



AGENDA

Town of Hooksett Town Council

Wednesday, August 23, 2023 at 6:00 PM

A meeting of the Town Council will be held Wednesday, August 23, 2023 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 obtain comments regarding the retention or sale of 17 town owned properties (see new business item 14.4) Staff Report - SR-23-146 - Pdf	5 - 44
7. SPECIAL RECOGNITION	
7.1. Hooksett Municipal Employee - New Hire	
8. PUBLIC INPUT - 15 MINUTES	
9. SCHEDULED APPOINTMENTS	
9.1. NHDOT - Continuation from 7/26/23 Meeting for more information on Donati Drive Bridge work in 2024 HOOKSETT 44098 POPI presentation 2023-08-23 Municipal Work Zone Agreement (MWZA)	45 - 61
9.2. Jude Nuru and Dan Weeks, ReVision Energy - Present Options for Solar Array Staff Report - SR-23-144 - Pdf	63 - 104
9.3. Heritage Commission - Light Up The Village 2023 Staff Report - SR-23-145 - Pdf	105 - 109
10. CONSENT AGENDA	
10.1. Motion to accept money raised in the amount of \$980.00, to the Town of Hooksett for the Hooksett Police Departments LEAD (Law Enforcement Against Drugs) program, per RSA 31:95-b, III(b). Staff Report - SR-23-143 - Pdf	111
10.2. Manchester Animal Hospital Parking Lot Expansion, 1129 Hooksett Road - Release of \$13,431.16 Site Bond. Staff Report - SR-23-140 - Pdf	113 - 117

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

10.3.	Motion to accept a donation of \$250.00 from Tap House Grille to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III(b) and return that amount to the Police Department's donation line for the L.E.A.D. Program. Staff Report - SR-23-137 - Pdf	119
10.4.	Motion to accept \$472.57 raised at our sixth annual National Night Out event held on August 1, 2023, to the Town of Hooksett through the Police Department for families in need per RSA 31:95-b, III(b). Staff Report - SR-23-141 - Pdf	121
10.5.	Motion to accept the donation in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC, to the Town of Hooksett for the Hooksett Police Department (donation line) per RSA 31:95-b, III (b). Staff Report - SR-23-142 - Pdf	123
10.6.	Motion to accept money raised in the amount of \$980.00, to the Town of Hooksett for the Hooksett Police Departments LEAD (Law Enforcement Against Drugs) program, per RSA 31:95-b, III(b). Staff Report - SR-23-143 - Pdf	125
11.	NOMINATIONS AND APPOINTMENTS	
12.	BRIEF RECESS	
13.	OLD BUSINESS	
13.1.	Town Charter - Proposed Amendments Staff Report - SR-23-150 - Pdf	127 - 133
14.	NEW BUSINESS	
14.1.	Street Name Approval Granite Woods Development Kettle Bog Road Park Place Communities 1385 Hooksett Rd Megway Crt Staff Report - SR-23-139 - Pdf	135 - 155
14.2.	Adoption of HB 1667-amendment to the requirements for the All Veterans Tax Credit 72:28-b Staff Report - SR-23-151 - Pdf	157 - 160
14.3.	Exemption/Credit revisions Staff Report - SR-23-152 - Pdf	161 - 164
14.4.	Motion to approve the purchase of three 2023 Ford Explorer PIU Hybrid police vehicles as well as all emergency equipment, graphics (wrapping and lettering), for the total amount of \$162,685.20 Staff Report - Purchase of three police vehicles - Pdf	165 - 178
14.5.	Next Steps for Phase II of Town Owned Properties Staff Report - SR-23-147 - Pdf	179 - 191
14.6.	Town Report Cover Staff Report - SR-23-148 - Pdf	193 - 195
14.7.	Town Personnel Plan Update - Remove Police Sergeants Sections & Remove Non-Union Compensatory Time "forfeited" Staff Report - SR-23-149 - Pdf	197 - 200

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

15. APPROVAL OF MINUTES

- 15.1. Public: 7/26/23 201 - 218
[TC Minutes 07262023](#)
- 15.2. Public: 8/9/23 219 - 222
[tc_workshop_08092023](#)
- 15.3. Non-Public: 7/26/23

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.

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

Town Council

STAFF REPORT



To: Town Council
Title: Public hearing to obtain comments regarding the retention or sale of 17 town owned properties
Meeting: Town Council - 23 Aug 2023
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

The Town Council has reviewed the second phase of the town owned properties. The next step is to obtain public comment relative to the sale or retention of these specific 17 parcels. All parcels in this phase were possessed through tax deeds. Abutters notifications were sent to the 64 direct abutters of the 17 properties. These notifications were sent certified on August 3, 2023. The Union Leader public hearing notification was published on August 9, 2023.

RECOMMENDATION:

Open the public hearing.
Listen to any public comment.
Close the public hearing.
See New Business Item for next steps.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Listen to public comment regarding the phase II properties

ATTACHMENTS:

[Abutters Notification](#)
[Public Hearing Notice - Union Leader](#)
[Flow Chart for Procedures](#)
[Map 9 Lot 72 Off Hackett Hill Road](#)
[Map 10 Lot 30 Off Donald Street](#)
[Map 10 Lot 31 15 Donald Street](#)
[Map 15 Lot 13 Whitehall Road](#)
[Map 20 Lot 29 157 Whitehall Road](#)
[Map 22 Lot 37 Goffstown Road](#)
[Map 26 Lot 114-6 10 Doris Drive](#)
[Map 26 Lot 114-17 5 Doris Drive](#)
[Map 31 Lot 15-10 22 Harmony Lane](#)
[Map 31 Lot 65 16 Monroe Drive](#)
[Map 34 Lot 1 Off Hooksett Road](#)
[Map 36 Lot 42-7 199 Londonderry Turnpike](#)
[Map 38 Lot 29 44 Donati Drive](#)

[Map 38 Lot 30 Bicentennial Drive](#)

[Map 45 Lot 72 Elmer Avenue](#)

[Map 46 Lot 12 Bicentennial drive](#)

[Map 46 Lot 28 Arah Street](#)

[Phase II Properties - Town Council Review](#)



Town of Hooksett

ADMINISTRATION DEPARTMENT

August 2, 2023

Dear Abutter,

The Town of Hooksett is reviewing all town owned parcels. The Town Council has begun this review and will hold a public hearing to discuss the potential sale of the following properties:

	Map	Lot
Off Hooksett Road	9	72
Off Donald Street	10	30
15 Donald Street	10	31
Whitehall Road	15	13
157 Whitehall Road	20	29
Goffstown Road	22	37
10 Doris Drive	26	114-6
5 Doris Drive	26	114-17
22 Harmony Lane	31	15-10
16 Monroe Drive	31	65
Off Hooksett Road	34	1
199 Londonderry Turnpike	36	42-7
44 Donati Drive	38	29
Bicentennial Drive	38	30
Elmer Avenue	45	72
Bicentennial Drive	46	12
Arah Street	46	28

You are being notified because you are an abutter to one or more of the parcels listed above. The goal of the public hearing is for the Town Council to obtain comments regarding the retention or sale of the parcels listed above. ***Purchasing these properties will not be discussed during this meeting. The Town Council may discuss how to proceed with the method of sale (auction or sealed bids) for these parcels.***

Town Council Public Hearing

Date: Wednesday, August 23, 2023

Time: 6:00PM

Where: Town Council Chambers, Room 105

Hooksett Municipal Offices

35 Main Street

Hooksett, NH 03106

Please contact the Administration Department at (603) 485-8472 with any questions.

Respectfully,

Leann McLaughlin

Project Coordinator

Town of Hooksett

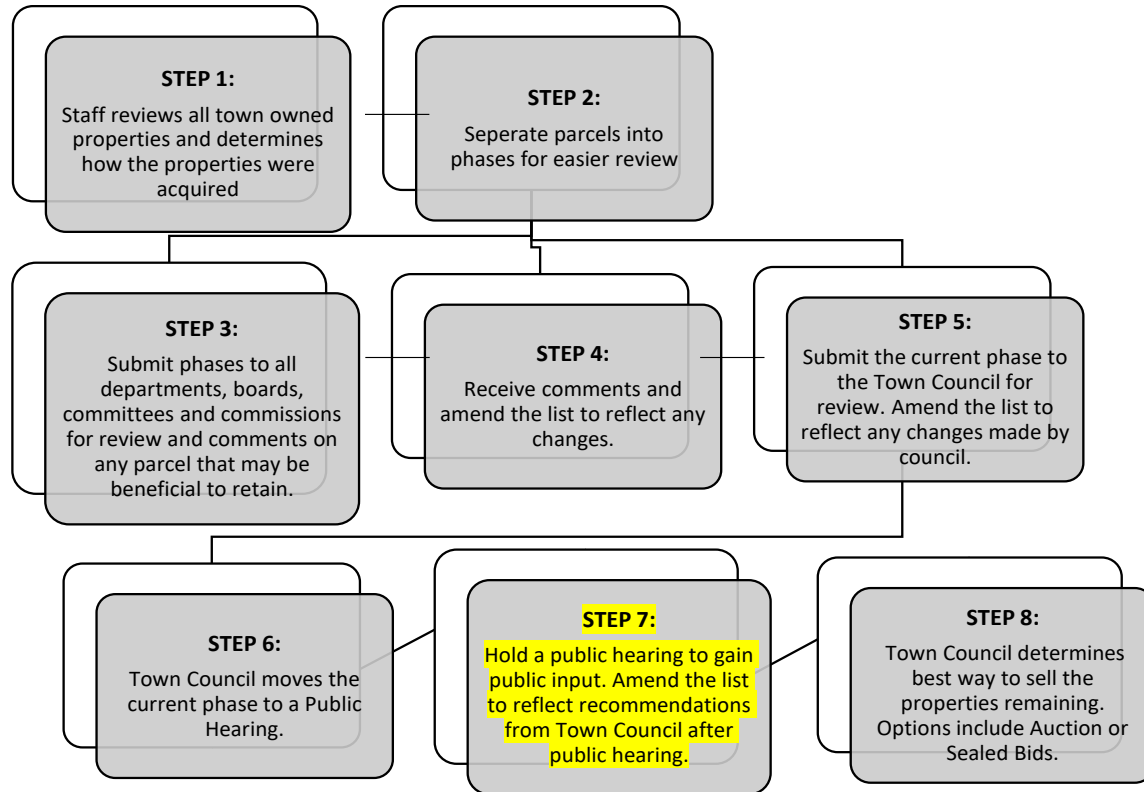
TOWN OF HOOKSETT PUBLIC HEARING NOTICE

The Hooksett Town Council hereby provides notice that it will hold a Public Hearing regarding the potential retention and/or sale of the following town owned properties:

	Map	Lot
Off Hooksett Road	9	72
Off Donald Street	10	30
15 Donald Street	10	31
Whitehall Road	15	13
157 Whitehall Road	20	29
Goffstown Road	22	37
10 Doris Drive	26	114-6
5 Doris Drive	26	114-17
22 Harmony Lane	31	15-10
16 Monroe Drive	31	65
Off Hooksett Road	34	1
199 Londonderry Turnpike	36	42-7
44 Donati Drive	38	29
Bicentennial Drive	38	30
Elmer Avenue	45	72
Bicentennial Drive	46	12
Arah Street	46	28

The public hearing is scheduled for Wednesday, August 23, 2023, at the Hooksett Municipal Offices in Council Chambers (35 Main Street, Hooksett, NH 03106) at 6:00PM. The goal of the public hearing is for the Town Council to obtain comments regarding the retention or sale of these specific parcels. The purchase of these properties will NOT be discussed at this meeting. The Town Council may discuss how to proceed with the method of sale (auction or sealed bids) for these parcels. Any questions can be directed to the Administration Department at (603) 485-8472 or lmclaughlin@hooksett.org.

Town Owned Properties Review Procedures



230369

94 AUG 31 AM 8:38

BK1987 PG0537

"KNOW ALL MEN BY THESE PRESENTS

That I, Leslie A. Nepveu, Collector of Taxes for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 1994 by the authority in me vested by the laws of the State, and in consideration of Seventy Dollars and No Cents (\$70.00) 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 aforesaid, Taxed by the Selectmen/Assessors in 1989 to Owners Unknown and described in the Invoice Books as Land-Hooksett Road. A more particular description of said property is understood to be as follows: Land-Hooksett Road 009-072. The whole of the above real estate was bought by Town of Hooksett at a Tax Collector's sale held at the Municipal Building in said 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 sale of the same I have in all things complied with the law, and that I have good right, so far as that 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 24th day of August, the year of our Lord one thousand nine hundred and Ninty Four.

Signed, Sealed, and Delivered in the presence of:

Nicole Young
Kenneth A. Andrews
Matthew J. Smith

Leslie A. Nepveu
Collector

State of New Hampshire Merrimack County Leslie

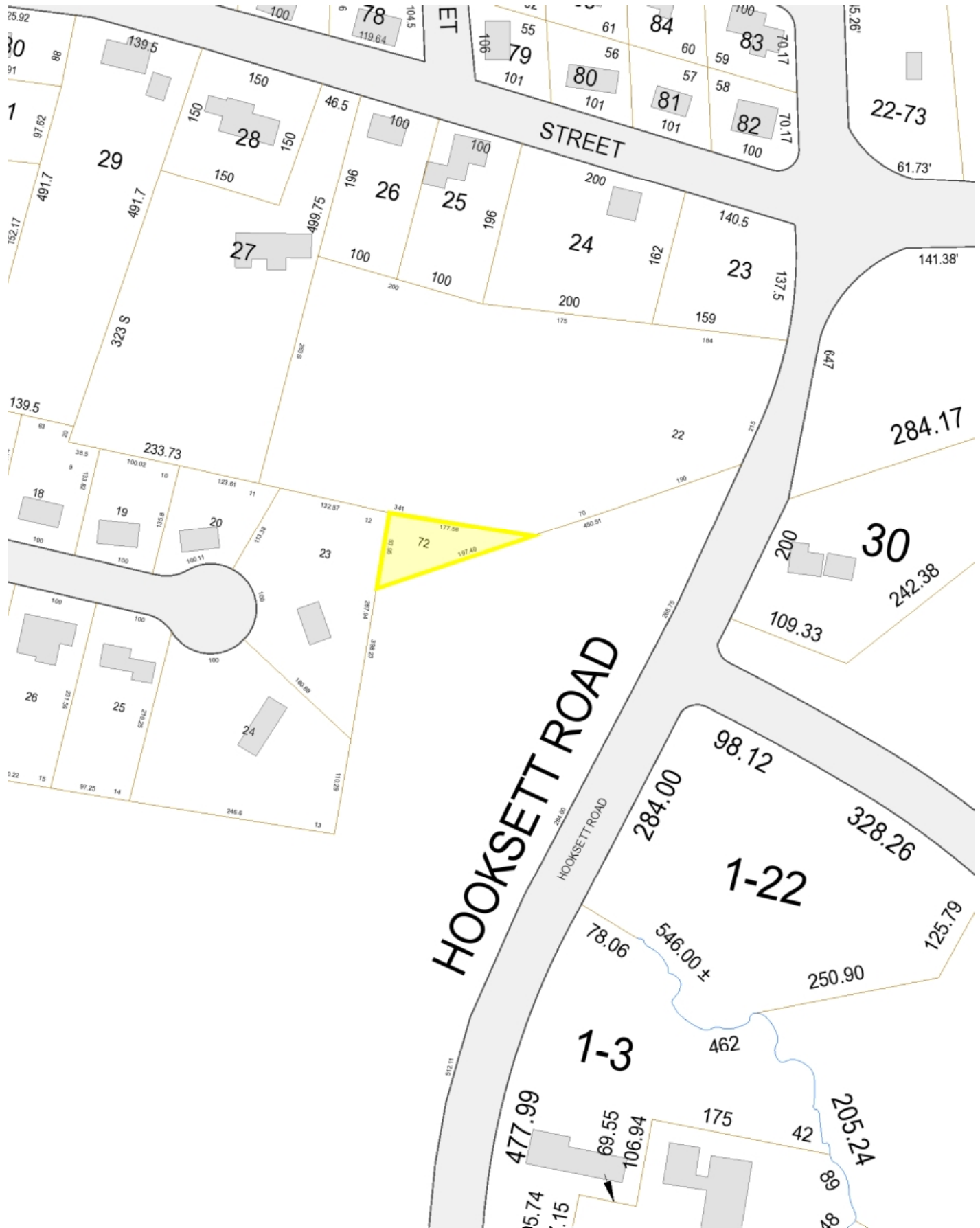
Personally appearing and acknowledged for the foregoing instrument to be his voluntary act and deed. Before me,

Sandra M. Piper
Notary Public
Merrimack County, New Hampshire

MERRIMACK COUNTY RECORDS

Kathi L. Gray, Register

SANDRA M. PIPER, Notary Public
My Commission Expires September 8, 1995



230368

94 AUG 31 AM 8:35

BK1967 PG0536

KNOW ALL MEN BY THESE PRESENTS

That I, Leslie A. Nepveu, Collector of Taxes for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 1994 by the authority in me vested by the laws of the State, and in consideration of Twenty Eight Dollars and Seventy One Cents (\$28.71) 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 aforesaid, Taxed by the Selectmen/Assessors in 1989 to Owners Unknown and described in the Invoice Books as Land-Donald Street. A more particular description of said property is understood to be as follows: Land-Donald Street 010-030. The whole of the above real estate was bought by Town of Hooksett at a Tax Collector's sale held at the Municipal Building in said 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 sale of the same I have in all things complied with the law, and that I have good right, so far as that 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 24th day of August, the year of our Lord one thousand nine hundred and Ninty Four.

Signed, Sealed, and Delivered in the presence of:

Nicole Young
Kenneth W. Young
Mark L. Young

Leslie A. Nepveu
 Collector

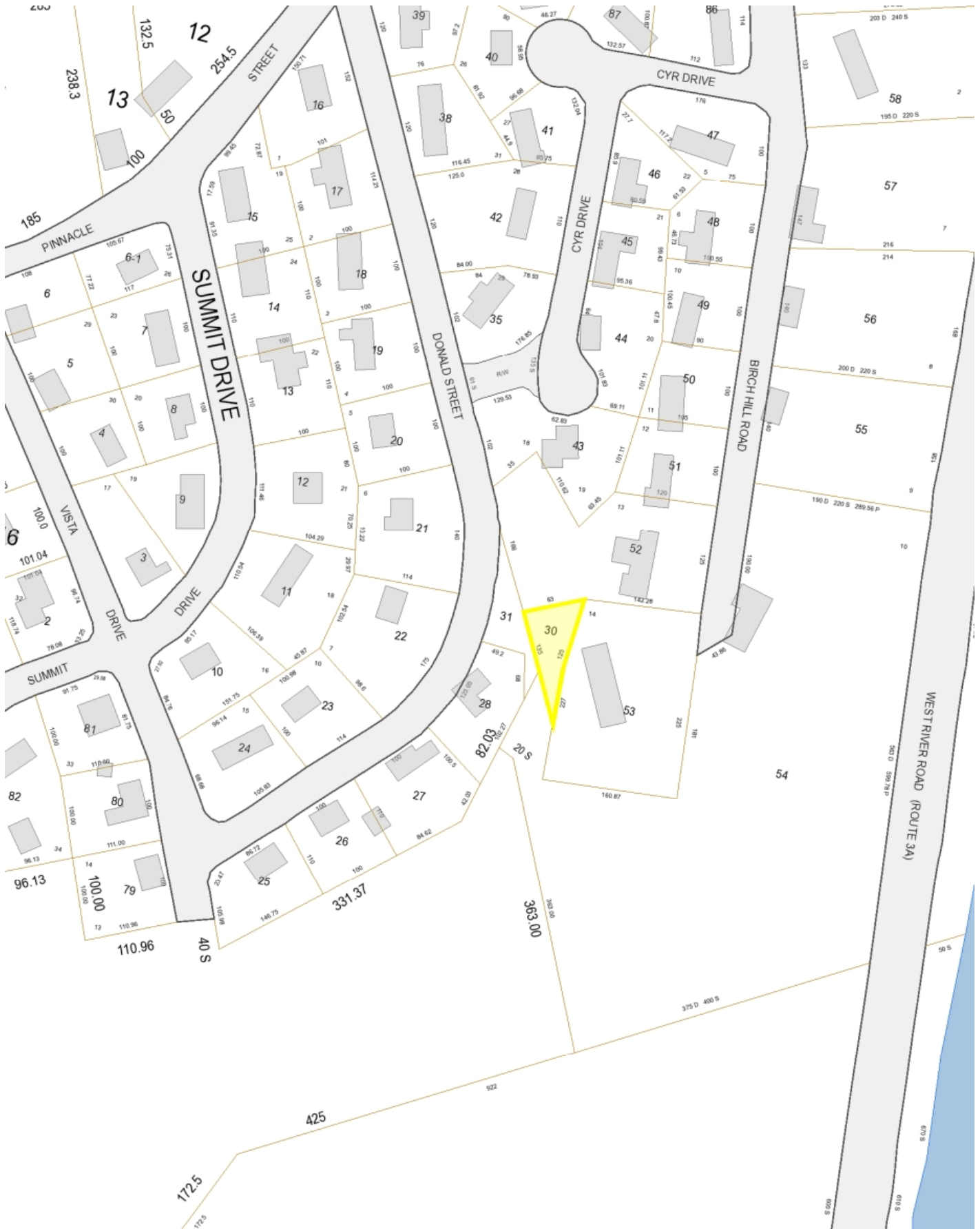
State of New Hampshire Merrimack County Leslie
 Personally appearing and acknowledged for the foregoing instrument to be her voluntary act and deed. Before me, [Signature]

Notary

SANDRA M. PIER, Notary Public
 My Commission Expires September 2, 1995

MERRIMACK COUNTY RECORDS

Kathi L. Gray, Register



230367

94 AUG 31 AM 8:35

BM1967 P00535

KNOW ALL MEN BY THESE PRESENTS

That I, Leslie A. Nepveu, Collector of Taxes for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 1994 by the authority in me vested by the laws of the State, and in consideration of Four Hundred Eighty Seven Dollars and Thirty Eight Cents (\$487.38) 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 aforesaid, Taxed by the Selectmen/Assessors in 1989 to Owners Unknown and described in the Invoice Books as Land 15 Donald Street. A more particular description of said property is understood to be as follows: Land 15 Donald Street 010-031. The whole of the above real estate was bought by Town of Hooksett at a Tax Collector's sale held at the Municipal Building in said 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 sale of the same I have in all things complied with the law, and that I have good right, so far as that 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 24th day of August, the year of our Lord one thousand nine hundred and Ninty Four.

Signed, Sealed, and Delivered in the presence of:

Nicole Young
Ronald W. Anderson
Michael J. Smith
Leslie A. Nepveu
Collector

State of New Hampshire, Merrimack County, Leslie

Personally appearing and acknowledged for the foregoing instrument to be her voluntary act and deed. Before

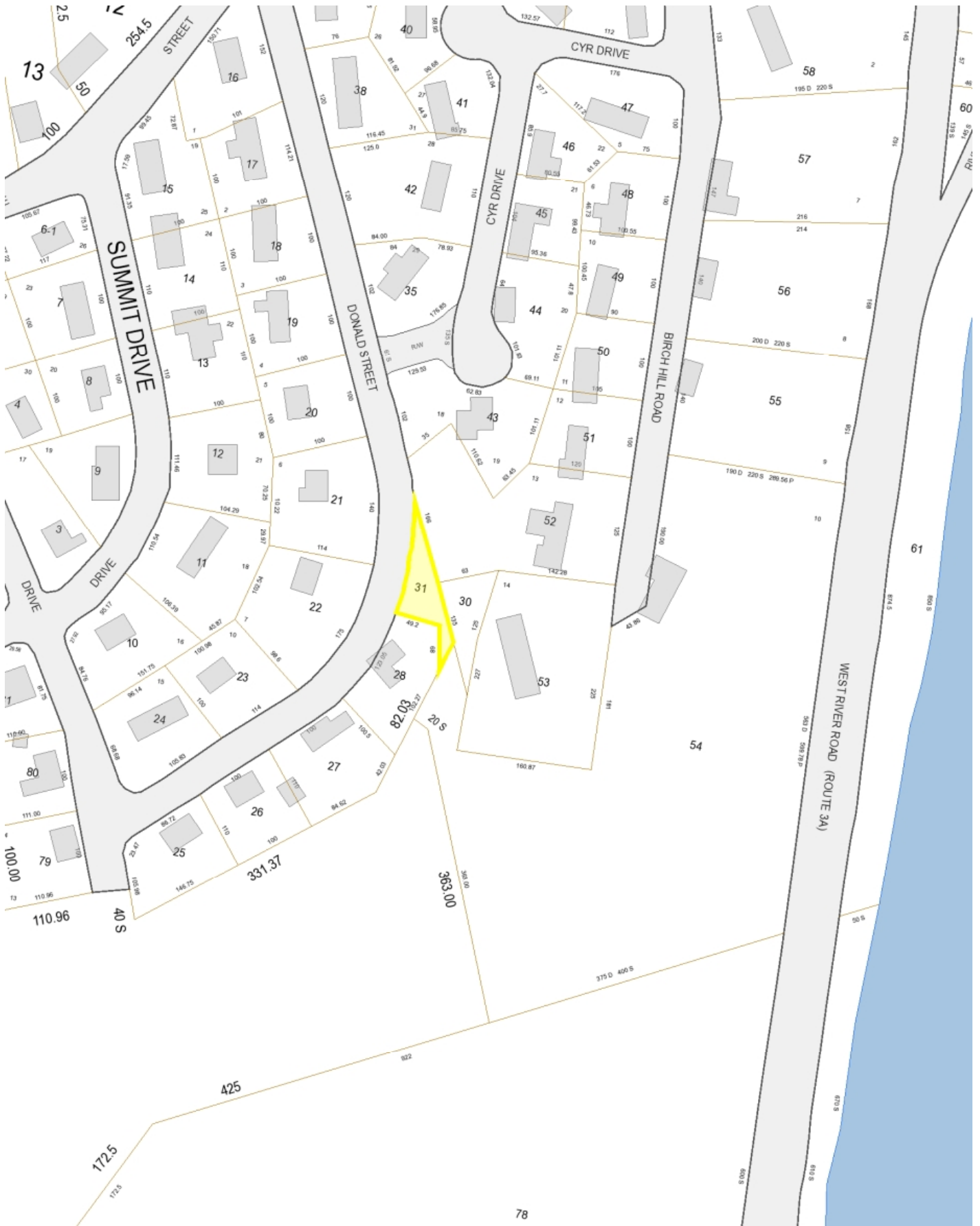
me, Sandra M. Piper



SANDRAM. PIPER, Notary Public
My Commission Expires September 8, 1995

MERRIMACK COUNTY RECORDS

Kathi L. Quay, Register



B 1527P0401

Know all Men by these Presents

That I, Patricia D. Sack Collector of Taxes for
the Town of Hooksett, in the County of Merrimack
and State of New Hampshire, for the year 19 85 by the authority in me vested by the laws of the State, and
in consideration of

Twelve Dollars and Thirty One Cents

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 aforesaid.
Taxed by the Selectmen/Assessors in 19 82 to Owner Unknown
and described in the Invoice Books as

015-013-00A

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

The whole or 100% of the above real estate was / were bought by Town of Hooksett
at a Tax Collector's sale held at the Municipal Building
in said Town of Hooksett, New Hampshire, on the
Ninth day of April 19 83.

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 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 Twenty Third
day of August, in the year of our Lord one thousand nine hundred and Eighty Five.

Signed, Sealed and Delivered in the presence of:

Marilyn Keller
Ed J. [unclear]

State of New Hampshire,
Personally appearing

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

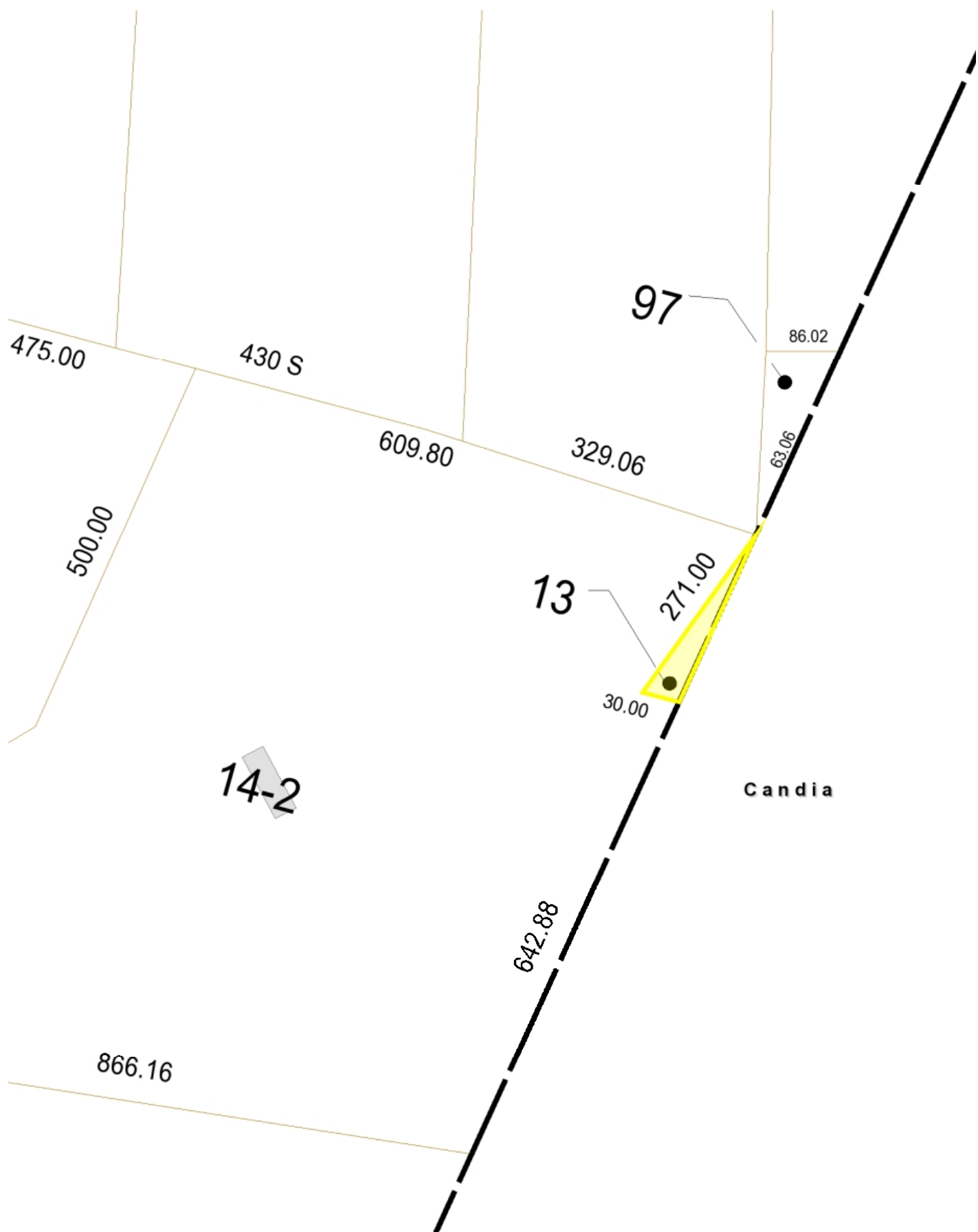
MERRIMACK COUNTY RECORDS
Recorded Sept. 6, 8-00AM. 1985

Merrimack ss. Aug 23, 19 85
Collector.
above named.

Sandra M. Quirion
Justice of the Peace
Notary Public
SANDRA M. QUIRION, Notary Public
My Commission Expires October 29, 1989

Keith L. Gray
Register

B 1527P0401



Know all Men by these Presents

B 1403P0638

That I, **Joyce A. Emerson**, Collector of Taxes for the Town of **Hooksett**, in the County of **Merrimack** and State of New Hampshire, for the year 19 81 by the authority in me vested by the laws of the State, and in consideration of

Six dollars and forty-two cents

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** aforesaid, Taxed by the Selectmen/Assessors in 1978 to **Ralph and Evelyn St. Laurent** and described in the Invoice Books as

Land s/s Whitehall Road
020-029 Landlocked .4 Acre

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

The whole or of the above real estate was / were bought by **Town of Hooksett** at a Tax Collector's sale held at the **Municipal Building**, New Hampshire, on the in said Town of **Hooksett**, **thirtieth** day of **June** 19 **79**.
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 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 **fourth** day of **September**, the year of our Lord one thousand nine hundred and **eighty-one**

Signed, Sealed and Delivered in the presence of:

[Signatures of witnesses]

[Signature of Joyce A. Emerson]
Joyce A. Emerson Collector.

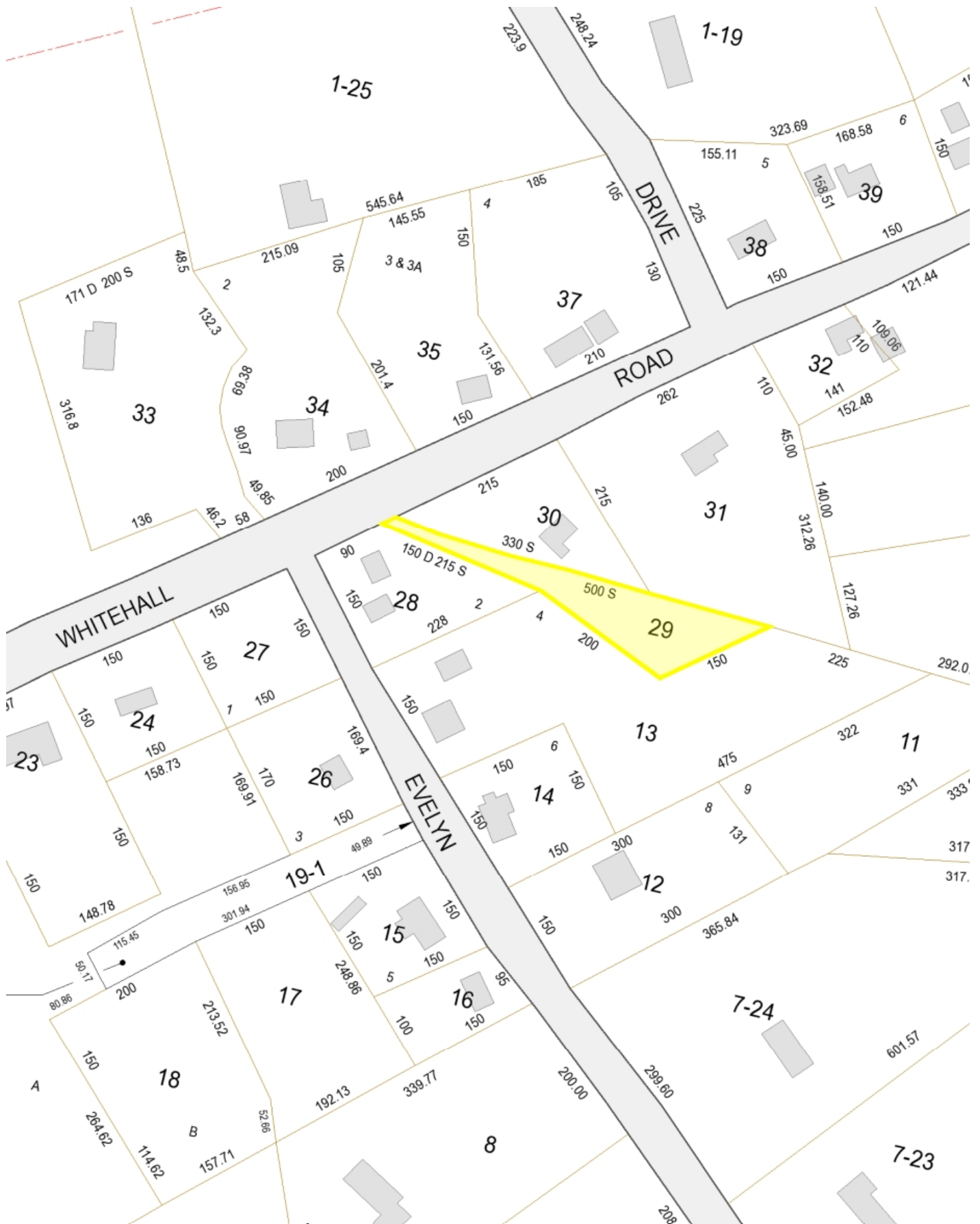
State of New Hampshire, **Merrimack County** ss. **September 14** 1981
Personally appearing **Joyce A. Emerson** above named,
and acknowledged the foregoing instrument to be his voluntary act and deed. Before me

[Signature of Notary]
Justice of the Peace.

MERRIMACK COUNTY RECORDS
Recorded Sept. 28, 8-00AM. 1981

B 1403P0638

[Signature of Marjorie B. Hathorn]
Marjorie B. Hathorn
Commissioner



230374

94 AUG 31 AM 8:36

BK1967 PG0542

"KNOW ALL MEN BY THESE PRESENTS

That I, Leslie Nepveu, Collector of Taxes for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 1994 by the authority in me vested by the laws of the State, and in consideration of Forty Two Dollars and No Cents (\$42.00) 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 aforesaid, Taxed by the Selectmen/Assessors in 1988 to Owners Unknown and described in the Invoice Books as Land-Goffstown Road. A more particular description of said property is understood to be as follows: Land-Goffstown Road 022-037. The whole of the above real estate was bought by Town of Hooksett at a Tax Collector's sale held at the Municipal Building in said Town of Hooksett, New Hampshire on the 30th day of September, 1989. 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 sale of the same I have in all things complied with the law, and that I have good right, so far as that 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.

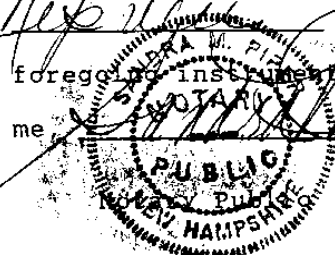
In Witness Whereof, I have hereunto set my hand and seal, the 26th day of August, the year of our Lord one thousand nine hundred and Ninty Four.

Signed, Sealed, and Delivered in the presence of:

Juan St. Germain
Nicole Young
Matthew P. Stull

Leslie A. Nepveu
Collector

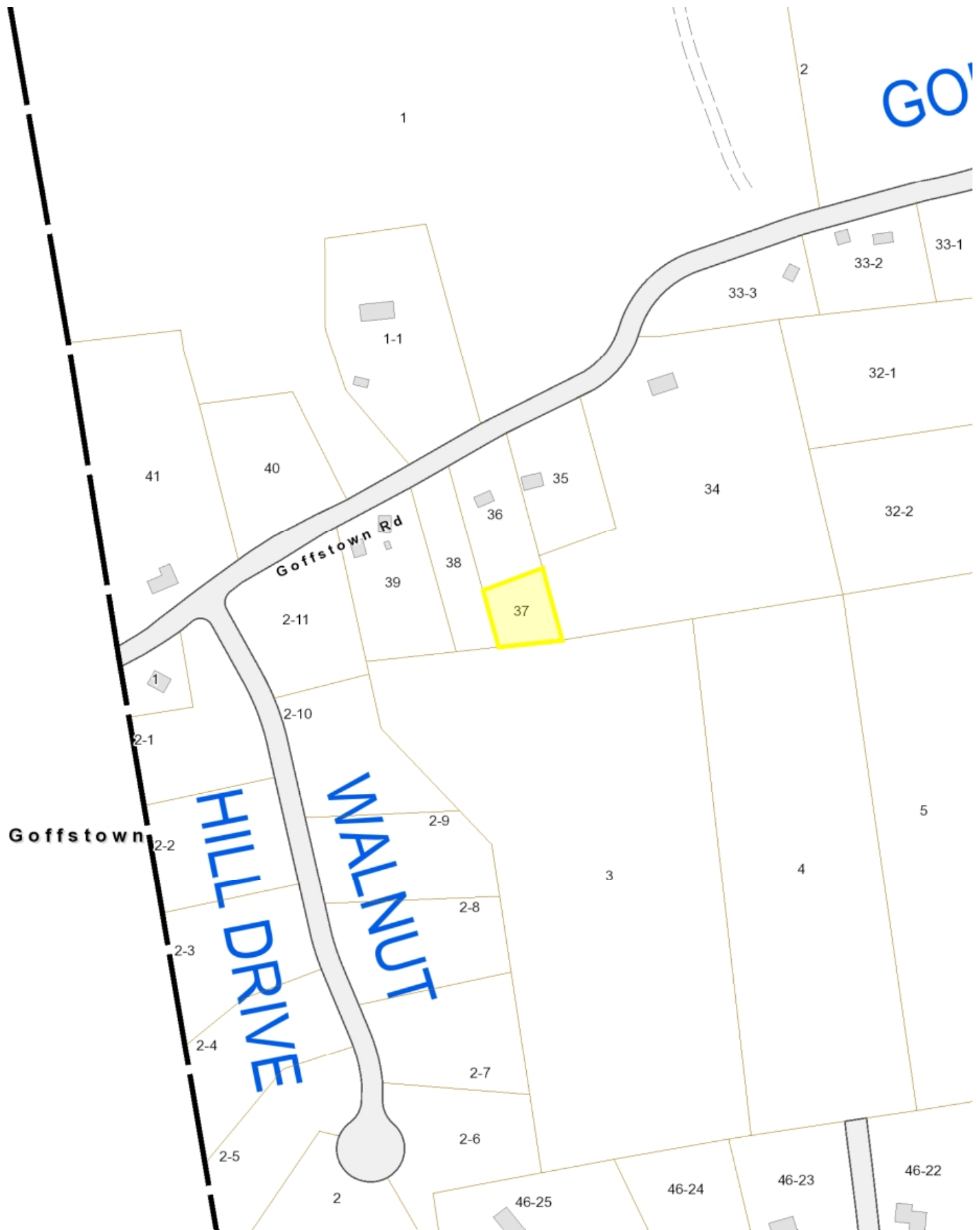
State of New Hampshire, Merrimack County, Leslie Nepveu Personally appearing and acknowledged for the foregoing instrument to be his voluntary act and deed. Before me, Sandra M. Piper



SANDRA M. PIPER, Notary Public
My Commission Expires September 9, 1995

MERRIMACK COUNTY RECORDS

Kathi L. Gray, Register



Town of Hooksett

Doc# 610138
Book: 2795
Pages: 0272
Filed & Recorded
07/05/2005 10:36AM
KATHI L. GUAY, CPO, REGISTER

MERRIMACK COUNTY REGISTRY OF DEEDS
RECORDING \$ 10.00
SURCHARGE \$ 2.00
POSTAGE \$ 0.37

B/
10.37
2

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 in me vested by the laws of the State, and in consideration of \$720.75

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. Taxes by the Selectmen/ Assessors in 1992 to Davott Development Inc.
And described in the Invoice Books as

MAP/LOT 0026-0114-0006 LAND 10 DORIS DRIVE

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 30th day of September, 1993.

