

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, November 2, 2022**

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

4
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 02 Nov 2022 to order at (6:08) pm.

7
8 **PROOF OF POSTING**

9 Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

10
11 **ROLL CALL**

12
13 **In Attendance:** Councilor James Sullivan, Councilor Timothy Tsantoulis, Councilor Alex Walczyk,
14 Councilor Randall Lapierre, Councilor Roger Duhaime, Councilor David Boutin, and Councilor John
15 Durand, Councilor David Ross (arrived at 7:20).

16
17 **Absent:** Councilor Keith Judge

18
19 **PLEDGE OF ALLEGIANCE**

20
21 **AGENDA OVERVIEW**

22
23 **SPECIAL RECOGNITION**

24
25 J. Bouchard welcomed Ariel Captine to the Hooksett Police Department. J. Bouchard sworn in the
26 newest Police Officer Christopher Underwood to the Hooksett Police Department.

27
28 **PUBLIC HEARINGS**

29
30
31 **J. Sullivan opened the Public Hearing at 6:09 pm to accept GOFERR grant funds awarded to the**
32 **Town of Hooksett, NH in the amount of \$47,947.88 for the Hooksett Fire Rescue Department to**
33 **purchase Stryker stretcher equipment per NH RSA 31:95-b III (a).**

34
35 J. Stalker- this was a grant that we applied for through the Governor's office of Relief and Recovery.
36 The total of this grant maxed out at \$50,000.

37
38 T. Tsantoulis- what about the stretcher that you had before this one?

39
40 J. Stalker- the one we had before was 13 years old. The recommend use is 10 years. We have gone
41 beyond its life span.

42
43 J. Sullivan- is there additional items included?

44
45 J. Stalker- yes there is the loading system. That loading system is what lifts it up and puts it up into the
46 ambulance.

47
48 D. Boutin- what will happen to the items we are replacing?

49

50 J. Stalker- We are trading it in, and it will go towards the purchase.

51
52 R. Lapierre- I am looking at the grant and it says we are responsible for a 10% soft match what is that?
53

54 J. Stalker- It just means that we are responsible for a 10% match.

55
56 R. Duhaime- we are getting \$250 for the chair and the \$2,500 for the stretcher. Is the chair for \$250
57 worth keeping it as a spare?
58

59 J. Stalker- There is liability with it having it outgrown its useful life and I would not want to do that.

60
61 With no public comment J. Sullivan closed the Public Hearing at 6:22 pm.
62

63 **14.1 Ambulance Stretcher Equipment Purchase (Grant funded)**

64
65 ***T. Tsantoulis motioned to waive the Town Council rules of procedure and vote on Motion #2***
66 ***listed in this staff report, the same night as the public hearing; seconded by R. Lapierre.***

67
68 ***Vote in favor 7-0***

69
70 ***D. Boutin motioned to accept the GOFERR grant funds awarded to the Town of Hooksett, NH in***
71 ***the amount of \$47,947.88 for the Hooksett Fire Rescue Department to purchase Stryker***
72 ***stretcher equipment per NH RSA 31:95-b III (a). Seconded by T. Tsantoulis.***

73 74 **Roll Call Vote #2**

75 ***R. Duhaime Aye***

76 ***J Durand Aye***

77 ***D. Ross NP***

78 ***R. Lapierre Aye***

79 ***A. Walczyk Aye***

80 ***D. Boutin Aye***

81 ***K. Judge NP***

82 ***T. Tsantoulis Aye***

83 ***J. Sullivan Aye***

84
85 ***Vote in Favor 7-0***
86

87 88 89 90 **BICENTENNIAL MOMENT**

91
92 J. Sullivan presented a PowerPoint presentation on the China Dragon. The full PowerPoint presentation
93 can be found on the Hooksett website.
94

95 96 **PUBLIC INPUT - 15 MINUTES**

97 None

98 99 100 **Hooksett Municipal Employee - New Hires** 101

102 A. Garron- no new hires other than the 2 new ones from the police department who were recognized
103 earlier.

104

105 **NOMINATIONS AND APPOINTMENTS**

106

107 W. Russell- I have been a resident for 9 years. I run a business in Manchester specializing in automatic
108 transmission. I've got a long record in business for many years, and I feel it is helpful to give back to the
109 community as well as benefit from it.

110

111 T. Tsantoulis- Are you still involved in Manchester Community College?

112

113 W. Russell- yes I am an advisor for the Community College as well as Manchester School of
114 Technology.

115

116 D. Boutin- looking at your form you filed, and I am trying to grasp in the application that you submitted
117 where you can be an effective member of the Planning Board.

118

119 W. Russell- I've been a part of a family business for 50+ years, and my experience being a Hooksett
120 resident and living at Mount St. Mary's.

121

122 D. Boutin- pursuant to filling out this application, have you taken the time to review the Town zoning
123 ordinance and the Community Development Plan? And what have you done to prepare yourself for
124 that?

