  
97  
98 **Vote all in favor 9-0**  
99  
100 A. Garron- over the next month we will work to set up the office for the Town Clerk, I know that our  
101 existing TC is willing to work with Mrs. Sullivan, you also do have the ability to appoint a Deputy, which  
102 we do have funds for that.  
103  
104 P. Sullivan- Todd and I have been discussing this and I do plan to sit with him and get more details.  
105  
106 **SCHEDULED APPOINTMENTS**

107 **Annual Update from the Trustees of the Trust Funds - Claire Lyons, Donald Winterton and John**  
108 **Ward.**

109  
110 D. Winterton- John has been a trustee since January and Clair who has been a Trustee for a long time.  
111 Henry unfortunately left before he was able to pass along the important information that he knew.

112  
113 Don discussed the Bearing Point Wealth Partners who help manage our finances. Don discussed the  
114 different accounts and how and where the accounts are invested. The desire is to be conservative and  
115 maintain capital.

116  
117 J. Ward- Don did a good overview. I am happy with what I am seeing from Three Bearings.

118  
119 C. Karolian- can you go over the fee structure.

120  
121 D. Winterton- they charge us .50% on the first \$2,000,000, .35% on the next \$3,000,000, .20% on the  
122 next \$5,000,000, and .05% on the assets above \$10,000,000. The last quarter we were billed  
123 \$7,857.31 and billed \$32,143.56 for the year.

124  
125 C. Lyons- the goal is to maintain capital. We have to make sure the money comes and goes into the  
126 right accounts. Using this firm was the best option to do what we need according to the RSA. We all  
127 understand investments and try to pay attention to everything that is going on around us in the world.

128  
129 **J. Durand offered a moment of silence for the lives lost at the Texas school shooting this week.**  
130 **Annual Update from the Recycle and Transfer Advisory Board - Richard Bairam, Member and**  
131 **Denise Cummings.**

132  
133 R. Bairam- 2020 January- review of source recycling at the transfer station. Had stopped curbside in  
134 October 2019 and residents still really wanted to recycle. Source recycling included cans, tin, metal,  
135 glass, paper, plastics 1-7 and cardboard. March, we lost Richard Blake as Crew chief and staffing was  
136 especially short after that loss. July, we replaced the 2000 Peterbilt tractor with new international  
137 tractor. The pandemic brought on higher volumes. September conversations started with HOA's  
138 receiving trash pickup, Clark especially attentive to the topic. A new baler was put into the CIP as well  
139 as a new building for Transfer. 2021- January we had changed the cardboard vendor. Staffing was  
140 down to 3 and assistance from parks crew chief needed. March we were fully staffed with exception of  
141 the crew chief. Recycling cardboard with new vendor Greif Inc. is working out well with their trailer and  
142 driver. Started looking at the trash disposal contracts. Loader replacement with DooSon Hi Lift. Looking  
143 at bodies for the new auto trash truck. April, we rented a Pinard truck for leaf pickup at a cost of \$1,200.  
144 In May we ordered barrels for Berry Hill per the DPW Director. We approved the McNeilus body on a  
145 Peterbilt chassis for the new auto trash truck started and discussion on solar arrays at the transfer  
146 station. July, new crew chief hired/promoted. Tracking delivery of Dooson, was waiting on a bucket for  
147 delivery. Thinking about revisiting single stream. In September we compared user fees against other  
148 surrounding towns, ours were low in comparison. November, leaf pickup 5k-6k per day needed help  
149 from highway. Fred bishop asked about changing ordinance to include 4-plex for trash pickup.  
150 December, NPR interview about recycling and neighborhood new article on Hooksett recycling. 2022  
151 January review of wheelabrator contract with Primex our insurance carrier and asked for legal review.  
152 Fred bishop asked about raising the reimbursement rate for trash pickup at condominium. March,  
153 Leann McLaughlin taking over looking at solar array for the town. Fee schedule is completed. Town  
154 involvement with Earth Day participation. May brought lots of discussion and public input about  
155 condominium trash pickup, which was tabled till June 28, 2022, special meeting for the advisory  
156 committee. Want to be consistent with Planning Board.