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 30th day of June, in the year of our Lord, two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Elizabeth Dionne
Julia [illegible]

Jessica Stash

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

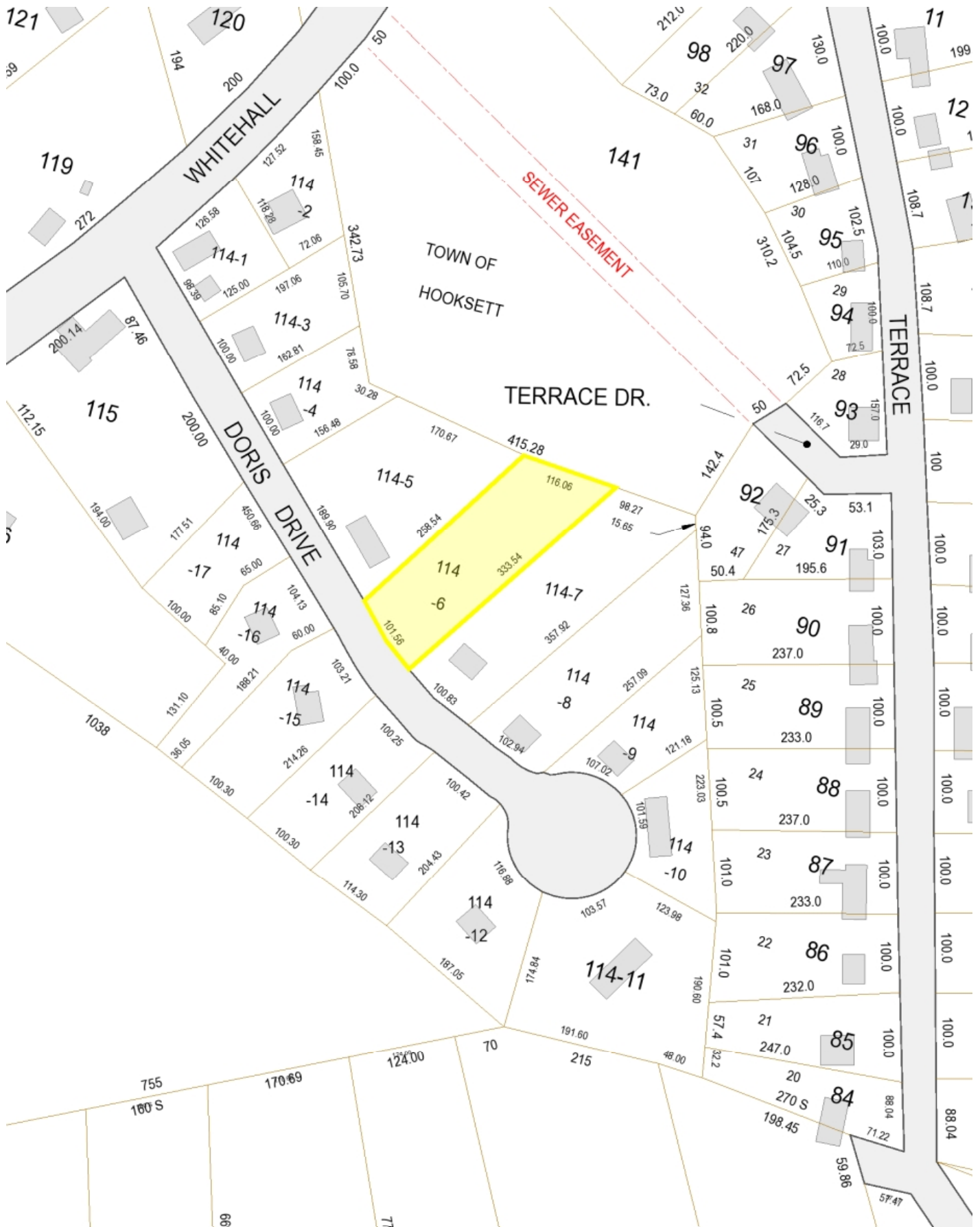
Sandra M. Pifer
Notary Public

SANDRA M. PIFER
NOTARY PUBLIC
STATE OF NEW HAMPSHIRE
My commission expires July 25, 2006

MERRIMACK COUNTY RECORDS

Kathi L. Guay, CPO, Register





Town of Hooksett

B
10.37
2-

Doc# 610139
Book: 2795
Pages: 0273
Filed & Recorded
07/05/2005 10:36AM
KATHI L. GUAY, CPO, REGISTER

MERRIMACK COUNTY REGISTRY OF DEEDS
RECORDING \$ 10.00
SURCHARGE \$ 2.00
POSTAGE \$ 0.37

MERRIMACK COUNTY RECORDS

Kathi L. Guay CPO, Register

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 2002 by the authority in me vested
by the laws of the State, and in consideration of 661.22
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. Taxes
by the Selectmen/ Assessors in 1993 to Davott Development Inc.
And described in the Invoice Books as

MAP/LOT 0026-0114-0017 LAND 5 DORIS DRIVE

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 30th day of September, 1994.
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 30th day of June, in the year of our Lord,
two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Elizabeth Dionne
Cheryl

Jessie Trasi

Leslie A. Nepveu
Collector

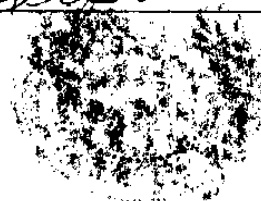
State of New Hampshire
Personally appearing

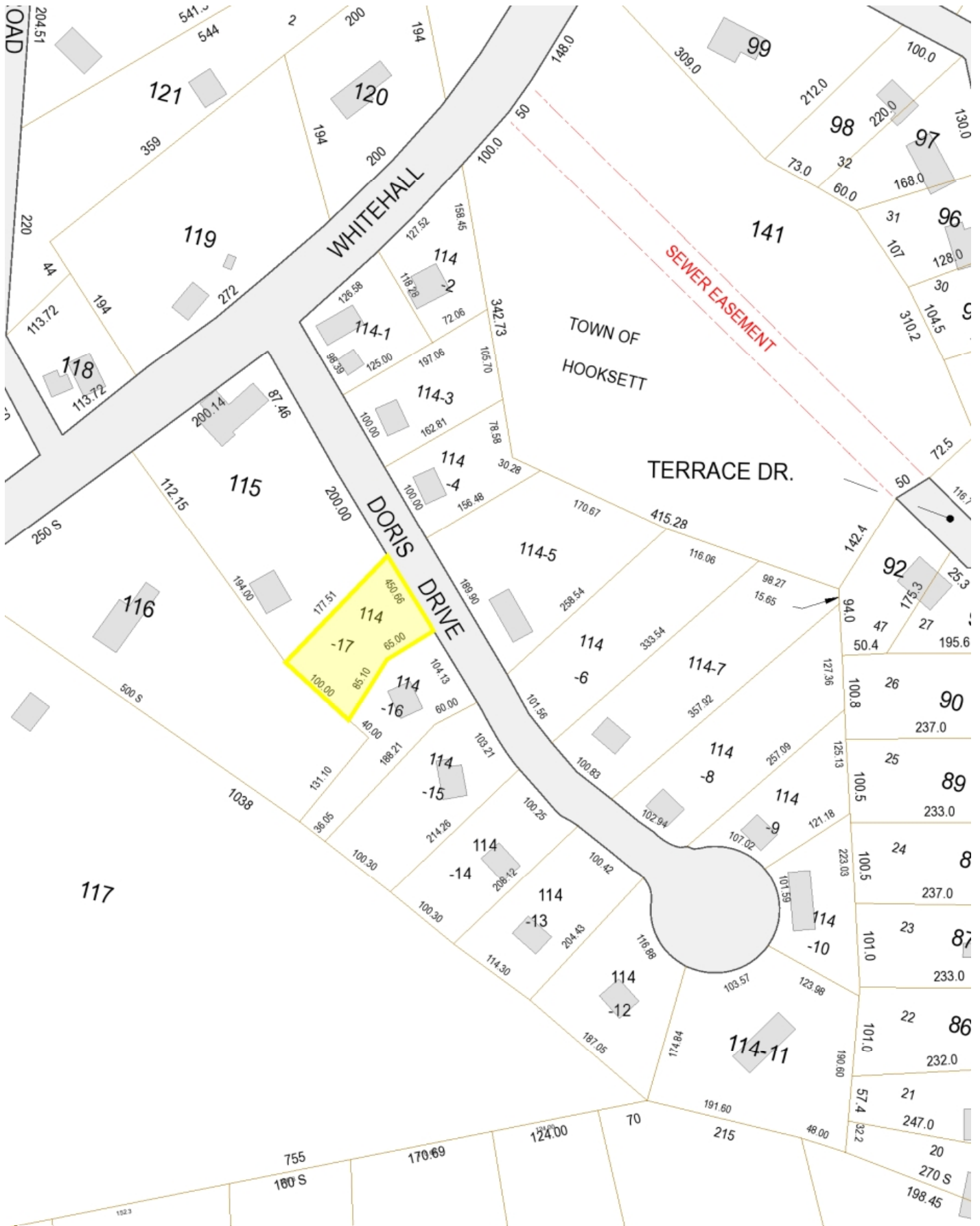
ss.

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

Sandra M. Piper
Notary Public

SANDRA M. PIPER
NOTARY PUBLIC
STATE OF NEW HAMPSHIRE
My commission expires July 25, 2006





✓ Town of Hooksett
16 MAIN ST.
Hooksett NH 03106-1397

Doc# 670236
Book: 2963
Pages: 1710
Filed & Recorded
02/07/2007 9:19AM
KATHI L. GRAY, CPO, REGISTER

MERRIMACK COUNTY REGISTRY OF DEEDS
RECORDING \$ 18.00
SURCHARGE \$ 2.00
POSTAGE \$ 0.39

Know all Men by these Presents

B/
10.39
2.00

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 2003 by the authority vested in me
by the laws of the State, and in consideration of \$1432.17
To me paid by the Town of Hooksett. Do hereby sell and convey to the said Town of Hooksett, 16 Main
Street, Hooksett, NH 03106, successors/heirs and assigns, a certain tract or parcel of land situated in the
Town of Hooksett, N.H. Taxes by the Selectmen/ Assessors in 2003 to Jennie L. Stewart.
And described in the Invoice Books as

LAND 22 HARMONY LANE
MAP/LOT: 0031-0015-0010

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 30th day of September, 2004.
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 15th day of December, in the year of our
Lord, two thousand, six.

Signed, Sealed, and Delivered in the presence of:

Jacqueline A. Marsh

K. A. Blodman

Shirley M. White

Leslie A. Nepveu
Collector

State of New Hampshire

Personally appearing

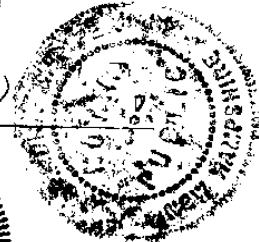
And acknowledged the foregoing instrument to be his voluntary act and deed, Before me

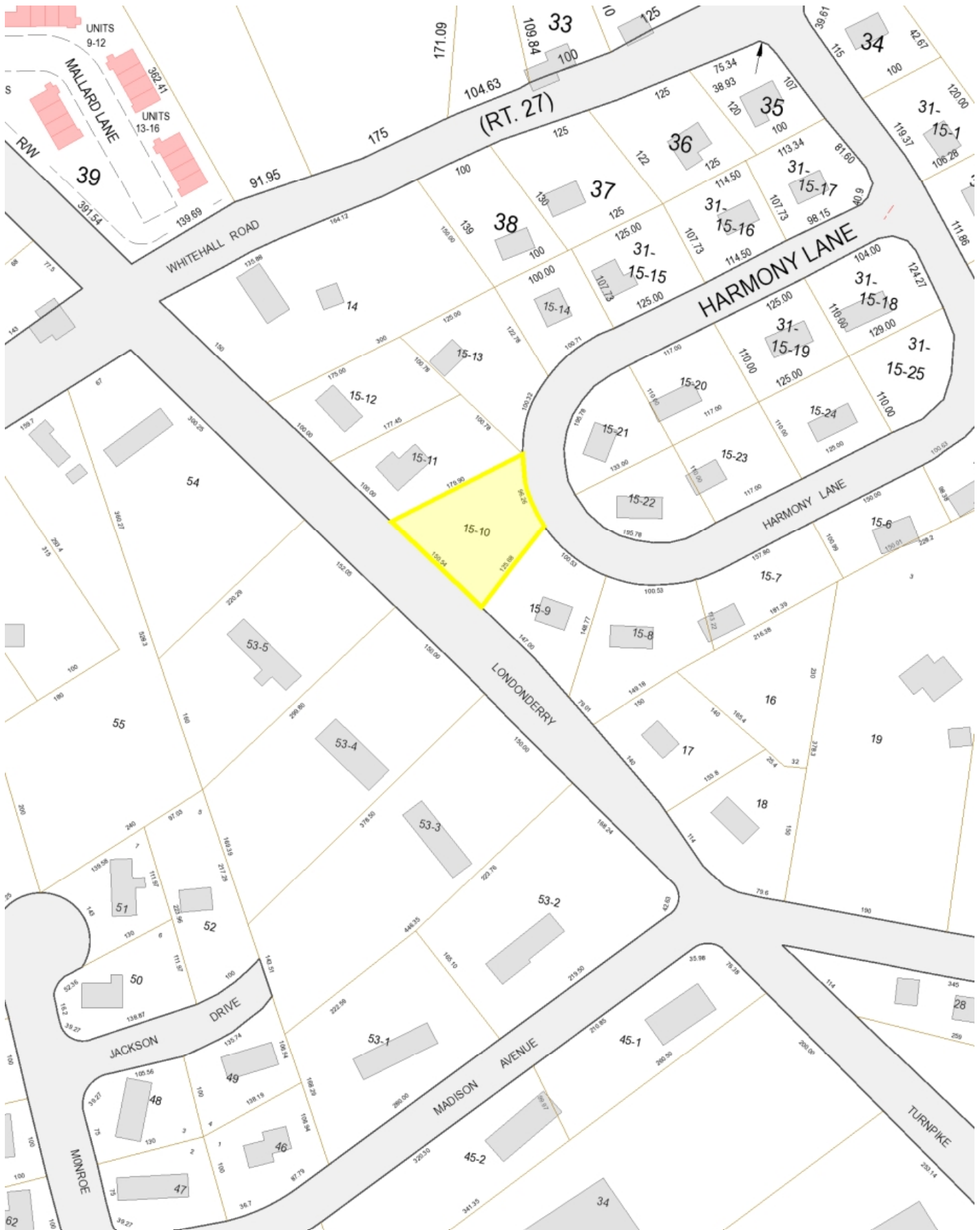
ss. Merrimack

Sandra M. Piper
Notary Public

MERRIMACK COUNTY RECORDS

Kathi L. Gray, CPO, Register





Town of Hooksett

B
10.37
2-

Doc# 610132
Book: 2795
Pages: 0266
Filed & Recorded
07/05/2005 10:36AM
KATHI L. GRAY, CPO, REGISTER

MERRIMACK COUNTY REGISTRY OF DEEDS
RECORDING \$ 10.00
SURCHARGE \$ 2.00
POSTAGE \$ 0.37

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 in me vested
by the laws of the State, and in consideration of \$261.30
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 1992 to Ardon Corporation.
And described in the Invoice Books as

MAP/LOT: 0031-0065 LAND 16 MONROE DRIVE

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 30th day of September, 1993.
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 30th day of June, in the year of our Lord,
two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Elizabeth Deane

Julia

Jessica Shattuck

Leslie A. Nepveu
Collector

State of New Hampshire

Personally appearing

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

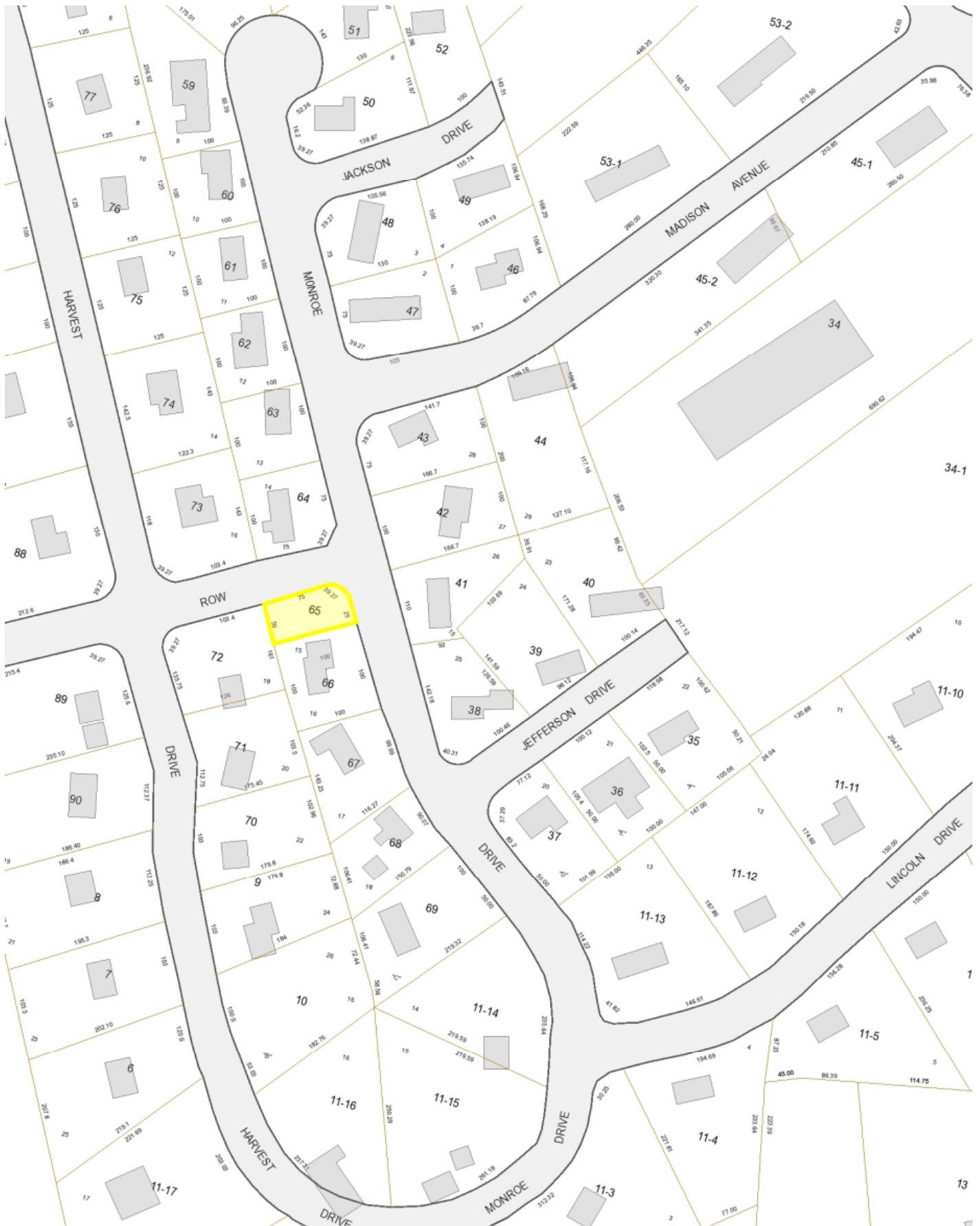
ss. Merrimack

Sandra M. Piper
Notary Public

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

MERRIMACK COUNTY RECORDS

Kathi L. Gray CPO, Register



230372

94 AUG 31 AM 8:36

BK1967 PG0540

"KNOW ALL MEN BY THESE PRESENTS

That I, Leslie Nepveu, Collector of Taxes for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 1994 by the authority in me vested by the laws of the State, and in consideration of Four Hundred Sixteen Dollars and Fifteen Cents (\$416.15) 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 aforesaid, Taxed by the Selectmen/Assessors in 1988 to Owners Unknown and described in the Invoice Books as Land-off Hooksett Road. A more particular description of said property is understood to be as follows: Land-Off Hooksett Road 034-001. The whole of the above real estate was bought by Town of Hooksett at a Tax Collector's sale held at the Municipal Building in said Town of Hooksett, New Hampshire on the 30th day of September, 1989. 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 sale of the same I have in all things complied with the law, and that I have good right, so far as that 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 26th day of August, the year of our Lord one thousand nine hundred and Ninty Four.

Signed, Sealed, and Delivered in the presence of:

Susan St. Germain
Nicole Young
Robert St. Germain

Leslie Nepveu
Collector

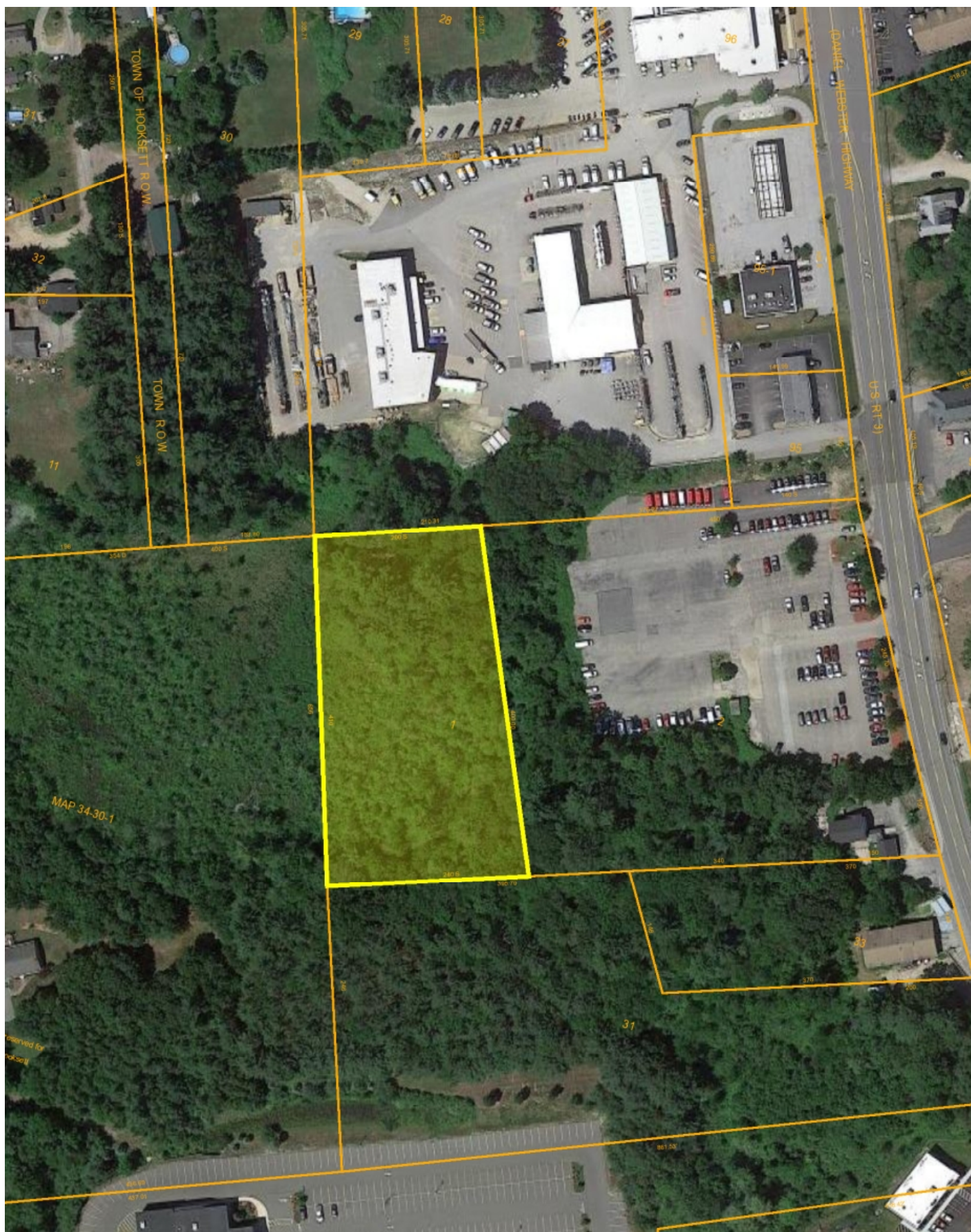
State of New Hampshire Merrimack County, Leslie Nepveu personally appearing and acknowledged for the foregoing instrument to be his voluntary act and deed. Before me, Sandra M. Pifer



SANDRA M. PIFER, Notary Public
My Commission Expires September 9, 1995

MERRIMACK COUNTY RECORDS

Kathi L. Gray, Register



Town of Hooksett

Doc# 669748
Book: 2962
Pages: 1503
Filed & Recorded
02/01/2007 8:07AM
KATHI L. GUAY, CPO, REGISTER

B
10.39
2

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 1999 by the authority vested in me by the laws of the State, and in consideration of \$212.27

To me paid by the Town of Hooksett. Do hereby sell and convey to the said Town of Hooksett, 16 Main Street, Hooksett, NH, successors/heirs and assigns, a certain tract or parcel of land situated in the Town of Hooksett, N.H. Taxes by the Selectmen/ Assessors in 1999 to Jean M. Gagnon & Constance Gagnon. And described in the Invoice Books as

LAND 199 LONDONDERRY TURNPIKE
MAP 0036, LOT 0042-0007

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 29th day of September, 2000.

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 15th day of December, in the year of our Lord, two thousand, six.

Signed, Sealed, and Delivered in the presence of:

Shirley M. Martin

Timothy A. Blighman

Jacqueline A. Marsh

Leslie A. Nepveu
Collector

State of New Hampshire
Personally appearing

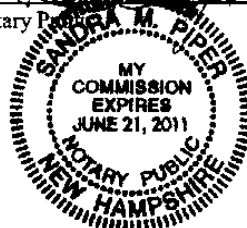
ss.

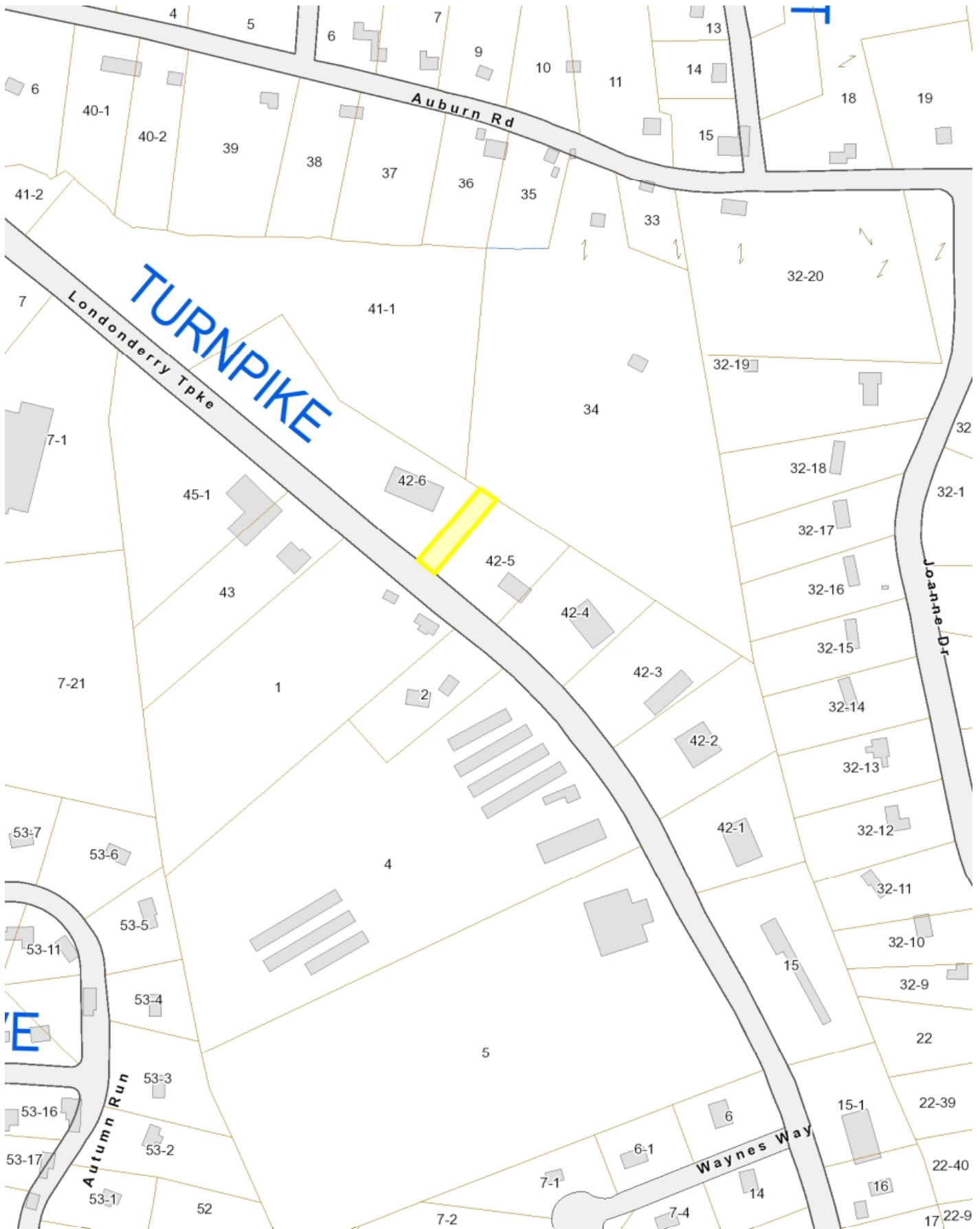
And acknowledged the foregoing instrument to be his voluntary act and deed, Before me

Sandra M. Piper
Notary Public

MERRIMACK COUNTY RECORDS

Kathi L. Guay, CPO, Register





Town of Hooksett

Doc# 610141
Book: 2795
Pages: 0275
Filed & Recorded
07/05/2005 10:36AM
MERRIMACK COUNTY REGISTRY OF DEEDS
KATHI L. GRAY, CPO, REGISTER

Fees \$12.37

MERRIMACK COUNTY RECORDS

Kathi L. Gray, CPO, Register

B
10.37
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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 in me vested by the laws of the State, and in consideration of \$136.38

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. Taxes by the Selectmen/ Assessors in 1993 to Eugene A. & Joseph A. Donati, Anthony A. & Donato Donati. And described in the Invoice Books as

MAP/LOT 0038-0029 LAND 44 DONATI DRIVE

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 30th day of September, 1994.

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 30th day of June, in the year of our Lord, two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Elizabeth Dionne
Julien Hu
Jessia Lipshi
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
Notary Public

SANDRA M. PIPER
NOTARY PUBLIC
STATE OF NEW HAMPSHIRE
My commission expires July 25, 2006



Town of Hooksett

B
10.37
2-

Doc# 610140
Book: 2795
Pages: 0274
Filed & Recorded
07/05/2005 10:36AM
MERRIMACK COUNTY REGISTRY OF DEEDS
KATHI L. GUAY, CPO, REGISTER

Fees \$12.37

MERRIMACK COUNTY RECORDS

Kathi L. Guay, CPO, Register

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 in me vested
by the laws of the State, and in consideration of \$100.63
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. Taxes
by the Selectmen/ Assessors in 1993 to Eugene A. & Joseph A. Donati, Anthony A. & Donato Donati.
And described in the Invoice Books as

MAP/LOT 0038-0030 LAND BICENTENNIAL DRIVE

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 30th day of September, 1994.
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 30th day of June, in the year of our Lord,
two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Elizabeth Proun
Paula
Jessica Spasi

Leslie A. Nepveu
Collector

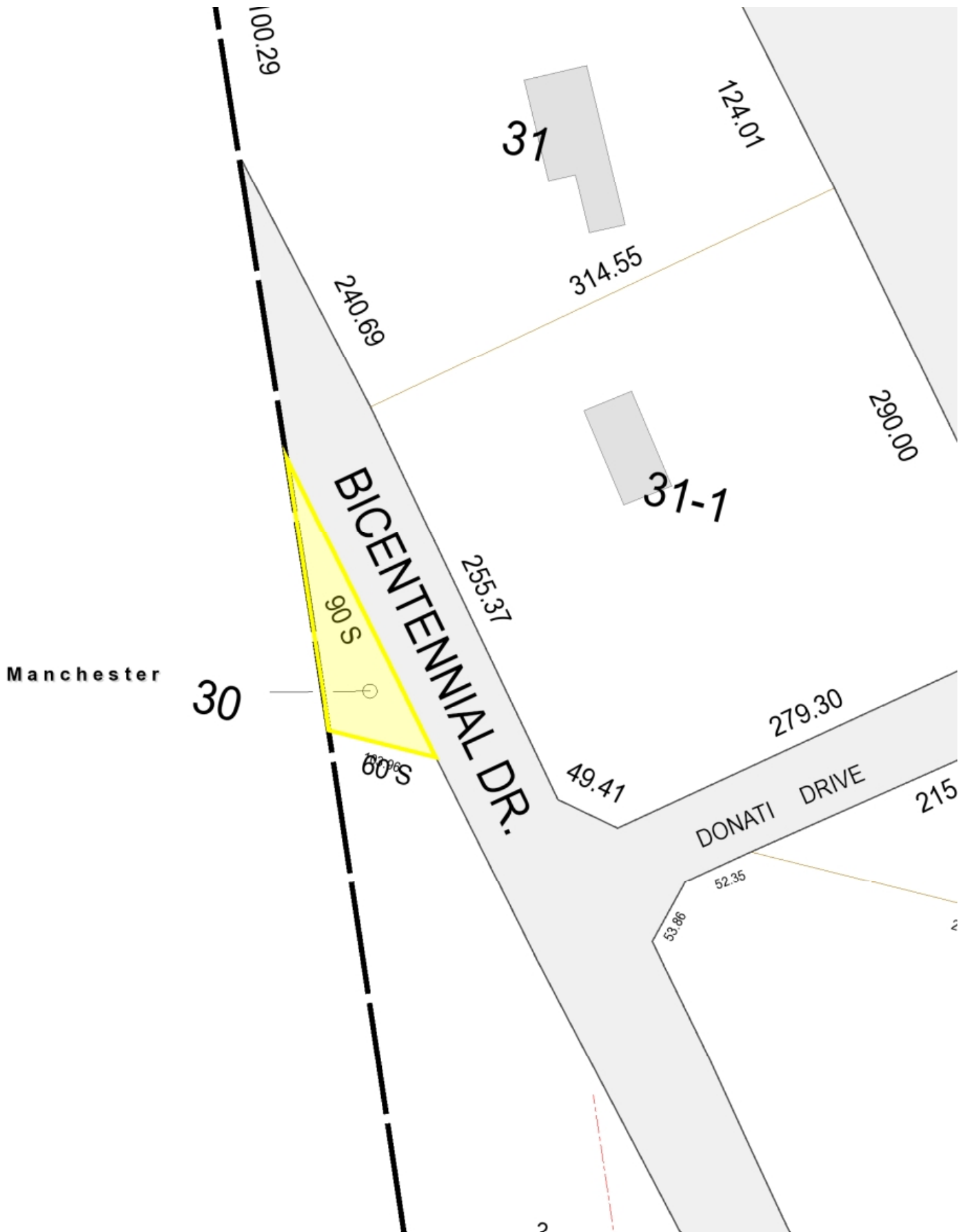
State of New Hampshire
Personally appearing

ss.

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

Sandra M. Piper
Notary Public

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



Doc# 654728
Book: 2920
Pages: 1478
Filed & Recorded
08/21/2006 10:31AM
KATHI L. GRAY, CPO, REGISTER

MERRIMACK COUNTY RECORDS

Kathi L. Gray, CPO, Register

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 \$33.55
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. Taxes
by the Selectmen/ Assessors in 2001 to Heirs of Lucien Lavigne
And described in the Invoice Books as:

LAND SOUTH ELMER AVENUE 0045-0072

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 30th day of September.
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 December, in the year of our
Lord, two thousand, five.

Signed, Sealed, and Delivered in the presence of:

Shirley M. Martin

Kimberly A. Blodman

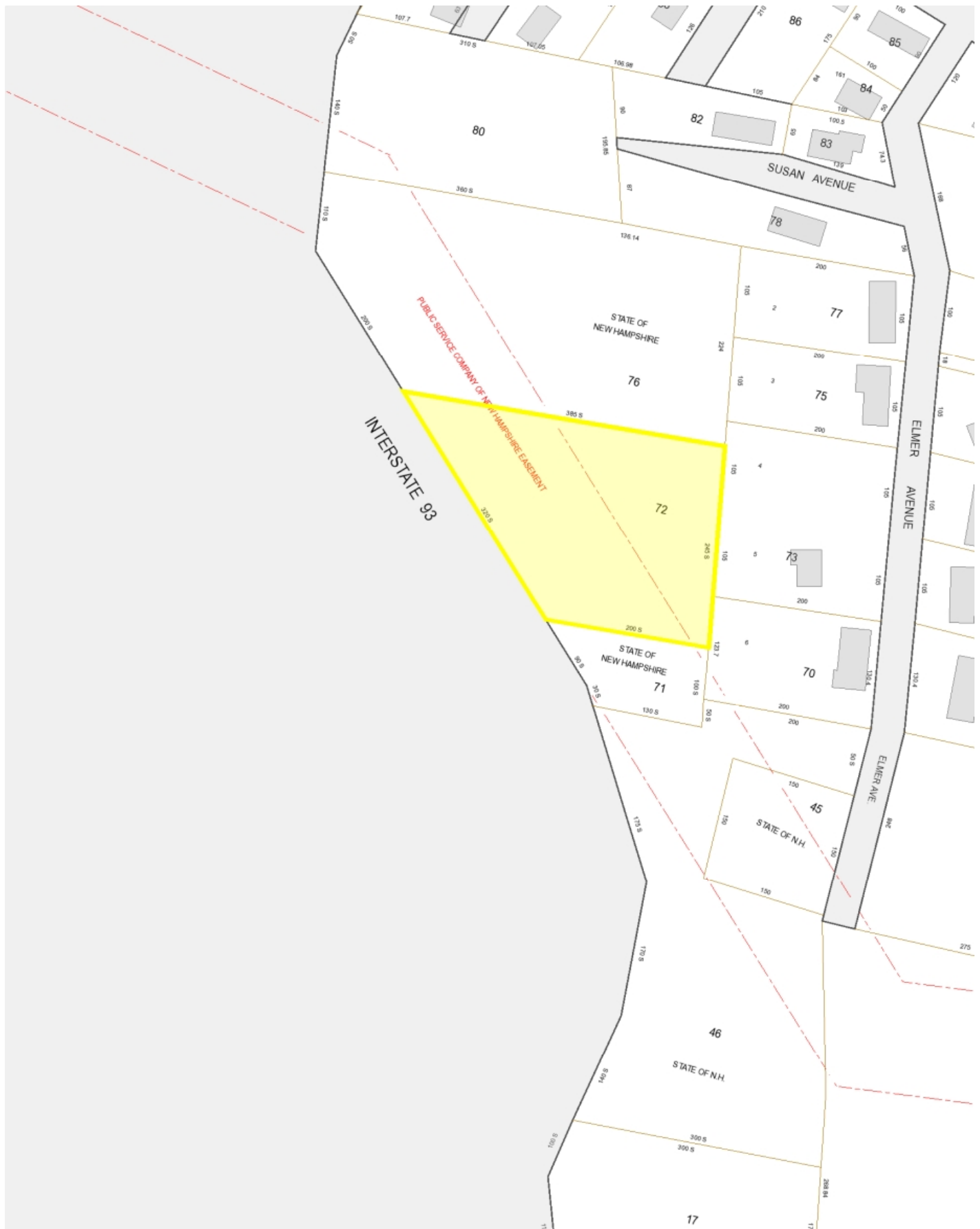
Mary L. Lachance

Richard Nepveu
Collector

State of New Hampshire ss. *Leslie A. Nepveu*
Personally appearing *Leslie A. Nepveu*
And acknowledged the foregoing instrument to be her voluntary act and deed, Before me

Sandra M. Piper
Notary Public





Town of Hooksett

Doc# 610134
Book: 2795
Pages: 0268
Filed & Recorded
07/05/2005 10:36AM
KATHI L. GUAY, CPO, REGISTER

MERRIMACK COUNTY REGISTRY OF DEEDS
RECORDING \$ 10.00
SURCHARGE \$ 2.00
POSTAGE \$ 0.37

B
10.37
2-

Know all Men by these Presents

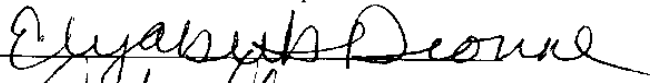
That I, Leslie A. Nepveu Tax Collector for the Town of Hooksett,
In the County of Merrimack and State of New Hampshire, for the year 2005 by the authority in me vested
by the laws of the State, and in consideration of \$75.42
To me paid by the Town of Hooksett. Do hereby sell and convey to the said Town 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 1988 to J. P. King Realty Trust.(Current owner Patricia K. King.)
And described in the Invoice Books as

MAP/LOT: 0046-0012 LAND BICENTENNIAL DRIVE

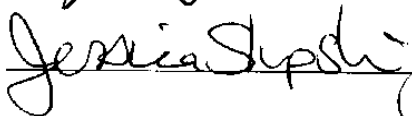
This deed is the result of the tax lien execution held at the Hooksett Municipal Building in the Town of
Hooksett, New Hampshire, on the 30th day of September, 1989.
To have and to hold the said Premises with the appurtenances to the said Town of Hooksett,
successors/heirs and assigns forever. And I 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.

