



# **AGENDA**

## **Town of Hooksett Town Council**

### **Wednesday, October 25, 2023 at 5:30 PM**

A meeting of the Town Council will be held Wednesday, October 25, 2023 in the Hooksett Municipal Building commencing at **5:30 PM**.

Page

- 1. CALL TO ORDER**
- 2. PROOF OF POSTING**
- 3. ROLL CALL**
- 4. PUBLIC SESSION WILL BEGIN IMMEDIATELY FOLLOWING THE NON-PUBLIC SESSION NOTED ABOVE**
- 5. NON-PUBLIC SESSION NH RSA 91-A:3 II**
- 6. PLEDGE OF ALLEGIANCE**
- 7. AGENDA OVERVIEW**
- 8. PUBLIC HEARINGS**
  - 8.1. Public Hearing to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2024. Reimbursement is not to exceed \$20,707.50 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa).  
[Staff Report - SR-23-186 - Pdf](#) 5 - 7
  - 8.2. Public hearing to accept donations up to and over \$10,000 for the Light up the Village Event per RSA 31:95-b, III (a)  
[Staff Report - SR-23-188 - Pdf](#) 9 - 10
  - 8.3. Public Hearing to Discuss Amending the Tax Increment Finance Plan  
[Staff Report - SR-23-193 - Pdf](#) 11 - 15
- 9. SPECIAL RECOGNITION**
  - 9.1. Hooksett Municipal Employee - New Hire
- 10. PUBLIC INPUT - 15 MINUTES**
- 11. SCHEDULED APPOINTMENTS**
  - 11.1. Town of Hooksett and DPW Teamsters Local 633 CBA Contract Effective July 1, 2024
  - 11.2. Debie Clayton, HealthTrust Benefits Advisor - CY2024 Health Insurance Renewal Rates  
[Staff Report - SR-23-197 - Pdf](#) 17 - 38
  - 11.3. Jolene Archambeault - Saturday cease work request  
[Saturday request 10-10-23 JCA](#) 39
  - 11.4. Carrie Hyde - Old Home Day Update

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

## **12. CONSENT AGENDA**

- 12.1. To accept the grant in the amount of \$3,132.50 from the Bureau of Justice Assistance; Patrick Leahy Bulletproof Vest Partnership, to the Town of Hooksett for the Hooksett Police Department per RSA 31:91-b: III(b) and return the funds to the Police Department's, 2023-2024, 2024-2025 and/or 2025-2026 fiscal year budgets under the uniform equipment line. 41

[Staff Report - SR-23-185 - Pdf](#)

- 12.2. Accept State of NH Dept of Safety - Division of Fire Standards & Training & EMS funds reimbursed to the Town of Hooksett, NH in the amount of \$1,525.05 for Hooksett Fire-Rescue Department members overtime costs from June, 2023 training class, per NH RSA 31:95-b III(b). 43 - 44

[Staff Report - SR-23-174 - Pdf](#)

## **13. NOMINATIONS AND APPOINTMENTS**

## **14. BRIEF RECESS**

## **15. OLD BUSINESS**

- 15.1. Martins Ferry Road/North River Road Intersection – Timber Bridge Information – 10-25-23 45

[Staff Report - SR-23-192 - Pdf](#)

- 15.2. FY 2024-25 Budget and Warrant Articles 47 - 52

[Staff Report - SR-23-190 - Pdf](#)

- 15.3. Town Council 2023/2024 Goals Update 53 - 54

[Staff Report - SR-23-191 - Pdf](#)

## **16. NEW BUSINESS**

- 16.1. Motion to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2024 (Federal FY 2023 starts October 1, 2023, and ends September 30, 2024). Reimbursement is not to exceed \$20,707.50 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa) 55 - 56

[Staff Report - SR-23-187 - Pdf](#)

- 16.2. Accept donations totaling over \$10,000 for the Light up the Village Event per RSA 31:95-b, III(a) 57

[Staff Report - SR-23-189 - Pdf](#)

## **17. APPROVAL OF MINUTES**

- 17.1. Public: 10/11/23 59 - 74

[TC Minutes 10112023](#)

- 17.2. Non-Public: 10/11/23

## **18. TOWN ADMINISTRATOR'S REPORT**

## **19. TOWN COUNCIL FUTURE AGENDA ITEMS**

## **20. INFORMATIONAL ITEMS AND CORRESPONDENCE**

## **21. SUB-COMMITTEE REPORTS**

## **22. PUBLIC INPUT**

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

**23. NON-PUBLIC SESSION NH RSA 91-A:3 II**

**24. 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 accept Overtime Reimbursement from the FBI, during Federal fiscal year 2024. Reimbursement is not to exceed \$20,707.50 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa).  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Police Department  
**Staff Contact:** Jake Robie, Captain

### BACKGROUND INFORMATION:

We currently have a sworn member of the department assigned full time to an FBI-managed task force. Under the agreement with the FBI the members' overtime pay is reimbursed to the Town of Hooksett. Federal FY 2024 OT Limits (Federal fiscal year begins October 1, 2023, and ends September 30, 2024) are as follows:

Monthly: \$1,725.62  
 Yearly: \$20,707.50

The member is paid up front from the police department's OT line and upon reimbursement the funds go back into the OT line for our (Town of Hooksett) FY 23/24 and 24/25.

Public Hearing notice was published in the Union Leader on Sunday, October 15, 2023.

### FINANCIAL IMPACT:

None

### POLICY IMPLICATIONS:

None

### RECOMMENDATION:

Open the Public Hearing, hear from the public, close the Public Hearing, and see staff report under new business.

### SUGGESTED MOTION:

Motion to open a Public Hearing to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2024 (October 1, 2023 - September 30, 2024). Reimbursement is not to exceed \$20,707.50 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa).

### TOWN ADMINISTRATOR'S RECOMMENDATION:

Public Hearing required

**ATTACHMENTS:**

[Public Hearing FBI Task Force](#)

**Public Hearing Notice**

The Hooksett Town Council will be holding a public hearing on Wednesday, October 25, 2023, at 6:00 pm at the Hooksett Town Hall in Council Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to accept Overtime Reimbursement from the FBI, for Federal fiscal year 2024. Reimbursement is not to exceed \$20,707.50. For further information, please contact Captain Jake Robie at [jrobie@hooksettpolice.org](mailto:jrobie@hooksettpolice.org) or 603-624-1560.





Town Council  
**STAFF REPORT**



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**To:** Town Council  
**Title:** Public hearing to accept donations up to and over \$10,000 for the Light up the Village Event per RSA 31:95-b, III (a)  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Administration  
**Staff Contact:** Leann McLaughlin, Project Coordinator

**BACKGROUND INFORMATION:**

Last year's Light up the Village Event was a huge success and received over \$10,000 in donations. In anticipation to hit that mark again this year, the Heritage Commission requested the Town Council hold a public hearing to accept those donations in advance so the Heritage Commission does not take up the Council's time by attending every meeting before and after the event.

**RECOMMENDATION:**

Open the public hearing  
Listen to public input  
Close the public hearing  
Waive the rules and see new business item and vote.

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

Public hearing needed prior to Town Council taking action on this matter.

**ATTACHMENTS:**

[Public Hearing Union Leader Notice - HC](#)

**TOWN OF HOOKSETT  
PUBLIC HEARING NOTICE**

The Hooksett Town Council will be holding a public hearing on Wednesday, October 25, 2023, at 6:00pm at the Hooksett Town Hall Chambers, 35 Main Street, Hooksett, NH. The purpose of this public hearing is to accept donations totaling over \$10,000 towards the Light up the Village Event per RSA 31:95-b, III(a).

# Town Council

## STAFF REPORT



**To:** Town Council  
**Title:** Public Hearing to Discuss Amending the Tax Increment Finance Plan  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Community Development  
**Staff Contact:** Bruce Thomas, Town Engineer

### BACKGROUND INFORMATION:

The purpose of this agenda item is to hold a public hearing on October 25, 2023 at the regularly scheduled Town Council meeting to present and take public comment on amending the March 23, 2017 adopted TIF district plan (that was revised on January 26, 2022) in accordance with NH RSA 162-K.

The Town is contemplating the amendment of the current Tax Increment Finance (TIF) District plan to incorporate the following:

Remove parcel 17-39 off Cross Road as listed and as shown on the attached plan. This lot is zoned LDR (Low Density Residential). It was added to the TIF District on January 26, 2022 because it was deemed necessary to place utilities on the lot to service the Granite Woods development. The utility work has since been completed and both water and sewer utilities have been installed on the abutting property.

The TIF Committee recommended the removal at their meeting of November, 21, 2022.

Based on the information above, there is no need for this property to remain in the TIF District.

Per RSA 162-K, the Merrimack County, New Hampshire Board of Commissioners and the Hooksett School Board have been formally notified of this Public Hearing.

### FINANCIAL IMPACT:

None

### POLICY IMPLICATIONS:

None

### RECOMMENDATION:

None required. Action will be required after 14 days (Town Council meeting scheduled for November 1, 2023)

### SUGGESTED MOTION:

Motion to Open Public Hearing  
Motion Close Public Hearing

Action will be required after 7 days (Town Council meeting scheduled for November 1, 2023)

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

Listen to reason for removing the parcel from the Tax Increment Finance (TIF) District.