157

158 J. Sullivan- I am glad you are considering the ordinance. You mentioned re-introducing the single  
159 stream recycling pick up. I know you need a certain threshold to do that. Of the items that are brought  
160 to the facility is there one particular item that brings in a bigger return on investment?

161  
162 D. Cummings- right now we are averaging \$115 a ton, and we are averaging about sending out 23 tons  
163 a month. Plastics are actually more lucrative, but it takes a lot more to accumulate that each month. We  
164 are currently stockpiling aluminum can bails, and plastic bails and are almost at capacity. It takes about  
165 ¾ a year to gather enough material.

166  
167 D. Ross- so we have to fill a trailer before we can send it off? And how are things going?

168  
169 D. Cummings- yes and They are going well, thank you.

170  
171 **Annual Update from the Parks and Recreation Advisory Board - Andrew Janosz, Chair**

172  
173 A. Janosz- the pavilion has been erected. We are looking at doing fundraising for the pavers for the  
174 sidewalk. We have been working on a sign project at Lambert Park. Deb has been working on the  
175 history of the park. We have talked about replacing the small foot bridge at Donati Park.

176  
177 R. Lapierre- there is an upper parking lot over at Donati and it looks like it has been expanded into dirt.  
178 Are there any plans to pave that? The lines that striped are small.

179  
180 R. Duhaime- I know years ago we talked about putting a park over on the west side of the river is there  
181 any plans to bring that forward.

182  
183 A. Janosz- as of now we do not have any, but plan to come to the council to ask for ideas.

184  
185 **CONSENT AGENDA**

186  
187 ***T. Tsantoulis motioned to approve the consent agenda item 12.1 as presented; seconded by D.***  
188 ***Boutin.***

189  
190 12.1- Accept a donation of 6 Box O' Joe's and 150 munchkins (cost estimate of \$130.00) to the Town of  
191 Hooksett for the Volunteers of the Vietnam Moving Wall event on Friday, Saturday and Sunday per  
192 RSA 31:95-e, II.

193  
194 ***Vote in favor 9-0***

195  
196 **TOWN ADMINISTRATOR'S REPORT**

197  
198 A. Garron – covid 19 numbers have increased again we are up to 82 cases. DPW and the vendors  
199 have done a great job installing the bathrooms over at Donati park. There already has been vandalism  
200 on the interior of the bathroom with graffiti. Hopefully we can find those that did the damage.  
201 The dog park by the Merrimack Street Court House will be closed for renovations from June 4<sup>th</sup> till the  
202 8<sup>th</sup>. Martins Ferry Guardrail scheduled discussion is scheduled for June 8<sup>th</sup>. The guardrail replacement  
203 requires engineering to allow it to do what it needs to do, and this will have implications for the speed  
204 table. If higher speeds are occurring and an accident were to occur, it would put that guardrail in  
205 jeopardy.

206  
207 T. Tsantoulis- are you saying that the speed bump is considered a traffic control device? if the speed  
208 table were removed then the guardrail wouldn't be considered sufficient?

209  
210 A. Garron- the guardrail right now does not meet engineering standards right now. Even though that we  
211 had to remove a portion of that guardrail to do the project, to put it back it won't meet the DOT  
212 standards. And are finding that the structural integrity of the bridge needs to be addressed.

213  
214 J. Durand- looks like someone dropped the ball. How did no one see the guardrail needed repair?