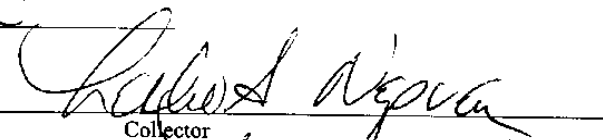
In Witness Whereof, I have hereunto set my hand and seal, the 30th day of June, in the year of our Lord,
two thousand, five.

Signed, Sealed, and Delivered in the presence of:








Collector

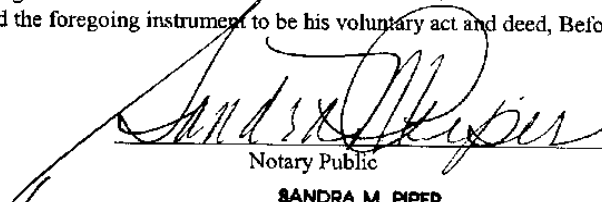
State of New Hampshire

Personally appearing

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

ss.



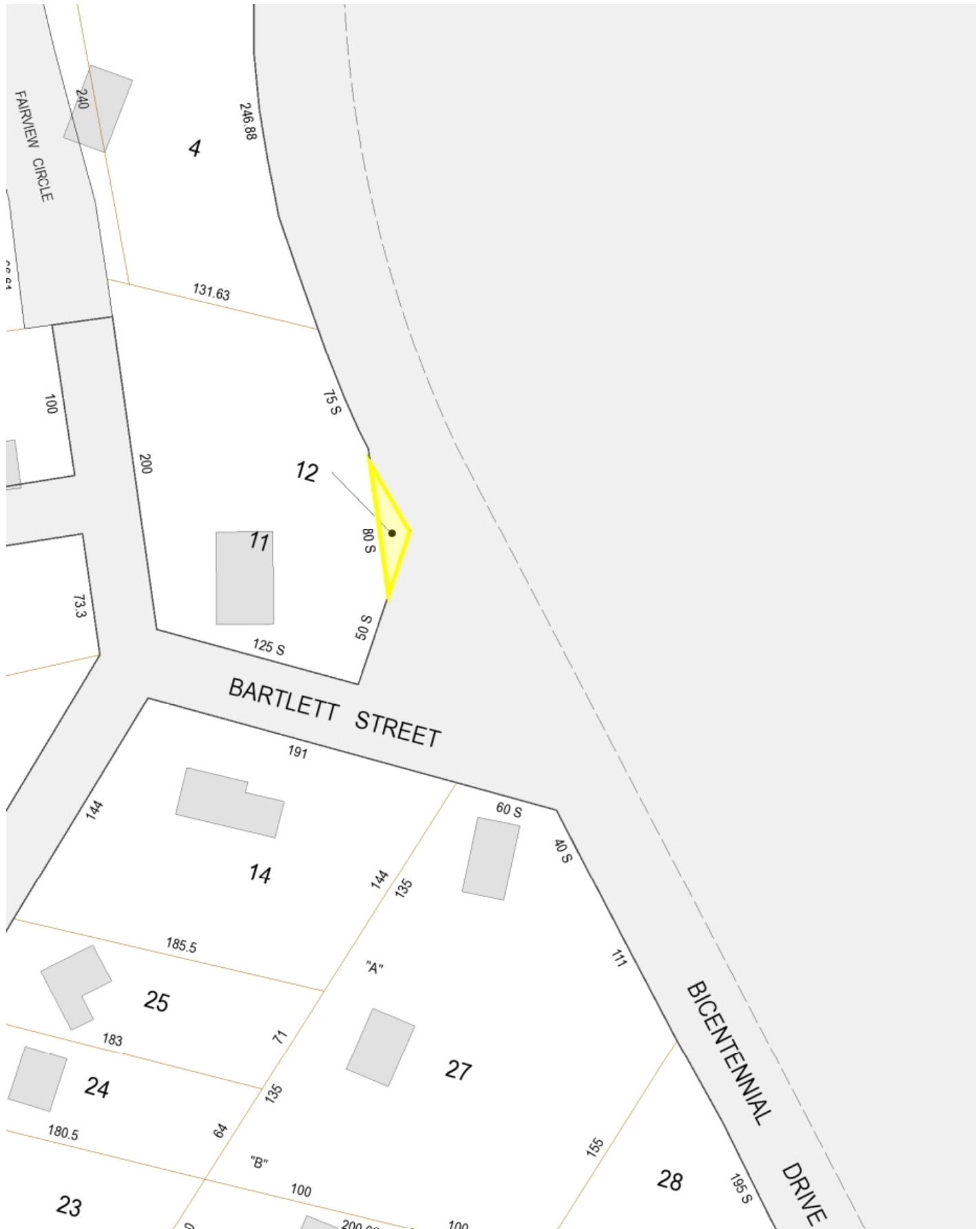

Notary Public

SANDRA M. PIPER
NOTARY PUBLIC
STATE OF NEW HAMPSHIRE
My commission expires July 25, 2006



MERRIMACK COUNTY RECORDS

 CPO, Register



230378

94 AUG 31 AM 8:36

BK1987 PG0546

"KNOW ALL MEN BY THESE PRESENTS

That I, Leslie Nepveu, Collector of Taxes for the Town of Hooksett, in the County of Merrimack and State of New Hampshire, for the year 1994 by the authority in me vested by the laws of the State, and in consideration of Four Hundred Forty Four Dollars and Eighty Nine Cents (\$444.89) 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 aforesaid, Taxed by the Selectmen/Assessors in 1988 to Owners Unknown and described in the Invoice Books as Land-Arah Street. A more particular description of said property is understood to be as follows: Land-Arah Street 046-028. The whole of the above real estate was bought by Town of Hooksett at a Tax Collector's sale held at the Municipal Building in said Town of Hooksett, New Hampshire on the 30th day of September, 1989. 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 sale of the same I have in all things complied with the law, and that I have good right, so far as that 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 26th day of August, the year of our Lord one thousand nine hundred and Ninty Four.

Signed, Sealed, and Delivered in the presence of:

Laura St. Germain
Nicole Young
Math B. Hall

Leslie A. Nepveu
Collector

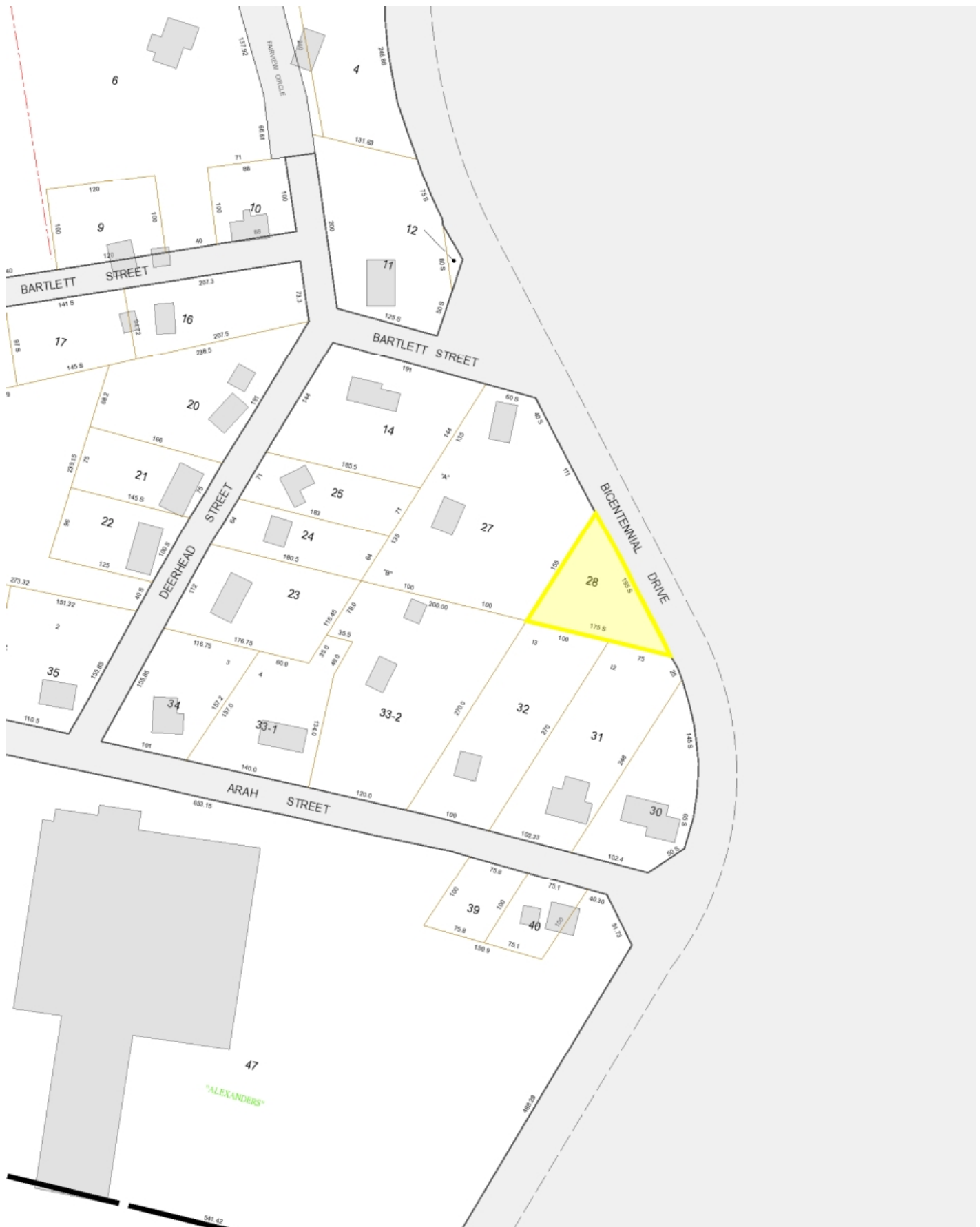
State of New Hampshire, Merrimack County Leslie

Personally appearing and acknowledged for the foregoing instrument to be his voluntary act and deed. Before

SANDRAM PIPER
PUBLIC NOTARY
NEW HAMPSHIRE

MERRIMACK COUNTY RECORDS

Kathi L. Gray, Register

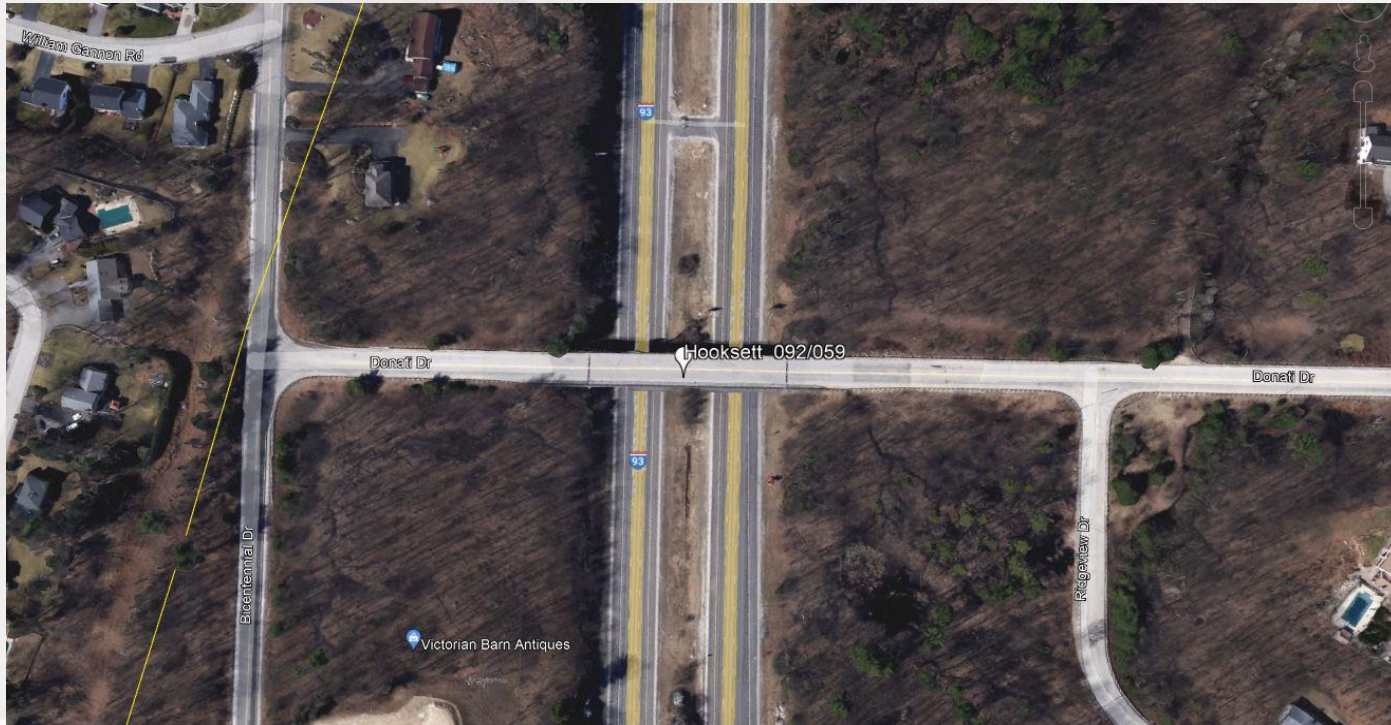


Phase II	Town Owned Property			2023											
Property Location	Map	Lot	Zoning	Building Value	Land Value	Acres	Assessed Value	Category	Year Owned	Amount taken For	Annual taxes based on 2022 Tax Rate	Notes			
Off Hooksett Road	9	72	MDR	Vacant	\$ 6,700.00	0.190978	\$ 6,700.00	Tax Deed	1994	\$ 70.00	\$ 161.14	Landlocked			
Off Donald Street	10	30	UDR	Vacant	\$ 7,900.00	0.19	\$ 7,900.00	Tax Deed	1994	\$ 28.71	\$ 190.00	Landlocked - Would need access through other Town property of 10-31			
15 Donald Street	10	31	UDR	Vacant	\$ 7,800.00	0.160698	\$ 7,800.00	Tax Deed	1994	\$ 487.38	\$ 187.59	Does not meet Zoning-lot not large enough to build on			
Whitehall Road	15	13	LDR	Vacant	\$ 6,300.00	0.09332	\$ 6,300.00	Tax Deed	1985	\$ 12.31	\$ 151.52	Landlocked - On Candia Town Line			
157 Whitehall Road	20	29	LDR	Vacant	\$ 58,100.00	0.4	\$ 58,100.00	Tax Deed	1981	\$ 6.42	\$ 1,397.31	Not enough frontage to build (only about 15' of frontage)			
Goffstown Road	22	37	LDR	Vacant	\$ 9,600.00	1	\$ 9,600.00	Tax Deed	1994	\$ 42.00	\$ 230.88	Landlocked			
10 Doris Drive	26	114-6	MDR	Vacant	\$ 2,100.00	0.68	\$ 2,100.00	Tax Deed	2005	\$ 720.75	\$ 50.51	Not enough frontage to build (101.56, needs 150 feet)			
5 Doris Drive	26	114-17	MDR	Vacant	\$ 1,300.00	0.4	\$ 1,300.00	Tax Deed	2005	\$ 661.22	\$ 31.26	Not enough lot area to build			
Quality Drive	29	64-6-C	MUD3	Vacant	\$ 503,000.00	2.25	\$ 503,000.00	Tax Deed	2007	\$ 7,843.23	\$ 12,097.15				
22 Harmony Lane	31	15-10	MDR	Vacant	\$ 78,600.00	0.397796	\$ 78,600.00	Tax Deed	2007	\$ 1,432.17	\$ 1,890.33	Approved subdivison-land has wetlands			
16 Monroe Drive	31	65	MDR	Vacant	\$ 8,700.00	0.11017	\$ 8,700.00	Tax Deed	2005	\$ 261.30	\$ 209.24	Does not meet Zoning			
Off Hooksett Road	34	1	PZ	Vacant	\$ 87,600.00	2.7	\$ 87,600.00	Tax Deed	1994	\$ 416.15	\$ 2,106.78	Requirements			
199 Londonderry Turnpike	36	42-7	COM	Vacant	\$ 20,500.00	0.264004	\$ 20,500.00	Tax Deed	2007	\$ 212.27	\$ 493.03	Landlocked			
44 Donati Drive	38	29	MDR	Vacant	\$ 55,300.00	0.45	\$ 55,300.00	Tax Deed	2005	\$ 136.38	\$ 1,329.97	Not buildable-better suited for abutter purchase			
Bicentennial Drive	38	30	MDR	Vacant	\$ 7,300.00	0.061983	\$ 7,300.00	Tax Deed	2005	\$ 100.63	\$ 175.57	Not enough lot area to build			
Elmer Avenue	45	72	PZ	Vacant	\$ 24,400.00	1.9	\$ 24,400.00	Tax Deed	2006	\$ 33.55	\$ 586.82	Not buildable			
Bicentennial Drive	46	12	MDR	Vacant	\$ 7,500.00	0.1	\$ 7,500.00	Tax Deed	2005	\$ 75.42	\$ 180.38	Landlocked-PSNH Easement through it			
Arah Street	46	28	MDR	Vacant	\$ 56,900.00	0.330005	\$ 56,900.00	Tax Deed	1994	\$ 444.89	\$ 1,368.45	Landlocked-not building-suitable for abutter purchase			

Public Officials/Public Informational Meeting

Hooksett 44098

August 23, 2023



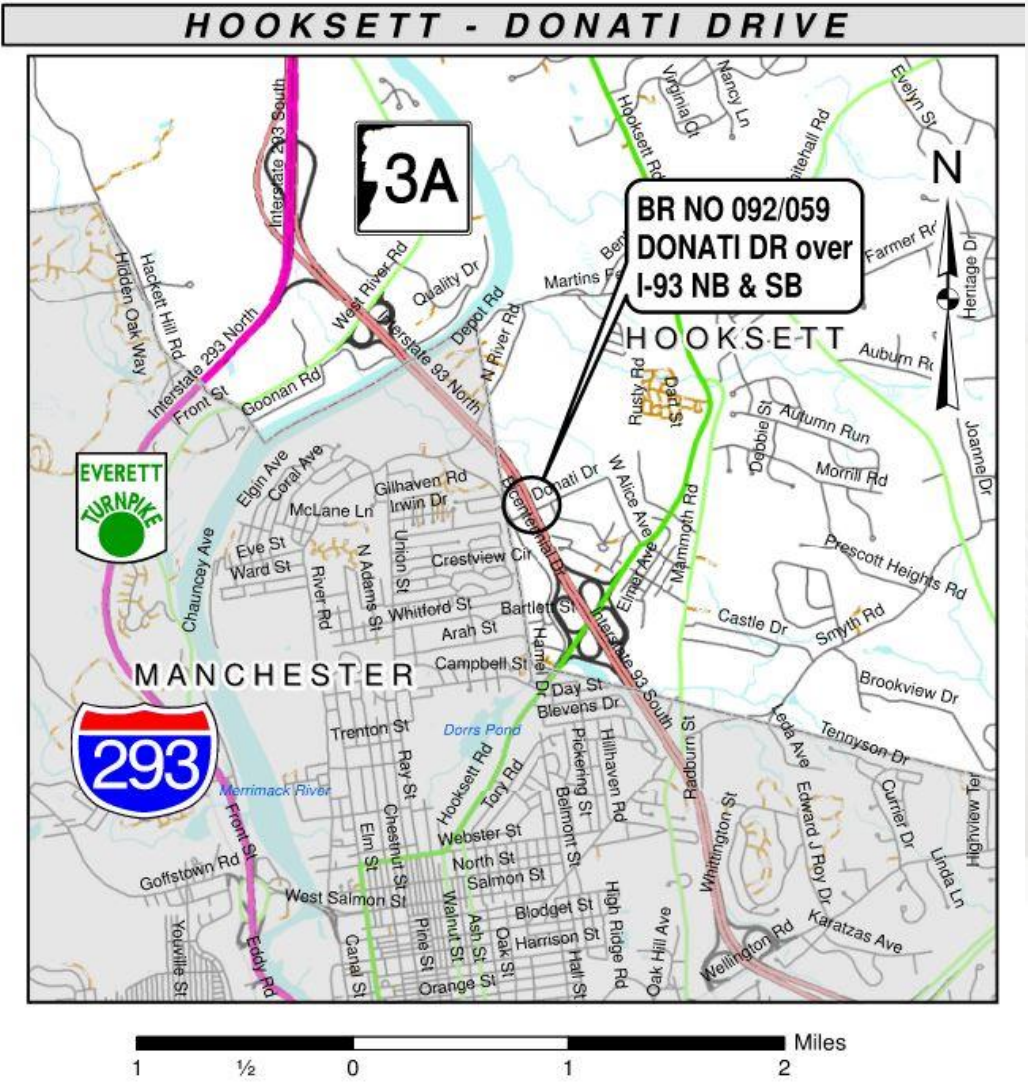
Br. No. 092/059 – Donati Drive over I-93

Introductions

- David L. Scott, PE
 - Project Manager

<https://www.nh.gov/dot/projects/hooksett44098/index.htm>

Project Location Map



Existing Bridge Details – Br. No. 092/059

Donati Drive over I-93

- Constructed in 1976
- 256'-0" long two-span IB-C
- 44'-3" bridge width
- 2,100 vehicles per day, 4% trucks
- #10 on 2022 Tier 3&4 M&P List
- Deck = 6, Super = 6, Sub = 7

Purpose and Need

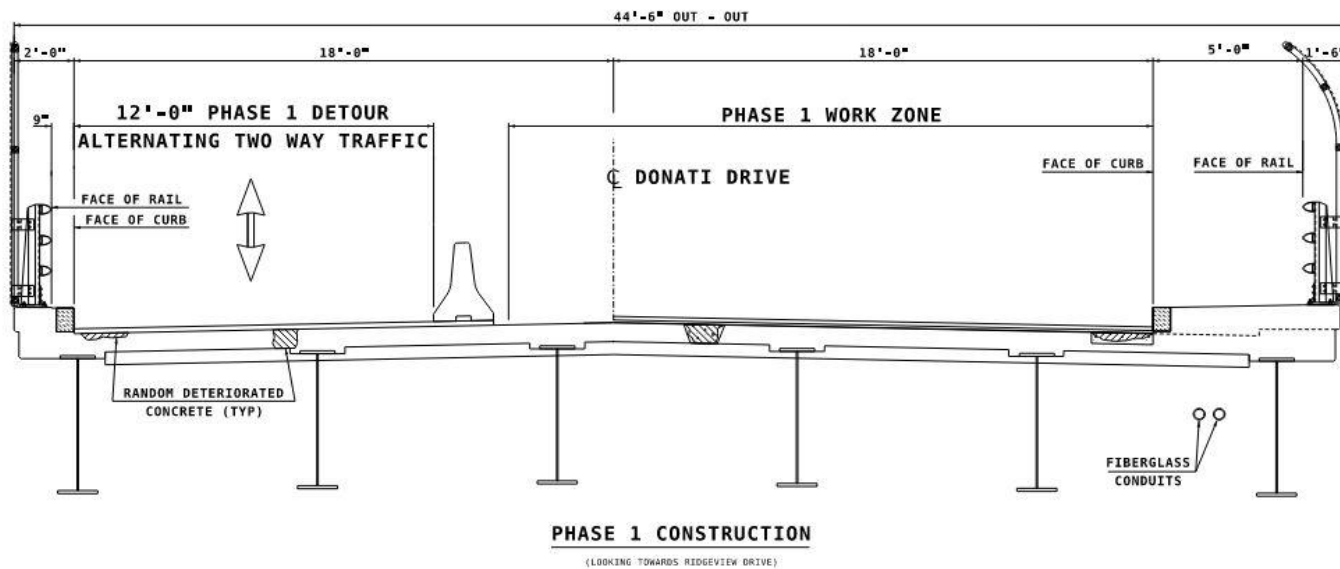
- Perform bridge preservation activities
- Bridge preservation activities will delay its regression to a lower condition state
- Bridge deck received preservation in 1998
- No other maintenance done since 1998

Bridge Preservation Work

- Remove and replace bridge pavement and membrane
- Partial and full depth deck repair
- Replace expansion joints at each end of bridge

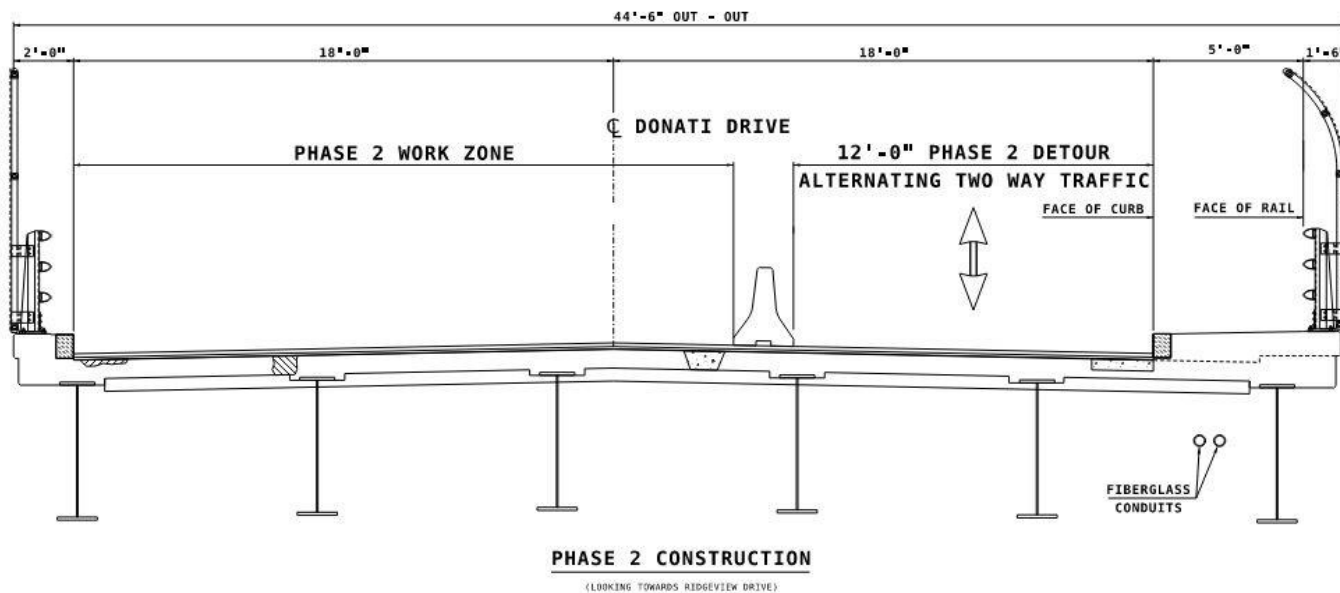
OPTION 1 - Maintenance of Traffic – Phase 1

- Reduce two lanes to one 12'-0" lane alternating two-way traffic
- Shift traffic to one side
- Maintain single lane during construction



OPTION 1 - Maintenance of Traffic – Phase 2

- Reduce two lanes to one 12'-0" lane alternating two-way traffic
- Shift traffic to other side
- Maintain single lane during construction



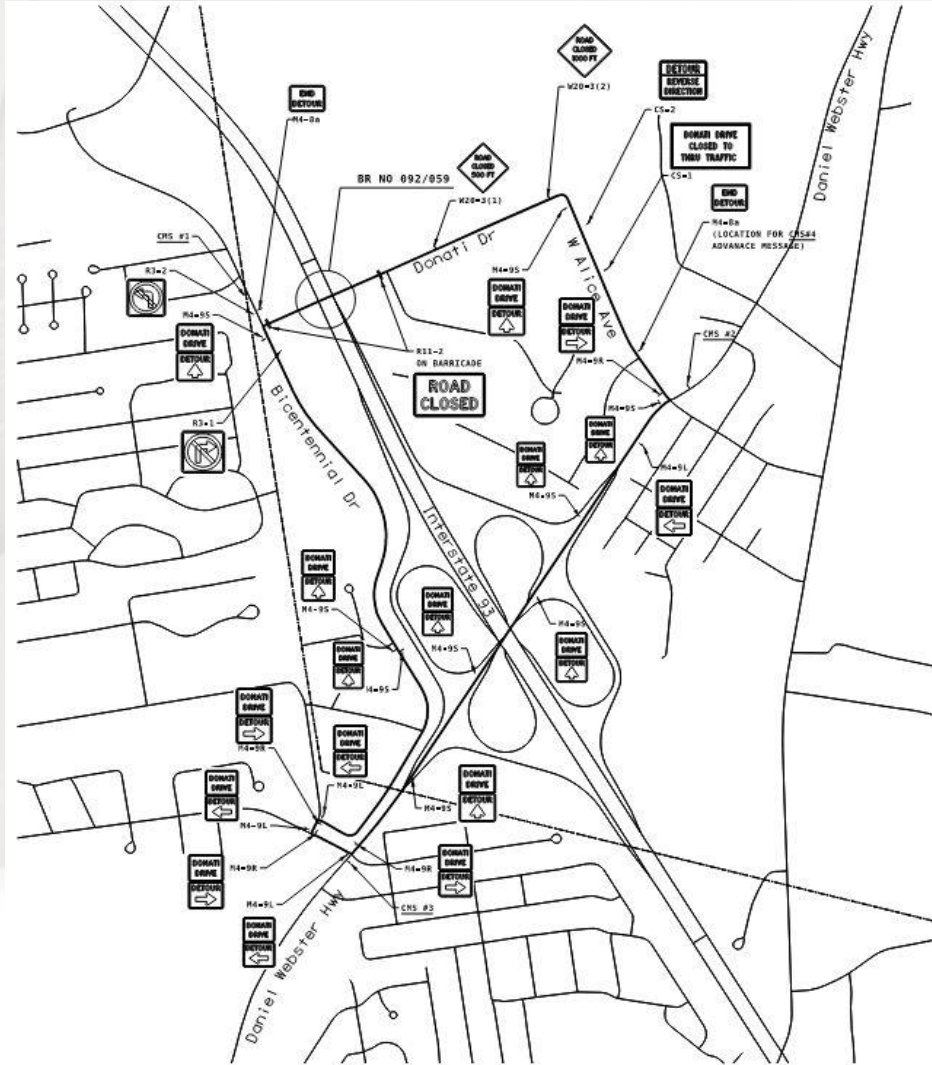
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OPTION 1 - Maintenance of Traffic – Phase 2

OPTION 2 – Close Bridge & Detour Traffic



Options of Public and Private



Additional Information

- ROW
 - No ROW impacts
- Utilities
 - No utility impacts
- Environment
 - Anticipate NEPA by end of July 2023
 - No impacts to wetlands
 - No impacts to historic properties
 - No impacts to endangered species

Schedule

- Ad Date – September 12, 2023
- Bids Due – October 5, 2023
- Completion Date – October 27, 2024
- Construction Cost
 - OPTION 1 = \$1,000,000
 - OPTION 2 = \$ 800,000

**Thank you.
Questions?**

<https://www.nh.gov/dot/projects/hooksett44098/index.htm>

David L. Scott, PE
david.l.scott@dot.nh.gov
(603) 271-1613

**MUNICIPAL WORK ZONE AGREEMENT
FOR
HOOKSETT**

**STATE PROJECT: 44098
FEDERAL PROJECT: X-A005(316)**

THIS AGREEMENT, executed in *triplicate*, made and entered into this _____ day of July 2023, between the New Hampshire Department of Transportation, hereinafter called the “DEPARTMENT” and the Town of Hooksett, hereinafter called the “TOWN”.

WITNESSETH that,

WHEREAS, the DEPARTMENT will be rehabilitating the bridge carrying Donati Drive over I-93;

WHEREAS, The State Legislature has delegated the Commissioner of the DEPARTMENT with full authority to control traffic in highway/bridge construction work zones on Class I, II, and III highways; RSA 228:21, 236:1, and 228:37;

WHEREAS, The Department intends to use a combination of flaggers and/or uniformed officers, as appropriate, to control traffic and ensure public and worker safety; and

NOW, THEREFORE, in consideration of the above premises, it is mutually agreed as follows:

- A. The DEPARTMENT shall construct project Hooksett 44098 to rehabilitate aforementioned bridge.
- B. The DEPARTMENT will be responsible for the management and operation of the highway throughout the duration of the construction of the project. This includes the authority to determine the most appropriate way to control traffic within the construction work zone limits of the project.**
- C. The Department, as of April 1, 2013, will only compensate for the use of police officers that have successfully completed an NHDOT approved course on the Safe and Effective Use of Law Enforcement in Work Zones

IN WITNESS WHEREOF, the parties here have affixed their signatures, the Town of Hooksett, New Hampshire, on this _____ day of July, 2023, and the Department of Transportation on this _____ day of _____, 2023.

**NEW HAMPSHIRE DEPARTMENT OF
TRANSPORTATION**

TOWN OF HOOKSETT

By: _____
Director of Project Development

By: _____
(AUTHORIZED MUNICIPAL OFFICIAL)

cc: Police Chief

Town Council **STAFF REPORT**



To: Town Council
Title: Jude Nuru and Dan Weeks, ReVision Energy - Present Options for Solar Array
Meeting: Town Council - 23 Aug 2023
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

The task of exploring the potential use of Hooksett's former landfill as a site for a solar array was assigned to the Administration Department, in collaboration with Councilor Walczyk. The site, located behind the Recycling and Transfer Station, covers 15 acres and underwent capping in 1999. The committee gathered information on other municipal solar projects such as Durham, New Boston, Derry, Manchester, Lebanon and Claremont.

The Town Council granted the solar bid to ReVision Energy at the July 26 meeting. Jude Nuru and Dan Weeks are in attendance to present options to the Town Council.

RECOMMENDATION:

Listen to the presentation from ReVision Energy. Ask questions and discuss options.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Town Council voted to have Revision to be our consultant for the Solar Array project at the former landfill site. Revision will present two options of how the Town of Hooksett can achieve its solar project.

ATTACHMENTS:

[ReVision Presentation for Town Council 8.23.23](#)



Solar for Town of Hooksett

Commercial/PPA Solar Proposal | June 2022



4 MW Town of Skowhegan, ME

Background & Qualifications

REVISION ENERGY



REVISION ENERGY



14,000+

clean energy projects
installed across New
England since 2003

400

Employee-owners
across 5 branches
in NH, ME, and MA

100%

Employee-owned
proudly certified
B Corporation





REVISION ENERGY

Mission: Empower our community to overcome the environmental, economic and social inequity caused by fossil fuels ... so our kids and grandkids can enjoy New England's clean air, water, and land just like we do.



Industry Honors & Associations

**ReVision Ranked #1 Rooftop Solar Contractor
in New England, #5 in U.S.**

Solar Power World Magazine (2017, 2018, 2019, 2020)



Business
of the Year



#1 NH Solar Company



PV Installation
Professional



ReVision Energy
★★★★★ 4.90



REVISION ENERGY

Business Solar Partners include...

L.L.Bean



IDEXX
LABORATORIES



Bangor
Savings Bank



THROWBACK
BREWERY



CHAMBERLAIN



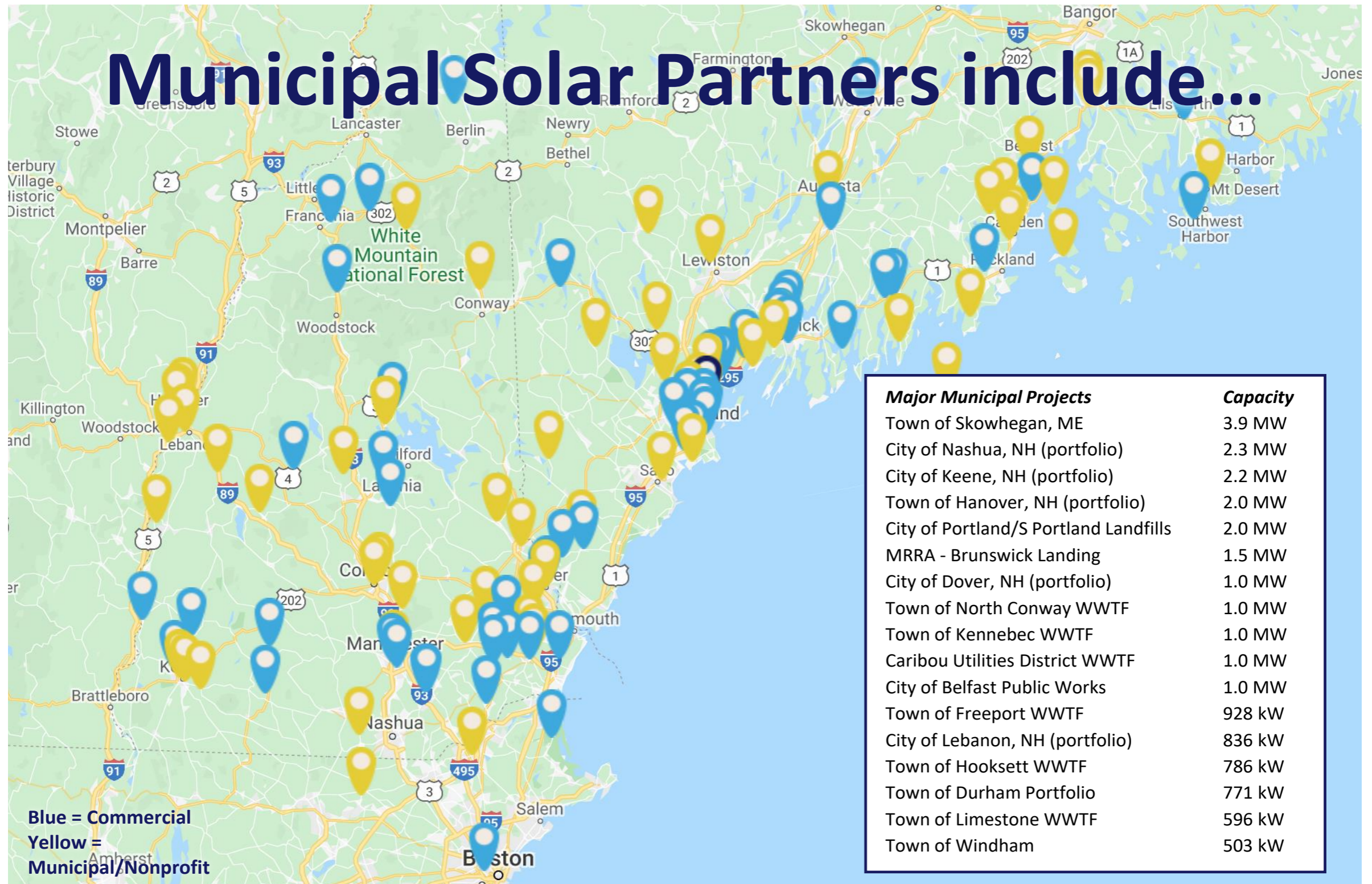
REVISION ENERGY

Nonprofit Solar Partners include...



REVISION ENERGY

Municipal Solar Partners include...