**ATTACHMENTS:**

[Town of Hooksett TIF Expansion Public Hearing Notice for Union Leader](#)

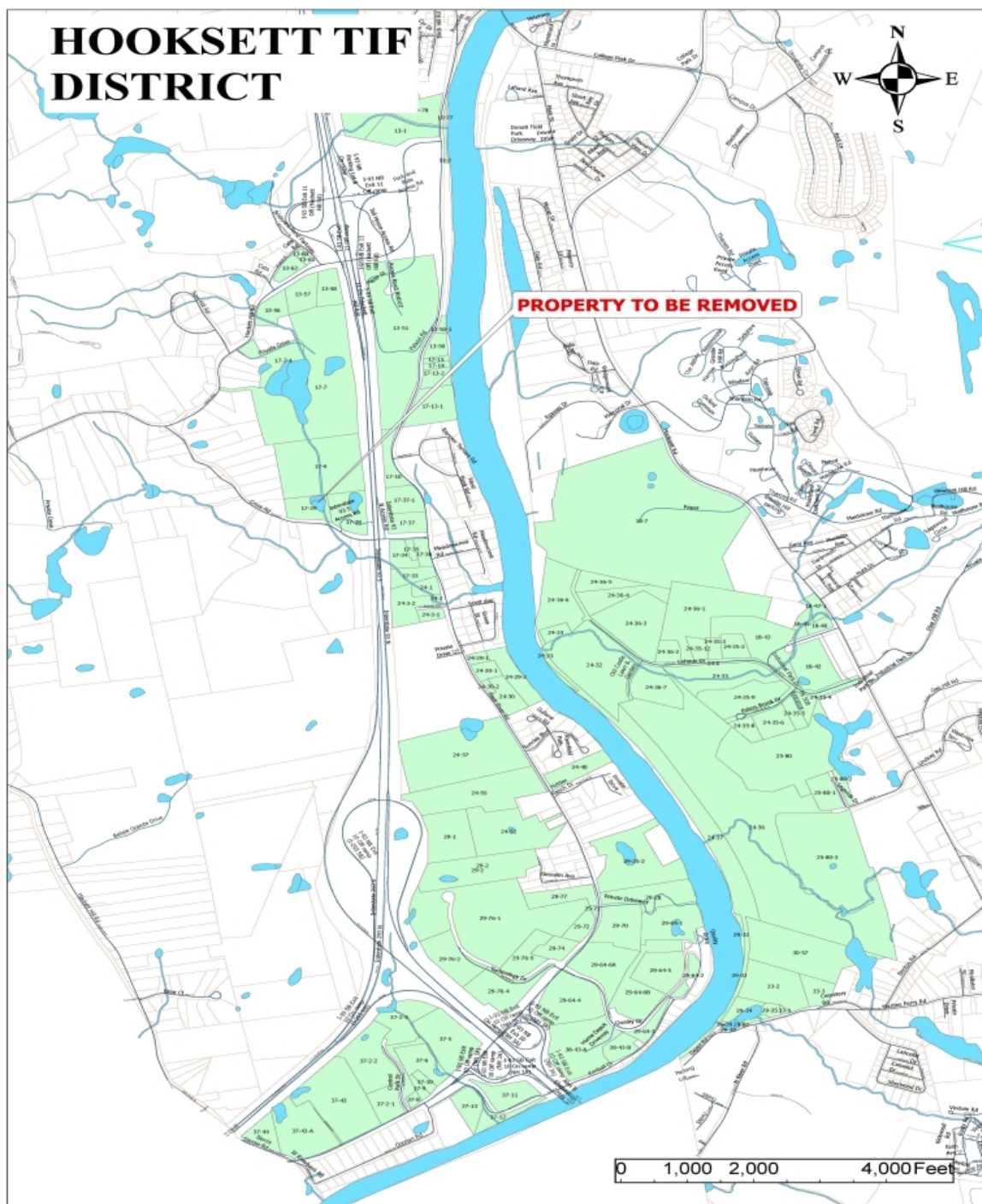
[TIF Parcel Removal Plan](#)

[TIF Parcel Removal Plan](#)

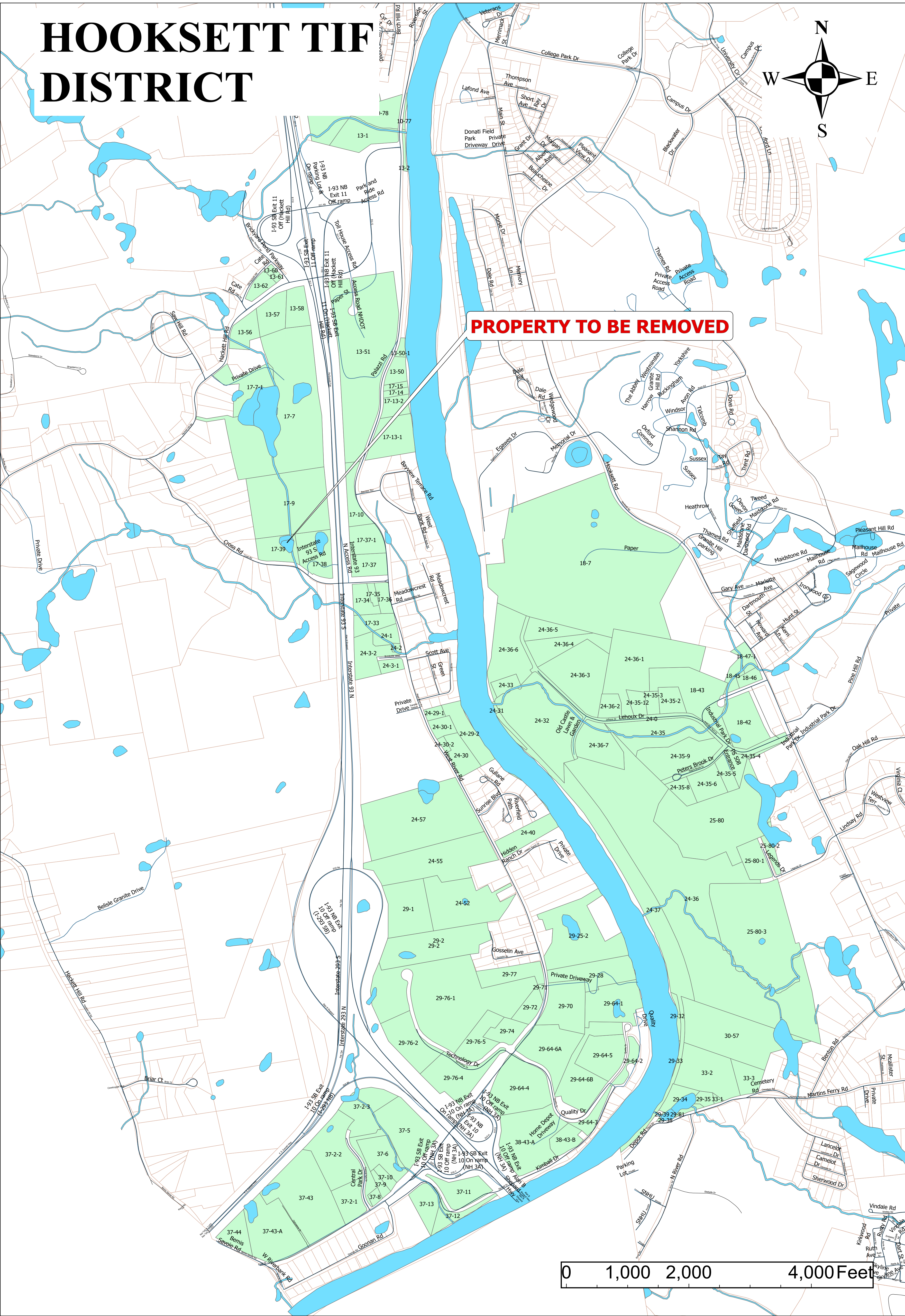
**TOWN OF HOOKSETT  
PUBLIC HEARING NOTICE**

The Town of Hooksett Town Council will be holding a Public Hearing on Wednesday, October 25, 2023, at 6:00pm at the Town Hall, 35 Main Street, Hooksett, NH. The Public Hearing is to discuss an amendment to the current Tax Increment Finance (TIF) District plan that consists of removing parcel 17-39 from the TIF District.

Questions should be directed to the Town Engineer at (603) 264-8508.













# Town Council

## STAFF REPORT



**To:** Town Council  
**Title:** Debie Clayton, HealthTrust Benefits Advisor - CY2024 Health Insurance Renewal Rates  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Administration  
**Staff Contact:** Donna Fitzpatrick, Human Resource Coordinator

### BACKGROUND INFORMATION:

Seeking Town Council Motion at their 10/25/2023 Council Meeting.

HealthTrust is the benefits advisor team for Anthem (medical) and Delta (dental) insurance plans for the Town of Hooksett. HealthTrust representative Debie Clayton, is a scheduled appointment for the Council's October 25th meeting for Q&A on CY2024 health insurance renewal rates (see attached HealthTrust renewal packet) which have increased premiums as follows:

- **Medical** +11.30% (CY2023 +0.50%)
- **Dental** +4.70% (CY2023 -0.3%)

The 11.3% medical increase would cost an estimated \$269,000. The 4.7% dental increase would cost an estimated \$2,500. These costs are based on current enrollments and subject to change based on the following CY2024:

- open enrollment changes by employees (i.e. plan options, single, two-person, family).
- increasing non-union employee premium contribution for HMO AB201PDED (\$250/\$750) deductible from 15% to 20%. Now that the Town has implemented measures to adjust non-union wages as a result of the 2021 MRI Wage Study, it is parity to have the Council Directive of 20% employee premium contribution to align for all employees: non-union and (5) Union contracts.
- employees currently on Town's insurance opting out of medical as a qualified candidate to receive stipend (\$5,000 single, \$7,500 two-person, \$10,000 family)

### Hooksett Medical Insurance Rate History (HealthTrust-Anthem except for 2016 & 2017 Town with NHIT-Harvard Pilgrim), medical opt outs at open enrollment and other comments

- 2023 +0.5% (9 opt out as of 10/11/2023)
- 2022 +7.2% (10 opt out)
- 2021 +8.3% (16 opt out) COVID
- 2020 +3.6% (14 opt out) COVID
- 2019 +9.0% (17 opt out)
- 2018 RFP transition to HealthTrust-Anthem with new plans through CY2023 (16 opt out). IAFF had POS plan; negotiated out CY2021.
- 2017 +27.09% NHIT-Harvard Pilgrim (11 opt out) Town Council Insurance sub-committee for CY2018. Town Council increased opt out stipend from \$2,400-\$5,000.
- 2016 RFP transition to NHIT-Harvard Pilgrim with new plans through CY2017 (11 opt out)
- 2015 +2.5% (15 opt out) Employee & Town Council Insurance sub-committee for CY2016
- 2014 +17.1% (15 opt out)
- 2013 +3.9%

**FINANCIAL IMPACT:**

The 11.3% medical increase would cost an estimated \$269,000. The 4.7% dental increase would cost an estimated \$2,500. These costs are based on current enrollments and subject to change based on CY2024 employee changes as listed above.

At the Council's meeting in November, there will be a request for the Council to increase the FY2024-2025 budget to cover the CY2024 health insurance renewal rate increase.