215  
216 C. Karolian- the town is aware that the guardrails are deficient. Knowing that we have a deficient  
217 guardrail that is not going to stop a vehicle, should this road be closed?  
218  
219 A. Garron- I don't have an answer to that question.  
220  
221 C. Karolian- I thought this was all taken care of. Were we required to go though NHDOT or any other  
222 entity to see what else was needed. I think we need to do what is right. We wouldn't be the first  
223 community to put up jersey barriers and put up a portable flashing light. Why can't we have a one  
224 lane road.  
225  
226 D. Ross- when I first saw it begin, I was a little concerned and wondered if DOT has even seen what  
227 was done to it. Then when the speed bump got put in it exasperated the issue by putting the water over  
228 the road. I would hope that we would have the NHDOT engineer come down and see what is going on.  
229  
230 Police Dept vehicle update- Police Chief J. Bouchard showed a PowerPoint presentation giving an  
231 overview of the vehicles that are in the department and their uses and the state that they all are  
232 currently in. Chief also discussed anticipated new vehicles that they are waiting for delivery of and  
233 budget funds.  
234  
235 D. Ross- is there a reason for using hybrids? Do you have to use a hybrid?  
236  
237 R. Belanger- we don't have to, but when we go to the Ford Ride and Drive, and they talk about the  
238 latest  
239 and greatest, we opted to try the hybrids to try and save on money on gas and the maintenance. Ford  
240 has bumped the mileage covered in the warranty. If we keep up with the rotation, we won't hit the  
241 mileage limit before we trade it out.  
242  
243 J. Durand- what is the average mileage that they are getting out of a state trooper car?  
244  
245 R. Belanger- I would just be guessing I do not know.  
246  
247 C. Karolian- thank you for this presentation. I can't believe our Police Department has such older cars. I  
248 can't believe the fleet that you have to work with, and it is appalling. There are other departments that  
249 bump into councilors to be able to get what they want. I think the 2 in 2 out program is an excellent  
250 program to have. I'd recommend that you ask for more and get more, and I think it is sad what you are  
251 working with. This is public safety, and the officers need to be able to rely on the vehicles they are  
252 working with.  
253  
254 R. Duhaime- how many cars do you need on patrol each day.  
255  
256 J. Bouchard- it depends, needs change daily.  
257  
258 R. Duhaime- have you looked at motorcycles?  
259  
260 J. Bouchard- I am not opposed to it. It is difficult living in NH as the weather does not cooperate. We  
261 are limited on when we can take them, who can drive them. We cannot transport with them.  
262  
263 A. Garron- regarding the vehicles, in 2019 it included to maintain the replacement schedule of the  
264 vehicles. In 2020 was a covid year and FD and PD made cuts. We were able to get 1 car passed at the  
265 budget and 1 passed through ARPA funds.  
266  
267 C. Karolian- I am going to respectfully disagree with Rick on the cost of motorcycles and training costs.  
268 Harley Davidson runs a great lease program; it is minimal to outfit. It is a plus if you can add the  
269 manpower. The training is not that expensive time wise.  
270  
271 R. Duhaime- do you have any recommendations as far as security issues at the schools?  
272  
273 J. Bouchard- no I am not worried. We conduct a lot of training; we are well prepared.  
274

## 275 **NOMINATIONS AND APPOINTMENTS**

276

277 ***D. Boutin motioned to waive the rules of procedure and nominate and appoint in the same***  
278 ***night; seconded by T. Tsantoulis.***

279  
280 ***Vote all in favor 7-0***

281  
282 ***D. Ross motioned to approve the full slate of nominations and appointments as presented in***  
283 ***agenda item 14.1 below; seconded by D. Boutin.***

284  
285 ***Peter Stoddard to the Economic Development Advisory Committee with a term expiring***  
286 ***06/30/2025.***

287  
288 ***Robert Duhaime as an Alternate to the Planning Board with a term expiring 06/30/2025.***

289  
290 ***Robert Duhaime to the Southern New Hampshire Planning Commission with a term expiring***  
291 ***06/30/2026.***

292  
293 ***Andrew Janosz to the Parks and Recreation Advisory Board with a term expiring 06/30/2025.***

294  
295 ***Paul Scarpetti to the Planning Board with a term expiring 06/30/2025.***

296  
297 ***Vote in favor 7-0***

298  
299 L. McLaughlin- as of July 1<sup>st</sup>, 2022, we will have a new supervisor of the checklist vacancy. Birkhart  
300 expressed that he is honored to have served and represent Hooksett and the voters. He's learned so  
301 much during his time and built lifelong relationships.