REVISION ENERGY

Design & Engineering

Town of Hooksett

2022 Satellite Data



Site Visit Highlights



Engineer's Rendering

System capacity: 1.34MW

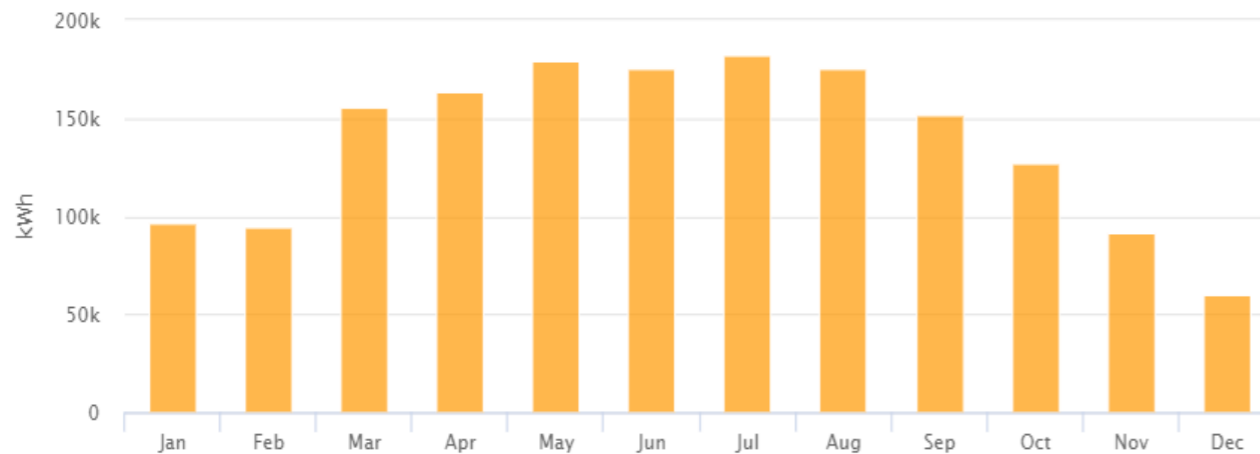
Panel Count: 2304

Inverter count: 16



Solar Annual Production Report

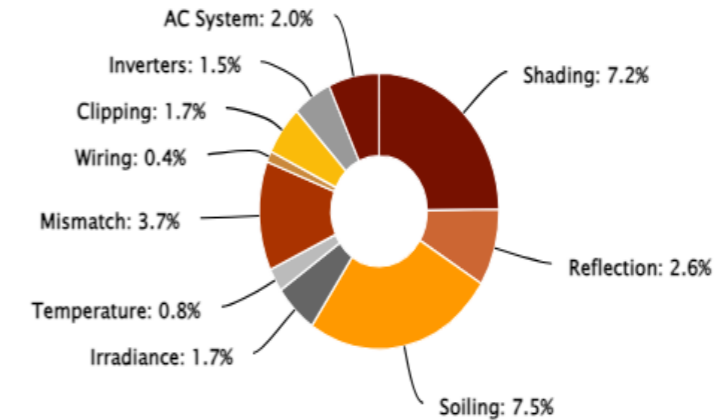
Monthly Production



Hide table

Month	GHI (kWh/m ²)	POA (kWh/m ²)	Shaded (kWh/m ²)	Nameplate (kWh)	Grid (kWh)
January	60.8	105.9	90.4	100,900.1	96,836.9
February	79.0	118.2	109.6	98,000.1	94,883.8
March	117.3	146.8	139.1	174,031.6	156,006.0
April	144.7	157.2	148.6	185,575.5	163,871.8
May	175.9	175.1	165.1	205,837.9	179,475.2
June	182.5	172.5	162.3	201,753.6	175,045.6
July	186.0	181.5	171.5	213,607.3	182,515.0
August	164.8	174.5	165.2	206,353.6	175,680.5
September	123.0	148.5	140.8	176,057.2	152,172.6
October	86.5	121.4	113.4	141,844.9	127,189.7
November	55.9	89.1	78.7	98,446.7	91,249.2
December	47.2	81.4	66.2	63,617.9	60,479.1

Sources of System Loss



Annual Production

	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,423.6	
	POA Irradiance	1,672.1	17.5%
	Shaded Irradiance	1,551.0	-7.2%
	Irradiance after Reflection	1,510.2	-2.6%
	Irradiance after Soiling	1,396.9	-7.5%
	Total Collector Irradiance	1,396.8	0.0%
Energy (kWh)	Nameplate	1,866,026.5	
	Output at Irradiance Levels	1,834,188.1	-1.7%
	Output at Cell Temperature Derate	1,819,414.8	-0.8%
	Output After Mismatch	1,751,483.3	-3.7%
	Optimal DC Output	1,744,934.4	-0.4%
	Constrained DC Output	1,715,362.9	-1.7%
	Inverter Output	1,689,189.4	-1.5%
	Energy to Grid	1,655,405.6	-2.0%



REVISION ENERGY

Major Components & Warranties (Ground)

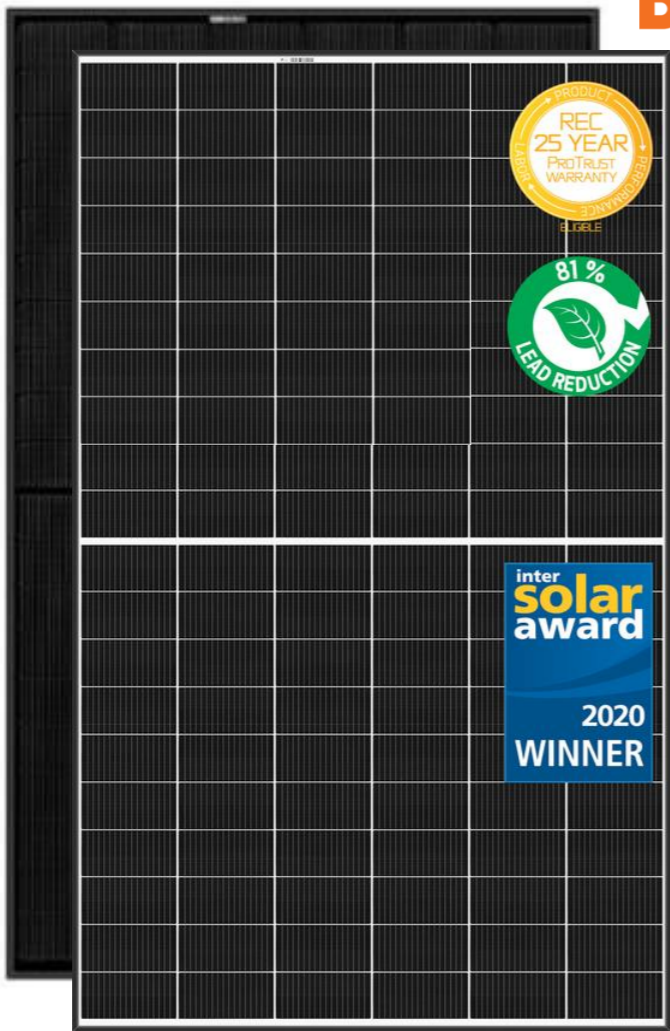
Solar Panels
330-475 watts (DC)
25-year warranty



REC

Q CELLS

BOVIET
SOLAR USA



Inverters & Monitoring
33-150 kW (AC)
10-20 year warranty

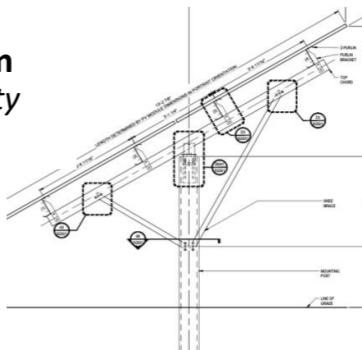


CPS



Racking System
25-year warranty

X SOLAR
FLEX RACK



REVISION ENERGY

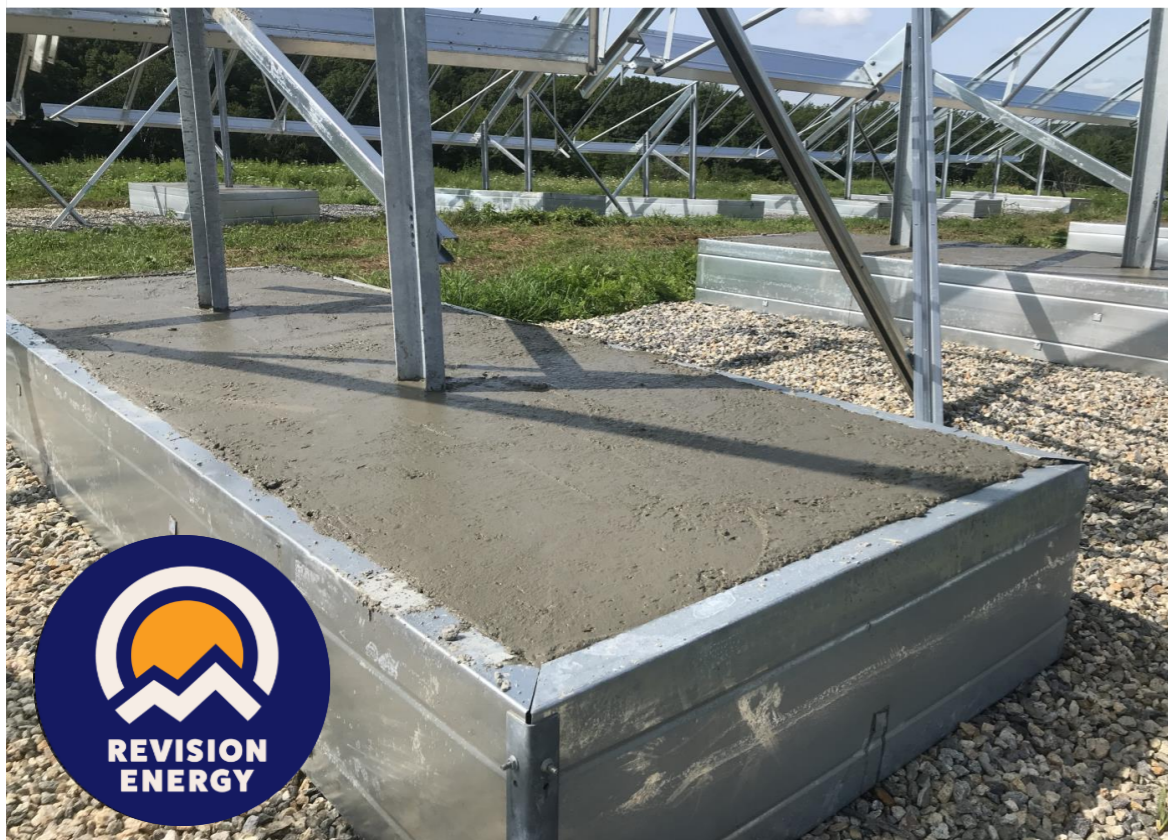




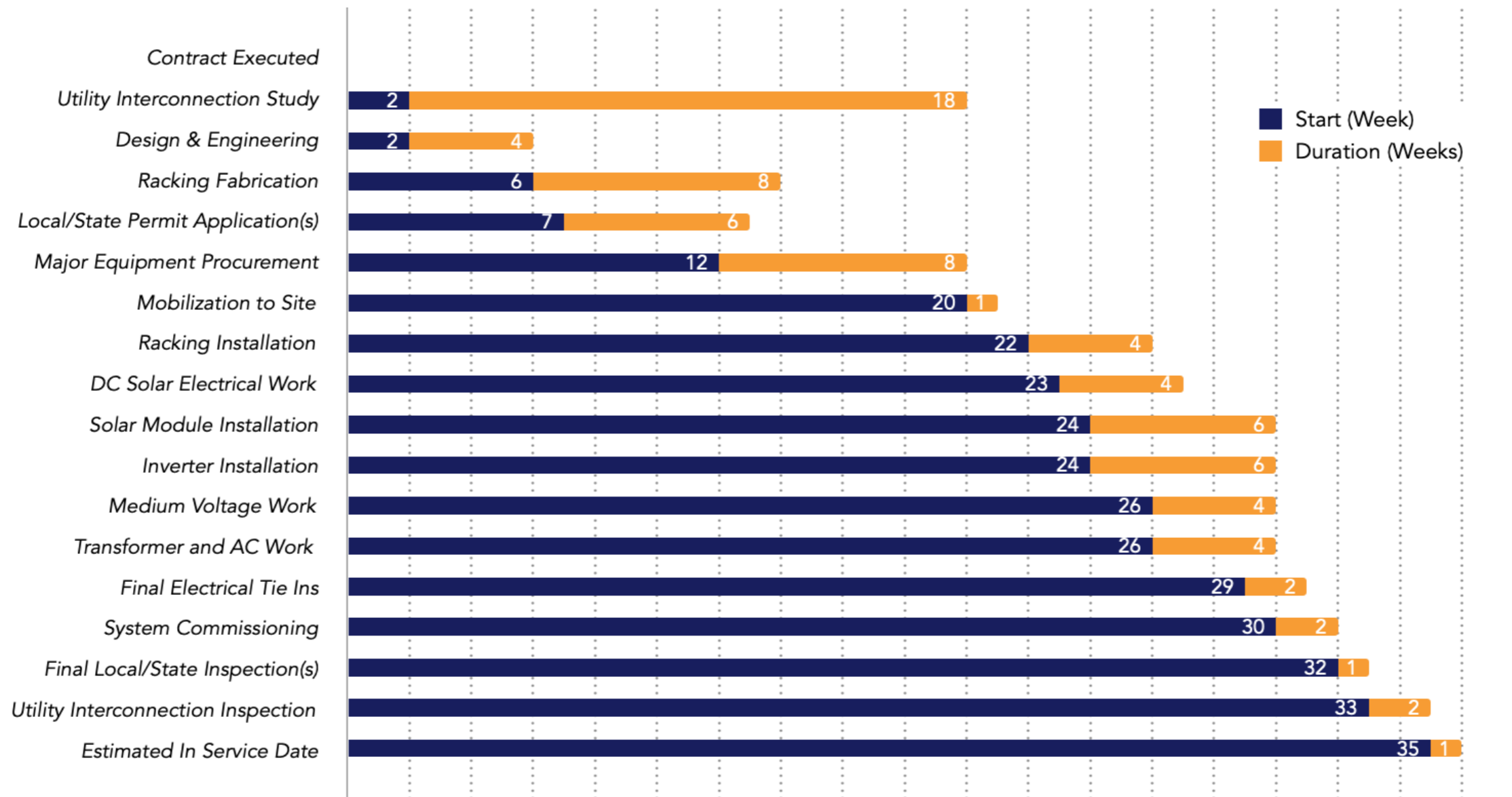
Sample Inverters



Solar Landfill Racking



Sample Construction Timeline (Large)



REVISION ENERGY

Operations & Maintenance (O&M)

Performance Monitoring



80-Point Inspections/Maintenance



Founding Member

Innovation Partner



Performance Package (O&M)

Performance Package Maintenance Schedule

Service Item	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Major System Inspection	X		X		X	
Minor System Inspection		X		X		X
Daily Performance Monitoring	X	X	X	X	X	X
Remote Troubleshooting	X	X	X	X	X	X
Guaranteed Response Time	X	X	X	X	X	X
Annual Production Report	X	X	X	X	X	X
Annual Price*	\$5,490	\$3,940	\$5,655	\$4,058	\$5,819	\$4,176

6-year average annual price: \$4,856



REVISION ENERGY

Premium Package (O&M)

Premium Package Maintenance Schedule

Service Item	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Major System Inspection	X	X	X	X	X	X
Daily Performance Monitoring	X	X	X	X	X	X
Remote Troubleshooting	X	X	X	X	X	X
Guaranteed Response Time	X	X	X	X	X	X
Annual Production Report	X	X	X	X	X	X
Annual Price*	\$5,490	\$5,490	\$5,655	\$5,655	\$5,819	\$5,819

6-year average annual price: \$5,655

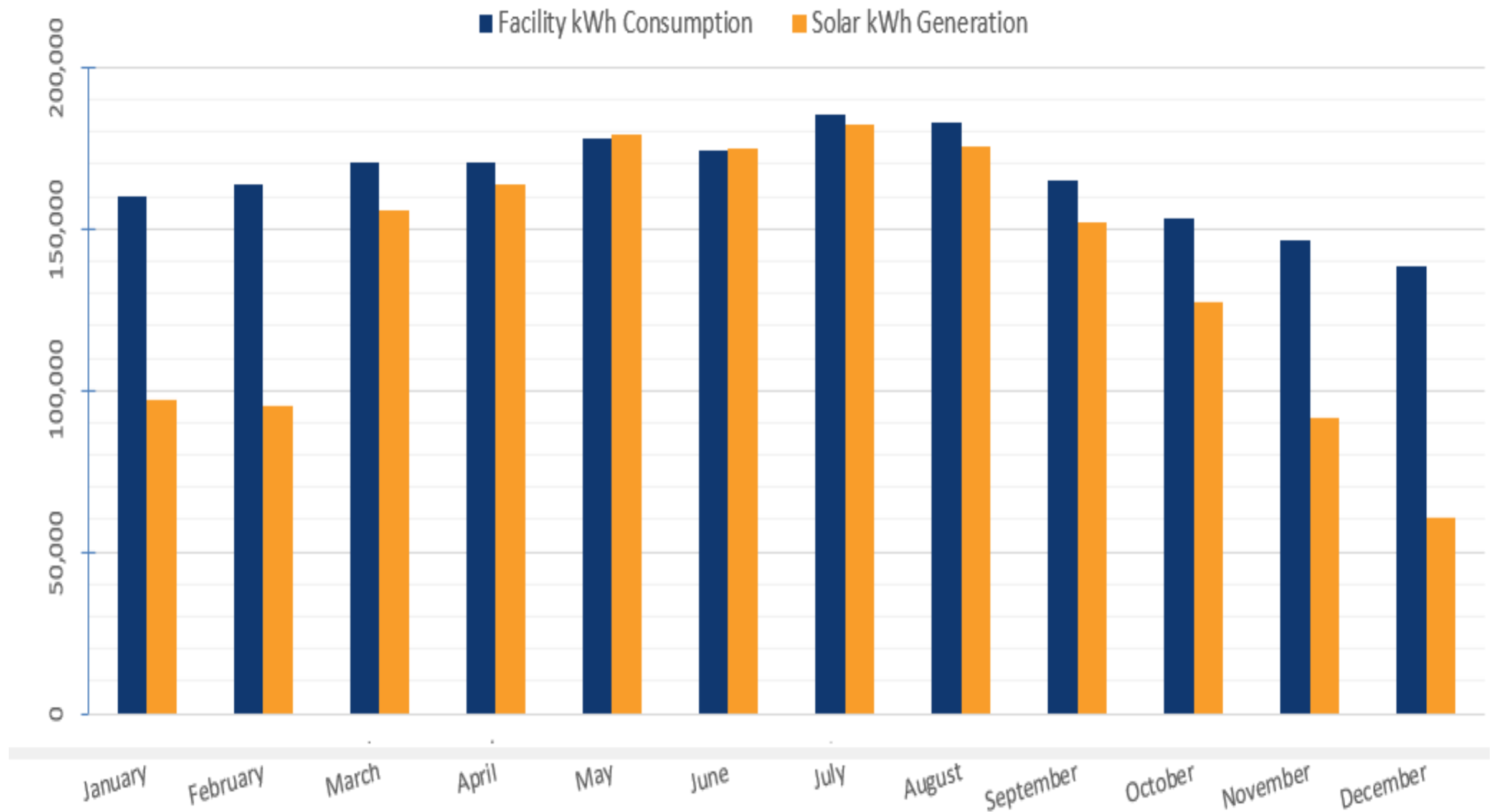


REVISION ENERGY

Commercial Solar Financials

Town of Hooksett

Load Analysis & Solar Offset



Solar Financial Overview

Investment Summary

Turnkey System Cost	\$3,871,119
Permitting & Site Preparation Allowance	TBD
Utility Applications/Studies	\$25,500
Utility Upgrade Allowance	TBD
Annual O&M (Recommended)	\$9,016
Investment Tax Credit	-\$1,161,000
Rebate/Grant (Estimate)	\$0
Net investment	\$2,719,135

Pricing guaranteed for 30 days. Financing and lease options available.

Project Savings/Revenue

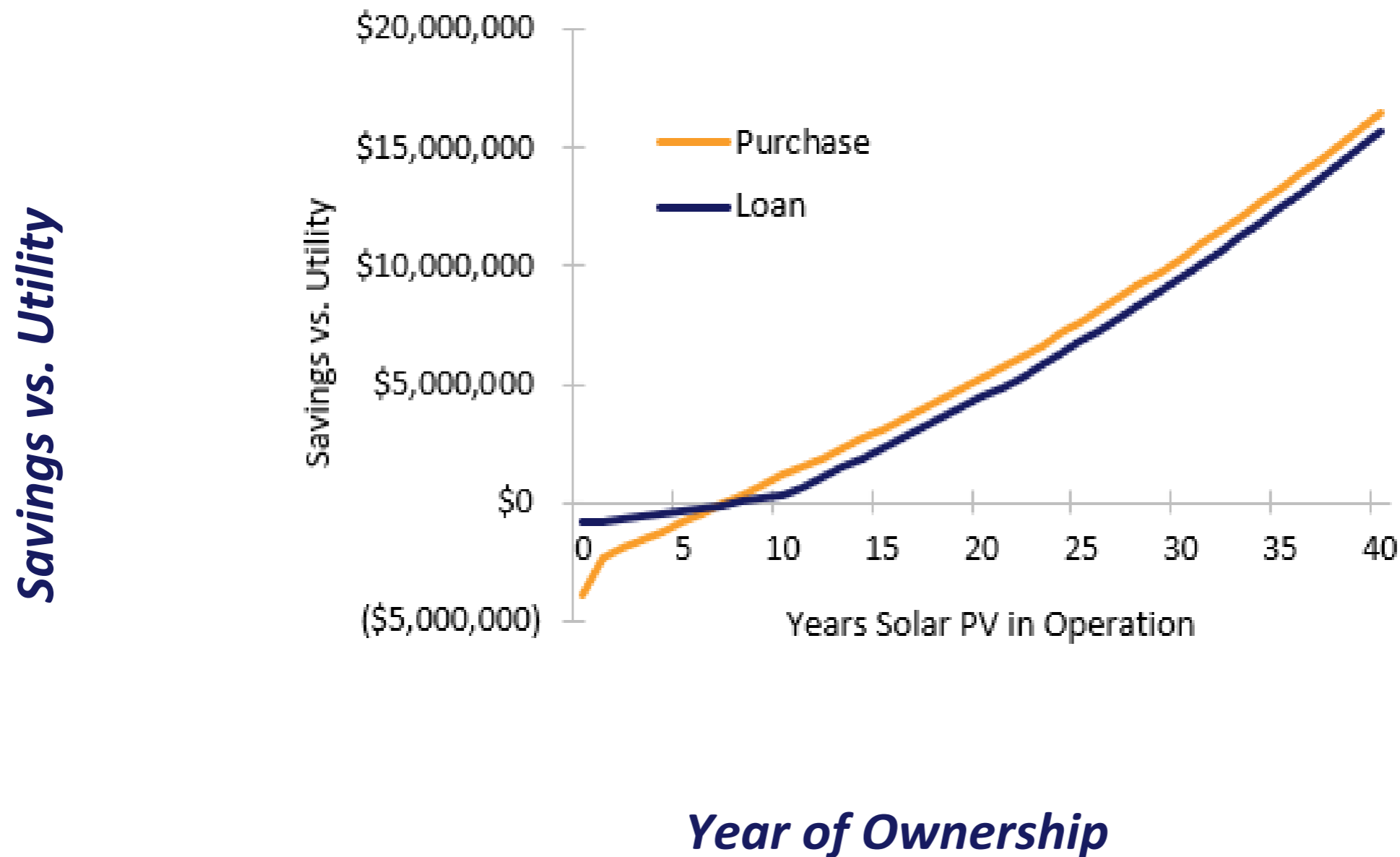
Energy Savings (Year 1)	\$323,128
Renewable Energy Credits (Year 1)	\$51,149
Simple Payback (Years)*	8
Purchase 25-Year Internal Rate of Return*	13.06%
25-Year Net Savings (Warranty Period)	\$7,655,794
40-Year Net Savings (Commercial Lifespan)	\$16,531,379

**Analysis assumes energy savings invested back into company (untaxed)*



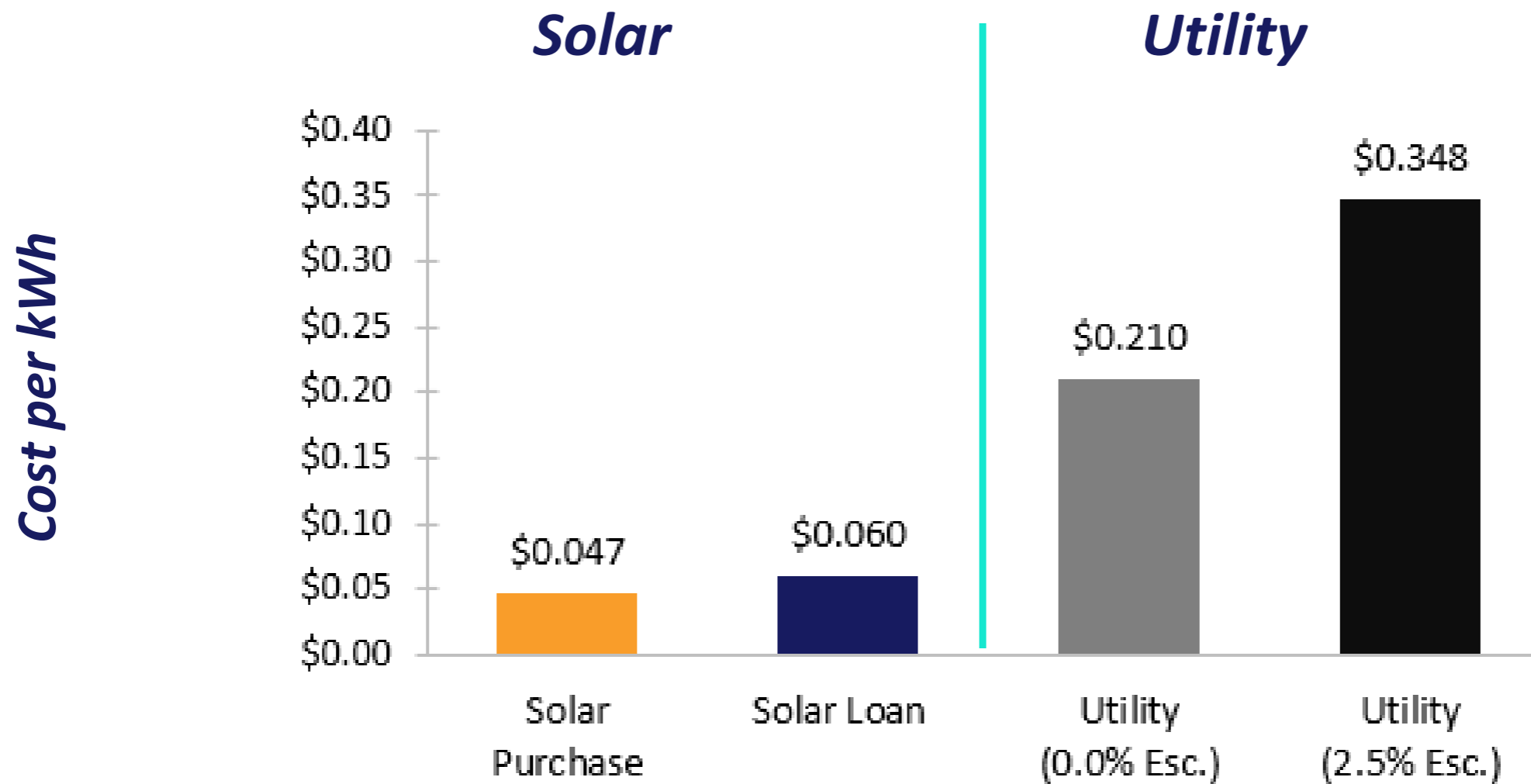
REVISION ENERGY

Solar Savings Projection



REVISION ENERGY

Solar Long-Term Cost of Energy



REVISION ENERGY

Solar PPA Financials

Town of Hooksett

Solar Financing Overview

Challenge: Restricted Incentives

- Tax-exempt entities cannot access solar investment tax credit and depreciation
- High upfront capital expenditure
- Outright ownership results in extended payback absent incentives



Solution: Power Purchase Agreement

- Host nonprofit/municipality licenses roof or land for solar to mission-aligned investor
- Investor builds, owns, and operates array, selling solar power for less than utility rates
- Beginning in year 6, host may purchase solar array at a discount for maximum savings



REVISION ENERGY

Solar PPA Structure

ReVision Impact Investor

- ▶ Provide capital and form solar LLC
- ▶ Build, own, operate array 5+ years
- ▶ Recoup investment through:
 - Federal tax credit, depreciation
 - Energy payments from nonprofit
 - REC sales, rebates (if applicable)
- ▶ Pass on savings by selling array to nonprofit in year 6 or later (optional)

Host Organization

- ▶ License roof/ground space for solar
- ▶ Purchase solar electricity produced on site at below-market rates
- ▶ Purchase solar array in year 6 or later (optional) at significant discount
- ▶ Maximize electricity cost savings by owning and operating solar array for full 40+ year lifespan

PPA

Finance Partner(s)

- *Tax Investor*
- *Major Donor*
- *ReVision Energy*

Special Purpose LLC

- *Build solar project*
- *Own, operate for 6+ yrs.*
- *Sell power to host org.*

PPA

Host Nonprofit

- *Lease space for solar*
- *Buy solar power*
- *Option to buy array*



REVISION ENERGY

Solar Financial Overview

PPA Financial Summary

Upfront cost to Town of Hooksett	\$0.00
Operations & Maintenance (O&M) cost	\$0.00
Year 1 PPA rate (per kWh)	\$0.1150
PPA rate escalator starting year 2	2.0%
PPA term (minimum 5 years)	5-25 years
Year 6 early buyout estimate (optional)	\$2,424,812
Upfront cost financed by investor partner	\$3,848,908
<i>PPA rate offer good for 30 days from date above</i>	

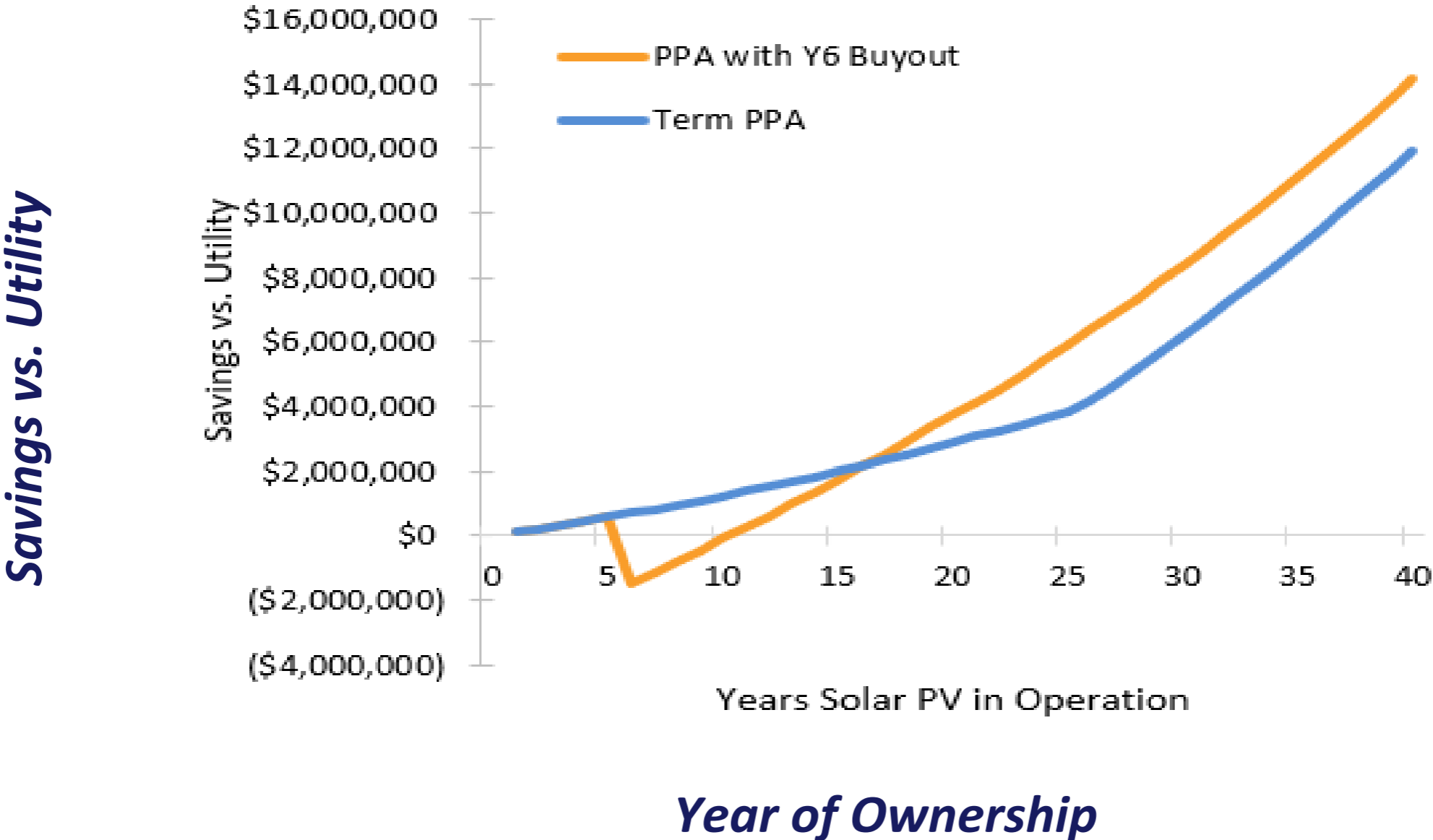
PPA Project Savings/Revenue

Estimated savings years 1-5 under PPA	\$576,000
Year 6 early buyout (optional) less savings	\$1,848,812
O&M cost after buyout (per year, optional)	\$9,954
Term PPA savings, no buyout	\$3,866,000
25-Year net savings with year 6 buyout	\$5,904,000
40-Year net savings with year 6 buyout	\$14,127,000

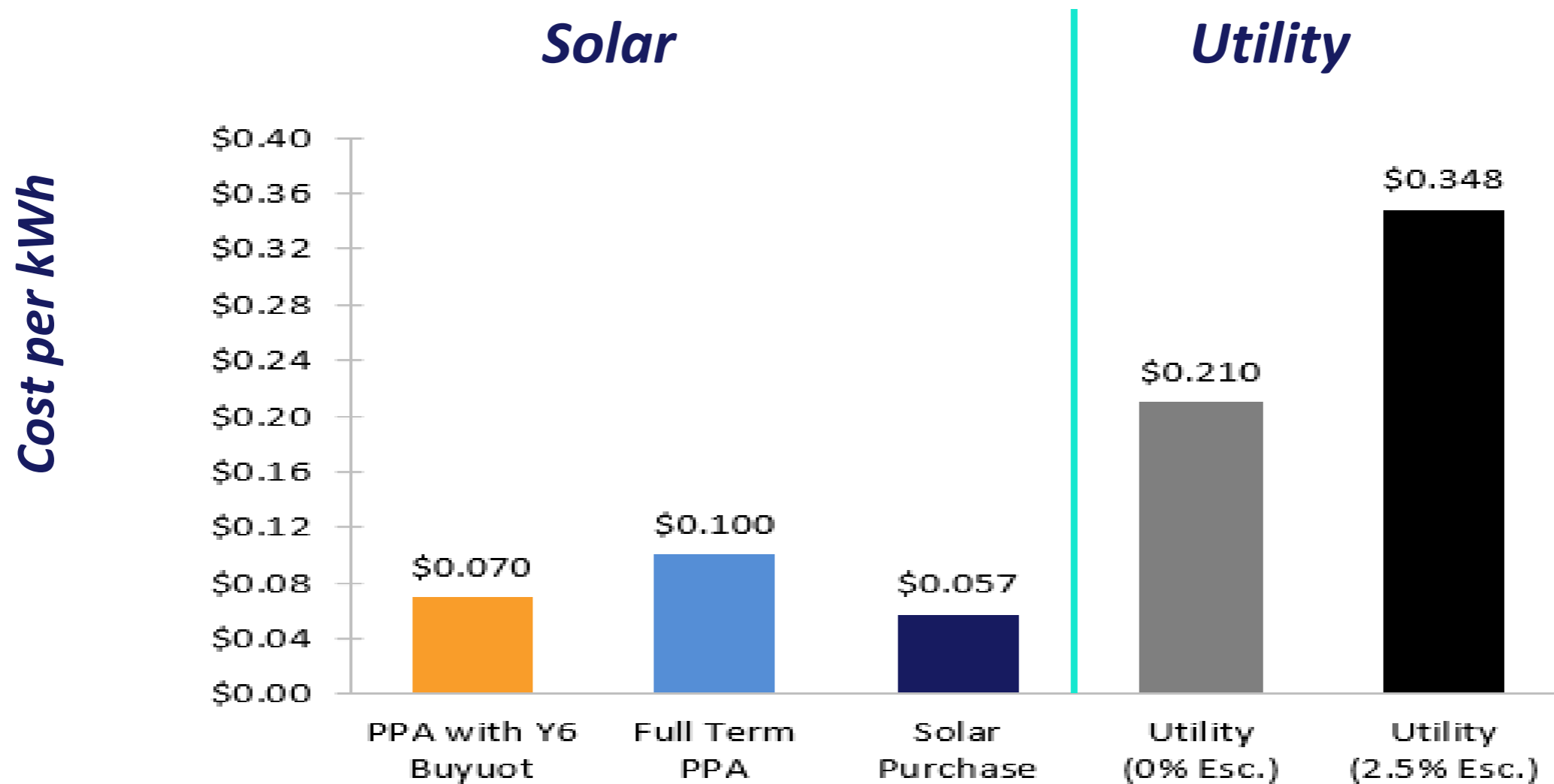


REVISION ENERGY

Solar PPA Savings Projection



Solar Long-Term Cost of Energy



REVISION ENERGY

ReVision Solar Impact Partners

- ReVision Solar Impact Partners builds on ReVision's decade of experience bringing solar PPAs to **over 100 local nonprofits**
- RSIP pairs **tax equity** and **lender-investors** with established nonprofits ready to go solar
- RSIP enables mission-motivated investors to **cut climate pollution** while earning a low-risk, predictable return on equity or debt



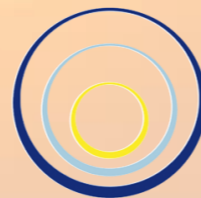
ReVision Solar Impact Partners (RSIP) include:



COMMUNITY
LOAN FUND



Coastal Enterprises



BLUEHAVEN
SOLAR

BALLENTINE
PARTNERS



REVISION ENERGY

Client & Community Engagement


Town of Hooksett

Public Engagement: Ribbon Cuttings



REVISION ENERGY

Public Engagement: Media Articles



Nashua Soup Kitchen to Become Solar-Powered Nonprofit, Save


October 10, 2017

The Nashua Soup Kitchen & Shelter, which provides food and shelter to thousands of local residents in need, is set to become the first solar-powered nonprofit organization in New Hampshire. Nashua Soup Kitchen & Shelter recently contracted with ReVision Energy for the installation and operation of a 39.3 kW solar array, augmenting its longstanding commitment to energy efficiency and sustainability. The array, which will generate an estimated 40,000 kilowatt hours of clean energy each year, will offset the organization's carbon footprint and save thousands of dollars in electricity costs.

According to NSKS Executive Director Di Reinke, "The Nashua Soup Kitchen is committed to being a good steward of resources. We feed the hungry and provide shelter to those in need. Our mission is to provide a safe, warm, and healthy environment for all who seek refuge here. We are able to do this because of the generosity of our donors and volunteers. We will continue to strive to be a good steward of resources and to provide a safe, warm, and healthy environment for all who seek refuge here."

The solar project will include the installation of 92 solar panels on the roof of the Nashua Soup Kitchen & Shelter facility at 2 Quincy St. in Nashua. The system also includes inverters, which will convert direct current (DC) electricity generated by the array into alternating current (AC) electricity used by the facility. The solar array's performance in real time will be monitored by a platform provided by ReVision Energy. The Nashua Soup Kitchen & Shelter is expected to produce approximately 40,000 kilowatt hours of clean energy each year, equivalent to offsetting more than 100 tons of carbon pollution.


ReVision Energy will own the solar array under a Power Purchase Agreement (PPA). The PPA is an innovative financing arrangement that allows nonprofits to benefit from solar power on a neutral basis. Under the terms of the PPA, ReVision Energy will purchase electricity from the Nashua Soup Kitchen & Shelter at a fixed rate below its current cost of electricity. In return, the nonprofit will have the option to purchase the system's output at a discount.




ReVision Partners with NH Food Bank


By Telegraph Staff | May 9, 2020

BRENTWOOD – Local, employee-owned solar company ReVision Energy is partnering with the New Hampshire Food Bank, a program of Catholic Charities NH, to help relieve COVID-related hunger. During the partnership, ReVision Energy will provide solar power to the food bank's facilities, including Nashua Kitchen and Frier. One of the food bank's facilities, the Nashua Kitchen and Frier, is using ReVision Energy's solar power to offset its carbon footprint.



Dover School Now Has State's Largest Rooftop Solar Array





Town Saving Money with Solar Panels that power Brentwood municipal buildings turned on



SCHREIBER
1, 2017

BRENTWOOD — Under sunny skies, a newly installed solar array in a field next to the Brentwood town hall was turned on for the first time Thursday to begin providing enough power to meet the demands of Brentwood's municipal buildings.