**RECOMMENDATION:**

See suggested motion attached

**SUGGESTED MOTION:**

See suggested motion attached

**ATTACHMENTS:**

[CY2024 RENEWAL RATE MOTIONS](#)

[2024 Town of Hooksett Rate Package January](#)

[5-UNION CBA - insurance](#)

<p><b>CY2024 HEALTH INSURANCE RENEWAL RATE MOTIONS</b></p>
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***MOTION FOR HEALTH AND DENTAL PLAN OPTIONS  
AND CONTRIBUTIONS FOR CY2024***

***COUNCILOR motion to continue the current health and dental plan options and for CY2024 for active non-union employees & retirees under 65 years and 65 years of age and older with the one change to increase non-union employee premium contribution for HMO AB201PDED from 15% to 20% (see below for details to be included in meeting minutes). COUNCILOR seconded the motion.***

**The details for active non-union employees, effective January 1, 2024:**

1. HealthTrust-Anthem Blue HMO AB201PDED (01L)-R10/25/40M10/40/70/3K(L) - \$250/\$750
  - a. 20% employee premium contribution
  - b. allow the employee to establish their own FSA account
2. HealthTrust-Anthem Blue HMO ABSOS20/40/1KDED (01L)-R10/25/40M10/40/70/55K(L)-\$1,000/\$3,000
  - a. no employee premium contribution
  - b. allow the employee to establish their own FSA account
  - c. Town pays 50% of deductible through HRA account after the first \* below is paid by the employee
    - i. \*Single plan = \$400
    - ii. \*Two-person plan = \$750
    - iii. \*Family plan = \$1,000
3. HealthTrust-Anthem Lumenos 2500 (01L) \$2,500/\$5,000
  - a. no employee premium contribution
  - b. allow the employee to establish their own HSA account
  - c. allow the employee to establish their own limited FSA account (dental and vision only)
4. Health Trust – Delta Dental plans 1 flex, 2A flex, 5 flex

**Note: (5) union contracts have their respective negotiated rate language in their contracts (see attached).**

**The details for retirees under 65 years of age effective January 1, 2024:**

1. HealthTrust-Anthem Blue HMO AB201PDED (01L)-R10/25/40M10/40/70/3K(L) - \$250/\$750
  - a. 100% retiree premium contribution
2. HealthTrust-Anthem Blue HMO ABSOS20/40/1KDED (01L)-R10/25/40M10/40/70/55K(L)-\$1,000/\$3,000
  - a. 100% retiree premium contribution

**CY2024 Health Insurance Renewal Rate Motions**  
**Page 2 of 2**

**The details for retirees under 65 years of age effective January 1, 2024, CONTINUED:**

3. HealthTrust-Anthem Lumenos 2500 (01L) \$2,500/\$5,000
  - a. 100% retiree premium contribution
  - b. allow the employee to establish their own HSA account
  - c. allow the employee to establish their own limited FSA account (dental and vision only)
4. Health Trust – Delta Dental plans 1 flex, 2A flex, 5 flex - 100% retiree premium paid

**The details for retirees 65 years of age and older effective of January 1, 2024:**

1. MC3 (01L)-R10/25/40M10/40/70(LCY) 100% retiree premium contribution
2. MCNRX (01L) 100% retiree premium contribution
3. Health Trust – Delta Dental plans 1 flex, 2A flex, 5 flex - 100% retiree premium paid

<b>ROLL CALL VOTE</b>
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October 16, 2023

Mr. Andre Garron  
Town Administrator  
Town of Hooksett  
35 Main Street  
Hooksett, NH 03106

Dear Mr. Garron:

The HealthTrust Board of Directors met on October 11, 2023 to set renewal rates for the CY2024 renewal period. This rate package includes your rates for the renewal period as well as important information related to the Capital Adequacy Reserve and Capital Risk Charge, and benefit plan updates.

#### **Medical Rates**

##### ***Town of Hooksett Rate Adjustment for CY2024 is 11.3%.***

The rate for your Member Group's medical coverage for the period of January 1, 2024 through December 31, 2024 (CY2024) is provided in this rate package. In developing these rates, HealthTrust utilized medical and prescription drug claims experience for claims incurred May 2022 – April 2023, paid through May 2023. If you are part of a combined rating group, your rate reflects the claims experience of that combined rating group.

Some significant factors for this renewal period have driven the changes in the overall rate adjustment. Based on the claims experience from this time period for all of the January renewal groups combined, there has been a demonstrated increase in the overall claims volume and increased severity and volume of high dollar claims. Other items such as the cost and utilization of specialty drugs, newly indicated weight loss drugs, and losses within the investment portfolio due to downturns in the financial market have impacted the level of rate adjustments. As a result, the rate adjustment for all Member Groups renewing medical coverage for CY2024 is an overall rate adjustment of 12.8%.

#### **Capital Adequacy Reserve & Capital Risk Charge**

Each year, the Board of Directors determines the amount needed for claims, administration, and reserves based on HealthTrust's independent actuary's estimates for the upcoming year. At the HealthTrust Board meeting on August 11, 2023, the Board set a Capital Adequacy Reserve Target of \$90 million as of June 30, 2023. See the enclosed Capital Adequacy Reserve flyer for more information.

HealthTrust's net position over the last two fiscal years (FY2022 and FY2023) has been impacted by *unusually higher than projected* medical and prescription drug claims volume and investment portfolio losses, which requires replenishing the Capital Adequacy Reserve. The prior two years were significantly impacted by the pandemic – during this time HealthTrust experienced *unusually lower than projected*

medical and prescription drug claims, resulting in a Return of Surplus to Member Groups totaling \$57 million (\$38.2M for FY2021 and \$18.8M for FY2020). This level of claims volatility is unprecedented for HealthTrust and is a result of the factors discussed in this renewal letter.

The much higher than expected claims and other factors cited in this letter have impacted HealthTrust's net position (the amount available to fund the Capital Adequacy Reserve), which at the end of FY2023 was below the Capital Adequacy Reserve target adopted by the Board. As a result, it is necessary for HealthTrust to increase the Capital Risk Charge to begin rebuilding the Capital Adequacy Reserve to reach the target adopted by the Board. The Capital Risk Charge will strengthen the risk pool and its ability to continue to provide high quality, cost-effective medical coverage. In further support of these efforts, the HealthTrust Board continues to implement programs and services that help reduce claims costs while assisting Covered Individuals in finding the right care, at the right time and place, and to achieve optimum health.

#### **Rate and Benefit Information for Ancillary Coverages**

***Dental Rates – Increase of 4.7% for all dental plan options for CY2024 (January 1, 2024 - December 31, 2024)*** for Member Groups currently participating in HealthTrust's dental coverage.

#### ***Short-Term Disability Coverage –***

For Member Groups currently participating in HealthTrust's short-term disability coverage, there is an overall ***base rate decrease of 1.3% for CY2024 (January 1, 2024 - December 31, 2024)***. ***Your Member Group's actual rate adjustment varies from the overall rate-change due to your Group's individual experience and demographic makeup.*** See Member Group Coverage Confirmation (Transmittal) for your Group's specific renewal rate.

***Long-Term Disability Coverage – Decrease of approximately 15% for CY2024 (January 1, 2024 - December 31, 2024)*** for most Member Groups currently participating in HealthTrust's long-term disability coverage.

#### ***Life Coverage –***

- ***Base Life Coverage – Decrease of approximately 15%*** for most Member Groups currently participating in HealthTrust's life coverage.
- ***AD&D Coverage (Accidental Death and Dismemberment) – No change*** for Member Groups currently participating in HealthTrust's AD&D coverage.
- ***Supplemental Life Coverage – No Change*** for most Member Groups currently participating in HealthTrust's supplemental life coverage.
- ***Dependent Life Coverage – New standard benefit. The cost per family will be \$2.95 per month for this enhanced benefit.*** This increase in benefits will provide the following coverage amounts:  
     Spouse \$10,000, Child < 6 Months \$2,500, and Child > 6 Months \$10,000.

***Benefit Advantage – No change to per-participant/per-month fees***

For Member Groups currently participating in HealthTrust's Benefit Advantage Health Reimbursement Arrangement (HRA) and Flexible Spending Account (FSA) services, there is **no change** to the per-participant/per-month fees. As a reminder, there are no annual renewal fees associated with Benefit Advantage. Additionally, FSA and HRA per-participant/per-month administrative services fees continue to be waived for participants enrolled in the following HealthTrust medical plans: AB15/40IPDED, ABSOS20/40/1KDED, ABSOS25/50/3KDED, ABSOS30/60/5KDED, ABHD/5K/20COIN, LUMENOS2500, OA5\*, OA10\*, OA20\*, and OAHD/2.5K/20COIN.

\*These plans are not eligible for HRA services

**New Medicare Advantage Plan for Medicare-eligible Retirees!**

Starting January 1, 2025, HealthTrust will transition to a fully insured Medicare Advantage plan, which will include prescription drug coverage for Medicare-eligible Retirees.

Medicare Advantage Plans (also called Medicare Part C plans) include all the benefits of Medicare Parts A and B, and more, in one convenient plan. Medicare Advantage plans have a proven track record of providing stable and comprehensive coverage.

The Medicare Advantage plan will provide comprehensive benefits much like the current Medcomp Three plan but at a much lower cost. It also allows Retirees to take full advantage of the changes coming from the recently passed federal Inflation Reduction Act (IRA), contributing to the significantly lower cost of the new Medicare Advantage plan.

Medicare Advantage plans offered by employers – Employer Group Waiver Plans (EGWPs) can be customized to include additional benefits and enhancements beyond original Medicare benefits – and this is exactly what HealthTrust is doing! Similar to our current Medcomp Three coverage, there will be no cost share for the vast majority of medical services. The plan will also include comprehensive prescription drug benefits with a \$10 copayment for generics, \$20 for preferred brand name medications and \$45 for non-preferred medications.

HealthTrust is very excited to begin offering a custom Medicare Advantage plan design that will assist Retirees in achieving optimum health while reducing their monthly contribution costs. HealthTrust will support enrollment and billing, including working with the New Hampshire Retirement System (NHRS) on behalf of Member Groups electing our Retiree Billing services. It is important to note that based on this transition to a new fully insured benefit plan for Medicare-eligible Retirees ***the rates for the Medcomp Three benefit on your transmittal and rate exhibit are only for the period through December 31, 2024.*** Please see the enclosed Plan Updates flyer for more information.

**Benefit Education Resources**

Your Benefits and Wellness Advisors are available to work with you to schedule in-person or virtual meetings to review the following key education and reporting tools, as well as to answer any other questions you may have.

- **Benefit Education Sessions** – Customized Benefit Education presentations, benefit comparisons, and digital benefit packets are available in your Secure Member Portal (SMP) to make it even easier to educate your employees and retirees about their benefit plans, medical consumerism,

and well-being programs, including how they can access tools and resources through the HealthTrust Secure Enrollee Portal (SEP).