302  
303 **OLD BUSINESS**

304 **Town Personnel Plan Updates (tabled at 04/13/22 TC Mtg)**

305  
306 ***J. Sullivan motioned to remove agenda item 16.1 from the table Town Personnel Plan Updates***  
307 ***(tabled at 04/13/22 TC Mtg); seconded by A. Walczyk.***

308  
309 **Roll Call Vote #5**

310 ***T. Tsantoulis Nay***

311 ***D. Ross Nay***

312 ***R. Duhaime Nay***

313 ***A. Walczyk Aye***

314 ***R. Lapierre Nay***

315 ***C. Karolian NP***

316 ***J. Durand NP***

317 ***D. Boutin Nay***

318 ***J. Sullivan Aye***

319  
320 ***Vote failed 2-5***

321  
322 J. Sullivan- at our next meeting if we can at least try and take care of this at the next meeting.

323  
324 **ARPA Committee Project List and Ranking**

325  
326 R. Lapierre- as chair of the ARPA subcommittee. The subcommittee provided a report and  
327 recommendation of a list of projects that were on the table for discussion. The idea of this report was

328 not to discuss each one in detail, it was to allow the council to look at the list and bring forth specific  
329 items to bring forward for discussion and also bring on those who have more background and  
330 information on the topics up for discussion, who can specifically answer questions.

331  
332 C. Karolian- are these projects eligible for ARPA funds?  
333

334 A. Garron- yes, they are as it was the way in which we accepted the ARPA funds, we used the  
335 methodology of loss of revenues to justify the acceptance of the funds. It allows us a broader discretion  
336 of municipal use, in such a way that we were allowed to use the funds for any municipal project.  
337

338 C. Karolian- what is a future TIF project for \$600,000?  
339

340 A. Garron- it is specific, I didn't use the wording future TIF funding. The funding that we were seeking  
341 from beginning to present was \$600,000 that would go to meet our obligation for the sewer commitment  
342 and the water precinct MOU.  
343

344 R. Duhaime- the reason why they are not on this list specifically is because the voters already voted to  
345 allocate funds from other sources. To go back and fund that through a different mechanism didn't seem  
346 appropriate, in order to keep that same dollar amount for the TIFF in the ranking what we said was in  
347 the future there will be another project or multiple projects, and earmark that as a potential as a future  
348 potential TIFF usage. Not the current one as the money for those have already been allocated by other  
349 special reserve funds.  
350

351 A. Garron- I disagree I believe that you can use those funds within the TIFF district.  
352

353 D. Ross- revenue was not a big issue for us. The issue that I think is important for us all to look at, is  
354 there needs to be another metric to gauge this. We need to look at projects that serve the community.  
355 These are the things that we need to weight, and how is the money supposed to be used to better  
356 affect the community. What do our residents need and want today. Clean water is a huge project that  
357 many communities are using the money towards. What do our people need and want today. What is  
358 important to them.  
359

360 J. Sullivan- I suggest we address this list at our next meeting so that we can determine what is the best  
361 use of these funds.  
362

363 C. Karolian- I'd like to know how this list got compiled.  
364

365 D. Ross- listen to the meeting and or read the minutes. I suggest everyone does.  
366

367 ***J. Sullivan motioned to table this discussion; seconded by T. Tsantoulis.***  
368

369 ***Vote in favor 8-1***  
370

371 D. Ross left at 8:33 p.m.  
372

## 373 **NEW BUSINESS**

### 374 **17.2 Town Wide Road Line Striping Bid Acceptance**

375  
376 Bartoula- this is the same schedule that we had last season.  
377  
378

379 R. Lapierre- is this the same vendor that we have worked with in the past?

380

381 Bartoula- yes, we have worked with them in the past.

382

383 A. Walczyk- is there any changes to the crosswalks?

384

385 Bartoula- it is the same list as last year.

386

387 R. Duhaime- is it needed to do this every year?

388

389 Bartoula- they fade through the season and are hard to see and come off and yes, good to do every  
390 year.

391

392 ***D. Boutin motioned to approve and consent to award the Town Wide Road Line Striping bid to***  
393 ***Industrial Traffic Lines, Inc. for \$29,604.97 to be funded out of current FY 2021-2022 budget.***  
394 ***Seconded by T. Tsantoulis.***