The solar panels that now fill the field began popping up outside the fire station at the corner of Routes 125 and 111A over the past few weeks as part of the town's effort to save thousands in tax dollars down the road.

"The fact that the system is large enough to cover the entire town of Brentwood's municipal electric costs is certainly notable," said James Hasselbeck, operations manager for ReVision Energy, the company that installed the array.


Talk of going solar began at the 2016 town meeting when resident Jane Byrne proposed the idea. Residents weren't ready to support it at the time, but they wanted to study the feasibility.



Jason Schreiber, Union Leader


Jason Schreiber, ReVision Energy

ReVision Energy finishes work on Brentwood solar array



More NH Cities, Towns & Schools Turning to Solar Power

COMMITMENT 2018

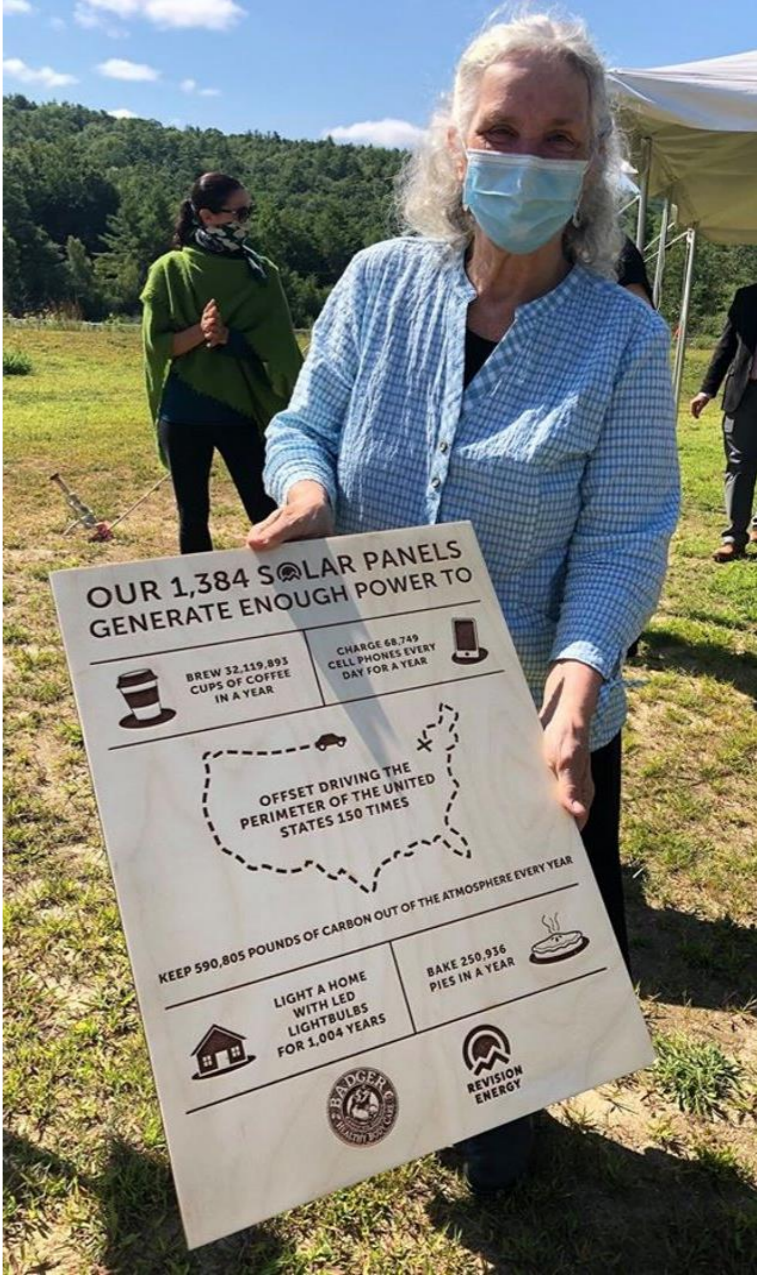
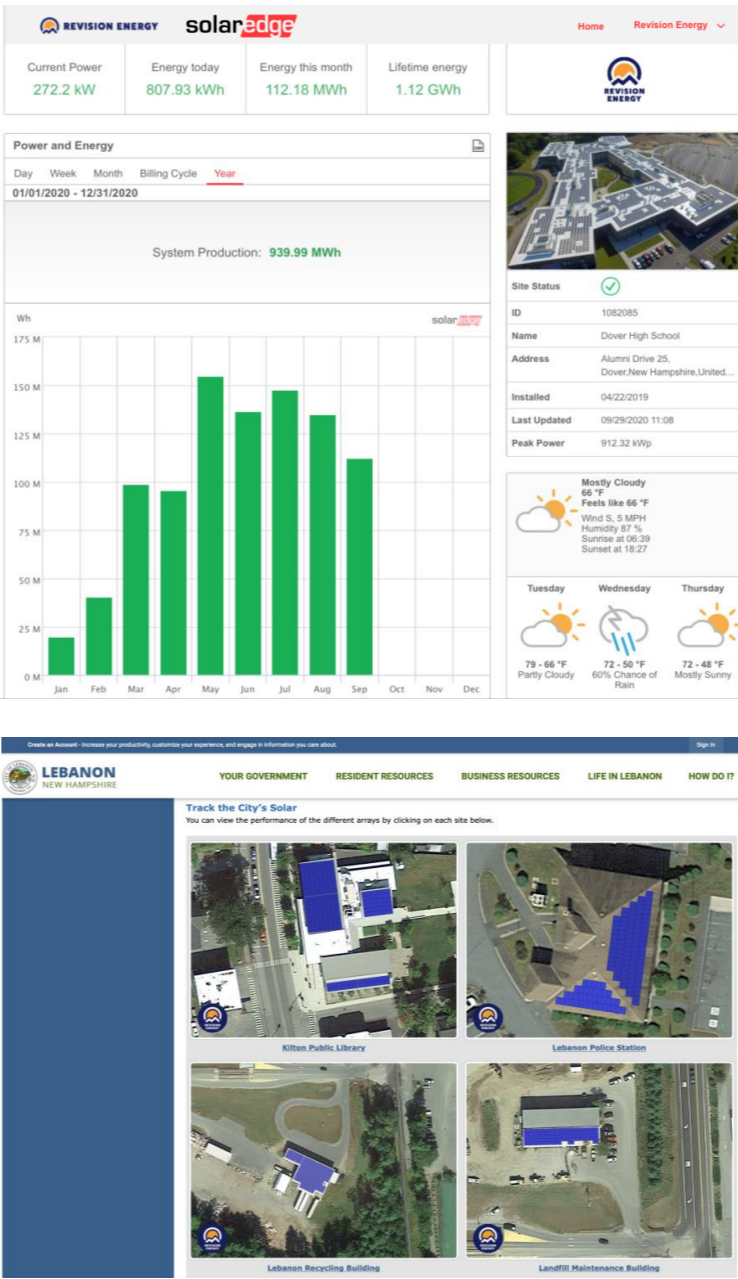
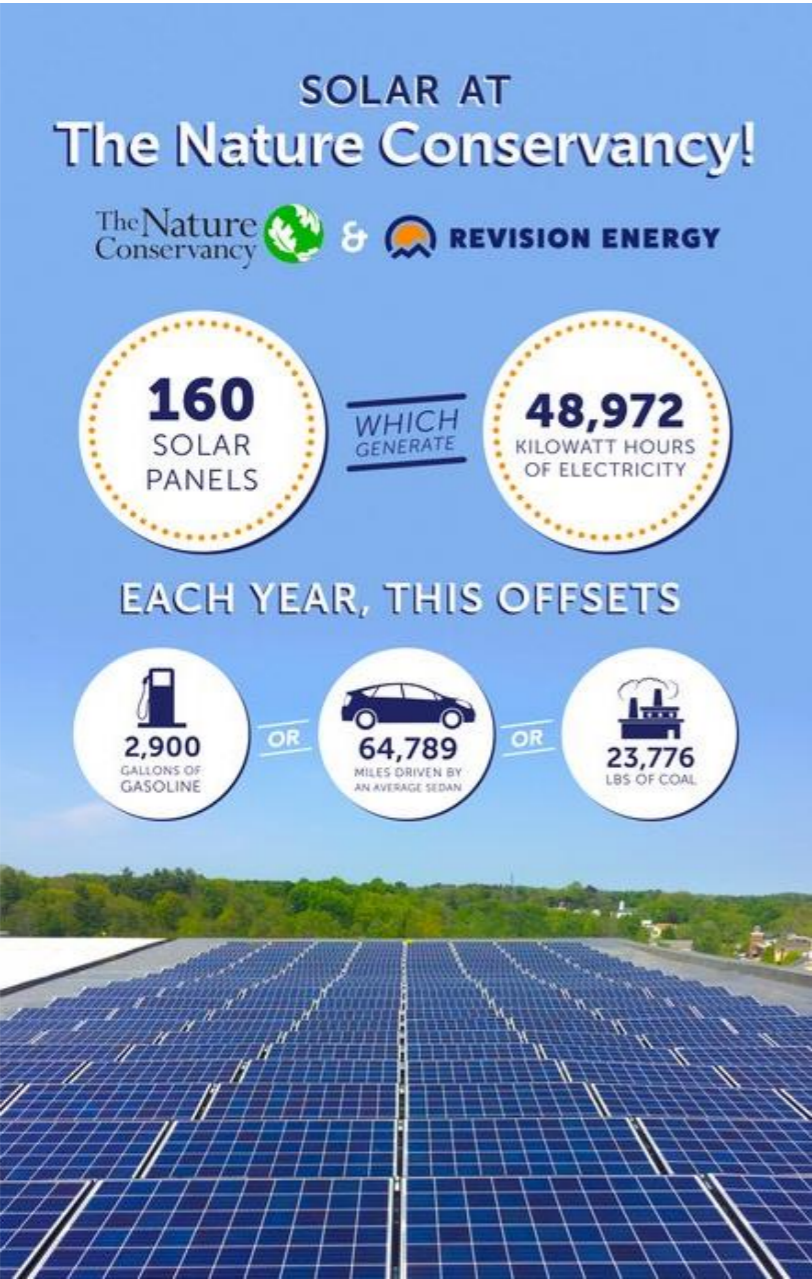


Client Engagement: EV Charging



REVISION ENERGY

Community Engagement: Monitoring

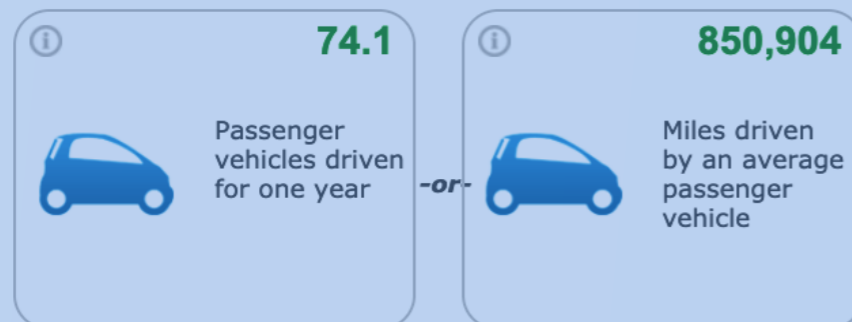


REVISION ENERGY

Environmental Sustainability

Annual CO₂ Reduction - Sample 350 kW Solar Array

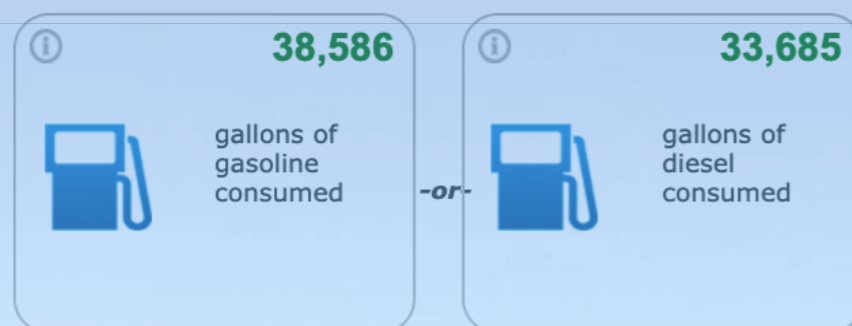
Greenhouse gas emissions from



Greenhouse gas emissions avoided by



CO₂ emissions from



Carbon sequestered by





Jude Nuru

Employee-Owner

Director of Community Solar

ReVision Energy

Serving New England since 2003

jnuru@revisionenergy.com

603-852-6082



Town Council
STAFF REPORT



To: Town Council
Title: Heritage Commission - Light Up The Village 2023
Meeting: Town Council - 23 Aug 2023
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

The Heritage Commission is requesting funding for the 2023 Light Up the Village Event.

RECOMMENDATION:

Listen to the Heritage Commission request.

SUGGESTED MOTION:

Two Options:

Motion to approve the funding request of \$8,550 for the 2023 Light up the Village Event to come out of _____ budget line.

Motion to deny the funding request of \$8,550 for the 2023 Light up the Village Event for the following reason(s)...

TOWN ADMINISTRATOR'S RECOMMENDATION:

The Heritage commission seek to fund the purchase of lighting for the Lilac Bridge "Light up the Village" event. Last year they leased them. The Heritage commission has a special reserve account that currently has \$41,686.27 as of 8/9/23.

ATTACHMENTS:

[HHC 2023 Light Up the Village Request](#)

August 1, 2023

Re: 2023 Light Up the Village Funds Request

To Town Council,

As we work to provide a follow-up to last year's successful Light Up the Village event to be held in December, we're continuing to iron out how to fund it and how best to fund preservation and historical efforts of the commission.

In order for this to be a sustainable annual event, we need town support and believe this is a benefit that should be extended to the townspeople. We will fundraise at this event, but since these funds will vary from year to year, we would like fundraised monies to be used for the extra touch that give the event that little extra spark of charm - hand-held candles to be lit for a time of town caroling, replacing wreaths and window candles as needed, hiring a professional Santa Claus or other holiday themed characters, providing cocoa/hot cider, and popcorn.

Previously, our budget included lighting up Robie's and the Congregational Church. We will be speaking with both to let them know this is no longer a part of the budget as that added an additional \$3400. We also worked to reduce the total amount spent at Old Town Hall/Prescott Library. This was \$2900 last year and now the budget is \$1000. However, it is important for us that the community have a base level of lights to enjoy and the Heritage Commission will build off that.

Our funding request for Light Up the Village 2023 is \$8550. The New England Holiday Light Co. will be installing the lights just as they did last year. The funds will be spent in two main areas.

- Large Lit Wreath/Lit Trees/Spritzers for OTH and Prescott Library \$1000
- Beam Lighting on Lilac Bridge \$7550

Images of the "spritzers" are on the following page.



Why is Light Up the Village important to Hooksett? We'll let these comments from a December 10, 2022 Facebook post speak for themselves.

The bridge has never looked better! Great job to all who took part to make this happen! – Mike S.

It was fun last night. Hopefully they do it again next year and it gets larger. Some thoughts for next year are food trucks, fire pit, Christmas music. All the volunteers were very friendly and seemed happy to be there. Thank you, Tony LaCasse, for bringing the village back to life and hopefully starting a new Hooksett tradition.
– Shawn D.

It was nice! Wish there was a bigger building. Robie's was so packed! I didn't realize the legion had stuff too. – Matthew G.

Thank (you) Tony LaCasse! He pulled so many people together and made this dream a reality. – Elise H.

The Bridge looks gorgeous, credit to the idea, organizers and workers, well done. Town pride! – Skip D.

It really was a great night and a great turn out! – Donna M.

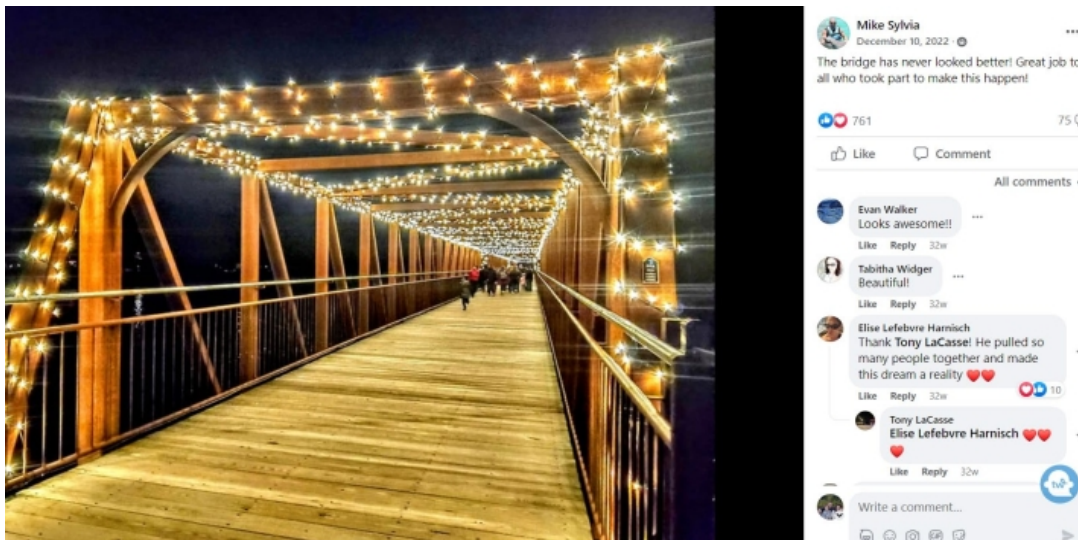
Just beautiful! When we counted down at the tree lighting I heard someone next to me say "just like my Hallmark movies!" Could not get a better compliment!

– Corinne P.

Kathy Northrup would be ecstatic! – Fred B.


When I saw all the lights it brought tears to my eyes, it's beautiful! Thank you to all the volunteers and for Tony LaCasse for pulling everything together I love our little town. – Lynda L.

Here's the original post. Notice the number of likes/hearts.



The petition of 118 signatures to light the bridge in 2023:

“Light Up The Lilac” Hooksett Village Revitalization - Bridging The Community!



Started February 13, 2023

Why this petition matters

Started by [Tony LaCasse](#)

118
200

Signatures
Next Goal

Support now

Sign this petition

First name

Last name

Email

Hooksett, 03106
United States

✎

Funding for this annual project is an investment back into the community. Events like Light Up the Village is what makes people say, “I love living in Hooksett”.

While it is easy to focus on Light Up the Village, the impact of the lights linger for the entire holiday month.

The event attendee that compared the night to a Hallmark movie really nailed the intent. **We all deserve a little bit of Hallmark magic at Christmas.**

Thank you for considering our request,

Hooksett Heritage Commission

Town Council
STAFF REPORT



To: Town Council
Title: Motion to accept money raised in the amount of \$980.00, to the Town of Hooksett for the Hooksett Police Departments LEAD (Law Enforcement Against Drugs) program, per RSA 31:95-b, III(b).
Meeting: Town Council - 23 Aug 2023
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

SRO Bergeron raised the money through a raffle at our National Night Out event on August 1, 2023.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the money raised.

SUGGESTED MOTION:

Motion to accept money raised in the amount of \$980.00, to the Town of Hooksett for the Hooksett Police Departments LEAD (Law Enforcement Against Drugs) program, per RSA 31:95-b, III(b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

Town Council
STAFF REPORT



To: Town Council
Title: Manchester Animal Hospital Parking Lot Expansion, 1129 Hooksett Road - Release of \$13,431.16 Site Bond.
Meeting: Town Council - 23 Aug 2023
Department: Community Development
Staff Contact: Bruce Thomas, Town Engineer

BACKGROUND INFORMATION:

The parking lot expansion at the Manchester Animal Hospital, 1129 Hooksett Road has been completed, and the Site Reclamation Bond of \$13,431.16 may be released.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Release the Site Reclamation Bond of \$13,431.16 (Cash – MBIA 0237) to the Owner

SUGGESTED MOTION:

Motion to release the Site Reclamation Bond of \$13,431.16 (Cash – MBIA 0237) to the owner of the Manchester Animal Hospital at 1129 Hooksett Road.

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

ATTACHMENTS:

[002 Bond release Memo](#)

[003 Bond Documentation](#)

[Animal Hospital Photos](#)



Town of Hooksett

COMMUNITY DEVELOPMENT DEPARTMENT
Bruce A. Thomas, P.E., Town Engineer

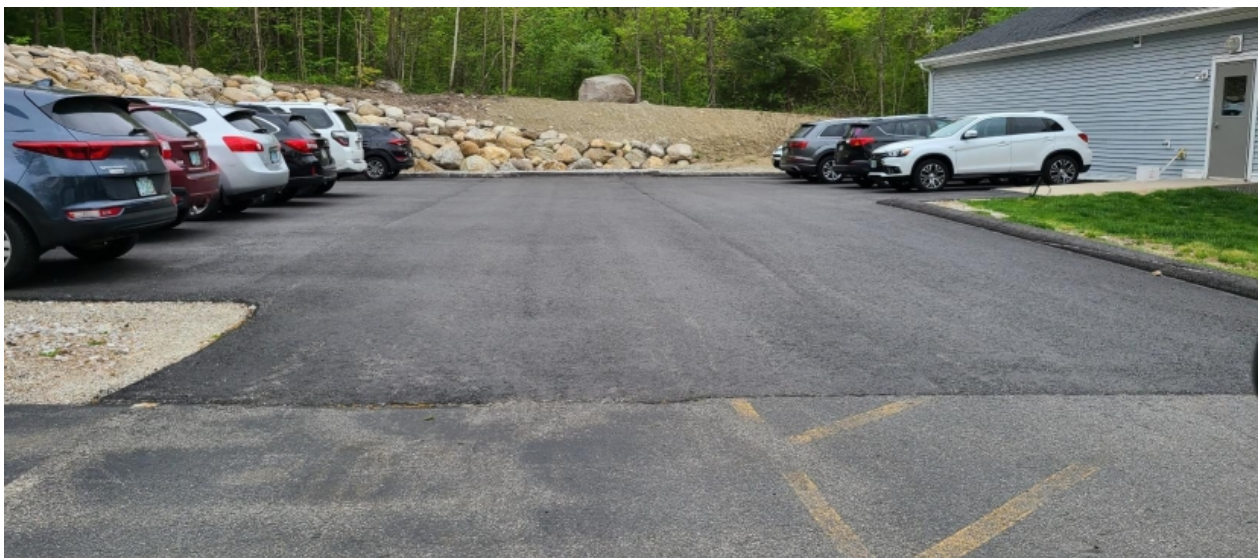
Memo

To: File
From: Bruce A. Thomas, P.E., Town Engineer
Cc:
Date: August 1, 2023
Re: Manchester Animal Hospital Bond Release Memo

Please be advised that the referenced project has been completed and the surety may be released to the Owner.

Please contact me with any questions or comments.

Town of Hooksett		8/1/2023	
Performance Sureties Located at the Finance Dept			
Project Name	Reason	Amount	Released Date
Manchester Animal Hospital			
Performance Bond			
Western Surety Company # 69682660	Final Paving, Striping and Landscaping Closed per Western Surety Company	25,000.00	2 years
Cash - MBIA 0237	Reclamation Surety	13,431.16	Closed





Town Council
STAFF REPORT



To: Town Council
Title: Motion to accept a donation of \$250.00 from Tap House Grille to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III(b) and return that amount to the Police Department's donation line for the L.E.A.D. Program.
Meeting: Town Council - 23 Aug 2023
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

Tap House Grille wants to make a donation to the L.E.A.D. Program (Law Enforcement Against Drugs) in the amount of \$250.00. The police department has the check and will hold onto it until it's accepted by Town Council.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the generous donation.

SUGGESTED MOTION:

Motion to accept a donation of \$250.00 from Tap House Grille to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III(b) and return that amount to the Police Department's donation line for the L.E.A.D. Program.

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

Town Council
STAFF REPORT



To: Town Council
Title: Motion to accept \$472.57 raised at our sixth annual National Night Out event held on August 1, 2023, to the Town of Hooksett through the Police Department for families in need per RSA 31:95-b, III(b).
Meeting: Town Council - 23 Aug 2023
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

We raised \$472.57 at our National Night Out event held on August 1, 2023.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the generous donation.

SUGGESTED MOTION:

Motion to accept \$472.57 raised at our sixth annual National Night Out event held on August 1, 2023, to the Town of Hooksett through the Police Department for families in need per RSA 31:95-b, III(b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

STAFF REPORT



To: Town Council
Title: Motion to accept the donation in the amount of \$250.00 from Blue Ribbon Property Improvements, LLC, to the Town of Hooksett for the Hooksett Police Department (donation line) per RSA 31:95-b, III (b).
Meeting: Town Council - 23 Aug 2023
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

On August 1, 2023, Dennis and Sean Sweeney of Blue Ribbon Property Improvements donated \$250.00 to the Hooksett Police Department expressing their support for the members of the Hooksett Police Department.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the generous donation.

SUGGESTED MOTION:

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

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

Town Council
STAFF REPORT



To: Town Council
Title: Motion to accept money raised in the amount of \$980.00, to the Town of Hooksett for the Hooksett Police Departments LEAD (Law Enforcement Against Drugs) program, per RSA 31:95-b, III(b).
Meeting: Town Council - 23 Aug 2023
Department: Police Department
Staff Contact: Jake Robie, Captain

BACKGROUND INFORMATION:

SRO Bergeron raised the money through a raffle at our National Night Out event on August 1, 2023.

FINANCIAL IMPACT:

None

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Accept the money raised.

SUGGESTED MOTION:

Motion to accept money raised in the amount of \$980.00, to the Town of Hooksett for the Hooksett Police Departments LEAD (Law Enforcement Against Drugs) program, per RSA 31:95-b, III(b).

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

Town Council STAFF REPORT



To: Town Council
Title: Town Charter - Proposed Amendments
Meeting: Town Council - 23 Aug 2023
Department: Administration
Staff Contact: Wendy Baker, Executive Assistant

BACKGROUND INFORMATION:

On July 26, 2023 Town Council agreed to have Legal Counsel draft wording for review of the proposed changes below. See attached effected pages from the Town Charter with changes that Legal Counsel is suggesting. Article 1 containing the elimination of districts and reducing Council from 9 to 7 members is in red, Article 2 regarding changing to a simple majority is in green and Article 3 regarding increasing the Council stipend is in blue. If approved, any changes would be effective July 1, 2025. More on the process of how to facilitate the change if it is voted in will be discussed at the next step, Public Hearing.

Eliminating Districts

- The initial reason for creating the districts was that it was feared that one area of town could control direct projects to their area, but that has not materialized.
- It would eliminate the 10-year requirement of the Supervisors of the Checklist to rebalance the districts.
- Reduce the confusion and cost of multiple ballots.
- It gives more flexibility for residents to run for Town Council because there is a limitation of who can run when there are districts.

Reducing Town Council from 9 to 7 members

- Meetings go on longer with more personalities.
- It will be easier to make quorum.
- Seven members still allow for ample coverage on other town committees.

Change the Quorum to a simple majority

- Many meetings we have trouble having a quorum and starting on time having to have a super majority.
- Currently with a super majority and a Council of 9 members, 6 are needed to make quorum, if it is changed to a simple majority, 5 members would be needed for a Council of 9 and 4 members for a Council of 7.

Increase the Town Council stipend by \$500

- Stipend has not increased in a long time and many other Town's have one that is higher.
- Entice candidates to run and reward them for their time.
- If the Council remains at 9 members, the increased cost to the Town would be \$4,500 and if it is reduced to 7 members, it will only be an increase of \$500 over the current budgeted amount.

NEXT STEPS – Town Council to decide if they want to move further and hold a Public Hearing, Council will then decide to send it to State Agencies for review and vote to include it on the ballot or not.

FINANCIAL IMPACT:

N/A

POLICY IMPLICATIONS:

Changes to Town Charter

RECOMMENDATION:

Review attached document for Town Counsel suggested changes and move the proposed changes to a Public Hearing.

SUGGESTED MOTION:

Move to have a Public Hearing for proposed Town Charter changes.

TOWN ADMINISTRATOR'S RECOMMENDATION:

The Charter Sub-Committee recommends moving this proposal to a public hearing

ATTACHMENTS:

[Town Charter 2024 proposed changes](#)

ARTICLE 1 Incorporation; Town Form of Government; Power
--

Sec. 1.1. Incorporation.

The legal residents of the Town of Hooksett shall continue to be a body politic and corporate under the name of the "Town of Hooksett" and as such to enjoy all the rights, immunities, powers and privileges and be subject to all duties and liabilities now appertaining to or incumbent upon them as a municipal corporation. All existing property of the Town shall remain vested in it, and all its existing debts and obligations shall remain obligatory upon it under this chapter.

Sec. 1.2. Town Form of Government.

The administration of the fiscal, prudential, municipal and other affairs of the Town, with the governance thereof, shall be vested in an executive branch to consist of a Town Administrator and the various departments of the Town as established by this Charter and from time to time by the Town Council. Legislative powers, not otherwise vested in another body as provided by this Charter, shall be vested in the Town Council and the Budgetary Town Meeting. Except as expressly authorized by this Charter, no Councilor shall participate in the conduct of the administrative affairs of the Town.

Sec. 1.3. Construction.

The powers of the municipality under this Charter are to be construed liberally in favor of the Town, and the specific mention of particular powers is not intended to limit any way the general powers of the municipality as stated in Sec. 1.1.

Sec. 1.4. Intergovernmental Relations.

Subject only to express limitations in the provisions of the New Hampshire Statutes, the Town may exercise any of its powers or perform any of its functions under this Charter and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with the State of New Hampshire, or any political subdivision or agency thereof, or the United States of America or any agency thereof.

~~Sec. 1.5. Initial Districting.~~

~~Upon adoption of this Charter, the Board of Selectmen of Hooksett shall on or before 07/15/88 prepare preliminary district boundaries. After public hearings held thereon, the selectmen shall finalize district boundaries by 10/15/88 and publish and disseminate district maps.~~

~~The Town shall be divided into six (6) voting districts; each established to consist of as nearly as possible an equal number of residents. The largest district shall be no~~

~~more than 10% greater than the smallest district. Each district shall have well defined boundaries.~~

~~Sec. 1.6. Changes in Districting.~~

~~A. No later than two years after the official publication of the decennial United States of America census, the Supervisors of the Checklist (defined in 2.2 hereof) shall establish new district boundaries so as to establish six (6) equal (population-based) districts. The Supervisors of the Checklist may establish their own rules and procedures to conduct redistricting; however, they shall have at least one public hearing on its proposed new district boundaries.~~

~~B. Upon the written petition signed by at least ten percent (10%) of the registered voters in the Town, the Town election officers shall include on the ballot at the next Town annual election the following question: "Shall the Supervisors of the Checklist be directed to establish new district boundaries for the Town no later than one (1) year from the passage of this question? Yes or No". However, no petition for redistricting shall be accepted within three (3) years of any previous action to redistrict. If a majority at that March election vote "Yes", then the Supervisors of the Checklist shall establish new equal districts for the Town pursuant to its redistricting rules and procedures and based on such population and census data as the Supervisors of the Checklist finds fair and reliable; however they shall have at least one public hearing on their proposed new district boundaries.~~

<p style="text-align: center;">ARTICLE 2 Elections: Election Officials; Conduct of Elections</p>
--

Sec. 2.1. Moderator.

There shall be a Moderator of the Town who shall have all the powers and duties granted to him/her by this Charter and state law. He/She shall be elected on an at large basis to a term of two (2) years at the first Town election following adoption of this Charter. Without limitation to the foregoing, for election purposes, the Moderator shall have the power to appoint all election officials except those, which must be elected or otherwise appointed. The Moderator shall determine whether all ballots from all polling places are to be counted in one or more locations.

Sec. 2.2. Supervisors of the Checklist.

A. There shall be three (3) Supervisors of the Checklist who shall hold office for six (6) years (and until their successors are elected and qualified) on a staggered basis so that one Supervisor is elected every two years at the Town election.

- B. Vacancies in the Supervisors of the Checklist shall be filled pursuant to RSA 669:64. The person so appointed shall hold office until the vacancy for the unexpired term is filled at the next Town election.
- C. The Supervisors shall elect a chair for a term of two (2) years. He/She may not succeed himself/herself.

Sec. 2.3. Duties and Sessions of the Supervisors of the Checklist.

The Supervisors of the Checklist shall have such powers and duties as are specified under New Hampshire law and in this Charter.

Sec. 2.4. Duties of the Town Clerk

The Town Clerk shall have such powers and duties as are specified by this charter and state law. The Town Clerk may assign duties to his/her designee. To the extent there is any conflict between the powers and duties of the Town Clerk as are specified by this charter and state law, state law shall control.

Sec. 2.5. Composition of Board of Election Officers

The Supervisors of the Checklist, the Moderator and the Town Clerk shall constitute the Board of Election Officers. The Moderator shall be Chair. The Town Clerk shall serve as the Clerk of the Board.

Sec. 2.6. Conduct of Elections.

- A. The election officers shall conduct regular and special elections as detailed in the election laws of the State of New Hampshire.
- B. Town Council shall establish policy delineating election dates, polling place(s), and balloting hours.

ARTICLE 3 Town Council

Sec. 3.1. Membership; Term of Office.

Except as otherwise provided in this Charter, all of the powers of the Town shall be vested in a Town Council (hereinafter sometimes referred to as "Council") of seven (7) nine (9) Councilors, as provided in Sec. 1.2. Three (3) Councilors shall be elected every third year; otherwise two (2) shall be elected. on the second Tuesday in March for three (3) year terms. Three (3) Councilors shall be elected each year -- two (2) from districts and one (1) at-large. Councilors shall take office July 1st next following their election and shall hold office until successors are duly elected and qualified.

Sec. 3.2. Qualifications of Councilors.

Only voters who at all times during their term of office are and remain residents of the Town shall be eligible to hold the office of Councilor. Eligible candidates will be registered voters and will have resided in Hooksett for at least one year immediately before the election. Councilors elected from districts must be legal residents of that district at the time of election. If a Councilor shall move from his/her said district and shall remain a resident of the Town, he/she shall remain the elected district's Councilor until the next election. The Council is the sole judge of qualification for office. A majority of the Council may after investigation and hearing declare a vacancy if a member is ultimately convicted of a violation of the Town Charter. Council may also declare a vacancy if a member has missed three (3) regularly scheduled meetings in sequence, or has missed one quarter (1/4) of all meetings within one (1) calendar year, or has interfered with Administration, or falsified records, misapplied Town funds or property, or has been ultimately convicted of a Federal or State crime as a felon.

No Councilor shall, during his/her term and for one year thereafter, be eligible to hold a paid office. Notwithstanding the foregoing, a Councilor may be appointed to "acting town administrator" by a vote of at least ~~five (5) seven (7)~~ members of the council for one period not to exceed six (6) months.

~~No two councilors elected at large or appointed to fill a position at large shall be residents of the same district.~~

At the time any candidate for councilor files his/her declaration of candidacy for said office, the Town Clerk shall determine if said candidate is qualified for office under Section 3.2 of the Charter. If the candidate is not so qualified, the Town Clerk shall notify the candidate and the Town Moderator within 24 hours of disqualification and said candidate's name shall not appear on the ballot.

Sec. 3.3. Vacancies.

Vacancies occurring in the office of Councilor at any time shall be filled by a duly qualified member of said District by appointment by affirmative vote of the Council within thirty (30) days of a declared vacancy. If a tie vote is maintained after three (3) calls by the Council Chair, a special election will be held within thirty (30) days to fill such vacancy. Such appointed or elected appointee shall hold office until the next regular election. No appointments for councilor-at-large shall be in contradiction of Section 3.2.

Sec. 3.4. Compensation.

Councilors shall receive as compensation the sum of ~~one thousand five hundred~~ two thousand dollars ~~(\$1,500.00)~~ (\$2,000.00) per year. The Chair shall receive an additional five hundred dollars (\$500.00) per year. Councilors shall receive

reimbursement for reasonable mileage and expenses incurred in the performance of Town business outside the Town limits of Hooksett according to rules of the Council.

Sec. 3.5. Exercise of Powers; Meetings; Rules of Procedure: Appropriations.

- A. Exercise of Powers. Except as otherwise prohibited by law or this Charter, the powers of the Council may be exercised in a manner determined by it.
- B. A quorum of the Council for the transaction of any business shall be a simple majority ~~two-thirds (2/3)~~ of the members currently in office. However a smaller number may adjourn the meeting to another time or date.
- C. Meetings. All meetings of the Council shall be public as required by the State "Right to Know Law" (RSA Ch. 91-A). Regular meetings (minimum one per month) shall be held on such day or days of each month at such time as the Council shall by ordinance or resolution direct. Agendas shall be prepared and posted one week in advance of each regular meeting. Special meetings may be called by the Chair. Special meetings also may be called at the written request of the Town Administrator or at least four (4) ~~six (6)~~ Councilors, and upon such request the Chair of the Council shall call such special meeting. Written notice of said special meeting shall be delivered to each Councilor at least twenty-four (24) hours prior to the call of the special meeting. The method of delivery of notice for special meetings shall be established by Council rule.
- D. Rules of Procedure. The Council shall establish rules for its proceedings not inconsistent with this Charter. Every matter coming before the Council for action shall be put to a vote and all members shall vote "aye", "nay", or abstain and give a reason for abstaining. The results of such voting shall be duly recorded. All votes shall be recorded by roll call except votes on procedural matters.

Sec. 3.6. Ordinances.

- A. An ordinance may be introduced by any member at any regular or special meeting of the Council. Upon introduction of any ordinance, the Town Clerk or designee shall distribute a copy to each Councilor and to the Town Administrator, file a reasonable number of copies in the office of the Town Clerk, post a copy in such other public places as the Council may designate, and provide for publication in a local newspaper or newspapers of their choice seven (7) days prior to the public hearing on said ordinance. The full text of the proposed amendment or ordinance need not be included in the notice if an adequate statement describing the proposal and designating the place where the proposal is on file for public inspection is stated in the notice. Final action on said ordinance shall not be taken by the Town Council until at least seven (7) days after said public hearing.

STREET NAME

APPROVAL FORM

To: Hooksett Town Council

Date: 6/19/2023

Please review the following name(s) being proposed for new streets in Hooksett. The name(s) have been reviewed for 9-1-1 compatibility and are with the established guidelines. The applicant is presently preparing a submission for the Planning Board and the street name(s) must be approved, by you, prior to being deemed "complete" by the Planning Board.

NAME OF DEVELOPMENT: Granite Woods Commerce Center

NAME OF DEVELOPER: Granite Woods Development JV LLC

<u>PROPOSED NAME(S)</u>	<u>LOCATION</u>	<u>DESCRIPTION</u>
Kettle Bog Road	Map 17 Lot 7	Private

Approved by the Hooksett Town Council: _____
Date

Town Council Chair	_____
✓ Police Department	See Attached
Fire Department	_____
Public Works	_____
Code Enforcement	_____

Kathy Lawrence

From: Justin Sargent <JSargent@hooksettpolice.org>
Sent: Monday, June 19, 2023 3:07 PM
To: Kathy Lawrence
Subject: Re: FW: Granite Woods Development - Street Name Approval

the name is fine with the pd.

Chief Justin Sargent
Hooksett Police
603.624.1560 x302

On Jun 19, 2023 15:01, Kathy Lawrence <KLawrence@hooksett.org> wrote:

All,
Granite Woods Development will be addressed by the private road entrance off Hackett Hill.
Please review the name they have provided and let me know if you have any comments, concerns and/or approval of the name.
Kathy

From: Peter Bartash <pbartash@portoneco.com>
Sent: Monday, June 19, 2023 2:14 PM
To: Kathy Lawrence <KLawrence@hooksett.org>
Cc: Dana Pendergast <dpendergast@hooksett.org>; Ian Tewksbury <itewksbury@hooksettfire.org>; Bridgette Grotheer <bgrotheer@hooksett.org>; jharding@portoneco.com
Subject: RE: Street Name Approval Form

Hi Kathy - please see attached. Thank you!