- **Rating Summary** – A report showing how your Member Group's rates were calculated (*also available to Small Groups showing the 50 and Under summary*).
- **Stewardship Report** (*for Groups with 100 or more Enrollees*) – A detailed report showing your Member Group's membership data, medical and prescription claims utilization data, well-being program participation and best practice recommendations to help reduce benefit costs and guide Covered Individuals to engage in programs and resources to help them find care and achieve optimum health

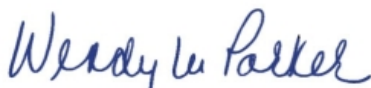
#### Timeline

- **Benefit Changes Notification Deadline – November 17, 2023**
- Your Benefits Advisor will be contacting you to discuss the renewal and work with you to review available options and assist with any changes you may be considering. **Please note that requests for any coverage changes must be communicated to us and completed by November 17, 2023 to be effective January 1, 2024.**

I encourage you to work closely with your Benefits Advisor to understand the rating impacts outlined in this letter and review of the benefit options provided to your Member Group. We are here to support you in learning more about your Member Group's claim utilization as well as support an awareness campaign about the programs and services offered to help each individual obtain their own definition of optimum health or to get assistance in navigating health challenges impacting them or their covered family members.

Thank you for your continued participation with HealthTrust. If you have any questions or concerns, please do not hesitate to contact Debra at 800.527.5001.

Sincerely,



Wendy Lee Parker  
Executive Director

Enclosures

cc: Brian Roche, Police Union President, Hooksett Police Department  
Alyssa Croteau, Business Agent, Teamsters Local 633  
Christopher McMurray, Fire Union President, Hooksett Fire Department





## Member Group Coverage Confirmation Transmittal

### Town of Hooksett ("Member")

Member hereby elects the following HealthTrust, Inc. ("HealthTrust") coverage(s):

### Medical Coverage and Rates

#### January 2024 Medical Renewal

The following monthly rates shall apply from January 1, 2024 through December 31, 2024

Rating Renewal	January	Rating Tier	Large	
Probationary Period	0M	Rating Type	Combined	
Benefit Option(s)		Single	2-Person	Family
AB20IPDED(01L)-R10/25/40M10/40/70/3K(L)		\$1,168.77	\$2,337.53	\$3,155.67
ABSOS20/40/1KDED(01L)-R10/25/40M10/40/70/5K(L)		\$949.90	\$1,899.81	\$2,564.74
HRAABSOS20/40/1KDED(01L)-R10/25/40M10/40/70/5K(L)		\$949.90	\$1,899.81	\$2,564.74
LUMENOS2500(01L)		\$992.80	\$1,985.60	\$2,680.56
MC3(01L)-R10/25/40M10/40/70(LCY)		\$789.01		
MCNRX(01L)		\$326.17		

Monthly rates and continued Member Group coverage are subject to applicable HealthTrust minimum participation requirements including, without limitation:

- 1) at least 75 % participation of Eligible Employees who do not otherwise have group medical coverage; and
- 2) Employees who elect to cover dependents must enroll all of their Eligible Dependents (other than dependent children age 19 and over) who do not otherwise have group medical coverage.

HealthTrust reserves the right to change the rates at any time if there is a 10% or more increase or decrease in enrollment.

#### PROBATIONARY PERIOD EXCEPTIONS

None

#### SPECIAL NOTES

Member participates in a Combination of Entities agreement for medical coverage rating purposes. The Combination of Entities is comprised of: Town of Hooksett and Hooksett Public Library.

## Dental Coverage and Rates

### January 2024 Dental Renewal

The following monthly rates shall apply from January 1, 2024 through December 31, 2024

Rating Renewal January

Probationary Period 0M

Benefit Option(s)	Single	2-Person	Family
OPTION 1 FLX	\$50.56	\$97.85	\$178.01
OPTION 2A FLX	\$49.38	\$94.97	\$166.51
OPTION 5 FLX	\$17.90	\$35.01	\$68.92

Monthly rates and continued Member Group coverage are subject to applicable HealthTrust minimum participation requirements including, without limitation:

- 1) at least 75 % participation of Eligible Employees who do not otherwise have group dental coverage; and
- 2) Employees who elect to cover dependents must enroll all of their Eligible Dependents (other than dependent children age 19 and over) who do not otherwise have group dental coverage.

### BENEFIT SCHEDULE

Benefit Option(s)	Coverage A	Coverage B	Coverage C	Plan Year Maximum	Coverage D	Coverage D Maximum	Deductible
OPTION 1 FLX	100%	80%	50%	\$1,000	50%	\$1,000	\$25/\$75
OPTION 2A FLX	100%	80%	50%	\$750	N/A	N/A	\$0
OPTION 5 FLX	50%	50%	N/A	\$500	N/A	N/A	\$0

### PROBATIONARY PERIOD EXCEPTIONS

None

### SPECIAL NOTES

None

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**BILLING SERVICES**

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Member Group has separately contracted with HealthTrust for the following Billing Services with respect to any selected medical and dental plan coverages:

[ X ] COBRA      [ X ] Retirees

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**ADDITIONAL TERMS**

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**Summary of Benefits and Coverage ("SBC") Compliance:** HealthTrust, Inc. agrees to prepare and provide Member with an SBC for each medical plan coverage option listed on this transmittal. Member must distribute the SBCs to applicable eligible individuals. These obligations will be performed in accordance with (i) the statutory and regulatory requirements for SBCs under the Affordable Care Act ("ACA"), and (ii) related SBC compliance information provided to Member by HealthTrust, Inc.

**Maximum Probationary Period Compliance:** The eligibility conditions and probationary period requirements for enrollment in each medical plan coverage option listed on this transmittal must comply with the 90-Day Maximum Waiting Period rule of the ACA.

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**AGREEMENT AND AUTHORIZATION**

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Member agrees that the coverages elected herein are subject to the terms and conditions of the HealthTrust Membership Agreement, the HealthTrust Bylaws and applicable Coverage Documents.

Member hereby authorizes HealthTrust, Inc. to execute and deliver any and all documents necessary to effectuate the enrollment of the Member and its Employees into the coverage(s) listed on this transmittal.

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For the Member, duly authorized

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Title

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Date

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For HealthTrust, Inc.

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Title

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Date



Medical Rate Exhibit for: Town of Hooksett

Rating Renewal: January

Rating Tier: Large

Rating Type: Combined

Current Benefit Option(s)	Enrollment Type	Enrollee Counts as of 11/23	01/23 Monthly Rates	01/24 Monthly Rates	% Change
AB20IPDED(01L)-R10/25/40M10/40/70/3K(L)	Single	13	\$ 1,050.14	\$ 1,168.77	11.3%
	2-Person	8	\$ 2,100.27	\$ 2,337.53	11.3%
	Family	11	\$ 2,835.37	\$ 3,155.67	11.3%
ABSOS20/40/1KDED(01L)-R10/25/40M10/40/70/5K(L)	Single	4	\$ 853.49	\$ 949.90	11.3%
	2-Person	1	\$ 1,706.98	\$ 1,899.81	11.3%
	Family	2	\$ 2,304.42	\$ 2,564.74	11.3%
HRAABSOS20/40/1KDED(01L)-R10/25/40M10/40/70/5K(L)	Single	19	\$ 853.49	\$ 949.90	11.3%
	2-Person	13	\$ 1,706.98	\$ 1,899.81	11.3%
	Family	34	\$ 2,304.42	\$ 2,564.74	11.3%
LUMENOS2500(01L)	Single	3	\$ 892.03	\$ 992.80	11.3%
	2-Person	0	\$ 1,784.06	\$ 1,985.60	11.3%
	Family	4	\$ 2,408.48	\$ 2,680.56	11.3%
<b>Monthly Total for Actives / Early Retirees</b>		<b>112</b>	<b>\$ 200,440.17</b>	<b>\$ 223,082.94</b>	<b>11.3%</b>

Current Benefit Option(s)	Enrollment Type	Enrollee Counts as of 11/23	01/23 Monthly Rates	01/24 Monthly Rates	% Change
MC3(01L)-R10/25/40M10/40/70(LCY)	Single	10	\$ 708.93	\$ 789.01	11.3%
MCNRX(01L)	Single	2	\$ 293.06	\$ 326.17	11.3%
<b>Monthly Total for Medicomp Retirees</b>		<b>12</b>	<b>\$ 7,675.42</b>	<b>\$ 8,542.44</b>	<b>11.3%</b>
<b>Grand Monthly Total</b>		<b>124</b>	<b>\$ 208,115.59</b>	<b>\$ 231,625.38</b>	<b>11.3%</b>

**Alternative Benefit Option(s):** HealthTrust offers a full range of comprehensive Benefit Options. Please consult with your Benefits Advisor to learn more about the Benefit Options that may best meet your Group's needs and work within HealthTrust's underwriting guidelines.



**Town of Hooksett**  
**Medical and Prescription Benefit Options**  
**Monthly Rates for 01/01/2024 - 12/31/2024**

*Member Groups may choose ONE medical plan from each colored section with a maximum of three medical options per employee group. One prescription plan may be chosen per medical plan. Please consult with your Benefits Advisor if you are considering plan changes.*

Medical Plan Type	Open Access PPO	Access Blue New England HMO	Access Blue New England HMO with Deductible		
Plan Name	OA20	AB20	ABSOS20/40/1KDED	ABSOS25/50/3KDED	ABSOS30/60/5KDED
Visit Copay	\$20	\$20	\$20	\$25	\$30
Specialty Visit Copay	\$20	\$20	\$40	\$50	\$60
Walk-In Center Copay	\$20	\$20	\$20	\$25	\$30
Urgent Care Copay	\$75	\$50	\$50	\$75	\$100
ER Copay	\$150	\$100	\$100	\$150	\$250
Standard Deductible (per person/per family)	\$1,000 / \$3,000 (Out-of-Network)	\$0	\$1,000 / \$3,000	\$3,000 / \$9,000	\$5,000 / \$12,000
Standard Coinsurance	20% (Out-of-Network)	N/A	N/A	N/A	N/A
Chiropractic Visits/Copay	Unlimited / \$20	Unlimited / \$20	Unlimited / \$20	Unlimited / \$25	Unlimited / \$30
Therapy Visits (PT/OT/ST)/Copay	Unlimited / \$20	60 / \$20	60 / \$20	60 / \$25	60 / \$30
Acupuncture Visits/Copay	Unlimited / \$20	Unlimited / \$20	Unlimited / \$20	Unlimited / \$25	Unlimited / \$30
Durable Medical Equipment	\$100 deductible, then you pay 20%	You pay 20%	\$100 deductible, then you pay 20%	\$100 deductible, then you pay 20%	\$100 deductible, then you pay 20%
MRI, CT scan, PET, MRA	You pay \$0 (In-Network)	You pay \$0	You pay \$0 at SOS providers. Otherwise, Standard Deductible	You pay \$0 at SOS providers. Otherwise, Standard Deductible	You pay \$125 at SOS providers. Otherwise, Standard Deductible
X-Rays and Ultrasounds	You pay \$0 (In-Network)	You pay \$0	You pay \$0 at SOS providers. Otherwise, Standard Deductible	You pay \$0 at SOS providers. Otherwise, Standard Deductible	You pay \$125 at SOS providers. Otherwise, Standard Deductible
Labs (including allergy testing)	You pay \$0 (In-Network)	You pay \$0	You pay \$0 at SOS providers. Otherwise, Standard Deductible	You pay \$0 at SOS providers. Otherwise, Standard Deductible	You pay \$0 at SOS providers. Otherwise, Standard Deductible
Maximum Out-of-Pocket (per person/per family; medical and RX expenses combined)	\$3,000 / \$6,000	\$3,000 / \$6,000	\$5,000 / \$10,000	\$5,000 / \$10,000	\$7,150 / \$14,300