125

126 W. Russell- the experience both in business and where I am with living in Hooksett and how we fit into
127 the community. We see how properties are built and used. The development project at Beacon Hill and
128 how that evolved. I've had my hand in business for many years.

129

130 R. Duhaime- you're on a Condo Association, aren't you? So, you are involved in your community.

131

132 W. Russell- yes Matt Reed and I are on the Board of Directors at Mount St. Mary's.

133

134 ***T. Tsantoulis motioned to waive the rules of procedure and nominate and appoint in the same***
135 ***night; seconded by R. Duhaime.***

136

137 ***Vote in favor 7-0.***

138

139 ***T. Tsantoulis motioned to nominate and appoint Wayne Russell as a Planning Board Alternate***
140 ***and resident member of the Economic Development Advisory Committee with both terms***
141 ***expiring 06/30/2025. Seconded by D. Boutin.***

142

143 ***Vote in favor 7-0***

144

145 **OLD BUSINESS**

146

148 **131 FY 2023-24 Budget and Warrant Articles**

149

150 C. Tewksbury- we have received our FY 2023/2024 WC contribution and it is a \$36,600 more than last
151 year. I need you to consider increasing that line in the budget so that we have enough to cover in case
152 we do go with Primex as we will out this out to bid.

153

154 **D. Boutin motioned to add \$36,600 to the Workers Compensation line of the proposed town**
155 **budget seconded by A. Walczyk.**

156

157 **Roll Call Vote #3**

158 **D. Boutin Aye**

159 **D. Ross NP**

160 **A. Walczyk Aye**

161 **J. Durand Aye**

162 **R. Duhaime Aye**

163 **T. Tsantoulis Aye**

164 **R. Lapierre Aye**

165 **K. Judge NP**

166 **J. Sullivan Aye**

167

168 **Vote in favor 7-0**

169

170 R. Duhaime- what was the % last year?

171

172 R. Lapierre- last year it was a 18.4% increase.

173

174 R. Duhaime- do we have a lot of losses that contribute to this?

175

176 C. Tewksbury- on the back of that sheet they said 7.6% was due to the loss ration and 2.5% in Payroll
177 because we have paid people more.

178

179 D. Fitzpatrick- we do have 1 claim that has been ongoing since 2021. It is a big claim. Covid was and is
180 still happening at that claims experience. We have a very innovative JLC and our code enforcement
181 officer is doing a great job trying to find ways to prevent the WC incidents.

182

183 **14.2 Unassigned General Fund Balance History and Tax Rate**

184

185 C. Tewksbury- as of this am DRA has not set our tax rate. I figure we will have a tax rate in mid-
186 November. We currently have \$3,530,955.00 in unassigned general fund balance and that puts us at a
187 6% fund balance. Our policy is to maintain a min of 5% and a target balance of 8%. I think in this
188 economy with the inflation that it would be extremely helpful if the TC put anything above the 5% on the
189 tax rate to help lower the tax rate.

190

191 J. Sullivan- remember our goal was to keep a steady 8% in the unassigned fund balance.

192

193 T. Tsantoulis- going with your suggestion of keeping 5% and if we didn't do that and we left the money
194 is there now, do you have a feel for where we are headed in regard to the rate. I'd like to make a
195 decision based on the rate.

196

197 C. Tewksbury- I did run some of the numbers and it looks like the tax rate will increase about \$2.00 if
198 we do nothing.

199

200 J. Sullivan- what if we add more from the fund balance. How much will that decrease it?

201

202 C. Tewksbury- it wont decrease it much. it may bring it down .40. I think to bring it down to 5% would
203 bring that fund balance to \$750,000. You don't have to make a decision right now. DRA wont set the
204 tax rate soon.

205
206 T. Tsantoulis- so \$2.00 that is about 10% increase, that will not sit well with many.
207
208 R. Lapierre- is that 10% of the town portion of the property tax?
209
210 C. Tewksbury- the total tax rate is going up \$2.00 not just the towns portion.
211
212 **TOWN ADMINISTRATOR'S REPORT**
213
214 A. Garron- reminder that next Tuesday is voting day. Please all that can vote please do go and vote.
215 There is a letter in your packets from NHMA that they are going to be purging their legal records that
216 are older than 1/1/2015, if the TC would like any such files that we would want NHMA will honor the
217 request. It was mentioned at the last meeting about the town owned property, and there was an error,
218 and the CC did not get a copy of the list, we have now sent them the list and there is a property that
219 they are interested in and we have taken it from the list.
220
221 D. Boutin- can you share what property it is?
222
223 L. Mclaughlin- it is actually 2 parcels that they are interested in. One on Chester Tpk and map 14 lot 34
224 abuts university heights.
225
226 D. Boutin- so what is the procedure for the TC to grant these parcels to the CC?
227
228 A. Garron – that will happen during a different process. The TC does have final say in what stays and
229 goes. I just wanted to clarify that the CC had not seen the list and now those 2 parcels have been
230 removed. I suspect they will come back at a later time and show interest in the properties.
231
232 A. Garron- as a quick update as far as the TIF that extends from exit 10 to 11, the activity that is
233 happening at the exit 10 area is securing easements, that will get us from 1 side of the river to the
234 other. At exit 11 we are executing agreements with Granite Woods. The RFQ have gone out so that
235 Granite Woods can secure the Engineering groups. They have been pre-qualified by the water
236 commission and the sewer commission. I believe an engineering firm has been chosen. Then the next
237 step is to move forward.
238
239 R. Duhaime- and they are saying a start in spring?
240
241 A. Garron- that is what they are saying.
242
243 R. Duhaime- was Bruce able to get someone over to Sherwood Drive
244
245 A. Garron- yes, he was and they will be starting soon.
246
247 **TOWN COUNCIL FUTURE AGENDA ITEMS**
248
249 R. Lapierre- does a future agenda item include Farmer Road discussion?
250
251 A. Garron- I have reported on Farmer Road already. We had \$400,000 set aside. We did a feasibility
252 study for \$12,000 and then Central water precinct has included that water line in their capital
253 improvement plan. When we did a survey and only 6 people indicated that they wanted to hook up to
254 the system.
255
256 T. Tsantoulis- any change in the proposed ordinance on the parking ordinance since our last meeting?
257