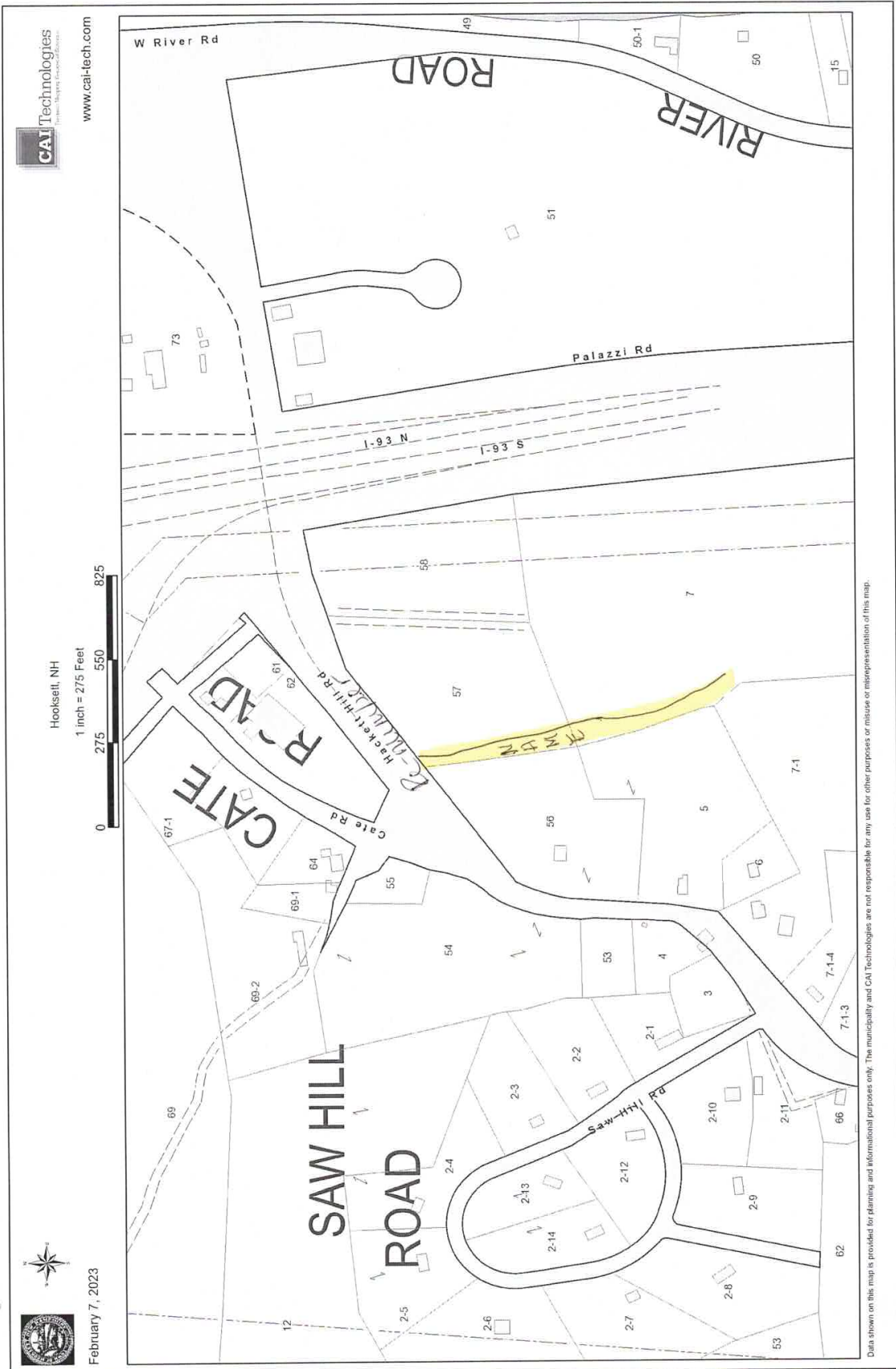
Peter W. Bartash
Chief Executive Officer
PORT ONE COMPANIES
design + development + investment

133 Federal Street
Suite 901
Boston, MA 02110
o: 617.356.1343 x 101
d: 617.430.7960
m: 845.325.0223
e: pbartash@portoneco.com
w: www.portoneco.com

From: Kathy Lawrence <KLawrence@hooksett.org>
Sent: Tuesday, June 13, 2023 1:17 PM
To: Peter Bartash <pbartash@portoneco.com>
Cc: Dana Pendergast <dpendergast@hooksett.org>; Ian Tewksbury <itewksbury@hooksettfire.org>; Bridgette Grotheer <bgrotheer@hooksett.org>
Subject: Street Name Approval Form

Hi Peter,

Feb 2023 Granite Woods Commerce Ctr. Hackitt Hill re-address



STREET NAME

APPROVAL FORM

To: Hooksett Town Council

Date: 6/20/23

Please review the following name(s) being proposed for new streets in Hooksett. The name(s) have been reviewed for 9-1-1 compatibility and are with the established guidelines. The applicant is presently preparing a submission for the Planning Board and the street name(s) must be approved, by you, prior to being deemed "complete" by the Planning Board.

NAME OF DEVELOPMENT: ~~Wayne Kenney~~ Park Place Communities

NAME OF DEVELOPER: Wayne Kenney

<u>PROPOSED NAME(S)</u>	<u>LOCATION</u>	<u>DESCRIPTION</u>
-------------------------	-----------------	--------------------

1) Park Place Ct.,	1385 Hooksett Rd.	
--------------------	-------------------	--

2) Megway Ct.		
---------------	--	--

3)		
----	--	--

Approved by the Hooksett Town Council: _____ Date _____

Town Council Chair	_____
Police Department	See attached.
Fire Department	See attached
Public Works	Don [Signature]
Code Enforcement	[Signature]

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

2014-2015

Kathy Lawrence

From: Justin Sargent <JSargent@hooksettpolice.org>
Sent: Tuesday, June 20, 2023 12:17 PM
To: Kathy Lawrence
Subject: RE: 1385 Hooksett Rd - Street Name Approval

PD is ok with the names.

Justin Sargent
Chief of Police
Hooksett Police Department
15 Legends Drive
Hooksett, New Hampshire 03106
P: 603-624-1560 x 302
F: 603-624-6891

*** CONFIDENTIALITY NOTE ***

The information contained in this message may be privileged, confidential, and protected from disclosure. If you are not the intended recipient, or an employee, or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to the message and deleting the e-mail from your computer.

-----Original Message-----

From: Kathy Lawrence <KLawrence@hooksett.org>
Sent: Tuesday, June 20, 2023 12:16 PM
To: Dana Pendergast <dpendergast@hooksett.org>; Ian Tewksbury <itewksbury@hooksettfire.org>; Justin Sargent <JSargent@hooksettpolice.org>; Ben Berthiaume <bberthiaume@hooksett.org>
Cc: Bridgette Grotheer <bgrotheer@hooksett.org>
Subject: FW: 1385 Hooksett Rd - Street Name Approval

All,

PB approved 1385 Hooksett Rd mixed use development last night that has a private drive for the condo development.
(Road running between Dartmouth and Hunt)

Please review the names and provide comments/approvals.

I do see we have a Park Lane in our GIS.

Kathy

-----Original Message-----

From: Scans <Scans@hooksett.org>
Sent: Thursday, September 29, 2016 12:56 AM
To: Kathy Lawrence <KLawrence@hooksett.org>
Subject: Internet Fax Job

Image data has been attached.

Kathy Lawrence

From: Ian Tewksbury <ITewksbury@hooksettfire.org>
Sent: Thursday, July 27, 2023 10:14 AM
To: Kathy Lawrence
Subject: Re: 1385 Hooksett Rd - Street Name Approval

That works. Which one is this?

Ian Tewksbury
Captain-Fire Prevention
Hooksett Fire Rescue Department
15 Legends Drive
Hooksett, NH 03106
Tel: (603) 623-7272
Fax: (603) 626-6742
Itewksbury@hooksettfire.org
www.hooksettfire.org

On Jul 27, 2023, at 10:10 AM, Kathy Lawrence <KLawrence@hooksett.org> wrote:

Hi Ian,

Dana has found that the name Park Place Crt for the road would be a conflict with an established road, Park Lane.

He would prefer Megway Crt. Are you okay with that name?

Kathy

-----Original Message-----

From: Ian Tewksbury <ITewksbury@hooksettfire.org>
Sent: Tuesday, June 20, 2023 1:52 PM
To: Kathy Lawrence <KLawrence@hooksett.org>
Subject: RE: 1385 Hooksett Rd - Street Name Approval

Fire is ok with Park Place Court or any iteration of Park (Lane, Drive, etc).

Ian Tewksbury
Captain-Fire Prevention
Hooksett Fire Rescue Department
15 Legends Drive
Hooksett, NH 03106
Tel: (603) 623-7272
Fax: (603) 626-6742
Itewksbury@hooksettfire.org
www.hooksett.org

-----Original Message-----

From: Kathy Lawrence <KLawrence@hooksett.org>

Sent: Tuesday, June 20, 2023 12:16 PM

To: dpendergast@hooksett.org; Ian Tewksbury <ITewksbury@hooksettfire.org>; Justin Sargent <JSargent@hooksettpolice.org>; bberthiaume@hooksett.org

Cc: Bridgette Grotheer <bgrotheer@hooksett.org>

Subject: FW: 1385 Hooksett Rd - Street Name Approval

All,

PB approved 1385 Hooksett Rd mixed use development last night that has a private drive for the condo development.

(Road running between Dartmouth and Hunt)

Please review the names and provide comments/approvals.

I do see we have a Park Lane in our GIS.

Kathy

-----Original Message-----

From: Scans <Scans@hooksett.org>

Sent: Thursday, September 29, 2016 12:56 AM

To: Kathy Lawrence <KLawrence@hooksett.org>

Subject: Internet Fax Job

Image data has been attached.

Town Council

STAFF REPORT



To: Planning/Development
Title: Street Name Approval
Meeting: Town Council - 23 Aug 2023
Department: Community Development
Staff Contact: Dana Pendergast, Code Enforcement Officer

BACKGROUND INFORMATION:

- 1) New Development Granite Woods Commerce Center off Hackett Hill Access by Private Road. Name Kettle Bog Road
- 2) New Development Park Place Communities, 1385 Hooksett Rd., Private Drive for Condominiums that runs between Hunt St. & Dartmouth. Name Megway Court

FINANCIAL IMPACT:

None, both Private Drives

POLICY IMPLICATIONS:

- 11.10 Hooksett Development Regulations, Development and Street Names
- 2) No street names shall be used which will duplicate or which could be confused with any other street name already in use
- 3) Prior to approval of the final plan, the developer shall obtain approval of all street names from Town Council. The application shall be provided and processed by the Code Enforcement Officer

RECOMMENDATION:

Both names, Kettle Bog Road and Megway Court have been review and approved by Hooksett Police, Hooksett Fire, Public Works and Code Enforcement, ,

SUGGESTED MOTION:

- Motion 1) Motion to approve the name, Kettle Bog Road, (Off Hackett Hill Rd) for access to New approve Development of Granite Woods Commerce Center.
- Motion 2) Motion to approve the name, Megway Court, Private Drive for Park Place Communities New condominium Development.

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

ATTACHMENTS:

[Granite Woods Development Kettle Bog Road](#)
[Park Place Communities 1385 Hooksett Rd Megway Crt](#)

STREET NAME

APPROVAL FORM

To: Hooksett Town Council

Date: 6/19/2023

Please review the following name(s) being proposed for new streets in Hooksett. The name(s) have been reviewed for 9-1-1 compatibility and are with the established guidelines. The applicant is presently preparing a submission for the Planning Board and the street name(s) must be approved, by you, prior to being deemed "complete" by the Planning Board.

NAME OF DEVELOPMENT: Granite Woods Commerce Center

NAME OF DEVELOPER: Granite Woods Development JV LLC

<u>PROPOSED NAME(S)</u>	<u>LOCATION</u>	<u>DESCRIPTION</u>
Kettle Bog Road	Map 17 Lot 7	Private

Approved by the Hooksett Town Council: _____
Date

Town Council Chair _____
Police Department *See Attached* _____
Fire Department *[Signature]* _____
Public Works *[Signature]* _____
Code Enforcement *[Signature]* _____

Kathy Lawrence

From: Justin Sargent <JSargent@hooksettpolice.org>
Sent: Monday, June 19, 2023 3:07 PM
To: Kathy Lawrence
Subject: Re: FW: Granite Woods Development - Street Name Approval

the name is fine with the pd.

Chief Justin Sargent
Hooksett Police
603.624.1560 x302

On Jun 19, 2023 15:01, Kathy Lawrence <KLawrence@hooksett.org> wrote:

All,
Granite Woods Development will be addressed by the private road entrance off Hackett Hill.
Please review the name they have provided and let me know if you have any comments, concerns and/or approval of the name.
Kathy

From: Peter Bartash <pbartash@portoneco.com>
Sent: Monday, June 19, 2023 2:14 PM
To: Kathy Lawrence <KLawrence@hooksett.org>
Cc: Dana Pendergast <dpendergast@hooksett.org>; Ian Tewksbury <itewksbury@hooksettfire.org>; Bridgette Grotheer <bgrotheer@hooksett.org>; jharding@portoneco.com
Subject: RE: Street Name Approval Form

Hi Kathy - please see attached. Thank you!

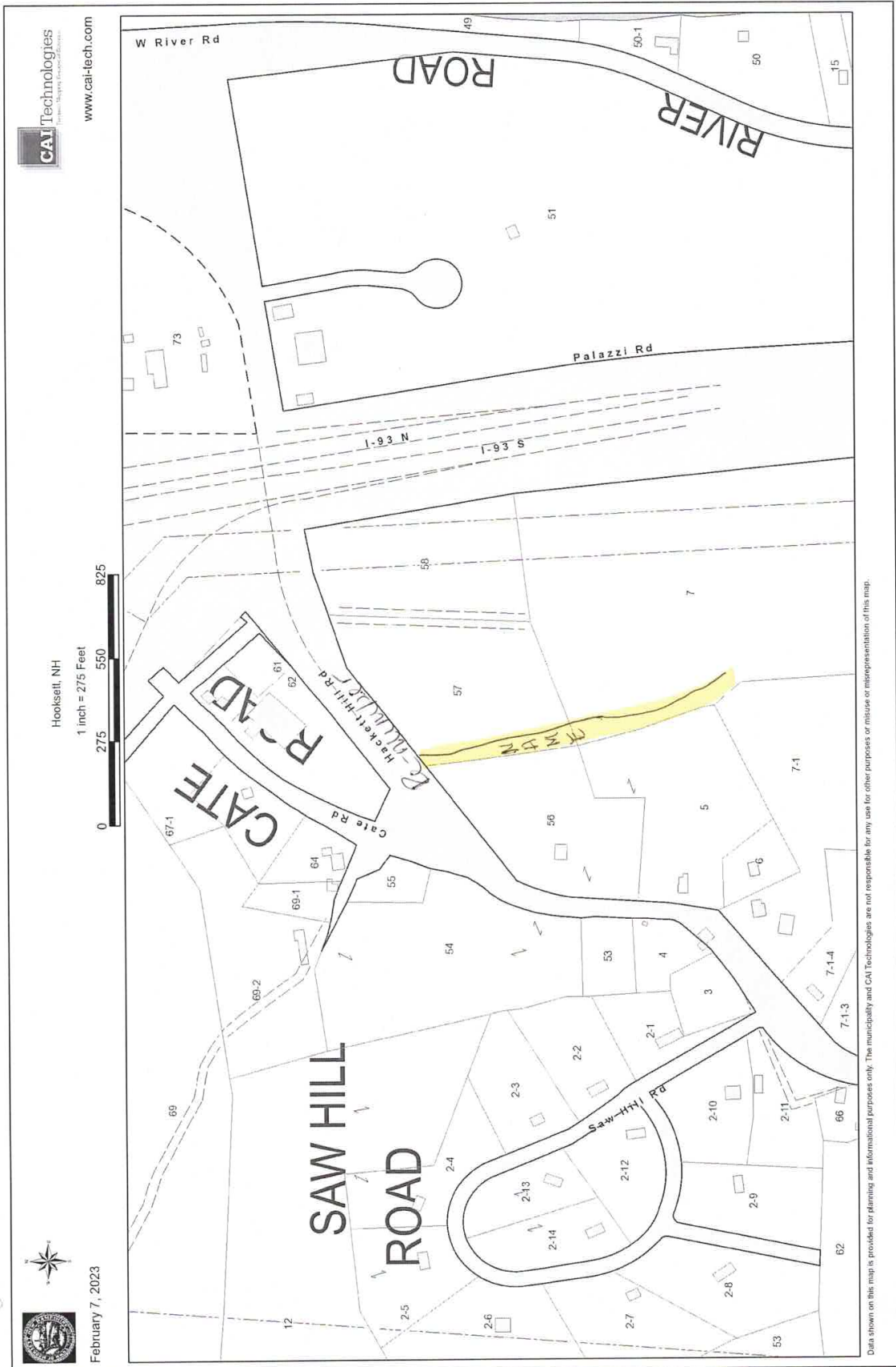
Peter W. Bartash
Chief Executive Officer
PORT ONE COMPANIES
design + development + investment

133 Federal Street
Suite 901
Boston, MA 02110
o: 617.356.1343 x 101
d: 617.430.7960
m: 845.325.0223
e: pbartash@portoneco.com
w: www.portoneco.com

From: Kathy Lawrence <KLawrence@hooksett.org>
Sent: Tuesday, June 13, 2023 1:17 PM
To: Peter Bartash <pbartash@portoneco.com>
Cc: Dana Pendergast <dpendergast@hooksett.org>; Ian Tewksbury <itewksbury@hooksettfire.org>; Bridgette Grotheer <bgrotheer@hooksett.org>
Subject: Street Name Approval Form

Hi Peter,

Feb 2023
Granite Woods Commerce Ctr. Hackt Hill re-address



STREET NAME

APPROVAL FORM

To: Hooksett Town Council

Date: 6/20/23

Please review the following name(s) being proposed for new streets in Hooksett. The name(s) have been reviewed for 9-1-1 compatibility and are with the established guidelines. The applicant is presently preparing a submission for the Planning Board and the street name(s) must be approved, by you, prior to being deemed "complete" by the Planning Board.

NAME OF DEVELOPMENT: ~~Wayne Kenney~~ Park Place Communities

NAME OF DEVELOPER: Wayne Kenney

<u>PROPOSED NAME(S)</u>	<u>LOCATION</u>	<u>DESCRIPTION</u>
-------------------------	-----------------	--------------------

1) Park Place Ct.,	1385 Hooksett Rd.	
--------------------	-------------------	--

2) Megway Ct.		
---------------	--	--

3)		
----	--	--

Approved by the Hooksett Town Council: _____ Date _____

Town Council Chair	_____
Police Department	See attached.
Fire Department	See attached
Public Works	Don [Signature]
Code Enforcement	[Signature]

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

2019-2020

Kathy Lawrence

From: Justin Sargent <JSargent@hooksettpolice.org>
Sent: Tuesday, June 20, 2023 12:17 PM
To: Kathy Lawrence
Subject: RE: 1385 Hooksett Rd - Street Name Approval

PD is ok with the names.

Justin Sargent
Chief of Police
Hooksett Police Department
15 Legends Drive
Hooksett, New Hampshire 03106
P: 603-624-1560 x 302
F: 603-624-6891

*** CONFIDENTIALITY NOTE ***

The information contained in this message may be privileged, confidential, and protected from disclosure. If you are not the intended recipient, or an employee, or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to the message and deleting the e-mail from your computer.

-----Original Message-----

From: Kathy Lawrence <KLawrence@hooksett.org>
Sent: Tuesday, June 20, 2023 12:16 PM
To: Dana Pendergast <dpendergast@hooksett.org>; Ian Tewksbury <itewksbury@hooksettfire.org>; Justin Sargent <JSargent@hooksettpolice.org>; Ben Berthiaume <bberthiaume@hooksett.org>
Cc: Bridgette Grotheer <bgrotheer@hooksett.org>
Subject: FW: 1385 Hooksett Rd - Street Name Approval

All,

PB approved 1385 Hooksett Rd mixed use development last night that has a private drive for the condo development.
(Road running between Dartmouth and Hunt)

Please review the names and provide comments/approvals.

I do see we have a Park Lane in our GIS.

Kathy

-----Original Message-----

From: Scans <Scans@hooksett.org>
Sent: Thursday, September 29, 2016 12:56 AM
To: Kathy Lawrence <KLawrence@hooksett.org>
Subject: Internet Fax Job

Image data has been attached.

Kathy Lawrence

From: Ian Tewksbury <ITewksbury@hooksettfire.org>
Sent: Thursday, July 27, 2023 10:14 AM
To: Kathy Lawrence
Subject: Re: 1385 Hooksett Rd - Street Name Approval

That works. Which one is this?

Ian Tewksbury
Captain-Fire Prevention
Hooksett Fire Rescue Department
15 Legends Drive
Hooksett, NH 03106
Tel: (603) 623-7272
Fax: (603) 626-6742
Itewksbury@hooksettfire.org
www.hooksettfire.org

On Jul 27, 2023, at 10:10 AM, Kathy Lawrence <KLawrence@hooksett.org> wrote:

Hi Ian,

Dana has found that the name Park Place Crt for the road would be a conflict with an established road, Park Lane.

He would prefer Megway Crt. Are you okay with that name?

Kathy

-----Original Message-----

From: Ian Tewksbury <ITewksbury@hooksettfire.org>
Sent: Tuesday, June 20, 2023 1:52 PM
To: Kathy Lawrence <KLawrence@hooksett.org>
Subject: RE: 1385 Hooksett Rd - Street Name Approval

Fire is ok with Park Place Court or any iteration of Park (Lane, Drive, etc).

Ian Tewksbury
Captain-Fire Prevention
Hooksett Fire Rescue Department
15 Legends Drive
Hooksett, NH 03106
Tel: (603) 623-7272
Fax: (603) 626-6742
Itewksbury@hooksettfire.org
www.hooksett.org

-----Original Message-----

From: Kathy Lawrence <KLawrence@hooksett.org>

Sent: Tuesday, June 20, 2023 12:16 PM

To: dpendergast@hooksett.org; Ian Tewksbury <ITewksbury@hooksettfire.org>; Justin Sargent <JSargent@hooksettpolice.org>; bberthiaume@hooksett.org

Cc: Bridgette Grotheer <bgrotheer@hooksett.org>

Subject: FW: 1385 Hooksett Rd - Street Name Approval

All,

PB approved 1385 Hooksett Rd mixed use development last night that has a private drive for the condo development.

(Road running between Dartmouth and Hunt)

Please review the names and provide comments/approvals.

I do see we have a Park Lane in our GIS.

Kathy

-----Original Message-----

From: Scans <Scans@hooksett.org>

Sent: Thursday, September 29, 2016 12:56 AM

To: Kathy Lawrence <KLawrence@hooksett.org>

Subject: Internet Fax Job

Image data has been attached.

Town Council
STAFF REPORT



To: Town Council
Title: Adoption of HB 1667-amendment to the requirements for the All Veterans Tax Credit 72:28-b
Meeting: Town Council - 23 Aug 2023
Department: Assessing
Staff Contact: Jon Duhamel, Town Assessor

BACKGROUND INFORMATION:

In 2022 HB 1667 was passed and signed by Governor Sununu, which amended the requirements for the All Veterans Tax Credit, see attached for details

FINANCIAL IMPACT:

0

POLICY IMPLICATIONS:

none

RECOMMENDATION:

Adopt revised 72:28-b

SUGGESTED MOTION:

Motion to adopt revised 72:28-b regarding the amended definition of a veteran as defined in HB 1667

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

ATTACHMENTS:

[HB 1667](#)

[RSA 72-28-b](#)



Bill Text: NH HB1667 | 2022 | Regular Session | Introduced New Hampshire House Bill 1667 (**Prior Session Legislation**)

NOTE: There are more recent revisions of this legislation. Read Latest Draft

Bill Title: Relative to the standard and optional veterans' tax credits and the all veterans' tax credit.

Spectrum: Moderate Partisan Bill (Republican 8-1)

Status: (*Passed*) 2022-06-01 - Signed by Governor Sununu 05/27/2022; Chapter 121; 07/26/2022 [HB1667 Detail]

Download: New_Hampshire-2022-HB1667-Introduced.html

HB 1667 - AS INTRODUCED

2022 SESSION

22-2612
05/08

HOUSE BILL **1667**

AN ACT relative to the standard and optional veterans' tax credits and the all veterans' tax credit.

SPONSORS: Rep. Pauer, Hills. 26; Rep. Baxter, Rock. 20; Rep. Binford, Graf. 15; Rep. Homola, Hills. 27; Rep. Weyler, Rock. 13; Rep. Edwards, Rock. 4; Rep. Foster, Hills. 5; Sen. Avard, Dist 12

COMMITTEE: Municipal and County Government

ANALYSIS

This bill clarifies that veterans of the United States armed forces who served in any active duty status and who continue to serve qualify for the veterans' property tax credits.

Explanation: Matter added to current law appears in ***bold italics***.
Matter removed from current law appears ~~in brackets and struckthrough:~~
Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.
22-2612
05/08

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Twenty Two

AN ACT relative to the standard and optional veterans' tax credits and the all veterans' tax credit.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Standard and Optional Veterans' Tax Credit. Amend RSA 72:28, IV to read as follows:

IV. The following persons shall qualify for the standard veterans' tax credit or the optional veterans' tax credit:

- (a) Every resident of this state who ***is a veteran, as defined in RSA 21:50, and*** served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in this section, and ***continues to serve or*** was honorably discharged or an officer ***who continues to serve or was*** honorably separated from service; or the spouse or surviving spouse of such resident, provided that ~~[Title 10]~~ training for active duty by a member of ~~[x]~~ the national guard or reserve shall be included as service under this subparagraph;
 - (b) Every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident;
- and

(c) The surviving spouse of any resident who suffered a service-connected death.

2 All Veterans' Tax Credit. Amend RSA 72:28-b, IV to read as follows:

IV. A person shall qualify for the all veterans' tax credit if the person is a resident of this state who *is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States and continues to serve or* was honorably discharged or an officer *who continues to serve or was* honorably separated from service; or the spouse or surviving spouse of such resident, provided that ~~[Title 10]~~ training for active duty *or state active duty* by a member of ~~[a]~~ *the* national guard or reserve shall be included as service under this paragraph; provided however that the person is not eligible for and is not receiving a credit under RSA 72:28 or RSA 72:35.

3 Effective Date. This act shall take effect 60 days after its passage.

TITLE V TAXATION

CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

Property Taxes

Section 72:28-b

72:28-b All Veterans' Tax Credit. –

I. A town or city may adopt or rescind the all veterans' property tax credit granted under this section by the procedure in RSA 72:27-a.

II. The credit granted under this section shall be the same as the amount of the standard or optional veterans' tax credit in effect in the town or city under RSA 72:28. A town or city with an existing standard or optional veterans' tax credit under RSA 72:28 prior to August 18, 2016, adopting the credit under this section, may phase in the amount of the all veterans' tax credit over a 3-year period to match the standard or optional veterans' tax credit.

III. The all veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property.

IV. A person shall qualify for the all veterans' tax credit if the person is a resident of this state who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty or state active duty by a member of the national guard or reserve shall be included as service under this paragraph; provided however that the person is not eligible for and is not receiving a credit under RSA 72:28 or RSA 72:35.

Source. 2016, 217:1, eff. Aug. 8, 2016. 2017, 109:1, eff. June 8, 2017. 2022, 121:2, eff. July 26, 2022.

Town Council
STAFF REPORT



To: Town Council
Title: Exemption/Credit revisions
Meeting: Town Council - 23 Aug 2023
Department: Assessing
Staff Contact: Jon Duhamel, Town Assessor

BACKGROUND INFORMATION:

Review and discuss exemption/Credit limits considering 2023 Update of Values

FINANCIAL IMPACT:

0

POLICY IMPLICATIONS:

none

RECOMMENDATION:

Adjust our limits based on submitted spreadsheet

SUGGESTED MOTION:

Motion to increase our exemption amounts based on attached spreadsheet due to the anticipated increase of values due to 2023 Update

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

ATTACHMENTS:

[exemption review](#)

Elderly Exemption

<u>Age</u>	<u>Number</u>	<u>Amount</u>	<u>Maximum</u>	<u>Total</u>
65-74	53	\$68,800	\$3,646,400	\$3,154,400
75-79	34	\$96,300	\$3,274,200	\$2,881,350
80+	100	\$123,800	\$12,380,000	\$11,071,481
Total	187	\$288,900	\$19,300,600	\$17,107,231

Proposed 40% increase

	<u>Number</u>		
65-74	53	\$96,320	\$5,104,960
75-79	34	\$134,820	\$4,583,880
80+	100	\$173,320	\$17,332,000
Total	187	\$404,460	\$0 \$27,020,840

\$9,913,609

Elderly Limits

Income(Increase 8%)

<u>Single</u>	<u>Married</u>
\$40,000	\$52,500

\$43,200	\$56,700
-----------------	-----------------

Assets(no change)

<u>Single</u>	<u>Married</u>
\$250,000	\$250,000

Veterans Tax Credits

	<u>Limits</u>	<u>Number</u>	<u>Total</u>
Veterans Tax Credit 72:28	\$300	517	\$155,100
Surviving Spouse 72:29-a	\$2,000	5	\$10,000
Tax Credit for Service-Connected Disability 72:35	\$2,000	35	\$70,000
All Veterans Tax Credit 72:28-b	\$300	69	\$20,700
		626	\$255,800

Proposed 40% increase

	<u>Limits</u>	<u>Number</u>	<u>Total</u>
Veterans Tax Credit 72:28	\$420	517	\$217,140
Surviving Spouse 72:29-a	\$2,800	5	\$14,000
Tax Credit for Service-Connected Disability 72:35	\$2,800	35	\$98,000
All Veterans Tax Credit 72:28-b	\$420	69	\$28,980
		626	\$358,120

\$102,320

Town Data

Total Value 8/8/23	\$2,243,201,310
Exempt properties	\$101,499,999
Taxable Value	\$2,141,701,311
Estimated 40% increase	<u>\$2,998,381,835</u>
Difference	\$856,680,524

<u>Date</u>	<u>Months to trend</u>
4/1/2023	0
3/1/2023	1
2/1/2023	2
1/1/2023	3
12/1/2022	4
11/1/2022	5
10/1/2022	6
9/1/2022	7
8/1/2022	8
7/1/2022	9
6/1/2022	10
5/1/2022	11
4/1/2022	12

Town Council STAFF REPORT



To: Town Council
Title: Motion to approve the purchase of three 2023 Ford Explorer PIU Hybrid police vehicles as well as all emergency equipment, graphics (wrapping and lettering), for the total amount of \$162,685.20
Meeting: Town Council - 23 Aug 2023
Department: Police Department
Staff Contact: James Bradley, Detective Lieutenant

BACKGROUND INFORMATION:

The voters approved the 2023-2024 Hooksett Police Department budget which included the funds to purchase three new Ford Explorer PIU Hybrid police vehicles. The cost breakdown is as follows; three 2023 Ford Explorer PIU Hybrids from Colonial Motor Group, total of \$120,417.20 which includes a \$2,000.00 trade-in for our 1997 Ford E-350 Command Vehicle, and \$2,300.00 for a 2013 Ford Taurus Interceptor. All emergency equipment for the three police vehicles from Executive Transfer; \$37,543.00. Turnone Graphics LLC. for wrapping and lettering three police vehicles, \$4,725.00. With a total purchase and outfitting price for the three police vehicles of, \$162,685.20.

FINANCIAL IMPACT:

\$162,685.20 from the Hooksett Police Department's 2023-2024 budget.

POLICY IMPLICATIONS:

None

RECOMMENDATION:

Approve the motion

SUGGESTED MOTION:

Motion to approve the purchase of three 2023 Ford Explorer PIU Hybrid police vehicles as well as all emergency equipment, graphics (wrapping and lettering) for the total amount of \$162,685.20.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Concur with the motion to approve the purchase of three 2023 Ford Explorer PIU Hybrid police vehicles as well as all emergency equipment, graphics (wrapping and lettering), for the total amount of \$162,685.20

ATTACHMENTS:

[20230726121422177](#)



Colonial Municipal Group
61 Brigham Street
Marlborough MA 01752

Phone: (774) 283-6400
www.buycmg.com

QUOTE

Quote ID: Q4800

Quote Date: 3/29/2023

Quote Valid Until: 4/28/2023

Page 1 of 1

Customer: 2126

Town of Hooksett - Police Dept.
15 Legends Drive
Hooksett NH 03106

Contact: LT. JAMES BRADLEY

Phone: (603) 624-1560

Email: JBradley@hooksettpolice.org

Salesperson: Andrew Kinniburgh

Contract: VEH110

Part Number	Description	Quantity	Unit Price	Amount
VEHICLE	2023 FORD EXPLORER PIU AWD BLACK HYBRID	1 EA	\$40,678.00	\$40,678.00
FIO	52P HIDDEN DOOR LOCK PLUNGERS \$156.00 43D COURTESY LAMP DISABLE (DARK CAR FEATURE) \$24.96 51R DRIVERS PILLAR LED SPOT LAMP \$385.84 549 POWER/HEATED SIDE MIRRORS \$58.24 76R REVERSE SENSING SYSTEM \$269.36	1 EA	\$894.40	\$894.40
TRADE-IN	2013 Ford Taurus Interceptor Miles : 160,000 VIN# 1FAHP2M81DG104087	1 EA	(\$2,300.00)	(\$2,300.00)

Veh. Sub Total: \$41,572.40

Upfit Sub Total: \$0.00

Trade-In Allowance: (\$2,300.00)

Discount:

Sales Tax: \$0.00

Grand Total: \$39,272.40

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. Number:	

* Labor and installation is included in all pricing.

* Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.

* Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.

Notes:



Colonial Municipal Group
61 Brigham Street
Marlborough MA 01752

Phone: (774) 283-6400
www.buycmg.com

QUOTE

Quote ID: Q4801
Quote Date: 3/29/2023
Quote Valid Until: 4/28/2023

Page 1 of 1

Customer: 2126

Town of Hooksett - Police Dept.
15 Legends Drive
Hooksett NH 03106

Contact: LT. JAMES BRADLEY

Phone: (603) 624-1560

Email: JBradley@hooksettpolice.org

Salesperson: Andrew Kinniburgh

Contract: VEH110

Part Number	Description	Quantity	Unit Price	Amount
VEHICLE	2023 FORD EXPLORER PIU AWD BLACK HYBRID	1 EA	\$40,678.00	\$40,678.00
FIO	52P HIDDEN DOOR LOCK PLUNGERS \$156.00 43D COURTESY LAMP DISABLE (DARK CAR FEATURE) \$24.96 51R DRIVERS PILLAR LED SPOT LAMP \$385.84 549 POWER/HEATED SIDE MIRRORS \$58.24 76R REVERSE SENSING SYSTEM \$269.36	1 EA	\$894.40	\$894.40
TRADE-IN	1997 Ford E-250 Command Unit Miles : 118,000 VIN# 1FDKE30F0VHB18246	1 EA	(\$2,000.00)	(\$2,000.00)

Veh. Sub Total: \$41,572.40

Upfit Sub Total: \$0.00

Trade-In Allowance: (\$2,000.00)

Discount:

Sales Tax: \$0.00

Grand Total: \$39,572.40

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. Number:	

* Labor and installation is included in all pricing.

* Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.

* Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.

Notes:



Colonial Municipal Group
61 Brigham Street
Marlborough MA 01752

Phone: (774) 283-6400
www.buycmg.com

QUOTE

Quote ID: Q4802

Quote Date: 3/29/2023

Quote Valid Until: 4/28/2023

Page 1 of 1

Customer: 2126

Town of Hooksett - Police Dept.
15 Legends Drive
Hooksett NH 03108

Contact: LT. JAMES BRADLEY

Phone: (603) 624-1560

Email: JBradley@hooksettpolice.org

Salesperson: Andrew Kinniburgh

Contract: VEH110

Part Number	Description	Quantity	Unit Price	Amount
VEHICLE	2023 FORD EXPLORER PIU AWD BLACK HYBRID	1 EA	\$40,678.00	\$40,678.00
FIO	52P HIDDEN DOOR LOCK PLUNGERS \$156.00 43D COURTESY LAMP DISABLE (DARK CAR FEATURE) \$24.96 51R DRIVERS PILLAR LED SPOT LAMP \$385.84 549 POWER/HEATED SIDE MIRRORS \$58.24 76R REVERSE SENSING SYSTEM \$269.36	1 EA	\$894.40	\$894.40
Veh. Sub Total:				\$41,572.40
Upfit Sub Total:				\$0.00
Trade-In Allowance:				
Discount:				
Sales Tax:				\$0.00
Grand Total:				\$41,572.40

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. Number:	

* Labor and installation is included in all pricing.

* Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.

* Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.

Notes:

Turnone Graphics LLC
 53 FARMER RD
 HOOKSETT, NH 03106 US
 6036247563
 nhsignguy@gmail.com

Estimate

ADDRESS
 Richard Belanger
 Hooksett Police Department
 15 Legends Drive
 Hooksett, New Hampshire
 03106

SHIP TO
 Richard Belanger
 Hooksett Police Department
 15 Legends Drive
 Hooksett, New Hampshire
 03106

ESTIMATE #	DATE
1022	06/26/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
06/26/2023	Police Cruiser Graphics	Wrap 2 Doors on each Side of the Cruiser White and Install the Hooksett Police Reflective Graphics Overlay Kit.	1	1,575.00	1,575.00
06/26/2023	Material Used	Premium 3M IJ680 Reflective and the White will be either 3M IJ180 or Avery 1105 Premium Wrap	1	0.00	0.00
TOTAL					\$1,575.00

Accepted By

Accepted Date

Page: 1

Executive Transfer

PO Box 202
 Suncook, N.H. 03275

Estimate

Number: E115

Date: July 19, 2023

Bill To:

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

Ship To:

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	009

Description	Quantity/Hours	Price/Rate	Amount
whelen liberty II 54" duo	1.00	2,499.00	2,499.00
core switch box w/ siren amp	1.00	1,100.00	1,100.00
dominator	1.00	650.00	650.00
whelen trio t-ion	2.00	175.00	350.00
whelen t-ion	4.00	165.00	660.00
ion led	2.00	155.00	310.00
cargo drawer upfit kit	1.00	250.00	250.00
Equipment Drawer	1.00	450.00	450.00
hint mount	1.00	910.00	910.00
console c-vs-1508-inut	1.00	495.00	495.00
misc.hardware and connectors , fuses , ties ect	1.00	430.00	430.00
labor	1.00	1,800.00	1,800.00
antenna	1.00	125.00	125.00
coax cable	1.00	85.00	85.00
microns	2.00	169.00	338.00

Page: 2

Executive Transfer

PO Box 202
Suncook, N.H. 03275

Estimate

Number: E115

Date: July 19, 2023

Bill To:

Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

Ship To:

Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	009

Description	Quantity/Hours	Price/Rate	Amount
whelen core sync module	1.00	250.00	250.00
whelen core obd cable	1.00	250.00	250.00
armrest	1.00	210.00	210.00
cup holder	1.00	80.00	80.00
antenna data -- em-m2007-antenna	2.00	75.00	150.00
coax cable - data	2.00	85.00	170.00
cargo led light - 60crgcs	2.00	250.00	500.00
headlight flasher plug and wires	1.00	85.00	85.00
speaker	1.00	321.00	321.00
speaker bracket	1.00	75.00	75.00
flashlight w/ charger - 75432	1.00	175.00	175.00
charger only - 74102	1.00	65.00	65.00
tiger tough seat cover - driver only	1.00	350.00	350.00
magnetic mic clip	1.00	52.00	52.00

Page: 3

Executive Transfer

PO Box 202
Suncook, N.H. 03275

Estimate

Number: E115

Date: **July 19, 2023**

Bill To:

Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

Ship To:

Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	009

Description	Quantity/Hours	Price/Rate	Amount
		Total	\$13,185.00

Page: 1

Executive Transfer

PO Box 202
 Suncook, N.H. 03275

Estimate

Number: E114

Date: July 19, 2023

Bill To:

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

Ship To:

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	012

Description	Quantity/Hours	Price/Rate	Amount
core switch box w/ siren amp	1.00	1,100.00	1,100.00
dominator	1.00	650.00	650.00
whelen trio t-ion	2.00	175.00	350.00
whelen t-ion	4.00	165.00	660.00
ion led	2.00	155.00	310.00
console - c-vs-1508-inut	1.00	495.00	495.00
hint mount	1.00	310.00	310.00
front cage refit kit	1.00	450.00	450.00
window bars	1.00	329.00	329.00
rear cage	1.00	619.00	619.00
cargo drawer upfit kit	1.00	250.00	250.00
Equipment Drawer	1.00	450.00	450.00
misc hardware and connectors , fuses , ties ect	1.00	430.00	430.00
install	1.00	1,800.00	1,800.00
antenna	1.00	125.00	125.00

Page: 2

Executive Transfer

PO Box 202
 Suncook, N.H. 03275

EstimateNumber: **E114**Date: **July 19, 2023****Bill To:**

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

Ship To:

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	012

Description	Quantity/Hours	Price/Rate	Amount
coax cable	1.00	85.00	85.00
microns	2.00	169.00	338.00
strap kit light bar	1.00	95.00	95.00
whelen core sync module	1.00	250.00	250.00
whelen core obd cable	1.00	250.00	250.00
arm rest	1.00	210.00	210.00
cup holder	1.00	80.00	80.00
cargo led light - 60degrees	2.00	250.00	500.00
antenna- data ---- em-m2007-antenna	2.00	75.00	150.00
coax cable - data	2.00	85.00	170.00
headlight flasher plug and wires	1.00	85.00	85.00
speaker	1.00	321.00	321.00
speaker bracket	1.00	75.00	75.00
flashlight w/ charger - 75432	1.00	175.00	175.00
charger only - 74102	1.00	65.00	65.00

Page: 3

Executive Transfer

PO Box 202
Suncook, N.H. 03275

Estimate

Number: **E114**

Date: **July 19, 2023**

Bill To:

Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

Ship To:

Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	012

Description	Quantity/Hours	Price/Rate	Amount
tiger tough seat cover - driver only	1.00	350.00	350.00
magnetic mic clip	1.00	52.00	52.00
Total			\$12,179.00

Page: 1

Executive Transfer

PO Box 202
 Suncook, N.H. 03275

EstimateNumber: **E113**Date: **July 19, 2023****Bill To:**

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

Ship To:

Hooksett Police Dept
 15 Legends Dr.
 Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	018

Description	Quantity/Hours	Price/Rate	Amount
core switch box w/ siren amp	1.00	1,100.00	1,100.00
dominator	1.00	650.00	650.00
whelen trio t-ion	2.00	175.00	350.00
whelen t-ion	4.00	165.00	660.00
ion led	2.00	155.00	310.00
console - c-vs-1508-inut	1.00	495.00	495.00
hint mount	1.00	910.00	910.00
front cage refit kit	1.00	450.00	450.00
rear cargo box upfit kit	1.00	250.00	250.00
Equipment Drawer	1.00	450.00	450.00
misc.hardware and connectors , fuses , ties ect	1.00	430.00	430.00
labor	1.00	1,800.00	1,800.00
antenna	1.00	125.00	125.00
coax cable	1.00	85.00	85.00
rear cage	1.00	619.00	619.00

Page: 2

Executive TransferPO Box 202
Suncook, N.H. 03275**Estimate**Number: **E113**Date: **July 19, 2023****Bill To:**Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106**Ship To:**Hooksett Police Dept
15 Legends Dr.
Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	018

Description	Quantity/Hours	Price/Rate	Amount
window bars	1.00	329.00	329.00
strap kit light bar	1.00	95.00	95.00
micron	2.00	169.00	338.00
whelen core sync module	1.00	250.00	250.00
whelen core obd cable	1.00	250.00	250.00
arm rest	1.00	210.00	210.00
cup holder	1.00	80.00	80.00
antenna data --- em-m2007-antenna	2.00	75.00	150.00
coax cable - data	2.00	85.00	170.00
cargo led light - 60crgcs	2.00	250.00	500.00
headlight flasher plug and wires	1.00	85.00	85.00
speaker	1.00	321.00	321.00
speaker bracket	1.00	75.00	75.00
flashlight w/ charger - 75432	1.00	175.00	175.00
charger only - 74102	1.00	65.00	65.00

Page: 3

Executive Transfer

PO Box 202
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Bill To:

Hooksett Police Dept
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15 Legends Dr.
Hooksett NH 03106

PO Number	Terms	Customer #	Service Rep.	Project
		hpd	rick / jay	018

Description	Quantity/Hours	Price/Rate	Amount
tiger tough seat cover - driver only	1.00	350.00	350.00
magnetic mic clip	1.00	52.00	52.00
Total			\$12,179.00

Town Council STAFF REPORT

**To:****Title:** Next Steps for Phase II of Town Owned Properties**Meeting:** Town Council - 23 Aug 2023**Department:** Administration**Staff Contact:** Leann McLaughlin, Project Coordinator**BACKGROUND INFORMATION:**

The Public Hearing was held to gain public input on the 17 town owned parcels that Administration has put forward to relinquish ownership of. The next step is for the Town Council to vote on any amendments to the presented 17 parcels. From there, the Town Council should vote on how to sell the properties. Previously, JSJ Auctions completed the auction process for Phase I. However, the Town Council voted to have the Town Administrator sign a contract with Jay T. St. Jean Auctions to sell the first phase of the Town Owned Properties. The Town Council will need to vote again as to which direction they would like to go.