Monthly Medical Rates with Prescription Benefit Option RX10/20/45					
single	\$1,295.26	\$1,218.10	\$981.85	\$713.01	\$657.87
2-person	\$2,590.53	\$2,436.21	\$1,963.70	\$1,426.02	\$1,315.75
family	\$3,497.22	\$3,288.88	\$2,651.00	\$1,925.12	\$1,776.26

OR

Monthly Medical Rates with Prescription Benefit Option R10/25/40M10/40/70					
single	\$1,253.01	\$1,178.43	\$949.90	\$689.82	\$636.49
2-person	\$2,506.03	\$2,356.85	\$1,899.81	\$1,379.64	\$1,272.98
family	\$3,383.13	\$3,181.75	\$2,564.74	\$1,862.52	\$1,718.52

RX = Copays for both retail and mail order    R= Copays for retail (up to 34 day supply)    M = Copays for Maintenance Choice (up to 90 day supply)

DISCLAIMER: Monthly rates are based on a minimum of 75% participation of all eligible employees who do not otherwise have group medical coverage. Active employees and retirees must be offered the same prescription drug coverage. HealthTrust reserves the right to change these rates if there is a +/- 10% in enrollment. All deductibles and benefit limits shown are per plan year (January 1 through December 31). These charts are intended for summary purposes only. Details of coverage are set forth in separate documents, which govern these plans.

Medical Plan Type	High Deductible Health Plan (HSA Qualified)	
Plan Name	LUMENOS2500	QAHD/2.5K/20COIN
Standard Deductible	\$2,500 per person / \$5,000 per 2-person or family (1)	\$2,500 per person / \$5,000 per family (In-Network); \$4,000 per person / \$12,000 per family (Out-of-Network)
Standard Coinsurance	0% (In-Network); 30% (Out-of-Network)	20% (In-Network); 40% (Out-of-Network)
Coinsurance Maximum	N/A (In-Network); \$2,500 / \$5,000 (Out-of-Network) (1)	\$1,500 per person / \$3,000 per family (In-Network); \$10,000 per person / \$16,000 per family (Out-of-Network)
Chiropractic Visits	Unlimited / Standard Deductible and/or Coinsurance	Unlimited / Standard Deductible and/or Coinsurance
Therapy Visits (PT/OT/ST)	60 Visits / Standard Deductible and/or Coinsurance	60 Visits / Standard Deductible and/or Coinsurance
Acupuncture Visits	Unlimited / Standard Deductible and/or Coinsurance	Unlimited / Standard Deductible and/or Coinsurance
Durable Medical Equipment	Standard Deductible and/or Coinsurance	Standard Deductible and/or Coinsurance
Prescription Drugs	Standard Deductible and/or Coinsurance	Standard Deductible and/or Coinsurance
Maximum Out-of-Pocket (per person/per family; medical and RX expenses combined)	\$2,500 / \$5,000 (In-Network); \$5,000 / \$10,000 (Out-of-Network) (1)	\$4,000 / \$8,000 (In-Network); \$14,000 / \$28,000 (Out-of-Network)
single	\$992.80	\$886.78
2-person	\$1,985.60	\$1,773.57
family	\$2,680.56	\$2,394.31
(1) For LUMENOS2500: If you are enrolled at the 2-person or family level, eligible expenses incurred by you or any of your enrolled family members count toward satisfying the entire 2-person/family deductible and/or coinsurance.		



## New HealthTrust Medicare Advantage with Prescription Drug Coverage for Medicare-Eligible Retirees – Starting January 1, 2025

*HealthTrust is excited to announce it will partner with Anthem to transition to a fully insured Medicare Advantage with Prescription Drug Plan for Medicare-Eligible Retirees.*

This plan is customized for HealthTrust Member Groups and Retirees. The Medicare Advantage Program will provide comprehensive benefits much like the current Medicomp Three plan but at a much lower cost. It also allows Retirees to take full advantage of the changes coming from the recently passed federal Inflation Reduction Act (IRA), contributing to the significantly lower cost of the new Medicare Advantage plan.

### What is a Medicare Advantage Plan?

- Medicare Advantage Plans (Part C) include all the benefits of Medicare Parts A and B, and more, in one convenient plan.
- Medicare Advantage plans have a proven track-record of providing stable and comprehensive coverage.
- Medicare Advantage plans offered by employers (called Employer Group Waiver Plans, or EGWPs) can be customized to include additional benefits and enhancements beyond original Medicare benefits – and this is exactly what HealthTrust is doing!

### Why change from a Medicare Supplemental plan to a Medicare Advantage plan?

- The Inflation Reduction Act (IRA) is a far-reaching law passed in August 2022. One component of the new law redesigns Medicare Part D effective January 1, 2025 in order to improve drug affordability for seniors and others enrolled in the plan.
- Important Part D changes include:
  - Closing the Medicare coverage gap (“donut hole”)
  - Eliminating the 5% coinsurance on catastrophic care
  - Instituting a total annual maximum out-of-pocket (“MOOP”) capped at \$2,000
  - Empowering Medicare to negotiate drug prices

### HealthTrust Medicare Advantage Plan - Comprehensive and Affordable Retiree Coverage

- HealthTrust has worked diligently with Anthem to craft a custom, Employer Group Waiver (EGWP) Medicare Advantage Plan that has great benefits and significant savings for Retirees.

## BENEFIT PLAN UPDATES

- Similar to our current Medicomp Three coverage, there will be no cost share for the vast majority of medical services.
- Comprehensive prescription drug coverage with the following copayments (for both 30-day and 90-day supplies), according to Anthem’s formulary, as amended from time to time:
  - Generics: \$10 copayment
  - Preferred Brand: \$20 copayment
  - Non-Preferred Drugs: \$45 copayment

### Medicare Advantage Savings for Retirees

- Retirees currently enrolled in Medicomp Three with the RX10/20/45 Prescription Drug plan will see, on average, a contribution rate savings close to 50% (with a range of savings between 30% and 70%) when comparing Member Group contribution rates for CY2024 and FY2025.
- Retirees with Medicomp Three without Prescription Drug (MCNRX), will want to consider enrolling in the new Medicare Advantage with Prescription Drug plan depending on the cost of their current Part D prescription drug plan.

### What Stays the Same with Medicare Advantage?

- HealthTrust’s commitment to our Member Groups to provide affordable, comprehensive coverage designed to promote optimum health for Retirees.
- HealthTrust will continue to offer Retiree Individual Billing Services for Member Groups.
- HealthTrust will continue to facilitate education and enrollment, including the transition to becoming a Medicare-eligible Retiree.
- Any New Hampshire Retirement System (NHRS) subsidy the Retiree may be eligible for can continue to be applied to reduce the contribution cost.
- Retirees enrolled on the MCNRX coverage as of December 31, 2024 will be grandfathered and may remain on that plan for as long as they remain continuously enrolled but have the opportunity at the January open enrollment each year to switch to the Medicare Advantage Plan.

### Next Steps for Medicare Advantage

- Early next year, additional information will be provided to Member Groups regarding the January 1, 2025 transition. At this time, no additional action is required by Member Groups or Retirees.

***HealthTrust is very excited to be able to offer this benefit beginning in January 2025 and is looking forward to working with Member Groups and Retirees to ensure a smooth and successful transition.***

# COST CONTAINMENT STRATEGIES FOR GOOD HEALTH AND WELL-BEING

## Strategies to Mitigate Claims, Contain Costs and Improve Outcomes



**Commitment** – HealthTrust is committed to helping each Covered Individual reach optimum health through a culture of wellness, condition management programs and support.



**Support** – HealthTrust provides programs and services to help each Covered Individual set their own definition of optimum health and get assistance in navigating health challenges impacting them or their covered family members.



**Education** – HealthTrust Benefits and Wellness Advisors are available to provide education, engagement resources and enrollment campaigns to support understanding of the wide variety of programs and services available to each Covered Individual.

*HealthTrust Benefit and Wellness Advisors are available to provide education and resources to help you understand how your Member Group's rate was established, factors impacting your rate adjustment, and how HealthTrust's Well-Being programs can help your employees, retirees and their covered family members reach optimum health.*

### Member Group Rate & Claim Reports

- **Member Rate Package** – Includes the rate letter, transmittal and other important plan information.
- **Member Rating Summary** – A report to help you understand how medical coverage rates are established for Member Groups.
- **Stewardship Report** – This report helps you understand medical and prescription claims utilization. The reports also include information on your Group's engagement in HealthTrust's Well-Being Programs and can assist you in finding opportunities for education.

### Enrollee Engagement – for employees and spouses

*HealthTrust programs and services can help each individual get assistance in navigating health challenges impacting them or their covered family members.*

- **Customized Benefit Plan Comparison Charts & Benefit Education Packets** to share with your employees
- **Virtual and In-Person Benefit Education Sessions**
- **Custom Well-Being Education Sessions**

## Resources to help your employees find care and support to achieve greater well-being.



### Secure Enrollee Portal (SEP)

Encourage your employees and their spouses to sign up for a Secure Enrollee Portal (SEP) account. In addition to accessing to their ID Cards and coverage information, there are videos, resources and links to condition management support and a full array of well-being programs – including the Slice of Life wellness program powered by Virgin Pulse.

- Easy sign-on to most vendor partner websites
- Secure Message Center
- Find a network provider or pharmacy
- Digital ID cards
- Access to your coverage documents
- Easy to use on a computer, tablet or smartphone!



