

Town of Hooksett
Town Council Meeting Minutes
Wednesday, August 10, 2022

1

2 **CALL TO ORDER**

3 Chair Sullivan called Town Council Workshop of 10 August 2022 to order at (6:00) pm. The purpose of
4 the August 10, 2022, Town Council workshop is for the Council to identify their short-term and/or long-
5 term goals for the Town of Hooksett.

6 **PROOF OF POSTING**

7 Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

8 **ROLL CALL-ATTENDANCE**

9 **IN ATTENDANCE:** Councilor James Sullivan, Councilor John Durand, Councilor Randall Lapierre, Councilor
10 David Boutin, Councilor Timothy Tsantoulis, and Councilor Alex Walczyk.

11 **ABSENT:** Councilor Roger Duhaime, Councilor David Ross, Councilor Keith Judge.

12 **PLEDGE OF ALLEGIANCE**

13 **WORKSHOP**

14 A. Garron- tonight we will discuss goals that the Town Council feels important over the next few years.

15 Sally Tanner- Member Representative from Primex. Primex is a Risk Management company, also giving
16 towns their property and liability and workers compensation coverage. We will start off with
17 establishing ground rules. We will work on categorizing the goals that you have chosen for yourself.
18 Then we will break out into 2 groups, then work on strategic objectives. I'm here to help facilitate this
19 goal making process.

20 **Introductions**

21 Each council member introduced themselves and stated how long they have served on the council.

22 **Ground Rules**

23 Town Council members set the following ground rules: Abide by facilitator and respect the audience and
24 guests.

25 **Purpose and Intended Results**

26 **Identify Goals**

27 T. Tsantoulis - Goal #1- For the Town of Hooksett to encourage commercial growth and job creation.

28 Goal #2- Create a definite plan to grow infrastructure like water & sewer projects. Goal #3- Clean up
29 Route 3 corridor, storage containers.

30 D. Boutin- Goal #1- develop a more comprehensive vehicle acquisition plan for the town. Goal #2-
31 Infrastructure along Route 3 including sewer & water extending from exit 11 to exit 10. Goal # 3- better
32 functioning sound system in council chambers.

33 J. Durand- Goal #1- to grow but keep us a town and not a mini city. Goal #2- keep working to keep taxes
34 down. Goal #3- to work on a making it fair for both sides to negotiate the police, fire and employee
35 contracts.

36 J. Sullivan- Goal#1- increase outreach to members of staff & departments. Goal #2- improve pre-
37 meeting prep by reaching out to administrator. Goal #3- establish a possible parliamentarian.

38 R. Lapierre- Goal #1- allocate APAA funds to important town projects. Goal #2- address the drinking
39 water situation along Farmer Road and Auburn Road. Goal #3- hire/retain staff necessary to provide
40 services.

41 A. Walczyk- Goal #1- consistently grown fund balance. Goal #2- identify a solar partner create
42 agreement with provider to build out a solar array on DPW landfill. Create as much solar energy as
43 possible get school involved. Goal #3- establish a "Hooksett" look & feel like same signage, landscaping,
44 sidewalks, lightening, ect.

45 **Develop Strategic Objectives for Top Goals (Group Work)**

46 **Group 1**

47 **Goal 1- Appearance Regulations & Code Enforcement**

48 **Goal summary-** Review and advise on new and existing appearance regulations for
49 commercial properties and empower the town administrator and code enforcement officer to enforce
50 regulations on new and existing properties.

51 **Objective 1-** Consistent appearance regulations that create a "Hooksett look" in our commercial
52 areas.

53 **Goal 2- Tax Rate Planning**

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

56 **Group 2**

57 **Goal 1- Concise communication to all interested vested parties.**

58 **Goal Summary-** to continue to provide clear communication to interested parties.
59 Information needed should be requested before meetings in an effort to continue progress and avoid
60 tabling thus delaying the process.

61 **Goal 2- Economic Development/ Infrastructure Expansion**

62 **Goal Summary-** Infrastructure to support residential & commercial growth with regard
63 to utilities.

64

65 **Wrap-up, Recap, and Action Plan**

66 J. Sullivan- let's have a follow up meeting in September.

67 J. Sullivan – do you have any suggestions on achieving these goals?

68 S. Tanner- its good not to have to long and hefty goals. It comes down to tactics. Doing the who and
69 when is great but now it is up to you follow through and check in on the progress monthly. When you
70 assign a certain task or objective, make sure the person responsible reports back to you.

71 D. Boutin- once we establish this goal who is responsible for making sure they are completed.

72 S. Tanner- that is up to you, as to who you assign these tasks to and who is better to oversee these
73 objectives. Putting together who is going to report back and how often is up to you.

74 D. Boutin- so the council chair, Town Administrator.

75 **ADJOURNMENT**

76 ***D. Boutin motioned to adjourn the meeting at 8:02 pm. Seconded by T. Tsantoulis.***

77 ***Vote in favor 6-0***

78 Respectfully submitted,

79 *Alicia Jipson*

80 Alicia Jipson

81 Recording Clerk