The options presented are:

1. Sealed Bid

Sealed bids consists of Town personnel putting together a request for bids, completing appropriate postings, abutters notices, receiving bids, reviewing all bids, receiving deposits for property, creating deeds, accepting all funds, etc. This will require legal to be involved for deeding purposes.

2. Auction

Auction services are available through 3rd party companies. In December 2022, the Town Council heard from both NH Tax Deed & Property Auctions as well as Jay T. St. Jean Auctions. The minutes from that meeting are attached.

RECOMMENDATION:

Administration recommends moving forward with auction services as this will be the quickest, most efficient way to complete the goal of selling town owned properties. Live public auctions can generate more interest and more revenue than sealed bids. Auction companies handle signage on the properties to be auctioned, advertisements in the newspaper, signs at the town hall, detailed information on each property posted on their website and notifications of the auction to each property's abutters.

SUGGESTED MOTION:

Motion to have the Town Administrator sign a contract with _____ (auction company) to sell the second phase of town owned properties (as presented or amended).

TOWN ADMINISTRATOR'S RECOMMENDATION:

I recommend that Hooksett stay with J&J auction and move forward with phase 2 of the town owned land project.

ATTACHMENTS:

[tc minutes 01042023](#)

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, January 4, 2023**

The Hooksett Town Council met on Wednesday, January 4, 2023 at 5:30 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Sullivan called the meeting of 04 Jan 2023 to order at (5:32) pm.

PROOF OF POSTING

Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor Alex Walczyk, Councilor Randall Lapierre, Councilor David Boutin, Councilor John Durand, and Councilor Keith Judge.

Absent: Councilor David Ross, Councilor Roger Duhaime, and Councilor Timothy Tsantoulis.

J. Sullivan motioned to enter NON-PUBLIC SESSION #1 NH RSA 91-A:3 II a.; seconded by D. Boutin.

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

Roll Call Vote #2

R. Duhaime NP

J Durand Aye

D. Ross NP

R. Lapierre Aye

A. Walczyk Aye

D. Boutin Aye

K. Judge Aye

T. Tsantoulis NP

J. Sullivan Aye

Vote in favor 6-0

J. Sullivan motioned to leave non-public session of January 4, 2022, at 6:05 pm; seconded by A. Walczyk.

Vote in favor 7-0

J. Sullivan motioned to seal the minutes of January 4, 2023; seconded by R. Lapierre.

Roll Call Vote #3

D. Boutin Aye

D. Ross NP

A. Walczyk Aye

J. Durand Aye

R. Duhaime NP

51 **T. Tsantoulis NP**
 52 **R. Lapierre Aye**
 53 **K. Judge Aye**
 54 **J. Sullivan Aye**

55
 56 **Motion passed 6-0**

57
 58
 59 **PLEDGE OF ALLEGIANCE**

60
 61 **AGENDA OVERVIEW**

62
 63 **PUBLIC HEARINGS**

64
 65 **J. Sullivan opened the PH at 6:05pm.**

66
 67 J. Sullivan moved up agenda item 11.1 and 16.5

68
 69 **11.1 Town of Hooksett and Hooksett Police Supervisor's Unit Contract Effective July 1, 2023**

70
 71 D. Boutin motioned to accept the Town of Hooksett and Hooksett Police Supervisor's Unit Contract
 72 Effective July 1, 2023, thru June 30, 2024; seconded by A. Walczyk.

73
 74 J. Sullivan- it is a 1-year contract with a new union, it mimics similar contracts at a 4% increase. Why is
 75 it a 1-year contract?

76
 77 A. Garron- this is a new contract and a union that organized at the end of the year. It has less items
 78 than the other contracts.

79
 80 **Roll Call Vote #4**

81 **A. Walczyk Aye**
 82 **R. Lapierre Aye**
 83 **D. Ross Aye**
 84 **R. Duhaime NP**
 85 **J. Durand Aye**
 86 **K. Judge Aye**
 87 **T. Tsantoulis NP**
 88 **D. Boutin Aye**
 89 **J. Sullivan Aye**

90
 91 **Vote in favor 6-0-1**

92
 93
 94 **8.1 Public Hearing to discuss modifications to Town Ordinance #00-26 "Signage Regulations of**
 95 **Town Roads".**

96
 97 A. Walczyk- there has been safety concerns that have brought this to light. Councilor Tsantoulis has
 98 asked me to bring them up in his absence. There are safety concerns and It being winter there is
 99 concerns with the trash and snow truck. Also, will there be signage needed that needs to be put up?

100
 101 J. Bouchard- no, if there are areas that we see reoccurring issues we can visit if signs need to be
 102 placed but not at this point. They will first get a warning.

103

16.5 To Approve the purchase of a 2023 Chevrolet Tahoe PPV, all related emergency and K9 equipment and graphics, to replace the Hooksett Police Department K9 Vehicle. Purchase was approved by voters as special warrant article #16 during the 2022 election.

D. Boutin motioned to approve the purchase of a 2023 Chevrolet Tahoe from MacMulkin Chevrolet for \$42,656.00 and receive a \$500.00 trade-in credit for a 2009 Chevrolet Impala. Also, to approve the Agenda Item #16.5. Page 107 of 133 purchase and installation of all related emergency and K9 equipment from Ossipee Mountain electronics for \$27,580.20 and to approve the installation of graphics from Turn One Graphics for the amount of \$950.00. seconded by K. Judge.

Roll Call Vote #5

T. Tsantoulis NP

D. Ross Np

R. Duhaime Aye

A. Walczyk Aye

R. Lapierre Aye

K. Judge Aye

J. Durand Aye

D. Boutin Aye

J. Sullivan Aye

Vote in Favor 7-0

8.2 Public Hearing to accept value over \$5,000.00 from multiple donors now and through the event for items to include but not limited to new clothing and toys to the Town of Hooksett for the Family Services Department to benefit Hooksett children and families for the 2022 holiday season per RSA 31:95-e,II.

P. Flynn- total of 44 families served, 100 children who benefited from food, clothing, toys. We received x donations. The salvation army also donated about \$10,000 worth in donations. They had a lot of excess funds that they did not use. This was a win win situation. I want to thank Rebecca and the Salvation Army. We have families in need through a mailing list at the school. They must qualify by already being on assistance.

P. Flynn announced he will be leaving the Town of Hooksett and moving onto another Town as Town Administrator.

8.3 Public Hearing to accept donations that value in total over \$10,000.00 from multiple donors for the "Light Up the Village" event to the Town of Hooksett Heritage Commission per RSA 31:95-b, III (a).

A. Walczyk- as an observation, I heard a rumor that the tree may be too big. Maybe we can talk with the parks n rec to discuss trimming the tree or taking it down.

8.4 Public Hearing per RSA 31:95-b, III(a) to accept a one-time bridge payment of \$284,293.86 from the New Hampshire Department of Transportation for maintenance, construction, and reconstruction of municipally owned bridges.

R. Duhaime- is this budgeted?

B. Thomas- no it is not budgeted. It was a one-time bridge aid funds from the state, and we do have the check now since I created the agenda.

158 R. Duhaime- do we have plans for this yet?

159

160 B. Thomas- yes, I am suggesting using it for bridge projects, including the Lilac Pedestrian Bridge
161 inspection, and the Donati Park Pedestrian Bridge footing design.

162

163 **8.5 Public Hearing per RSA 674:40-a for Summit View Subdivision (Churchill Drive and Old Mill**
164 **Lane) - Request for Street Approval (see New Business Item)**

165

166 B. Thomas- I think the project came out nice and came out to my satisfaction.

167

168 R. Lapierre- so when Churchill Drive was put into the voting districts it was put in district 6 incorrectly. I
169 have brought this up to the supervisors of the checklist and it needs to be fixed. Also when old mill road
170 gets added it is listed in district 3.

171

172 **SPECIAL RECOGNITION**

173

174 **Hooksett Municipal Employee - New Hires**

- 175 • Jeff Mayer, PW part-time custodian DOH 12/05/2022
- 176 • Thor Palmer, PW full-time truck driver/laborer DOH 12/05/2022
- 177 • Cameron Perkins, PW full-time truck driver/laborer DOH 12/12/2022
- 178 • Clark Craig, PW full-time truck driver/laborer DOH 01/03/2023
- 179 • Sean Spreen, Fire-Rescue Firefighter-EMT DOH 01/09/2023
- 180 • Kerri Kenneson, Fire-Rescue Firefighter-EMT DOH 01/09/2023
- 181 • Dylan Silva, Fire-Rescue Firefighter-EMT DOH 01/09/2023
- 182 •

183

183 **End Employment**

- 184 • Michael Winslow, PW full-time Laborer 12/16/2022

185

186 **PUBLIC INPUT - 15 MINUTES**

187

188 None

189

190 **SCHEDULED APPOINTMENTS**

191

192

193 **11.2 Rick Sager and/or Weston Sager, NH Tax Deed & Property Auctions - Interview for Town**
194 **Owned Property Auction Services.**

195

196 J. Sullivan- we have a question from an abutter, and I'd like to read this. When a town owned property
197 is sold, it is sold as is and it is up to the buyers to do their due diligence to know TOH rules and
198 regulations, working with the abutter, ect would this be advertised during the process.

199

200 Rick Sager- absolutely, we represent many towns. if the town does not place any restrictions on the
201 property, it is subject to the town's rules and regulations and zoning.

202

203 J. Sullivan- can you explain the options for auctioning off the land.

204

205 Rick Sager- absolute means you sell it with no reserve. We recommend against having any minimum
206 on a property. Because if you set a minimum and it does not sell then you are still stuck with the
207 property and then what do you do? At least if you have a minimum, you will get something.

208

209 J. Sullivan- could we mix and match on what properties we would want or not want a min or a max?

210

211 Rick Sager- yes, we can do that, but I do not recommend that.

212

213 R. Duhaime- why would you not want to set a minimum it does not make sense to me.

214

215 Rick Sager- because at the end of the day you want to receive \$ to turn over the property to get it back
216 on the tax roll.

217

218 A. Garron- in reviewing your proposal can you take us through once the auction takes place what
219 happens.

220

221 Rick Sager- once you sign a power of attorney you have us do all of the closings with the buyers. We
222 are both licensed auctioneers and licensed lawyers, so we wear both hats. We do the closing, disperse
223 the funds. If there are excess proceeds the town gets what it is owed and then the excess goes to a
224 former owner or a lien holder, if not we file in superior court a bill of interpleader and let them figure it
225 out and then the courts can figure out who to give it to.

226

227 Rick Sager- at the auction we like to education the buyers and all the municipal tax deeding.

228

229 A. Garron- the duration of the interpleader how long does that sit there before a decision is made on
230 where it goes.

231

232 Rick Sager- that depends on the courts. If we can't directly find former owners or lien holders and it is
233 publicly notified and they default to claim, then it goes to the towns. It can take months to years.

234

235 K. Judge- I may be skeptical but it says that there are not fees is that true, we won't be seeing any
236 fees?

237

238 Rick Sager- that is correct. There are no additional fees to the town.

239

240 R. Duhaime- I hear you are looking to move on these quickly in the next few months. Do you think that
241 is to soon? Do you think inclement weather will hurt the auctions?

242

243 Rick Sager- yes, we are. We need some time to advertise and place up signs and we try and deter it till
244 after the snow.

245

246 A. Walczyk- I have a follow up on that point do you suggest that they town bundle up properties to be
247 sold as a group?

248

249 Rick Sager- you can you have some small properties. If you have 2 adjoining properties you could
250 require the buyer to merge them and we can do that at closing in the deed.

251

252 J. Durand- can you reduce your 10% premium if we have you more properties to sell?

253

254 Rick Sager- depends but the 10% is a buyer's premium and is not a fee to the town.

255

256 J. Sullivan- where would the auction be?

257

258 Rick Sager- it would be at the Town Hall.

259

260 **11.3 Jay T. St. Jean or Representative, JSJ Auctions, LLC - Interview for Town Owned Property**
261 **Auction Services.**

262

263 J. Sullivan- we have a question from an abutter, and I'd like to read this. When a town owned property
264 is sold, it is sold as is and it is up to the buyers to do their due diligence to know TOH rules and
265 regulations, working with the abutter, ect would this be advertised during the process.

266
267 J. St. Jean- yes, we go over that and it is in our terms of sale.

268
269 J. Sullivan- will this be an absolute or a minimum?

270
271 J. St. Jean- we like to sell at power of confirmation. We find it is clearer.

272
273 J. Sullivan- could we choose what type of auction it would be? And where would it be?

274
275 J. St. Jean- it would be here on a Saturday.

276
277 J. Sullivan- take us through the process from start to finish.

278
279 J. St. Jean- as far as advertising goes, we have a comprehensive advertising program. we put out
280 brochures, flyers, print advertising, digital advertising. It goes on our newsletter. We have no issues
281 with visibility, all abutters are notified. We get a high number of bidders at auction.

282
283 St. Jean- last month we were in Haverhill NH and had 100 people show up for 4 parcels of property.

284
285 J. St. Jean- we are auctioneers we are not attorneys. The town attorney would take over after the
286 purchase and sales. The attorney is a recoverable expense through the bid process.

287
288 A. Walczyk- could properties be bundled together?

289
290 J. St. Jean- yes you could in the instance that you have 2 parcels together that are tiny, it would make
291 sense to merge them together.

292
293 J. St. Jean- what's important is on the day of sale. It's not about just calling out numbers. It is knowing
294 people and knowing where to stay in the bid process. I've seen it all and the ability to sell properties
295 and I know people and I know how to run an auction process.

296
297 A. Garron- we have a large list bigger than this list. in the future as we proceed with the remaining
298 parcels.

299
300 J. St. Jean- if you list to many properties, you lose the value. It is tiresome and it makes for a long day.
301 It is cash buyers. I think you do them when you get them. We do it all year long. Our email list is 7,500.

302 303 **11.4 Lamberts Park Memorial Pathway**

304
305 M. Shagnon- Parks n Rec would like to do a new pathway project to the new pavilion. What we have
306 decided to do is we sourced out companies who do brick pavers. The pathway is 6 feet wide and 70
307 feet long. If we did it in brick pavers, we would need 1, 890 donation number of pavers and if we did
308 grey concrete pavers, we would need 945 pavers. We decided to go with forever bricks. Their
309 references were the state police.

310
311 B. Berthiaume- we can create a page on our website for those to donate and buy the bricks. The red
312 bricks will cost \$75 and the grey bricks will cost \$110.

313
314 J. Durand- will the building of this not get started until you have all the bricks. Is there a warranty on the
315 bricks?

316

317

M. Shagnon- They guarantee the bricks to last a long time. We have a stop gap on the bricks where we can proof what is being written on the bricks to make sure it is acceptable.

318

319

320

R. Durand- I see that the bricks cost x, and so you are making a profit what are you doing with that excess?

321

322

323

M. Shagnon- it will go into the parks n rec fund for you to decide what to do with it. As you know the Parks n Rec does not have a budget.

324

325

326

J. Durand motioned to approve the walkway subject to the purchasing policy; seconded by K. Judge.

327

328

329

Vote in favor 7-0

330

331

A. Garron- I know a motion has been made but I want to make sure we adhere to the towns purchasing policy. You mentioned some of the funds being used for a sign, is the sign on the screen the sign you speak of?

332

333

334

335

M. Shagnon- no the sign will be in the walkway. We will get the website to order up available on the town's website soon.

336

337

338

CONSENT AGENDA

339

340

D. Boutin motioned to approve the consent agenda as presented; seconded by K. Judge.

341

342

Vote in favor 7-0

343

344

12.1 To accept a donation totaling \$300.00 from George and Daniel Bureau to the Town of Hooksett for the Family Services Department per RSA 31:95-b, III(b)

345

346

347

12.2 To accept a donation totaling \$1,000.00 from Russell Pelletier Construction Svcs, LLC to the Town of Hooksett for Family Services Department per RSA 31:95-b, III(b)

348

349

350

12.3 To accept a donation totaling \$100.00 from Robert McGuiness to the Town of Hooksett for the Family Services Department per RSA 31:95-b, III(b)

351

352

353

TOWN ADMINISTRATOR'S REPORT

354

355

A. Garron- We received an award from Granite YMCA for a community service award. The Martin Ferry Bridge & Roadway Project is in the interviewing stages. We will bring them forward for the TC approval. Rt 3- we will need to decide on certain specifics. The sidewalks are being proposed on both sides. As you need to give someone somewhere to go.

356

357

358

359

J. Durand- this is all state money, so it is nice that they are asking for our input.

360

361

362

A. Garron- they always work well with towns and get their input.

363

364

A. Garron- they discussed the options of a roundabout and a t-intersection and gave the pros and cons of each, and they have come to the decision of using the roundabout.

365

366

367

A. Garron- I will say in response to that, T intersections have a useful life and roundabouts have not been in NH long.

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421

A. Garron- as a result of the storm we had last week we did have some issues at the safety center. PD dispatch sustained some water damage. The FD safety center also sustained some water damage. We are addressing the issues.

J. Durand- didn't we have issues with this roof in the past?

A. Garron- yes we have the main roof seems to be holding up fine it is the sections around the main section that seems to have issues. The Solar Project has been advertised and responses are due back January 30th. The TC and Deputy TC have given resignations due to health issues. We are back to the drawing board again looking for replacements.

OLD BUSINESS

15.3 FY 2023-24 Budget and Warrant Articles

D. Boutin motioned to put the PD Supervisor contract on the Ballot; seconded by R. Lapierre.

Vote in favor 7-0

R. Lapierre and D. Boutin will speak to the motion.

C. Tewksbury- at your next meeting I plan to bring another article forward. When we have union articles there is usually an article that if that union article fails the TC will hold a special meeting for union articles only.

D. Boutin motioned to place on the warrant the suggestion given by the Finance Director on the ballot in regard to adding an article on calling a special meeting; seconded by A. Walczyk.

Vote in favor 6-0-1

C. Tewksbury- the next item is the order of the warrant articles. We typically place it in order of Charter amendments, then operating budget then contracts. In years that we have union contracts we place them first.

D. Boutin motioned to approve the order of the warrant articles that the Finance Director presented; seconded by R. Lapierre.

Vote in favor 7-1

15.1 Proposed New Zoning Article (Section 3.6F of the Town Charter) for the Hooksett Town Council to vote on Planning Board recommended Zoning Amendments - Next Step to place on the March 2023 Ballot.

D. Boutin motioned to move the proposed new Zoning Article (Section 3.6F of the Town Charter) for the Hooksett Town Council to vote on Planning Board recommended Zoning Amendments to the March 2023 Ballot; seconded by K. Judge

Roll Call Vote #6

J. Durand Nay

R. Lapierre Nay

K. Judge Aye

D. Boutin Aye

422 **D. Ross NP**
 423 **T. Tsantoulis NP**
 424 **A. Walczyk Aye**
 425 **R. Duhaime Aye**
 426 **J. Sullivan Aye**

427
 428 **Vote in favor 5-2**

429
 430 **15.2 Proposed to amend Section 11.2 of the Hooksett Town Charter to follow RSA 673:6, I (a)**
 431 **and allow five (5) alternates on the Zoning Board of Adjustment**

432
 433 ***D. Boutin motioned to move the proposed amendment to Section 11.2 of the Hooksett Town***
 434 ***Charter to follow RSA 673:6, I (a) and allow five (5) alternates on the Zoning Board of***
 435 ***Adjustment to the March 2023 Ballot; seconded by J. Sullivan.***

436
 437 **NEW BUSINESS**

438
 439 **16.1 Accept Value over \$5,000.00 from multiple donors now and through the event for items to**
 440 **include but not limited to new clothing and toys to the Town of Hooksett for the Family Services**
 441 **Department to benefit Hooksett children and families for the 2022 holiday season per RSA**
 442 **32:95-e, II**

443
 444 ***D. Boutin motioned to waive Council Rules of Procedure to have public hearing and motion***
 445 ***accepted same night. and motioned to accept donations for value over \$5,000.00 from multiple***
 446 ***donors' items to include but not limited to new clothing and toys to the Town of Hooksett for the***
 447 ***Family Services Department to benefit Hooksett children and families for the 2022 holiday***
 448 ***season per RSA 31:95-e, II; seconded by A. Walczyk.***

449
 450 **Vote all in favor 7-0**

451
 452 **16.2 Accept donations that value in total over \$10,000.00 from multiple donors for the "Light Up**
 453 **the Village" event to the Town of Hooksett Heritage Commission per RSA 31:95-b, III (a)**

454
 455 ***R. Lapierre motioned to waive Council Rules of Procedure to have a Public Hearing and motion***
 456 ***to accept in the same night. Motion to accept donations that value in total over \$10,000.00 from***
 457 ***multiple donors for the "Light Up the Village" event to the Town of Hooksett Heritage***
 458 ***Commission per RSA 31:95-b, III (a); seconded by D. Boutin.***

459
 460 **Roll Call Vote #8**

461 **R. Lapierre Aye**
 462 **R. Duhaime Aye**
 463 **T. Tsantoulis NP**
 464 **A. Walczyk Aye**
 465 **J. Durand Aye**
 466 **D. Ross NP**
 467 **D. Boutin Aye**
 468 **K. Judge Aye**
 469 **J. Sullivan Aye**

470
 471 **Vote in favor 7-0**

472

473 **16.3 Accept a one-time bridge payment of \$284,293.86 from the New Hampshire Department of**
 474 **Transportation for maintenance, construction, and reconstruction of municipally owned**
 475 **bridges.**

476
 477 ***A. Walczyk motioned to waive Town Council rules to motion same night as public hearing.***
 478 ***Motion to accept the check for \$284,293.86 from the New Hampshire Department of***
 479 ***Transportation; seconded by D. Boutin.***

480
 481 **Roll Call Vote #9**

482 ***J. Durand Aye***
 483 ***D. Boutin Aye***
 484 ***D. Ross NP***
 485 ***R. Duhaime Aye***
 486 ***K. Judge Aye***
 487 ***A. Walczyk Aye***
 488 ***T. Tsantoulis NP***
 489 ***R. Lapierre Aye***
 490 ***J. Sullivan Aye***

491
 492 ***Vote in favor 7-0***

493
 494 **16.4 Summit View Subdivision Request for Street Approval and Release of Security Checks**
 495 **Totaling \$330,190.**

496
 497 ***K. Judge motioned to accept the Summit View Subdivision which is Churchill Street and Old Mill***
 498 ***Lane and release the Security Checks totaling \$330,190 (NHPDIP #211 - \$175,766 for Churchill***
 499 ***Drive, and NHPDIP #235 - \$154,424 for Old Mill Lane; seconded by D. Boutin.***

500
 501 ***Vote in favor 7-0***

502
 503 **16.7 own Councilor Conflict of Interest**

504
 505 J. Sullivan- I have shared information on issues related with conflict of interest. You can read it. If you
 506 feel we need to discuss it then we can.

507
 508 R. Duhaime- at the zoning board we discuss it first to see if there is any conflicts of interest.

509
 510 **APPROVAL OF MINUTES**

511
 512 ***D. Boutin motioned to approve the Council minutes of the December 17, 2022, meeting;***
 513 ***Seconded by J. Sullivan.***

514
 515 ***Vote in favor 7-0***

516
 517 ***D. Boutin motioned to approve the non-public minutes of the December 17, 2022, meeting;***
 518 ***Seconded by J. Sullivan.***

519
 520 **SUB-COMMITTEE REPORTS**

521
 522 A. Walczyk- on the river walk trail there has been issues with dogs unleashed. There is a sign that says
 523 dogs must be leashed, however the CC has been notified several times with unleashed dogs. In
 524 working with the PD, they have requested that anyone having issues call the police. The police will be
 525 making some rounds.

526

527 A. Garron- we met last month on the transfer subcommittee meeting. It is a decision that needs more
528 information.

529

530 **PUBLIC INPUT**

531

532 None.

533

534 **TOWN COUNCIL FUTURE AGENDA ITEMS**

535

536 R. Duhaime- I'd like parks n rec added and discuss their budget.

537

538 R. Lapierre- can we use any funds that we have to increase the TC stipend?

539

540 **INFORMATIONAL ITEMS AND CORRESPONDENCE**

541

542 J. Sullivan- we received notice from the DOT on the Bridge Aid, Town of Bow invited us to an abutter
543 meeting in regard to a communications tower. Price changes from comcast, census survey request.

544

545 **ADJOURNMENT**

546

547 ***Chair Sullivan motioned to adjourn the meeting at 8:30 pm. Seconded by D. Boutin***

548

549 ***All in favor 7-0***

550

551 Respectfully submitted,

552

553 *Alicia Jipson*

554

555 Alicia Jipson

556 Recording Clerk

Town Council
STAFF REPORT



To: Town Council
Title: Town Report Cover
Meeting: Town Council - 23 Aug 2023
Department: Administration
Staff Contact: Leann McLaughlin, Project Coordinator

BACKGROUND INFORMATION:

Hooksett's Charter and corresponding state laws require the Town to create an annual report. Town Council traditionally chooses to finalize a few details such as the cover and Town Council report. Deadline to make the report available to the public is August 30th. If the traditional booklets aren't available for the public by the deadline of August 30th, then digitized copies and print-upon-request copies will be available until the booklets come in.

RECOMMENDATION:

Finalize the cover details.

TOWN ADMINISTRATOR'S RECOMMENDATION:

Town Council to decide on front cover of the Annual Report

ATTACHMENTS:

[Hooksett Town Report Cover DRAFT 2022-2023](#)



About the Cover:
The photograph on the front cover of Heads School captures a moment from a presentation by the School Marms, held in honor of Hooksett's Bicentennial. On the back cover, the photograph was contributed by a resident through the Hooksett Bicentennial 2022 photo submission link.

2022-2023 Annual Town & School Report - Hooksett, New Hampshire

Hooksett, New Hampshire 2022-2023 Annual Town and School Report





Lilac Crossing- Photo submitted through the Hooksett Bicentennial 2022 photo submission link.



Photo submitted through the Hooksett Bicentennial 2022 Photo Submission Link.

Municipal, School, and Community Offices

Department/Division	Address	Phone #	Office Hours
Administration Community Development Building, Code, Health	35 Main Street	485-8472 268-0279 485-4117	M, T, TH, 8:00 am – 4:30 pm W – 8:00 am – 6:30 pm Fri – 8:00AM – Noon
Assessing	35 Main Street	268-0003	M, T, TH, 8:00 am – 4:30 pm W – 8:00 am – 6:30 pm Fri – 8:00AM – Noon
Emergency Management	15 Legends Drive	623-7272	
Family Services	35 Main Street	485-8769	M-F 10:00 am – 4:30 pm Wednesdays - Closed
Finance	35 Main Street	485-2017	M, T, TH, 8:00 am – 4:30 pm W – 8:00 am – 6:30 pm Fri – 8:00AM – Noon
Fire (Emergency – 911)	15 Legends Dr. 10 Riverside St.	623-7272 485-9852	M-F 7:00 am – 5:00 pm
Library	31 Mount Saint Mary’s Way	485-6092	M-W 9:00 am – 8:00 pm Thursday 11:00 am – 8:00 pm Fri & Sat 9:00 am – 5:00 pm Sunday – Closed
Police (Emergency – 911)	15 Legends Dr.	624-1560	M-F 8:00 am – 4:30 pm
Public Works -Highway -Parks & Recreation -Recycling & Transfer	210 West River Rd.	668-8019 669-5198	M-F 7:00 am – 3:30 pm M-F 7:00 am – 3:30 pm Saturday 8:00 am – 1:00 pm
Sewer	1 Egawes Dr.	485-4112	M-F 8:00 am – 4:00 pm
Tax Collector	35 Main Street	485-9534	M, T, TH, 8:00 am – 4:30 pm W – 8:00 am – 6:30 pm Fri – 8:00AM – Noon
Town Clerk	35 Main Street	419-4004	1 st & 3 rd Tuesday 12:30pm-4:30pm Wednesdays 4:30pm-6:30pm 2 nd & 4 th Thursday 12:30pm-4:30pm
Central Water Precinct	32 Industrial Park	624-0608	M-Thurs 8:30 am – 4:00 pm Friday 8:30 am – 2:00 pm
Superintendent’s Office Cawley Middle School Hooksett Memorial School Underhill School	90 Farmer Road 89 Whitehall Road 5 Memorial Drive 2 Sherwood Drive	622-3731 518-5047 485-9890 623-7233	M-F 8:00 am – 4:00 pm M-F 7:40 am – 2:30 pm M-F 9:00 am – 3:25 pm M-F 9:00 am – 3:20 pm
Village Water Precinct	7 Riverside St.	485-3392	M-F 8:00 am – 4:00 pm
Hooksett District Court	101 Merrimack St.	1-855-212-1234	M-F 8:00 am – 4:00 pm

Town Council

STAFF REPORT



To: Town Council
Title: Town Personnel Plan Update - Remove Police Sergeants Sections & Remove Non-Union Compensatory Time "forfeited"
Meeting: Town Council - 23 Aug 2023
Department: Administration
Staff Contact: Donna Fitzpatrick, Human Resource Coordinator

BACKGROUND INFORMATION:

Town Charter Section 6.2 Personnel Plan:

There shall be a set of rules and regulations providing for the establishment of a system of personnel administration known as the "Personnel Plan". The Plan shall include provisions with regard to classification, compensation, selection, training, promotion, grievances, discipline, vacations, retirement and any other matters necessary to the maintenance of efficient services and proper working conditions. The Personnel Plan shall continue in force, subject to amendments submitted from time to time by the Administrator, which shall become effective upon Town Council's approval. The Personnel Plan shall not apply to any elected officials, board and commission members. Each employee shall be provided a written job description prepared by the Administrator.

Proposed amendment to the Town Personnel Plan

Remove Police Sergeants Sections (these positions now in union)

- Section 3 - Employment Conditions (Uniforms)
- Section 9 - Leaves of Absence 1) Holiday & 2) Sick
- Section 10 - Insurances (workers' compensation)

Non-union Employees

- Section 3 - Employment Conditions (Compensatory Time - remove "forfeited")

RECOMMENDATION:

Approve the amendments to the Town Personnel Plan as presented

SUGGESTED MOTION:

Motion to Approve the amendments to the Town Personnel Plan as presented

TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion

ATTACHMENTS:

[Town Personnel Plan Updates 08232023](#)

TOWN OF HOOKSETT

PERSONNEL PLAN



This document supersedes all personnel policies previously established or approved by the Town Council.

Approved - February 17, 2010
Latest revision – ~~May 24, 2023~~ August 23, 2023

POLICE SERGEANTS

(NO LONGER NON-UNION EMPLOYEES
MEMBERS OF TEAMSTERS LOCAL 633 POLICE SUPERVISORS UNION)

SECTIONS TO BE REMOVED FROM TOWN PERSONNEL PLAN

3. EMPLOYMENT CONDITIONS

Uniforms – Police Department (non-union). All sworn non-union Police personnel required to wear a uniform shall receive a uniform allowance each year on the first payday in December in the amount of \$850.00. Non-union employee's assigned to the Detective Division by the Chief of Police shall receive an additional \$450.00. Uniform allowances shall be for the purposes of purchasing and maintaining required uniforms. Probationary employees shall receive a pro-rated uniform allowance. In order to secure tax deductibility for the allowance the employee shall be required to comply with the Internal Revenue Service regulations which mandate the submission of a receipt as a condition before taking a lawful tax deduction. Such receipt shall be submitted to the Town on or before November 15th of each year or this stipend shall be considered to be ordinary income to the recipient.

A uniform allowance will not be due any non-union Police personnel leaving employment for any reason within the first 365 days of employment.

All uniformed personnel shall be responsible for wearing the uniform as specified in Department regulations and shall be required to keep uniforms clean and in good repair. Uniform items that are damaged, destroyed, are made unserviceable, or are not presentable will not be replaced by the Police Department if in the opinion of the Chief the damage resulted from the carelessness, negligence or improper use by the employee.

9. LEAVES of ABSENCE.

Holiday Leave – Police Department Sergeants. Police Sergeants shall be granted a floating holiday in lieu of the Day after Thanksgiving holiday. This day is to be granted in accordance with the employee's preference and the needs of the Department.

The Police Sergeants shall be eligible to receive holiday pay provided the employee works the scheduled day preceding and the scheduled day following the holiday unless that employee's failure to work on either day results from an excused absence. An "excused absence" shall be defined as vacation leave, pre-scheduled sick leave, personal leave, workers' compensation leave, military leave or compensatory leave. Any leave taken by the employee must be authorized in accordance with the General Orders or Standard Operating Procedures of the Department.

If a Police Sergeant is scheduled to work on a holiday with the exception of the floating holiday, in addition to the holiday pay, he/she will be paid time and one-half (1.5) of his/her regular rate of pay for the hours worked on the day designated as the holiday by the Department. In the event that a Sergeant is required to perform unscheduled work on a holiday with the exception of a floating holiday, in addition to his/her holiday pay, he/she shall be paid two (2) times his/her regular rate of pay for the hours worked on the day designated as the holiday by the Department.

The Police Sergeants holiday pay will be paid in two checks. The dates of payment will be the second pay period of July and the first pay period in December. Holidays shall be calculated on a calendar year basis without regard to the fiscal year of the Town. The payment due during the first pay period in December shall only relate to holidays falling within that calendar year and the Sergeants are only eligible for payment if they were employed by the Hooksett Police Department on the date the holiday fell. Should a Sergeant terminate employment in any year between the first pay period in December and Christmas Day, the holiday pay for Christmas Day shall be deducted from his/her final paycheck.

Sick Leave. Full-time employees will receive paid sick leave. The employee will accrue sick leave at a rate of eight hours per month. ~~Full-time Police Sergeants will accrue sick leave at a rate of eight and ½ (8.50) hours per month.~~ Sick leave may be accrued up to a 240-hour cap. At the end of the fiscal year, any sick leave over the 240-hour cap will be reimbursed to the employee at half pay.

10. INSURANCES

Workers' compensation.

Additional holiday pay above workers' compensation payments will not be awarded while the employee is on workers' compensation ~~(except for Police Sergeants — see Holiday Leave — Police Department Sergeants for details).~~

NON-UNION EMPLOYEES

SECTION TO BE REMOVED FROM TOWN PERSONNEL PLAN

Compensatory time. An employee who is classified as hourly (non-exempt) is eligible for compensatory time. An employee is eligible for compensatory time if their work hours during a single pay period exceed their regular work schedule. If the employee chooses compensatory time in lieu of overtime, approval must be obtained from their supervisor. The calculation of work hours includes all hours paid, but does not include unscheduled sick and unapproved absences. Work conducted over the regular work schedule in a single pay period will be given to the employee at a rate of time and one half (1 ½) in the form of paid time off. Employees will be encouraged to use compensatory time as soon as possible after the time is accrued. In no case will an employee be allowed to accrue more than twenty (20) hours of compensatory time. Accrued compensatory time must be used during the fiscal year in which it was accrued. In the rare instance when an employee wants to carry over any unused compensatory time into the next fiscal year, approval must be received from the Town Administrator, ~~otherwise, the leftover compensatory time is forfeited.~~

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, July 26, 2023**

The Hooksett Town Council met on Wednesday, July 26, 2023, at 6:00 in the Hooksett Municipal Building.

CALL TO ORDER

Chair Tsantoulis called the meeting of 26 Jul 2023 to order at (6:00) pm.

PROOF OF POSTING

Chair Timothy Tsantoulis provided proof of posting.

ROLL CALL

In Attendance: Councilor James Sullivan, Councilor Jodi Pinard, Councilor Randall Lapierre, Councilor David Boutin (left at 8:09), Councilor Timothy Tsantoulis, Councilor Keith Judge, and Councilor Alex Walczyk (arrived at 6:03).

Absent: Councilor Roger Duhaime, Councilor John Durand

PLEDGE OF ALLEGIANCE

AGENDA OVERVIEW

PUBLIC HEARINGS

Opened at 6:02 by T. Tsantoulis.

6.1 Public Hearing to accept a donation of dugouts for the upper softball fields at Donati Field from the Hooksett Youth Athletic Association (HYAA) to the Town of Hooksett for the Department of Public Works in the amount of \$10,467.06 per RSA 31:95-e, II.

G. Chambers- with HYAA, we have currently 4 dugouts at Donati. We have some that are getting repaired and some beyond repair that need to be replaced. There is a beautiful complex in CT, I reached out to the owner and he put me in touch with a guy who does dugouts with thick canvas. We would install fencing with the canvas wrapped around it, and then either plain on the top or the girls' softball logo on top. All in it is \$10,467 we are asking that the town take care of the fencing and we will take care of the canvas and Phil will do the demo.

B. Berthiaume- this was the original quote from HYAA, the town would do the demo and remove the structures. Then turn it over to HYAA to construct using Blue Ribbon Fence.

G. Chambers-If the town wants to lower this number and do some cost sharing, then we can rediscuss.

PH closed at 6:32

6.2 Public Hearing to accept a donation of \$14,000.00 from Amazon to the Hooksett Fire Department for the purchase of new fire equipment that will help them adequately service the Amazon site per RSA 31:95-b, III(a).

S. Colburn- we've been working with Amazon for some time, they are looking to put some canopy systems up for the vans and thus needing to move the fire lanes. We did some talking with the fire protection engineer and we came up with a solution of changing up the hand line equipment. They are willing to buy the equipment that we need thus allowing them to move the fire lane.

T. Tsantoulis- it is my understanding the hose is like an extension cord and will offer the same protection.

R. Lapierre- bigger hose longer hose, does it fit on the truck?

S. Colburn- Yes it does. This is months of looking at all options and all possibilities, in giving what Amazon wants and what we need to service them safely and properly.

Eric Daniel- Amazon- thank you to the TA for his time and consideration and attention to what we are asking. This is a win-win and allows us to upgrade the facility.

J. Sullivan motioned to waive the rules of procedure and to vote on the same night as a public hearing; seconded by D. Boutin.

Vote in favor 7-0

D. Boutin motioned to accept a donation of \$14,000.00 from Amazon to the Hooksett Fire Department for the purchase of new fire equipment that will help them adequately service the Amazon site seconded by R. Lapierre.