*Our Well-Being Programs provide the resources you and your covered family members need to achieve optimum health.*



HealthTrust Secure Enrollee Portal – Covered Individuals' Gateway to Well-Being Programs

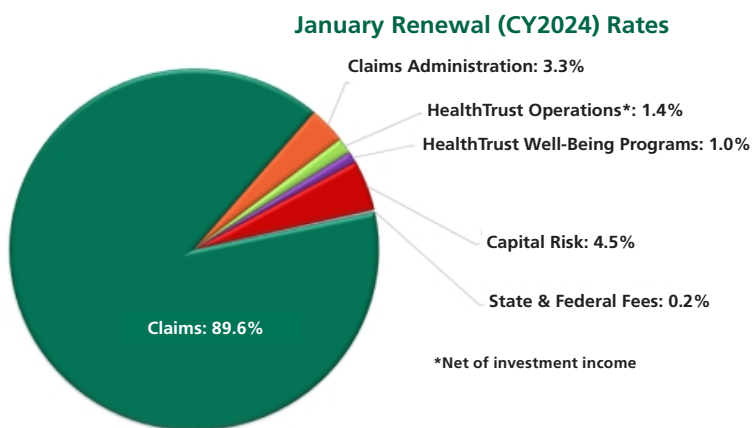


## Rating Process

The HealthTrust Board set the January Renewal (CY2024) Rates at its meeting on October 11, 2023. Staff and external actuaries (Milliman) work together to review historical claims data that is then projected forward using the latest trend forecasts to derive the rate change required, if any, in renewal rates. This year's rating process applied the actuaries' recommended trend forecasts to claims incurred from May 2022 through April 2023, and paid through May 2023, to set medical rates. The Board's Finance & Personnel Committee determined the recommended renewal rates, which were then presented at two public hearings for Member Groups in September. Finally, the HealthTrust Board adopted the renewal rates, taking into consideration feedback received at the public hearings and the recommendation by the Finance & Personnel Committee.

## Medical Contribution Components

The overall medical rates are comprised of several components. Claims are the largest component at approximately 89.6% of the rate. Other components include 3.3% for Claims Administration, 1.4% for HealthTrust's Operations (net of investment income), and 1.0% for HealthTrust Well-Being Programs. The remainder of the rate is for required State and Federal fees (0.2%) and Capital Risk Charges (4.5%) for needed reserves.



## Medical Plan Relativities

HealthTrust regularly works with its actuaries to determine the relative cost of the different medical benefit options we offer. At this time, the percentage rate change for each benefit option will remain the same as the overall percentage rate change for Member Groups.



## CAPITAL ADEQUACY RESERVE

### Capital Adequacy Reserve – What is it and why have it?

The purpose of a Capital Adequacy Reserve is to ensure that all future obligations for the payment of claims and expenses are fully paid even if the actual claims experience differs from the rating assumptions used to set the contribution rates. Annually the HealthTrust Board determines the target level for HealthTrust's Capital Adequacy Reserve as of June 30th.

HealthTrust locks in the rates it charges for future coverage based on the actuaries' best information known at the time. However, actual future claims costs may be significantly higher than predicted based on numerous factors such as utilization, high cost claims, and inflation.

The HealthTrust Board has established a policy that it shall rely on the opinion of a qualified actuary using a sound actuarial methodology to determine the target Capital Adequacy Reserve level required for HealthTrust to meet its obligations to pay claims and expenses, even if the rating assumptions end up being too low.

HealthTrust retained Milliman, one of the preeminent actuarial firms in the country, to determine the Capital Adequacy Reserve needed as of June 30, 2023. Using an actuarially sound methodology, Milliman recommended that HealthTrust target a Capital Adequacy Reserve level between \$90 million and \$150 million. According to Milliman, this is the level needed to provide confidence that there is no more than a 5% chance of insolvency over the next five years. Where in this range the reserve needs to be depends on whether HealthTrust has pricing flexibility to respond to adverse situations as they develop.

Based on this actuarial recommendation, the HealthTrust Board established a Capital Adequacy Reserve target level of \$90 million as of June 30, 2023.

### Capital Risk Charge – Why is this utilized in rating?

In developing medical rates, HealthTrust utilized medical and prescription drug claims experience for claims incurred May 2022 - April 2023, and paid through May 2023, to develop the projected trend. It is important to note that based on the claims experience from this time period for all renewal groups combined, there has been a demonstrated increase in the overall claims volume and increased severity and volume of high dollar claims. Other items such as the cost and utilization of specialty drugs, newly indicated weight loss drugs, and losses within the investment portfolio due to downturns in the financial market have also impacted the rates.

HealthTrust's net position in the last two fiscal years (FY2022 and FY2023) has been impacted by unusually higher than projected medical and prescription drug claims volume and investment portfolio losses due to downturns in the financial market, and requires replenishing the Capital Adequacy Reserve. During the prior two years, which were significantly impacted by the pandemic, HealthTrust experienced unusually lower than projected medical and prescription drug claims, resulting in a Return of Surplus to Member Groups totaling \$57 million (\$38.2M for FY2021 and \$18.8M for FY2020). This level of claims volatility is unprecedented for HealthTrust and is a result of the factors discussed above.

These factors have impacted HealthTrust's net position (the amount available to fund the Capital Adequacy Reserve), which at the end of FY2023 was below the Capital Adequacy Reserve target adopted by the Board. As a result, it is necessary for HealthTrust to increase the Capital Risk Charge to begin rebuilding the Capital Adequacy Reserve to reach the target adopted by the Board. The Capital Risk Charge will strengthen the risk pool and its ability to continue to provide high quality, cost-effective medical coverage. In further support of these efforts, the HealthTrust Board continues to implement programs and services that help reduce claims costs while assisting Covered Individuals find the right care, at the right time and place, and to help achieve optimum health.

## ARTICLE 8

### INSURANCE

The Town will provide to members of the Bargaining Unit Health (medical & dental), short-term and long-term disability, Worker's Compensation Insurance, Life Insurance, health insurance opt-out stipend, and supplemental insurances on the same terms and conditions as provided to other employees of the Town. The Town reserves the right to modify such insurance plans from time to time during the term of this Agreement, provided the Union is given thirty (30) days written notice of modification and provided further that members of the Bargaining Unit are treated as same as other Town employees. Health plans shall be in accordance with the Town of Hooksett Personnel Plan conditional that these plans comply with the Affordable Care Act. Should unforeseen events occur with the Affordable Care Act, the Town and Union agree to reopen this contract to negotiate health insurance.

1. The Town shall maintain:
  - a. **Access Blue HMO AB201PDED \$250/\$750 New England** health insurance plan or similar plan of comparable quality.
  - b. **Anthem Blue HMO ABSOS20/40 1KDED \$1,000/\$3,000 New England** health insurance plan or similar plan of comparable quality.
  - c. **Lumenos 2500 \$2,500/\$5,000** health insurance plan or similar plan of comparable quality.
2. Effective July 1, 2023 and for the duration of this contract the employee will be required to pay eighteen percent (18%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
  - a. For those employees who choose to participate in the **Anthem Blue HMO ABSOS20/40 1KDED \$1,000/\$3,000 New England** Health Plan, the Town shall maintain HRA funds on the same schedule and at the same rates as is done for other Town employees.
  - b. For those employees who choose to participate in the **Lumenos 2500 \$2,500/\$5,000** Health Plan, the Town shall deposit HSA funds into the employee's HSA bank account on the same schedule and at the same rates as is done for other Town employees.
  - c. The employee will be required to pay all insurance co-pays and/or deductibles based on the plan in which they are enrolled.
  - d. The employee shall not be required to contribute more than eighteen percent (18%) of the total premium, when the plan they selected has a non-union employee premium contribution, as it exists on January 1, 2023 until a successor agreement is reached.

require a doctor's note, and/or conduct an investigation into the alleged misuse. If found to be misusing sick leave; discipline will be issued up to and including dismissal.

## ARTICLE 22

### HEALTH, DENTAL, LIFE and DISABILITY INSURANCE

22.1 The Town will provide to members of the Bargaining Unit Health, Dental, Short-term & Long-term Disability, and Life Insurance on the same terms and conditions (level of benefits, deductibles) as provided to other employees of the Town. Sick time and vacation time will not accrue when the employee is out of work and has been approved for short/long-term disability.

22.2 The Town reserves the right to modify such insurance plans from time to time during the term of this Agreement, provided the Union is given thirty (30) days written notice of modification and provided further that members of the Bargaining Unit are treated as same as other Town employees.

22.3 In the event that the Town is considering a change in Health, Dental, Short-term & Long-term Disability, or Life Insurance that would include a decrease in benefits or an increase in employee premium contribution, the Town Administrator agrees to meet with members of Bargaining Unit to discuss such change and to consider any proposal(s) on the subject submitted by members of the Bargaining Unit.

- Effective July 1, 2022 the members will pay seventeen percent (17%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
- Effective July 1, 2023 the members will pay eighteen percent (18%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
- Effective July 1, 2024 the members will pay nineteen percent (19%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.

22.4 If the union member selects a health plan that has no non-union employee premium contribution, the Town will pay 100% of the premium.

22.5 Union members' health insurance stipend (opt-out) terms will be as described in the Personnel Plan.



## ARTICLE 24 INSURANCE

1. The Town will provide to members of the Bargaining Unit Health, short-term & long-term disability, and Life Insurance on the same terms and conditions (level of benefits, deductibles) as provided to other employees of the Town. The Town reserves the right to modify such insurance plans from time to time during the term of this Agreement, provided the Union is given thirty (30) days written notice of modification and provided further that members of the Bargaining Unit are treated as same as other Town employees.
2. In the event that the Town is considering a change in Health, short-term & Long-Term Disability, or Life Insurance that would include a decrease in benefits or an increase in employee premium contribution, the Chief of Police or his/her designee agrees to meet with members of Bargaining Unit to discuss such change and to consider any proposal(s) on the subject submitted by members of the Bargaining Unit.
3. All members will pay twenty percent (20%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
  - a. If the union employee selects a health plan that has no non-union employee premium contribution, the Town will pay 100% of the premium.
  - b. Police union employee health insurance opt-out (Health insurance stipend agreement) terms will be the same as non-union employees.
4. No sick accruals will be earned when a member is out on short/long-term disability or waiting for a decision from the short/long-term disability provider.