395

396 **Roll Call Vote #6**

397 ***J. Durand Aye***

398 ***R. Lapierre Aye***

399 ***C. Karolian Aye***

400 ***D. Boutin Aye***

401 ***D. Ross NP***

402 ***T. Tsantoulis Aye***

403 ***A. Walczyk Aye***

404 ***R. Duhaime Nay***

405 ***J. Sullivan Aye***

406

407 ***Vote in favor 7-1***

~~408~~

410 **17.3 District Court Roof Repair Bid Acceptance**

411

412 ***D. Boutin motioned to approve and consent to award the District Court Roof Repair bid to JJS***  
413 ***Universal Construction Co. for \$75,000.00 to be funded out of Capital Reserves Town Building***  
414 ***Maintenance, currently with a balance of \$682,000.00, seconded by T. Tsantoulis.***

415

416

417 **Roll Call Vote #7**

418 ***D. Ross NP***

419 ***C. Karolian Aye***

420 ***R. Lapierre Aye***

421 ***R. Duhaime Aye***

422 ***A. Walczyk Aye***

423 ***J. Durand Aye***

424 ***T. Tsantoulis Aye***

425 ***D. Boutin Aye***

426 ***J. Sullivan Aye***

427

428 ***Vote in favor 8-0***

~~429~~

~~430~~

432 **17.4 Corriveau Drive Drainage Improvements Project Award to Pichette Brothers Construction**  
433 **Company for \$49,454.00.**

434  
435 ***D. Boutin motioned to award the Drainage Improvements Project contract to Advanced***  
436 ***Excavating and Paving, LLC for the bid price of \$49,454.00 and pay for the project from the***  
437 ***Public Works Drainage Upgrades account, Seconded by C. Karolian.***

438  
439 R. Lapierre- did you try to contact Blue Bolt; it says that you were having a hard time interpreting their  
440 math.

441  
442 B. Thomas- yes, they were the low bidder on one project and the #2 bidder on another project and both  
443 times their math throughout their bids were wrong. I let them know that their numbers were wrong, and  
444 they sent in fixed ones and the numbers were still wrong and I felt confident that we should not move  
445 forward with them as a contractor as I do not find them qualified.

446  
447 R. Lapierre- is the Corriveau Drive drainage project that got in front of the ARPA committee that got top  
448 rank from the committee for funding? So if we move forward with this motion to pay for it out of the PW  
449 drainage upgrades account then we would not be able to fund it with ARPA funds.

450  
451 J. Sullivan- that would be correct.

452  
453 C. Karolian- I take note that the Corriveau Drive bid is more than what is on this list, and we need to talk  
454 about that.

455  
456 B. Thomas- I just want to point out that this is a sink hole in the middle of the street. The street is  
457 blocked off and there is some urgency to fix it.

458  
459 ***R. Lapierre moved to amend the motion to read that the \$49,454.00 will be funded by ARPA***  
460 ***funds seconded by T. Tsantoulis.***

461  
462 R. Lapierre- this drainage project is obviously important. If we fund it out of the drainage account, that  
463 leaves very little in the fund left.

464  
465 T. Tsantoulis- I support this as it is in my interest to move town business forward.

466  
467 C. Karolian- I can't believe we are trying to circumvent the ARPA funds. We tabled discussions. Now  
468 we are adding it to a motion that funds are coming from ARPA. It is obvious what is happening.

469  
470 R. Lapierre- when we made a motion to create a list of ARPA funds with a rank, I asked if creating a list  
471 will prohibit a councilor from making a motion to fund a project out of ARPA funds and the answer was  
472 of course, it won't.

473  
474 A. Walczyk- this vote is on the amendment to have it come from ARPA. If it fails, it goes back to the  
475 original motion.