Vote in favor 6-1

SPECIAL RECOGNITION

7.1 Lucille Provencher – Celebrating 100 Years

T. Tsantoulis read into record the following provided by Lucille's family:

Lucille was born July 22, 1923. After making stops in Amherst, NH and Manchester, where she raised her children Dan and Cindy, she moved to Hooksett with her beloved husband Lenny during the summer of 1979 and has never looked back. While in Manchester for 17 years, Lucille ran Kitty Klub Daycare Lenny, after assisting with the needs of child transport, worked full time at JF McElwain. Lenny was born on March 23, 1923. Lenny was a disabled World War 2 veteran serving in the European Theater of Operations, earning a Distinguished Unit Badge in Victory Medal. He passed away on May 31, 2015 with Lucille and family by his side. Lucille and Lenny were married for 65 years. Lucille and Lenny's time together in Hooksett brought them great moments doing yard work, having family, reunions and especially RVing. This time also presented Lou and Lenny special moments, becoming grandparents to Ryan, Colin, Brittany and Nathan, as well as great grandparents to Grayson, Estelle and Scarlet. Lucille's love for the special place at 20 Vindale Dr. has kept her there. Where she still resides.

7.2 Hooksett Municipal Employee - New Hire

A. Garron- The new hires are Joseph Tedeschi as a wastewater driver laborer and we did hire a Town Planner and her name is Elizabeth Robidoux.

PUBLIC INPUT – None

SCHEDULED APPOINTMENTS

9.1 NHDOT - Presentation on Donati Drive Bridge work in 2024

D. Scott- we are here to talk about a bridge preservation project Hooksett- Donati Drive.

R. Thomson- As part of the National Environmental Policy Act (NEPA) and other state and federal regulations, the NHDOT must investigate the potential impacts that our projects will have on the surrounding natural, cultural, and social environment. Identifying key resources early in the project development process enables the Department to avoid or minimize impacts as design proceeds. Part of the environmental review involves identifying historic resources. In accordance with Section 106 of the National Historic Preservation Act, the Department and the Federal Highway Administration are reviewing the project area in consultation with the NH Division of Historical Resources to determine if there are historic resources within the vicinity that would be impacted by the construction of this project. Historic properties can include buildings and structures fifty years old or older, as well as archaeological sites. In addition to age, it also must be determined if a structure maintains enough integrity to be eligible for the National Register of Historic Places. Please note that Section 106 of the National Historic Preservation Act offers those that possess a direct interest in historical resources, including town officials and Historical Societies, an opportunity to become more involved in an advisory role during project development as "Consulting Parties." Those interested would need to indicate so in writing to the Federal Highway Administration. Please see me after the meeting if you would like more information. We ask that if anyone has concerns about natural, cultural, or socioeconomic resources within or adjacent to the project area, they bring them to our attention tonight or contact us after this meeting.

D. Scott- the existing bridge was built in 1976, Constructed in 1976
256'-0" long IB-C
44'-3" bridge width
2,100 vehicles per day, 4% trucks
#10 on 2022 Tier 3&4 M&P List

Deck = 6, Super = 6, Sub = 7. The purpose and need Perform bridge preservation activities.
Bridge preservation activities will delay its regression to a lower condition state. Bridge deck received preservation in 1998. No other maintenance has been done since 1998. That work consists of Remove and replace bridge pavement and membrane. Partial and full depth deck repair. Replace expansion joints at each end of bridge. We propose to do the project in 2 phases. We are presenting here tonight a 2-phase project with 2 Reduce two lanes to one 12'-0" lane alternating two-way traffic
Shift traffic to one side. Maintain single lane during construction.

- Reduce two lanes to one 12'-0" lane alternating two-way traffic
- Shift traffic to other side
- Maintain single lane during construction

Additional information

ROW

No ROW impacts

Utilities

No utility impacts

Environment

Anticipate NEPA by end of July 2023

No impacts to wetlands

No impacts to historic properties

No impacts to endangered species

Schedule

152 Ad Date – September 12, 2023
 153 Bids Due – October 5, 2023
 154 Completion Date – October 27, 2024
 155 Construction Cost = \$1,000,000
 156
 157 D. Boutin- I think we should look at the 10-week option.
 158
 159 A. Garron- is there a preference from the DOT on what approach they choose?
 160
 161 D. Scott- our preference would be closure.
 162
 163 A. Garron- the 10-week time frame is that pretty solid?
 164
 165 D. Scott- that is pretty solid and in the contract.
 166
 167 T. Tsantoulis- if we were to agree to a bridge closure the project would take 10 weeks vs 20 weeks and
 168 would save the tax payers roughly 200k, and if you were to come back to us in August, would you be
 169 able to present to us where the traffic would be routed.
 170
 171 D. Scott- we send out invitations to the public, but typically the abutters, is there someone we should
 172 also reach out to?
 173
 174 T. Tsantoulis- there is a private school and some businesses that are in the area that may want to
 175 know.
 176
 177 D. Boutin- can we get the information available to us in our next packet.
 178
 179 J. Sullivan- this is just an informational hearing, would there be a PH?
 180
 181 D. Scott- in DOT world we would only hold a PH if we were taking property, and further discussion
 182 would be had at your next meeting in August.
 183
 184 A. Garron- I know you are going to look at the detail in the report for the closure.
 185
 186 D. Scott- I also provided the municipal state agreement.
 187
 188 A. Walczyk- I think the PD and the FD should be in the loop for their input and the public works for
 189 garbage collection.
 190
 191 F. Bishop 34 Mammoth Rd- for 30 years I lived in that area. the road thru the university is a private
 192 road, that was once turned into a public road when in need. That might be a viable option to work out.
 193
 194 **CONSENT AGENDA**
 195
 196 **Recess- 7:04-7:09**
 197
 198 ***J. Sullivan motioned to approve the consent agenda items 10.1 through 10.5 as presented;***
 199 ***seconded by K. Judge.***
 200
 201 ***Vote in favor 6-0***
 202

203 **10.1 Hip Peas Development, #191 West River Road, Release of \$22,464.75 Landscape Bond**
 204 **release landscape bond of \$22,464.75 to the Developer (Cash-MBIA #234) for #191 West River**
 205 **Road.**

206
 207 **10.2 Accept Southeastern NH HazMat Mutual Aid District funds reimbursed to the Town of**
 208 **Hooksett, NH in the amount of \$1,504.47 for Hooksett Fire-Rescue Department HazMat Team**
 209 **members overtime/backfill costs from Apr 1, 2023 - June 30, 2023, per NH RSA 31:95-b III(b).**
 210

211 **10.3 to accept a donation of \$600.00 from Aaron Cockrum through the Fellowship Church to the**
 212 **Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III(b) and return that**
 213 **amount to the Police Department's donation line to be used for the L.E.A.D. Program or PD**
 214 **sponsored community events.**
 215

216 **10.4 to allow the Hooksett Police Department to accept donations of raffle prizes with a**
 217 **combined estimated value less than \$5,000.00 from residents and any other business or**
 218 **association willing to donate to the Town of Hooksett for the Hooksett Police Departments**
 219 **L.E.A.D. Program, per RSA 31:95-e:II.**
 220

221 **10.5 Accept the donation of \$1,740.00 from the Fellowship Church in the form of volunteers and**
 222 **materials to the Town of Hooksett for DPW Parks & Recreation Division per RSA 31:95-e:II.**
 223

224 **NOMINATIONS AND APPOINTMENTS**

225
 226 ***J. Pinard motioned to appoint Dave Scarpetti to the TIFF District Committee as a full member***
 227 ***with a term to expire 6/30/26, to appoint Thomas Chenard to the ZBA as an alternate with a term***
 228 ***to expire 6/30/26, and to appoint Nancy Philbrook to the Cemetery Commission with a term***
 229 ***expiring 6/30/26; seconded by K. Judge.***
 230

231 ***Vote in favor 6-0***
 232

233 ***J. Sullivan motioned to approve the appointment of Jessica Lemano as Deputy Town Clerk as***
 234 ***appointed by the Town Clerk; seconded by J. Pinard.***
 235

236 ***Vote in favor 6-0***
 237

238 **OLD BUSINESS**

239
 240 **13.1 Hooksett Police Department K-9 Program continuation.**
 241

242 J. Sargent- we already have a K9 program, this is to continue it, and we did lose our current handler, so
 243 we are looking to continue the program. Timber was with us from 2018 till present. Our object is to use
 244 Town funds to cover the NEPBA required OT for K-9 handler, which is roughly \$12,000 a year. It covers
 245 1.5 hrs. of OT pay to care for K9 while off duty. Typically, 3 hours per week occasionally 4.5 hours
 246 depending on schedule as it rotates.
 247

248 D. Boutin- the handler where that person trained.
 249

250 J. Sargent- there are 2 options, the one we used last time was the Boston KP, the other option is the
 251 working dog. That is based out of NH.
 252

253 D. Boutin- is that 1.5 hr. a day OT is that for the handler to take care of the dog at home? How long do
 254 they last the dog?

255

256 J. Sargent- 7-9 years depending on the dog. This K9 program has existed for some time. After 10 years
257 of not having the program, it came back in 2018, it showed it was something that the town needed. We
258 are equipped for the dog. We have raised significant amount of money in donations to keep the
259 program running. A total of \$15,900 donated. Agway donates all the dog food for the dog, Deerfield Vet
260 donates all the medical care. Tuckers donated a K9 bullet/stab proof vest. Our last K9 timber's stats are
261 12 criminal tracks, 2 lost person tracks, 46 drug searches, 15 building searches, 4 area searches, 7
262 article searches, 15 public demonstrations, 4 assists with another agency, 17 when K9 was need but
263 not available. We already have the purchased equipment. The 2022 K9 vehicle was approved by the
264 voters which shows community support. We have all the necessary equipment like leashes, collars,
265 pseudo drug scents, bite sleeve and bite suit. The benefits of the K9 program is officer safety and
266 apprehension, assisting in locating lost missing objects. Retention and hiring.

267

268 T. Tsantoulis- thank you for the in-depth presentation.

269

270 J. Sullivan- its good to see all the PO here in support of this. It is clear we have support from the voters.
271 I encourage anyone to continue to donate to the cause. I want to clarify that he did not only do 120
272 calls, but he was also on duty when the officer was. I support this as it is supported by the town.

273

274 J. Pinard- I wanted to reiterate when it came back in 2018 it was going to be no cost to the taxpayers. It
275 was negotiated in the contract the OT hours. Thank you for the presentation, you have my support.

276

277 ***D. Boutin motioned to support the Police K-9 Program to include the use of the Police***
278 ***Departments overtime fund to pay for the K-9 Handlers training overtime costs; Seconded by K.***
279 ***Judge.***

280

281 ***Roll Call Vote #2***

282 ***R. Duhaime NP***

283 ***J Durand NP***

284 ***J. Pinard Aye***

285 ***R. Lapierre NP***

286 ***A. Walczyk Aye***

287 ***D. Boutin Aye***

288 ***K. Judge Aye***

289 ***J. Sullivan Aye***

290 ***T. Tsantoulis Aye***

291

292 ***Vote in favor 6-0***

293

294 A. Garron- I concur with the suggested motion. Like any program and when we come to a crossroads of
295 weather to continue the program or not, he responded with yes, and with the prior chief would have
296 supported this topic as the OT was a drain on the trust as it drew away from the intended purpose of
297 the donations for the dog.

298

299 **13.2 Presentation of data on trash collection of Hooksett condos. - Ben Berthiaume, Public**
300 **Works Director and Denise Cummings, Transfer Station Crew Chief to present.**

301

302 T. Tsantoulis- this was a request back from May, I caution those in the audience this is for fact finding
303 and listening only. We are not making any decisions here today.

304

305 B. Berthiaume- this is going to recap information that has been presented already. Each condo
306 association has different arrangements. Things to Consider - If condominium trash pickup is decided to

307 move forward, amendments to the development regulations and recycle and transfer ordinance 00-31
 308 would be required - Future Condominium projects that have been approved by the town but have not
 309 been built to date. There are 344 additional units in 6 locations that could be built. - Equipment failures
 310 and breakdowns. If the town only has one truck with the ability to pick up dumpsters there is no
 311 redundancy. There is also other items to consider, if we did move forward in picking up trash. We
 312 need to consider the condos that have been approved to be built but have not yet. There are a total of
 313 1,273 Condo units in Hooksett at 14 different locations - Each location has different trash pickup and
 314 abilities; some can only have Dumpsters while some have the ability for barrels. Each Condo
 315 association negotiates their own garbage collection vendor and pricing agreement - The current yearly
 316 reimbursement by Hooksett for all Condominium associations is \$53,992.11 This is based on 21 lbs per
 317 unit per week at \$77.68/ton - In July of 2023 the reimbursement amount will increase based on the
 318 towns increased tipping costs which are set to be \$89/ton. The new reimbursement amount will be
 319 \$61,860.16 - The Hooksett Condo reimbursement rate will increase 5% each year in July based on our
 320 agreement with the receiving facility. Example, in July of 2024 the reimbursement rate will be
 321 \$93.45/ton and will set the yearly condo reimbursement amount to \$64,953.36.
 322 Options to Consider for Condominiums- Do nothing and keep what has been established by previous
 323 councils. Increase reimbursement amount change from 21 lbs. per unit per week to 31 lbs. per unit per
 324 week Based on the July 2023 new tipping fees at \$89/ton this would result in the Hooksett Condo
 325 reimbursement yearly amount increasing to \$91,317.38 from the previous amount of \$61,860.16 - Town
 326 of Hooksett Picks up Condominium Trash. This option would require additional resources to perform
 327 and would need input from each condominium. Some condominiums cannot have barrels since there is
 328 no space or storage for them and would require dumpsters. The town does not currently have the
 329 vehicles to pick up trash from dumpsters. Additional yearly tipping fees for trash collected by the town
 330 and disposed of is estimated to be \$118,000 at the new tipping fee cost of \$89/per ton with the
 331 estimated total yearly tonnage collected from condominiums to be 1,324 tons. Town will need a new
 332 trash truck with ability to pick up dumpsters that is estimated to be \$350,000. An additional driver to
 333 support the new services is estimated at \$75,000 yearly. Initial investment in barrels or dumpsters
 334 would be required but unknown until we understand the needs of each condominium with barrels
 335 versus dumpsters. If all units were to get 2 barrels each at \$80.00/barrel that would be an estimated
 336 initial cost to the town of \$200,000.

337
 338 J. Sullivan- can you explain why we used 31lbs as reimbursement?
 339

340 D. Cummings- originally it was 31lbs to 21lbs when we switched to single stream.
 341

342 D. Boutin- I am confused here, we are all over the place here. What are we trying to do here?
 343

344 T. Tsantoulis- we are working through all the options here. We currently have a reimbursement to those
 345 condos whom we don't collect trash pickup, which is unique to Hooksett in NH. What this is tonight the
 346 department is presenting options they collected. There is no decision being made tonight. One of their
 347 options is also to do nothing.
 348

349 A. Walczyk- for any of these options, if Hooksett handles the garbage we would not continue with the
 350 reimbursement If we look at privatization.
 351

352 F. Bishop- 34 Mammoth Road unit 26- I also learned about the # of condos that we currently have will
 353 represent 25%-30% of all the residents in Hooksett. These condos will be required to pay the full
 354 amount of property taxes that everyone else does. We in condos are essentially subsidizing the trash
 355 collection for the rest of the town's collection. One way to level the playing field would be to offer an
 356 abatement to condo owners for the cost of the DPW budget. I think another option is to discontinue all
 357 municipal trash collection. That will lower the cost for all.
 358

359 **See addendum attached at end of the meeting minutes.**

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411

D. Boutin- do we have condo associations here that are complaining about their trash collection?

D. Cummings- yes we have a few here tonight.

A. Garron- one of the things that came out of this was where do we start. We had been and Fred touched upon the fact that changes would need to be made at the planning board. When developers come in and present their plans and what route they choose. They decide to go the condo route for density, they come to the PB and say we understand we will take care of trash and plowing, and we are responsible for everything within our lines, and those that buy into the condos know very well what they are buying into.

A. Walczyk- we do have a new truck that is coming to us, it is late in delivery, but it is on its way.

D. Boutin left at 8:09. Loss of quorum recess until 8:23. R. Lapierre Back at 8:23.

NEW BUSINESS

14.1 Acceptance of a donation of dugouts for the upper softball fields at Donati Field from the Hooksett Youth Athletic Association (HYAA) to the Town of Hooksett for the Department of Public Works in the amount of \$10,467.06 per RSA 31:95-e, II.

J. Sullivan motioned to table 14.1 until clarification is had on the funding; seconded by K. Judge.

Vote in favor 6-0

14.3 Budget Transfer #2023-05 in the amount of \$5,997.00 from Police's budget to the Administration budget in FY 2022-23.

A. Walczyk motioned to authorize the Chairman to sign the Budget Transfer #2023-05 in the \$5,997.00 from Police's budget to Administration's budget; seconded by J. Pinard.

Vote in favor 6-0

C. Tewksbury- the Charter says that when you transfer funds between departments the council needs to come and do a budget transfer. Late in the year when the PD needed 2 of the dispatch computers, which are costly and the administration didn't have enough money in their budget, the PD said they had excess funds to cover it.

14.4 Presentation of the Capital Improvement Plan adopted by the Planning Board on June 19, 2023

A. Garron- the presented CIP plan will assist you as you move forward in the budget. We met with the departments that had projects, and they presented them to the Planning Board.

Feasibility Study for a Solar Farm at Landfill Project includes hiring a consultant to perform a cost-benefit analysis and to determine the financial feasibility of installing solar panels at the current DPW facility of West River Road. •Total Estimated Cost: \$75,000 Funding Source(s): Taxation

Security for Town Hall Security cameras and card reader/key fob entry for Town Hall. Security cameras will be located on the outer perimeter and in the hallways inside the building. Key card entry

412 will be installed at the entrances of the building as well as offices and areas the public should not have
 413 access to. Also includes a call box on the second floor for access to administrative offices. •Total
 414 Estimated Cost: \$175,000 NOTE: This project has been recommended by the ARPA subcommittee for
 415 possible funding. Funding Source(s): Homeland Security Grant Taxation

416
 417 Ambulance #3 Replacement Part of a scheduled nine-year replacement program, approved by the
 418 council. The rear body, which houses the patient compartment area, will be re-furbished and re-
 419 mounted on a new chassis to reduce the overall cost. This existing chassis will be re-used for the
 420 Forestry 2 replacement. Ambulance 3 is a 2017 Ford 550 and had 66,103 miles on it. •Total Estimated
 421 Cost: \$275,000 Funding Source(s): Ambulance Service Fund

422
 423 Police Cruiser Replacement Program Program allows for the replacement of two police cruisers in fiscal
 424 year 2024-25. Costs include all emergency equipment, graphics, warranties, and installation of
 425 equipment. •Total Estimated Cost: \$110,000 Funding Source(s): Taxation

426
 427 South Bow Tower Replacement The South Bow Tower is a critical part of the Town's police
 428 communications. The Tower has structural issues and needs to be replaced. Additionally, upgrades to
 429 the equipment shelter, generator and fence will also be completed. •Total Estimated Cost: \$125,000
 430 NOTE: The Town is working with Verizon to replace the Tower. Funding Source(s): Capital Reserve
 431 Fund.

432
 433 Body -worn Cameras This project will provide all sworn police officers with a body-worn cameras.
 434 Nationwide studies have reported that police departments are seeing that the presence of body-worn
 435 cameras often improves officer performance as well as the conduct of the community members who
 436 are recorded. •Total Estimated Cost: \$175,645 Funding Source(s): Taxation

437
 438 Radio Infrastructure- This project will replace the base dispatch console, including touch screen
 439 monitors, microphones, foot switches, headsets/handsets, speakers and control radios. •Total
 440 Estimated Cost: \$249,605 Funding Source(s): Capital Reserve Fund

441
 442 Lincoln Heights Drainage-The Lincoln Heights neighborhood is bound by Mammoth Road, Hooksett
 443 Road, Alice Avenue and Stearns Avenue and has many sections of corrugated pipe that need to be
 444 replaced. •Total Estimated Cost: \$150,000 Funding Source(s): Capital Reserve Fund

445
 446 Martins Ferry Road Intersection -The project consists of constructing a new bridge to replace the
 447 existing deteriorated culvert, and to realign the intersection. •Total Estimated Cost: \$1,000,000 Funding
 448 Source(s): State Bridge Aid Impact Fees Taxation

449
 450 Town-Wide Paving- Ongoing program to maintain existing quality of Town roads through planned
 451 repaving and maintenance. •Total Estimated Cost: \$900,000 Funding Source(s): Operating Budget

452
 453 Dump Truck non CDL D1-05 Replacement- The current vehicle is approximately 20 years old with
 454 41,500 miles and an average annual maintenance cost of \$1,600. •Total Estimated Cost: \$101,675
 455 Funding Source(s): Capital Reserve Fund

456
 457 Library Roof Replacement- This project replaces the existing 1992 GenFlex Company roof membrane
 458 that is at end of life, and replace/update existing drains, metal flashing and new thermal insulation
 459 between roof drains following code requirements. •Total Estimated Cost: \$206,000 Funding Source(s):
 460 Capital Reserve Fund

461
 462 Scale House/Office Engineering Study- This project is to engineer and design a new scale house and
 463 office at the Recycling and Transfer Station. The current building has inadequate restrooms and has
 464 major structural damaged from rain. Part of the study will be to look at the location of the building in

relationship to the scale. •Total Estimated Cost: \$55,000 Funding Source(s): Solid Waste Special Revenue

Pickup Truck P5-08 Replacement- The current vehicle is a 2008 Ford F350 with over 64,560 miles. The average maintenance cost for the last five years on this truck is \$3,250 a year. •Total Estimated Cost: \$58,000 Funding Source(s): Capital Reserve Fund

Dump Truck Replacement 10-Wheel- The current truck is a 1996 and is used to haul sludge off site. This truck will be replaced with a roll off truck to service the containers to be installed with the sludge handling upgrade. •Total Estimated Cost: \$325,000 Funding Source(s): Wastewater Capital Reserve

School Maintenance- The project will replace ventilation units and install high efficiency boilers at all three schools and replace the roofs at Memorial and Cawley schools. •Total Estimated Cost: \$12,717,620 Funding Source(s): Bond

14.5 Lambert's Park Horseshoe Pit

A. Walczyk motioned to approve and accept the proposed addition of a horseshoe pit at Lambert's Park; seconded by K. Judge.

Vote in favor 6-0

B. Berthiaume- this was brought forward by the parks and rec advisory board. They want to put it on the northern property line, it is a standard horseshoe pit. We have a donation to install it.

R. Lapierre- why not have 2.

B. Berthiaume- this was what was presented to me.

14.6 Purchase of new Plow Truck

J. Sullivan motioned to approve and consent to the purchase of the new plow truck from Allegiance Trucks for \$236,525 with trade-in of existing 2003 plow truck estimated between \$5,500 and \$8,000 with funds to come from the DPW Capital Fund seconded by R. Lapierre.

Roll Call Vote #3

D. Boutin NP

J. Pinard Aye

A. Walczyk Aye

J. Durand NP

R. Duhaime NP

J. Sullivan Aye

R. Lapierre Aye

K. Judge Aye

T. Tsantoulis Aye

Vote in favor 6-0

R. Lapierre- does that almost deplete that CRF?

515 B. Berthiaume- it is having funds of 250k added to the fund each year with 236k being expended now.
516 We request a warrant every budget cycle.
517

518 **14.7 Purchase of bulk diesel fuel for the underground storage tank located at the Recycle and**
519 **Transfer Station for FY 2023-2024.**

520
521 ***R. Lapierre motioned to approve and consent purchase of bulk diesel fuel for the underground***
522 ***storage tank located at the Recycle and Transfer Station for FY 2023-2024; seconded by K.***
523 ***Judge.***
524

525 **Roll Call Vote #4**

526 ***A. Walczyk Aye***
527 ***R. Lapierre Aye***
528 ***J. Pinard Aye***
529 ***R. Duhaime NP***
530 ***J. Durand NP***
531 ***K. Judge Aye***
532 ***J. Sullivan Aye***
533 ***D. Boutin NP***
534 ***T. Tsantoulis Aye***
535

536 ***Vote in favor 6-0***
537

538 B. Berthiaume- we have been purchasing fuel from 1 vendor since before I was here. I decided to see if
539 we could get fuel cheaper from a different source. This is a blanket purchase to allow me to get the
540 town the best prices when we need it. I don't want to have to constantly go to the council to ask to buy
541 fuel when meetings conflict. We can save up to \$4,000-\$5,000 purchase times that by 4 or 5 times a
542 year and that can be a significant savings.
543

544 **14.8 Petersbrook Park Sitework RFP**
545

546 ***K. Judge motioned to approve and consent to award the Petersbrook Park Sitework RFP***
547 ***(Option B) to David W. White & Sons, Inc. for \$146,457.88 to be funded from ARPA funds;***
548 ***seconded by R. Lapierre.***
549

550 **Roll Call Vote #5**

551 ***J. Sullivan Aye***
552 ***J. Pinard Aye***
553 ***R. Duhaime NP***
554 ***A. Walczyk Aye***
555 ***R. Lapierre Aye***
556 ***K. Judge Aye***
557 ***J. Durand NP***
558 ***D. Boutin NP***
559 ***T. Tsantoulis Aye***
560

561 ***Vote in favor 6-0***
562

563 B. Berthiaume- this amount here plus the precast building has not exceeded it yet. It's coming together,
564 and this RFP for the site work is broken out into 2 parts. The paved option was too much money. We can
565 pave at a later time.

566 J. Pinard- on the staff report you have the amount of \$146,457.88. When I look at the bid it is
567 164,167.58 is there a reason for that?

568
569 B. Berthiaume- what I did in option 2, we had a metal guardrail in there, we deleted that from the scope
570 and that's the change.

571

572 **14.9 Charter Subcommittee Update and Recommendations**

573

574 *J. Sullivan motioned to move forward with the Charter Subcommittee's Charter change*
575 *recommendations to write the articles and have Legal Counsel review them: one article to*
576 *eliminate districts and reduce Town Council from 9 to 7 member, an article to change the*
577 *quorum requirement to a simple majority and an article to increase the Town Council stipend by*
578 *\$500 each; Seconded by J. Pinard.*

579

580 **Vote in favor 5-1**

581

582 J. Sullivan- the individuals who attended were supportive of our ideas, we got guidance from legal.

583

584 J. Pinard- I don't know much about it, but I seconded it for discussion and put it to the voters.

585

586 J. Sullivan- we still need to hold a PH and vote to move it to the ballot.

587

588 *T. Tsantoulis motioned to extend the meeting seconded by A. Walczyk.*

589

590 **Vote in favor 5-1**

591

592 **14.10 Town Council Goals 2023/2024- none to discuss today.**

593

594 **APPROVAL OF MINUTES**

595

596 *J. Sullivan motioned to approve the public minutes of July 12, 2023; seconded by R. Lapierre.*

597

598 **Vote in favor 6-0**

599

600 *R. Lapierre motioned to approve the non-public minutes of July 12, 2023; seconded by K.*
601 *Judge.*

602

603 **Vote in favor 6-0**

604

605 **TOWN ADMINISTRATOR'S REPORT**

606

607 A. Garron- sign ups for Old Home Day and who would volunteer need to take place.

608 Goals for Town Council Workshop, we had a facilitator last year, and this year we decided not to have
609 them come back. Between now and then if the council can make some goals that would be great.

610

611 **TOWN COUNCIL FUTURE AGENDA ITEMS- None**

612

613 **INFORMATIONAL ITEMS AND CORRESPONDENCE- None**

614

615 **SUB-COMMITTEE REPORTS**

616

617 J. Sullivan- PB approved a subdivision in the performance zone for residential use. The issue regarding
618 the bus depot, a motion was made to seek additional information on a sound and noise pollution. A
619 workshop is scheduled for procedures.

620

621 **PUBLIC INPUT- None**

622

623 **NON-PUBLIC SESSION NH RSA 91-A:3 II a,c,d.**

624

625 ***T. Tsantoulis motioned to enter NON-PUBLIC SESSION NH RSA 91-A:3 II A,C,D; seconded by J.***
626 ***Sullivan.***

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

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

634 (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public,
635 would likely benefit a party or parties whose interests are adverse to those of the general community.

636 **Roll Call Vote #6**

637 ***J. Durand NP***

638 ***R. Lapierre Aye***

639 ***K. Judge Aye***

640 ***D. Boutin NP***

641 ***J. Pinard Aye***

642 ***J. Sullivan Aye***

643 ***A. Walczyk Aye***

644 ***R. Duhaime NP***

645 ***T. Tsantoulis Aye***

646

647 ***Vote in favor 6-0***

648

649 ***R. Lapierre motioned to leave non-public session of July 26, 2023, seconded by K. Judge.***

650

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

652

653 ***R. Lapierre motioned to seal the minutes of non-public session of July 26, 2023; seconded by K.***
654 ***Judge.***

655

656 **Roll Call Vote #7**

657 ***J. Pinard Aye***

658 ***K. Judge Aye***

659 ***R. Lapierre Aye***

660 ***R. Duhaime NP***

661 ***A. Walczyk Aye***

662 ***J. Durand NP***

663 ***J. Sullivan Aye***

664 ***D. Boutin NP***

665 ***T. Tsantoulis Aye***

666

Vote in favor 6-0

667

668

669

Unsealing Non-Public motion of 02/22/2023:

670

671

672

673

674

Councilor Lapierre motioned to unseal the non-public minutes of February 22, 2023 for the motion to have Town Administrator sign the Town owned property purchase & sale agreement(s). Seconded by Chair Tsantoulis.

675

Vote in favor 6-0.

676

677

02/22/2023

678

679

R. Lapierre motioned to sell the properties subject to confirmation without reserve seconded by J. Durand.

680

Vote In favor 7-0

681

682

683

684

685

J. Sullivan motioned to amend the motion to include authorizing TA Garron to sign the purchase and sales agreement seconded by R. Lapierre.

686

ADJOURNMENT

687

688

689

R. Lapierre motioned to adjourn the meeting at 10:12 pm. Seconded by J. Pinard.

690

All in favor 6-0

691

692

693

Respectfully submitted,

694

695

Alicia Jipson

696

697

698

699

***Alicia Jipson
Recording Clerk***

Current Condo Reimbursements Per Ordinance #00-31

HOA NAME	# of Units	Barrels or Dumpsters or Both	Current Tonnage Reimbursement @ 21 lbs per unit @52wks	Current Town Costs to Partial Reimburse @ \$77.68/ton	After 7/1/23 Town Costs to Partial Reimburse @ \$89/ton	What Condo's pay \$\$\$ in calendar year (most recent information on file)
Berry Hill Estates	102	Barrels/ Yard Waste - 65 gal once per week	55.69	\$ 4,326.15	\$ 4,956.59	\$ 2,909.81
Bayview Condominium	22	Dumpsters/Pinard - 10 yard once/per week	12.01	\$ 933.09	\$ 1,069.07	\$ 4,374.50
Carriage Manor Condo	32	Dumpsters/Waste Inn.	17.47	\$ 1,357.22	\$ 1,555.01	\$ 5,931.84
Carrington Farms Condo	180	Dumpsters/Public Serv.	98.28	\$ 7,634.39	\$ 8,746.92	\$ 19,331.90
G & M Co-Op	43	Dumpsters/Casella	23.48	\$ 1,823.77	\$ 2,089.54	\$ 10,071.69
Hooksett Country View	57	Dumpsters/Waste Inn.	31.12	\$ 2,417.56	\$ 2,769.86	\$ 5,995.92
Granite Heights	96	Dumpsters/Pinard	52.42	\$ 4,071.67	\$ 4,665.02	\$ 24,292.00
Granite Hills	458	Dumpsters/Pinard	250.07	\$ 19,425.28	\$ 22,256.05	\$ 56,483.12
Great Woods Condo	20	Dumpsters/Pinard	10.92	\$ 848.27	\$ 971.88	\$ 4,914.40
Mt. Saint Mary's Condo	73	Dumpsters/Waste Focus	39.86	\$ 3,096.17	\$ 3,547.36	\$ 17,450.44
River Village of Hooksett	20	Dumpsters/Pinard	10.92	\$ 848.27	\$ 971.88	\$ 5,569.20
Stonegate Condo	34	Barrels/Waste Mangmnt	18.56	\$ 1,442.05	\$ 1,652.20	\$ 5,851.50
Sun Community Brook Ridge	96	Barrels/ Pinard - 65 gal once per week	52.42	\$ 4,071.67	\$ 4,665.02	\$ 3,703.14
Webster Woods	40	Barrels/Casella	21.84	\$ 1,696.53	\$ 1,943.76	\$ 7,851.56
Totals	1273		695.06	\$ 53,992.11	\$ 61,860.16	\$ 174,731.02

Estimated Costs for Town to Pickup Trash at Current Condo's

HOA NAME	# of Units	Estimated Tonnage of Trash per year if Town Collected 40lb/ week / unit	Additional Tipping Fees @\$89/ton	Initial Cost of Barrels to Town-1 barrel / unit	Estimated Time (hrs) to Pick Up Trash @1 barrel/unit if all barrels	Initial Cost of Barrels to Town-2 barrel / unit	Estimated Time (hrs) to Pick Up Trash @2 barrel/unit if all barrels
Berry Hill Estates	102	106.08	\$ 9,441.12	\$ 8,160.00	1.7	\$ 16,320.00	3.4
Bayview Condominium	22	22.88	\$ 2,036.32	\$ 1,760.00	0.4	\$ 3,520.00	0.7
Carriage Manor Condo	32	33.28	\$ 2,961.92	\$ 2,560.00	0.5	\$ 5,120.00	1.1
Carrington Farms Condo	180	187.2	\$ 16,660.80	\$ 14,400.00	3.0	\$ 28,800.00	6.0
G & M Co-Op	43	44.72	\$ 3,980.08	\$ 3,440.00	0.7	\$ 6,880.00	1.4
Hooksett Country View	57	59.28	\$ 5,275.92	\$ 4,560.00	1.0	\$ 9,120.00	1.9
Granite Heights	96	99.84	\$ 8,885.76	\$ 7,680.00	1.6	\$ 15,360.00	3.2
Granite Hills	458	476.32	\$ 42,392.48	\$ 36,640.00	7.6	\$ 73,280.00	15.3
Great Woods Condo	20	20.8	\$ 1,851.20	\$ 1,600.00	0.3	\$ 3,200.00	0.7
Mt. Saint Mary's Condo	73	75.92	\$ 6,756.88	\$ 5,840.00	1.2	\$ 11,680.00	2.4
River Village of Hooksett	20	20.8	\$ 1,851.20	\$ 1,600.00	0.3	\$ 3,200.00	0.7
Stonegate Condo	34	35.36	\$ 3,147.04	\$ 2,720.00	0.6	\$ 5,440.00	1.1
Sun Community Brook Ridge	96	99.84	\$ 8,885.76	\$ 7,680.00	1.6	\$ 15,360.00	3.2
Webster Woods	40	41.6	\$ 3,702.40	\$ 3,200.00	0.7	\$ 6,400.00	1.3
		1324	\$ 117,828.88	\$ 101,840.00	21.2	\$ 203,680.00	42.4

***This option would most likely require an additional trash truck @ 400K

***This option would most likely require an additional driver @ 75K/year estimated

Alternate Condo Tonnage Reimbursement Examples

HOA NAME	# of Units	Possible Tonnage Reimbursement @ 31 lbs per unit @52wks	Possible Town Costs to Partial Reimburse @ \$89/ton	Possible Tonnage Reimbursement @ 41 lbs per unit @52wks	Possible Town Costs to Partial Reimburse @ \$89/ton
Berry Hill Estates	102	82.212	\$ 7,316.87	108.73	\$ 9,677.15
Bayview Condominium	22	17.732	\$ 1,578.15	23.45	\$ 2,087.23
Carriage Manor Condo	32	25.792	\$ 2,295.49	34.11	\$ 3,035.97
Carrington Farms Condo	180	145.08	\$ 12,912.12	191.88	\$ 17,077.32
G & M Co-Op	43	34.658	\$ 3,084.56	45.84	\$ 4,079.58
Hooksett Country View	57	45.942	\$ 4,088.84	60.76	\$ 5,407.82
Granite Heights	96	77.376	\$ 6,886.46	102.34	\$ 9,107.90
Granite Hills	458	369.148	\$ 32,854.17	488.23	\$ 43,452.29
Great Woods Condo	20	16.12	\$ 1,434.68	21.32	\$ 1,897.48
Mt. Saint Mary's Condo	73	58.838	\$ 5,236.58	77.82	\$ 6,925.80
River Village of Hooksett	20	16.12	\$ 1,434.68	21.32	\$ 1,897.48
Stonegate Condo	34	27.404	\$ 2,438.96	36.24	\$ 3,225.72
Sun Community Brook Ridge	96	77.376	\$ 6,886.46	102.34	\$ 9,107.90
Webster Woods	40	32.24	\$ 2,869.36	42.64	\$ 3,794.96

\$ 91,317.38

\$ 120,774.60

Approved Developments by Town - Not Currently Built

Town Approved Condo Projects Not Built To Date	# of Units	Estimated Tonnage of Trash per year if Town Collected 40lb/ week / unit	Additional Tipping Fees @\$89/ton	Initial Cost of Barrels to Town-1 barrel / unit	Estimated Time (hrs) to Pick Up Trash @1 barrel/unit if all barrels	Initial Cost of Barrels to Town-2 barrel / unit	Estimated Time (hrs) to Pick Up Trash @2 barrel/unit if all barrels
Forest Oaks Condominium	20	20.8	\$ 1,851.20	\$ 1,600.00	0.3	\$ 3,200.00	0.7
University Commons Condominiums	20	20.8	\$ 1,851.20	\$ 1,600.00	0.3	\$ 3,200.00	0.7
7 Martins Ferry (55+)	6	6.24	\$ 555.36	\$ 480.00	0.1	\$ 960.00	0.2
108 Mammoth Road Condominium	4	4.16	\$ 370.24	\$ 320.00	0.1	\$ 640.00	0.1
Granite Heights North Phase II	105	109.2	\$ 9,718.80	\$ 8,400.00	1.8	\$ 16,800.00	3.6
Heads Pond/Manchester Sand & Gravel (Part of the 428 approved Project)	189	196.56	\$ 17,493.84	\$ 15,120.00	3.2	\$ 30,240.00	6.6
Totals	344	358	\$ 31,840.64	\$ 27,520.00	5.7	\$ 55,040.00	11.9

**Town of Hooksett
Town Council Workshop
Meeting Minutes**

Wednesday, August 9, 2023

2 CALL TO ORDER

3 Chair Tsantoulis called Town Council Workshop of 9 August 2023 to order at (6:00) pm. The purpose of
4 the August 9, 2023 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 David Boutin, Councilor James Sullivan, Councilor Alex Walczyk, Councilor Roger
Duhaime (arrived 6:10pm), Councilor John Durand, Councilor Jodi Pinard, and Councilor Timothy Tsantoulis.

10 **ABSENT:** Councilor Keith Judge, Councilor Randall Lapierre.

11 PLEDGE OF ALLEGIANCE

12 WORKSHOP

The purpose of the August 9, 2023 Town Council workshop is for the Council to
identify their short-term and/or long-term goals for the Town of Hooksett.

13

Note: There will be no public input at this workshop; however the public is
welcome to attend as audience members. The Council's next regularly
scheduled meeting for public input is August 23, 2023.

14
15

Introductions, Purpose, and Intended Results

- Ground Rules

André Garron, Town Administrator- I am the facilitator for tonight. We will discuss
goals that the Town Council feels are important over the next few years.

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

INITIAL Goals 2023-2024 submitted by Councilors in preparation for Workshop

- Increase cell service in Hooksett as a critical piece of town infrastructure
- Increase Town's fund balance
- Developing a process to notify someone if you're not going to attend a meeting
- Develop a policy for abandoned/doubled-up utility poles (Eversource, Consolidated Communications)
- A continuation of the efforts to improve use at Lamberts Park. Raise funds to put a solid surface underneath pavilion at Lamberts Park (buy a brick)??
- A reasonable budget 2% increase at most
- Council decorum – be prepared for meetings, pre-meetings questions addressed with administration to improve meeting length
- Councilors must call in advance if late or not attending
- Continue town property process
- Perhaps some outreach with coffee with council on occasion
- Utilize the Merrimack River more

Additional INITIAL goals discussed at workshop:

- Improve voter turnout
- Council Agendas for small donations
- Solar Array at Transfer Station
- Develop Rail Trail Plan
- Develop park on west side of river
- Develop splash pad in Hooksett
- Shorten Town Council meetings
- Notification of Town activities (community outreach)
- Expand Merrimack River Access

Identify Goals

16

Categorize Goals

Councilors broke out into two groups to review initial goals list above.

17

Develop Strategic Objectives for Top Goals (Group Work)
Wrap-up, Recap, and Action Plan

FINAL GOALS 2023-2024

- Goal #1: Improve community outreach
- Goal #2: Set budget increase to no more than 2%
- Goal #3: Remove the unnecessary utility poles
- Goal #4: Attendance notification for quorum purposes
- Goal #5: Develop network of access to connect various river front area with appropriate sidewalks/trails

A detailed summary of the above final goals will be presented at a future Town Council meeting and posted via www.hooksett.org. This workshop may be viewed via www.hooksett.org

6. **ADJOURNMENT**

J. Durand motioned to adjourn the meeting at 8:00 pm. Seconded by R. Duhaime.

Vote in favor 7-0

Respectfully submitted,
Donna Fitzpatrick

Donna Fitzpatrick

Recording Clerk