## ARTICLE 16

### HEALTH, DENTAL, LIFE AND DISABILITY INSURANCE

16.1 The Town will provide to members of the Bargaining Unit Health, dental, short-term & long-term disability, and Life Insurance on the same terms and conditions (level of benefits, deductibles) as outlined in the Town's Personnel Plan. Sick time and vacation time will not accrue when the employee is out of work and has been approved for short/long-term disability. The Town reserves the right to modify such insurance plans from time to time during the term of this Agreement, provided the Union is given thirty (30) days written notice of modification and provided further that members of the Bargaining Unit are treated as same as other Town employees.

16.2 In the event that the Town is considering a change in Health, dental, short-term & Long-Term Disability, or Life Insurance that would include a decrease in benefits or an increase in employee premium contribution, the Chief of Police or his/her designee agrees to meet with members of Bargaining Unit to discuss such change and to consider any modifications within the Town's proposed changes on the subject submitted by members of the Bargaining Unit.

- Effective July 1, 2023 the employee will pay sixteen percent (16%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
  - a. If the union employee selects a health plan that has no non-union employee premium contribution, the Town will pay 100% of the premium.
  - b. Town union employee health insurance opt-out (Health insurance stipend agreement) terms will be the same as non-union employees.

**ARTICLE 19**

**FAMILY MEDICAL LEAVE ACT**

Refer to Town Personnel Plan

**ARTICLE 20**

**HEALTH, DENTAL, LIFE and DISABILITY INSURANCES**

20.1 The Town will provide to members of the Bargaining Unit Health, dental, short-term & long-term disability, and Life Insurance on the same terms and conditions (level of benefits, deductibles) as outlined in the Town's Personnel Plan. The Town reserves the right to modify such insurance plans from time to time during the term of this Agreement, provided the Union is given thirty (30) days written notice of modification and provided further that members of the Bargaining Unit are treated as same as other Town employees.

20.2 In the event that the Town is considering a change in Health, dental, short-term & Long-Term Disability, or Life Insurance that would include a decrease in benefits or an increase in employee premium contribution, the Town Administrator agrees to meet with members of Bargaining Unit to discuss such change and to consider any modifications within the Town's proposed changes on the subject submitted by members of the Bargaining Unit.

- Effective July 1, 2021 the employee will pay eighteen percent (18%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
  - Effective July 1, 2022 the employee will pay nineteen percent (19%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
  - Effective July 1, 2023 the employee will pay twenty percent (20%) through payroll deduction of the health insurance premium, when the plan they selected has a non-union employee premium contribution.
- A. If the union employee selects a health plan that has no non-union employee premium contribution, the Town will pay 100% of the premium.
- B. Town union employee health insurance opt-out (Health insurance stipend agreement) terms will be the same as non-union employees.

To: Town of Hooksett Town Council  
From: Jolene C Archambeault  
Date: 10-10-23  
Re: Saturday cease work request

Today I'm writing with a plea for a change.

We are asking the town for special permission to cease work on US RTE 3 / 1461 Hooksett road property – Ridgeback Storage project on Saturdays. The property is nestled between residential areas - Granite Hill Condos and Granite Brook MHP.

Heavy construction happens on Saturdays. Sometimes all day. (7am till 5pm) Large rocks are dug up, dumped, and moved all day with large equipment. The reverse alarm sound on the construction equipment sounds all day and earthwork echoes through the open areas. It is very disruptive to the people living on Thames Road and Gary Ave Hooksett, NH.

We recognize that the noise ordinance 00-32 includes Saturdays.

Although, this is a special circumstance, and this project has been delayed many times.

In turn, this project has dragged on and the residents haven't had much peace in their own homes or yards during the week and weekends. Especially, through the summer months when we like to be outside enjoying the weather.

In this proximity, it's a substantial amount of loud construction noise, creates dusty air when they dump behind our homes, trucks and tractors expel smelly fumes and is a nuisance without any trees.

Would you include our request on the next town council agenda to discuss please?

We look forward to working with you to resolve this situation soon and peacefully.

Thank you.

Jolene C Archambeault

4

ARTICLE 3

GENERAL PROVISIONS

(Amended 05/14/13)

E. Sanitary Protection

Page 5 G.

Any use that may be obnoxious or injurious by reasons of the production or emission of odor, dust, smoke, refuse matter, fumes, noise, vibrations, or similar conditions, or that are dangerous to the comfort, peace, enjoyment, health or safety of the community or lending to its disturbance or annoyance are prohibited.





# Town Council

## STAFF REPORT



**To:** Town Council

**Title:** To accept the grant in the amount of \$3,132.50 from the Bureau of Justice Assistance; Patrick Leahy Bulletproof Vest Partnership, to the Town of Hooksett for the Hooksett Police Department per RSA 31:91-b: III(b) and return the funds to the Police Department's, 2023-2024, 2024-2025 and/or 2025-2026 fiscal year budgets under the uniform equipment line.

**Meeting:** Town Council - 25 Oct 2023

**Department:**

**Staff Contact:** Jake Robie, Captain

### BACKGROUND INFORMATION:

The Bureau of Justice Assistance (BJA) has awarded the Hooksett Police Department under the Fiscal Year (FY) 2023 Patrick Leahy Bulletproof Vest Partnership (BVP) solicitation, \$3,132.50. The FY 2023 award will be used for National Institute of Justice (NIJ) compliant armored vests which were ordered after April 1st, 2023. The deadline to request payments from the FY 2023 award is August 31st, 2025, or until all available funds have been requested. The grant covers 50% of the cost of each newly NIJ compliant "uniquely fitted vests" duty vest that our officers are required to wear while on duty.

### FINANCIAL IMPACT:

None

### POLICY IMPLICATIONS:

None

### RECOMMENDATION:

Approve the motion

### SUGGESTED MOTION:

Motion to accept the grant in the amount of \$3,132.50 from the Bureau of Justice Assistance; Patrick Leahy Bulletproof Vest Partnership, to the Town of Hooksett for the Hooksett Police Department per RSA 31:91-b: III(b) and return the funds to the Police Department's, 2023-2024, 2024-2025 and/or 2025-2026 fiscal year budgets under the uniform equipment line.

### TOWN ADMINISTRATOR'S RECOMMENDATION:

I concur with the suggested motion.



Town Council  
**STAFF REPORT**



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**To:** Town Council  
**Title:** Accept State of NH Dept of Safety - Division of Fire Standards & Training & EMS funds reimbursed to the Town of Hooksett, NH in the amount of \$1,525.05 for Hooksett Fire-Rescue Department members overtime costs from June, 2023 training class, per NH RSA 31:95-b III(b).  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Fire and Rescue  
**Staff Contact:** Regina Howard, Administrative Assistant

**BACKGROUND INFORMATION:**

As previously approved by Council, HFR department members are participating in ongoing training classes at Division of Fire Standards & Training & EMS at the State which provide reimbursement funds to cover overtime and backfill for any participants.

**FINANCIAL IMPACT:**

\$1,525.05

**POLICY IMPLICATIONS:**

n/a

**RECOMMENDATION:**

Accept funds as described

**SUGGESTED MOTION:**

Motion to accept State of NH Dept of Safety - Division of Fire Standards & Training & EMS funds reimbursed to the Town of Hooksett, NH in the amount of \$1525.05 for Hooksett Fire-Rescue Department members overtime costs from June, 2023 training class, per NH RSA 31:95-b III(b).

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

I concur with the suggested motion.

**ATTACHMENTS:**

[council minutes 7-27-22 NHFA training classes](#)

502 **Vote all in favor 6-0**

503

504 D. Boutin- the planning board voted unanimously to approve the CIP.

505

506 R. Lapierre- I don't think it forward projects costs and how they increase over time. I will  
507 volunteer to be on the committee next time.

508

509 A. Garron- we do ask dept heads to use an escalator and project out cost due to inflation.

510

511 ***D. Boutin motioned to allow Hooksett Fire Rescue Department members access to***  
512 ***NHFA funded training classes eligible for overtime and backfill reimbursement for the***  
513 ***period of the next two years ending in 2024; seconded by R. Lapierre.***

514

515 **Vote in favor 6-0**

516

517 D. Nadeau- The New Hampshire Fire Academy announced State funded technical training  
518 class. Department members can attend these classes at no cost to the Town, with overtime  
519 and backfill being reimbursed from the State of NH

520

521 T. Tsantoulis so there is no cost for the training, and if an employee attends on their time off  
522 they will be  
523 compensated. There is no cost to the town for this. Due to staff shortages, there seems to be  
524 some  
525 manipulation of the system. Who choose who goes and who fills in?

526

527 D. Nadeau- we do.

528

529 ***Lapierre motioned to authorize the Chairman to sign budget Transfer #2022-02 in the***  
530 ***\$102,800.00 to the Police budget from Fire and DPW's budgets.; seconded by D. Boutin.***

531

532 **Vote in favor 6-0**

533

534 ***J. Sullivan motioned to accept updates to Town Council Rules of Procedures; seconded***  
535 ***by D. Boutin.***

536

537 **Vote in favor 6-0**

538

539 **Town Council Annual Report**

540

541 J. Sullivan- you have all received the annual report update with changes. We have done a lot  
542 this year.

543

544 ***D. Boutin motioned to approve the town report as edited; seconded by T. Tsantoulis.***

545

546 **Vote in favor 6-0**

547

Town Council  
**STAFF REPORT**



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**To:** Town Council  
**Title:** Martins Ferry Road/North River Road Intersection – Timber Bridge Information – 10-25-23  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Community Development  
**Staff Contact:** Bruce Thomas, Town Engineer

**BACKGROUND INFORMATION:**

Martins Ferry Road/North River Road Intersection - Bruce Thomas, Town Engineer will be present to present additional information regarding the proposed timber bridge including the following:

- Photos of a typical timber bridge will be provided.
- What is the life span of a timber bridge vs. a concrete/steel bridge.
- What is the cost difference between a timber bridge vs. a concrete/steel bridge.

**FINANCIAL IMPACT:**

None

**POLICY IMPLICATIONS:**

None

**RECOMMENDATION:**

None. For information only.

**SUGGESTED MOTION:**

None. For information only.

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

Addressing questions from Town Council regarding the visual look of the proposed timber bridge and the structural make of the bridge.



# Town Council STAFF REPORT



**To:** Town Council  
**Title:** FY 2024-25 Budget and Warrant Articles  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Finance  
**Staff Contact:** Christine Tewksbury, Finance Director

## BACKGROUND INFORMATION:

**1) Update budget:** Impact of the employee's health and dental insurance renewal rates will be at the November 1st meeting.