258 A. Garron- based on that discussion I was under the impression that if there were no changes then
259 administration would go forward with a final draft for review.

260
261 J. Sullivan- I think there was concern for item b.

262
263 D. Ross- on the water issue I thought we had discussed this earlier on what it would cost to have a
264 system put in to help elevate the needs of these people to put these point of service needs in for these
265 people. People don't always ask for help when they need it, we know there is a health hazard in this
266 town, and we need to address it. Some are afraid to come forward. We can't ignore what is ongoing
267 hazard.

268
269 A. Garron- Farmer Road is a separate issue. What D. Ross is talking about is holding a pot of money
270 for those residents to be able to use if need be. I've reached out to other communities who have done
271 the same project. This has not been dropped I am still looking into the other options if there are any.

272
273 J. Sullivan- as I referenced there were some smaller amounts left on the list. and hold off on the rest of
274 the \$400,000.

275
276 R. Duhaime- I remember that they would also help people connect with the water line. I think if those
277 that were surveyed were told that there were funds available then maybe they would change their mind.

278
279 R. Lapierre- there is no science or evidence that shows there is no reason why you can't bath in water
280 that spike levels of uranium or PFOS. He said you cant bathe in bottled water and there is also no
281 evidence that you cant bathe in the water that they have.

282
283 A. Walczyk- I am not sure if we need to put this on another agenda item. In regard to the trash
284 ordinance id like to move it forward. There have been no changes to the ordinance.

285
286 J. Sullivan- there is nothing stopping a TC from making a motion tonight.

287
288 ***A. Walczyk motioned to approve the amendments as presented with the proposed new user fee***
289 ***schedule effective 1/1/2023; seconded by D. Boutin.***

290
291 ***Vote in favor 8-1***

292
293 **INFORMATIONAL ITEMS AND CORRESPONDENCE**

294
295 J. Sullivan- the PB sent correspondence and we got information about flood insurance.

296
297 ***J. Sullivan motioned to enter non-public session per NH RSA 91-A:3 II a.; seconded by D.***
298 ***Boutin.***

299 **NON-PUBLIC SESSION NH RSA 91-A:3 II A.** (a) The dismissal, promotion, or compensation of any public
300 employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the
301 employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the
302 request shall be granted.

303
304 ***Roll Call Vote #4***
305 ***A. Walczyk Aye***
306 ***R. Lapierre Aye***
307 ***D. Ross Aye***
308 ***R. Duhaime NP***
309 ***J. Durand Aye***
310 ***K. Judge NP***
311 ***T. Tsantoulis Aye***
312 ***D. Boutin Aye***
313 ***J. Sullivan Aye***

314

315 ***Vote in favor 7-0***

316

317 ***R. Lapierre motioned to seal the non-public minutes of November 2, 2022; seconded by T.***
318 ***Tsantoulis.***

319

320 **Roll Call Vote #5**

321 ***T. Tsantoulis Aye***

322 ***D. Ross Aye***

323 ***R. Duhaime Aye***

324 ***A. Walczyk Aye***

325 ***R. Lapierre Aye***

326 ***K. Judge NP***

327 ***J. Durand NP***

328 ***D. Boutin Aye***

329 ***J. Sullivan Aye***

330

331 ***Motion passed 7-0***

332

333 ***J. Sullivan motioned to leave the non-public session of November 2, 2022, at 8:20 pm; seconded***
334 ***by R. Lapierre.***

335

336 **ADJOURNMENT**

337

338 ***Chair Sullivan motioned to adjourn the meeting at 8:20 pm. Seconded by R. Lapierre***

339

340 ***All in favor 7-0***

341

342 *Respectfully submitted,*

343

344 *Alicia Jipson*

345

346 *Alicia Jipson*

347 *Recording Clerk*

348