476  
477 **Roll Call Vote #8**  
478 ***R. Lapierre Aye***  
479 ***R. Duhaimé Nay***  
480 ***T. Tsantoulis Aye***  
481 ***A. Walczyk Nay***  
482 ***J. Durand Nay***

483 **D. Ross NP**  
484 **D. Boutin Nay**  
485 **C. Karolian Nay**  
486 **J. Sullivan Nay**

487  
488 **Vote fails 2-6**

489  
490 **Roll call vote on 17.4 motion**

491  
492 **Roll Call Vote #9**

493 **J. Durand Aye**  
494 **D. Boutin Aye**  
495 **D. Ross NP**  
496 **R. Duhaime Aye**  
497 **C. Karolian Aye**  
498 **A. Walczyk Aye**  
499 **T. Tsantoulis Aye**  
500 **R. Lapierre Aye**  
501 **J. Sullivan Aye**

502  
503 **Vote in favor 8-0**

~~504~~  
~~505~~  
507 **17.5 TIF District Easements – Purchase easements from three residential properties in the Exit**  
508 **11 area of the TIF District for \$14,500.**

509  
510 ***D. Boutin motioned to purchase an easement from Damon, David S. and Damon, Suzanne E. at 1***  
511 ***West Bank Road (17-17-15) for \$7,000. Motion to purchase an easement from Phil Paquette &***  
512 ***Son at 15 Meadowcrest Road (17-21) for \$5,000. Motion to purchase an easement from the Van***  
513 ***Dyne Rev Trust of 2003, Sandra M. Property at 3 Bayview Terrace Road (17-17-7) for \$2,500.***  
514 ***Seconded by T. Tsantoulis.***

515  
516 C. Karolian- how will the properties that do not abut the sewer line connect?

517  
518 B. Thomas- the sewer line will have to be extended to go to those properties. The ones that are  
519 abutting can tie in, those that are not the sewer line will have to be extended.

520  
521 C. Karolian- that will take time, possibly years, and those will be out of luck if they do not abut it.

522  
523 B. Thomas- it is a matter of priority and funding.

524  
525 **Roll Call Vote #10**

526 **C. Karolian Nay**  
527 **T. Tsantoulis Aye**  
528 **R. Lapierre Aye**  
529 **D. Ross NP**  
530 **D. Boutin Aye**  
531 **J. Durand Nay**  
532 **A. Walczyk Aye**  
533 **R. Duhaime Aye**  
534 **J. Sullivan Aye**

535  
TC MINUTES

536 **Vote in favor 6-2**

537  
538 **17.6 Sherwood Drive Drainage Improvements Project - Award to Pichette Brothers Construction**  
539 **Company for \$27,790.00.**

540  
541 ***T. Tsantoulis motioned to approve of the award the Drainage Improvements Project contract to***  
542 ***Advanced Excavating and Paving, LLC for the bid price of \$27,790.00, allow the Town***  
543 ***Administrator to sign the contract in July when additional funds are added to the Public Works***  
544 ***Drainage Upgrades account, and pay for the project from that account; seconded by D. Boutin.***  
545

546 T. Tsantoulis- I am familiar with the project and I understand it is important.

547  
548 R. Lapierre- in the staff report it says that the balance remaining will be \$23,255 will remain in the  
549 drainage account, is that still true

550  
551 B. Thomas. No after this one it will be \$14,756.

552  
553 **Roll Call #11**

554 ***T. Tsantoulis Aye***

555 ***R. Lapierre Nay***

556 ***J. Durand Aye***

557 ***D. Ross NP***

558 ***C. Karolian Aye***

559 ***A. Walczyk Aye***

560 ***R. Duhaime Aye***

561 ***D. Boutin Aye***

562 ***J. Sullivan Aye***

563

564 **Vote in favor 7- 1**

565  
566 **17.7 Quarterly Financial Report as of March 31, 2022**  
567

568 C. Tewksbury- this report is on the finance web page. I am going to tackle only what I feel is important  
569 at this time as the report is now 2 months old. The general fund operating budget is at 75% which is  
570 where we want to be. For revenues the budget has been increasing due to collecting more in revenue.  
571 The Town Clerk says that June is a high month for motor vehicle collections. Interest & penalties makes  
572 me nervous as I think we will fall short of the collections. Building permits, I think we will meet but not  
573 go over to much. Unspent budget gets returned to fund balance at the end of the year. Unspent budget  
574 and revenue collected all flow into our fund balance.

575  
576 **17.8 Town Council Rules of Procedures Updates**  
577

578 ***J. Sullivan motioned to approve the Town Council Rules of Procedures as presented in agenda***  
579 ***item 17.8; Seconded by D. Boutin.***

580  
581 **Vote 6-2**  
582

583 ***T. Tsantoulis motioned to the Unsealing of Council Non-Public session minutes (a) (b) (c) (d) (e)***  
584 ***(i) (I) (June 2021 - May 2022), if in the opinion of a majority of members, the circumstances that***  
585 ***sealed the minutes no longer apply in accordance with RSA 91A:3 III as presented in agenda***  
586 ***item 17.9; seconded by D. Boutin.***

587  
588 **Vote in favor 6-2**  
589  
590 **APPROVAL OF MINUTES**  
591  
592 **D. Boutin motioned to approve the public minutes of the May 11, 2022, as amended, Seconded**  
593 **J. Sullivan.**  
594  
595 Adjust line 578 to correct the spelling to Horne.  
596  
597 **Vote all in favor 8-0**  
598  
599 C. Karolian- did Donna just hand him the corrections now?  
600  
601 J. Sullivan – it was just a hard copy.  
602  
603 J. Sullivan- there is nothing stopping a citizen from reaching out to correct an error. That request was  
604 then forwarded to the secretary.  
605  
606 **J. Sullivan motioned to amend the council rules and procedure to read “to allow any person**  
607 **whom shall submit their corrections to minutes to either the Council Secretary or the Council**  
608 **Administrative staff” seconded by C. Karolian.**  
609  
610 **Vote in favor 8-0**  
611  
612 **R. Duhaime motioned to discuss agenda item 17.1 as presented in Non- Public under RSA 91-**  
613 **A:3 II C Seconded by C. Karolian.**  
614 (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person,  
615 other than a member of the public body itself, unless such person requests an open meeting. This  
616 exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or  
617 other levy, if based on inability to pay or poverty of the applicant.  
618  
619 **Roll Call Vote #12**  
620 **D. Boutin Aye**  
621 **A. Walczyk Aye**  
622 **J. Durand Aye**  
623 **C. Karolian Aye**  
624 **R. Lapierre Aye**  
625 **T. Tsantoulis Nay**  
626 **R. Duhaime Aye**  
627 **D. Ross NP**  
628 **J. Sullivan Nay**  
629  
630 **Vote in favor 6-2**  
631  
632 **NON-PUBLIC SESSION NH RSA 91-A:3 II A&C**  
633  
634 **J. Sullivan motioned to go into non-public session under NH RSA 91-A:3 II (a & c),**  
635 **seconded by C. Karolian.**  
636 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such  
637 employee, or the investigation of any charges against him or her, unless the employee affected (1) has  
638 a right to a meeting and (2) requests that the meeting be open, in which case the request shall be  
639 granted.

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

644 ***J. Sullivan motioned to seal the non-public minutes of 5/25/2022; seconded by D. Boutin.***

645  
646 **Vote in favor 6-0**

647  
648 ***D. Boutin motioned to adjourn the non-public Session of 5/25/22 at 10:21 p.m.; seconded by T.***  
649 ***Tsantoulis.***

650  
651 **Vote in favor 6-0**

652  
653 **ADJOURNMENT**

654  
655 ***Chair Sullivan motioned to adjourn the meeting at 10:23 pm. Seconded by T. Tsantoulis***

656  
657 Respectfully submitted,

658  
659 *Alicia Jipson*

660  
661 Alicia Jipson  
662 Recording Clerk

663  
664  
665 Please see subsequent meeting minutes for any amendments to these minutes