**2) Review potential warrant articles:** Attached is a list of possible warrant articles. This meeting will cover the capital reserves for Police and the request for body worn cameras. The November 1st meeting will cover Conservation, Revaluation, GIS, Information Technologies and Fire capital reserve requests. Also covered will be funds to repair headstones and monuments at the cemeteries and the need for two additional firefighters.

The plan for each article is to review, recommend, and designate two Councilors to first and second each of the articles at the February deliberative session.

These are the Council's Articles... the board has the right to amend the amounts, purposes or not to recommend any of the articles. If there are questions, we can hold off on approving the article until the questions are answered.

Once the articles are approved, they will be shared with the Budget Committee for their consideration.

## FINANCIAL IMPACT:

The tax rate impact will be provided on each of the articles.

## SUGGESTED MOTION:

1) Motion to recommend (insert title of article) article in the amount of (insert amount). (roll call needed)

2) Designate Councilors to first and second the article at the Deliberative Session Saturday February 3rd. The list will be finalized at the January 24th Council meeting.

## TOWN ADMINISTRATOR'S RECOMMENDATION:

Town Council will need to consider each warrant article for its support and to identify who will motion and second the article(s) at the deliberative session.

## ATTACHMENTS:

[2024-25 Possible Warrant List](#)  
[CR Police - Emergency Radio Fund](#)  
[PD-Body Camera Warrant article](#)  
[CR Police - Equipment](#)



*Town of Hooksett*

**BUDGET AND WARRANT ARTICLE with ESTIMATED IMPACT ON TAX RATE**

**Warrant Articles for 2024-25**

**Tax base of \$2,080,539,306 (2022 tax base)**

	#	Warrant	Request	Town Admin	Council	Tax Effect
	1	Elected Officials				
		Charter Amendment				
		Operating Budget	14,673,494	13,274,593	14,380,921	6.91
		Town	21,882,753	20,483,852	21,590,180	
		Wastewater	2,731,517	-	-	
		Revenues	(9,940,776)	(7,209,259)	(7,209,259)	
Nov		Martins Ferry Road Intersection				
Nov		Fire Union Contract				-
Nov		Non-Union Raises				-
Nov		Police Supervisors Union Contract				-
Nov		DPW Union Contract				-
Oct 11		CR Fund - Public Works' Vehicles (CIP increased funding from \$200K to \$250K)	250,000	250,000	250,000	0.12
Oct 11		CR Fund - Town Building Maintenance	200,000	200,000	200,000	0.10
Oct 11		Semi Tractor without trailer R&T Solid Waste Fund	185,000	185,000	185,000	-
Oct 11		CR Fund - Drainage Upgrades	100,000	100,000	100,000	0.05
Oct 11		DPW R&T - Additional Full-time Laborer	55,598	55,598	55,598	0.03
Oct 11		Scale house Engineering and Design	55,000	55,000	55,000	-
Oct 11		CR Fund - Parks & Recreation Facilities Development	50,000	50,000	50,000	0.02
Oct 11		CR Fund - Automated Collection Equipment	30,000	30,000	30,000	0.01
<b>Oct 25</b>		<b>Body Warn Cameras</b>	<b>175,645</b>	<b>175,645</b>		<b>0.08</b>
<b>Oct 25</b>		<b>CR Fund - Emergency Radio Communications</b>	<b>50,000</b>	<b>50,000</b>		<b>0.02</b>
<b>Oct 25</b>		<b>CR Fund - Police Equipment (NEW)</b>	<b>50,000</b>	<b>50,000</b>		<b>0.02</b>
Nov 1		CR Fund - Fire Apparatus (Department request \$25K more)	275,000	250,000		0.12
Nov 1		Fire - 2 Additional Firefighters	186,184	-		-
Nov 1		CR Funds - Fire (\$27.5K Air Packs; \$150K Tools & Equipment, \$0 Cistern) CIP Increased Tools \$100 for radios.	177,500	177,500		0.09
Nov 1		CR Fund - GIS Digital Parcel Recompile (CIP increased by \$35k)	135,000	135,000		0.06
Nov 1		CR Fund - Revaluation (department increased from \$30K to 60K)	60,000	60,000		0.03
Nov 1		CR Fund - Information Technology (NEW)	40,000	40,000		0.02
Nov 1		CR Fund - Improvements of Conservation Land	30,000	30,000		0.01
Nov 1		Repairs to headstones and monuments @ cemeteries (TA's support is pending DRA & legal review)	10,000	10,000		0.005
		<b>Total</b>	<b>\$16,788,421</b>	<b>\$ 15,178,336</b>	<b>\$ 15,306,519</b>	<b>7.74</b>



## *Town of Hooksett*

### WARRANT ARTICLE REQUEST FORM

**Date of Request:** 7/13/2023

**Date of Town Meeting:** March 2023

**Name of Department Submitting Request:** Police

**1. Please provide the wording of the proposed article.**

To see if the town will vote to raise and appropriate the sum of **\$50,000.00** to be added to the Emergency Radio Communications Capital Reserve Fund previously established. The estimated tax rate impact is \$0.02.

**2. Voters' Guide Explanation.**

Previously this fund was set up to be used in the year 2024 for a complete replacement of the existing radio communication system. Due to ever changing technology it is now recommended by the manufacturers that the radio system components are replaced and/or upgraded on a continuous basis. The end of life for all components is 10 years. This is intended to fund the maintenance of the entire radio infrastructure. Up to \$370,604.00 is anticipated to be needed during the 24-25 budget year from this reserve to replace the base dispatch console and the South Bow Radio Tower. The Capital Improvement Plan Committee voted to support this request and recommended funding a warrant article in FY 2024-2025 for these projects.

**3. If this article is not passed at Town Meeting or approved by the Town Council, what affect would this have on your department goals and programs?**

The Department's goal is to build this fund so the high cost of replacing radio communication equipment is spread out over time and not have a direct tax impact during one or more years. This fund is also built to ensure emergency equipment can be replaced due to natural disasters that may not be covered completely by insurance. None of this would be possible IF this article is not passed and/or approved. Our goal of keeping our communications equipment current and working at peak performance, while having a minimal yearly tax impact, would not be possible without this article passing.

**4. Is any further information necessary for the deliberation?**

No further information.



## *Town of Hooksett*

### WARRANT ARTICLE REQUEST FORM

**Date of Request:** 7/13/23

**Date of Town Meeting:** March 2024

**Name of Department Submitting Request:** Police Department

**1. Please provide the wording of the proposed article.**

To see if the town will vote to raise and appropriate the sum of **\$175,645.00** to purchase Body Worn Cameras with accessories for the Police Department. The estimated tax rate impact is \$0.08.

**2. Voters' Guide Explanation.**

This will pay the sum of a five-year lease with one payment. Two and a half years into the contract the body camera company provides completely new equipment. There is strong support for Police Departments to be equipped with body-worn cameras. Nationwide studies have reported that police departments are seeing that the presence of body-worn cameras often improves officer performance as well as the conduct of the community members who are recorded. The Capital Improvement Plan Committee voted to support this request and recommended funding a warrant article in FY 2024-2025 for this project.

**3. If this article is not passed at Town Meeting or approved by the Town Council, what affect would this have on your department goals and programs?**

The Department would continue to function, however, to provide the Community of Hooksett with the best possible service, the addition of these cameras will bring another level of transparency for the public. Instead of reading a report to see what happened the event will be able to be viewed and listened to for better clarity when fielding complaints or providing more accurate information to the courts or even if it requested by a member of the public as a right to know request.

**4. Is any further information necessary for the deliberation?**

No further information.



## *Town of Hooksett* WARRANT ARTICLE REQUEST FORM

**Date of Request:** 7/13/23

**Date of Town Meeting:** March 2024

**Name of Department Submitting Request:** Police Department

**1. Please provide the wording of the proposed article.**

To see if the town will vote to establish a Police Equipment Capital Reserve Fund under provisions of RSA 35:1 to replace certain police equipment and to raise and appropriate the sum of **\$50,000.00** to be placed in this fund. Further, to name the Town Administrator as agents to expend from said fund. The estimated tax rate impact is \$0.02.

**2. Voters' Guide Explanation.**

The purpose of this article is to establish a capital reserve account for the replacement of certain police equipment (Body Cameras, Tasers, Firearms, etc.). The Capital Improvement Plan Committee supported the establishment of this reserve.

**3. If this article is not passed at Town Meeting or approved by the Town Council, what affect would this have on your department goals and programs?**

This fund will allow the Police Department to develop a replacement plan for items that are relatively expensive. As these items need replacement (firearms) or the contracted lease (Taser & Body Camera's) time expires this equipment will either age and become unreliable or have to be budgeted for in another warrant article in order to keep that type of equipment.

**4. Is any further information necessary for the deliberation?**

No further information.

# Town Council

## STAFF REPORT



**To:** Town Council  
**Title:** Town Council 2023/2024 Goals Update  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Administration  
**Staff Contact:** Wendy Baker, Executive Assistant

### BACKGROUND INFORMATION:

Town Council had a workshop on August 9, 2023 to establish short and long-term goals that will move Town's vision forward. The following were the goals set forth with a plan to report updates at the second Council meeting of each month:

#### **Goal #1: Improve community outreach**

Goal Summary: Improve communication and outreach to the community.  
 Enhance the Town's Newsletter.  
 Add to the Library's Newsletter.  
 Add advertisements to the Transfer Station cabinet.  
 Encourage the public to sign up for the website news alerts.  
 Place electronic signs at various location in Hooksett.  
 Develop a community Facebook page.

#### **Goal #2: Set budget increase to no more than 2% (starting with 25/26 Budget)**

Goal Summary: Strive for a maximum 2% increase in the municipal budget

#### **Goal #3: Remove the unnecessary utility poles**

Goal Summary: Remove Eversource utility poles that are no longer in use

#### **Goal #4: Attendance notification for quorum purposes**

Goal Summary: Improve notification system of Council, Boards, Committees and Commissions if member cannot attend meetings

#### **Goal #5: Develop network of access to connect various river front area with appropriate sidewalks/trails**

Goal Summary: Improve access to the Merrimack River for active and passive recreation

### FINANCIAL IMPACT:

None

### POLICY IMPLICATIONS:

None

### RECOMMENDATION:

Give any updates on the goals

### SUGGESTED MOTION:

N/A

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

**Goal #1: Improve community outreach- No update**

**Goal #2: Set budget increase to no more than 2% (starting with 25/26 Budget)-The start of the FY24/25 Budget, TA will provide budget guidance to the departments on the Council's goal for next year.**

**Goal #3: Remove the unnecessary utility poles- Correspondence was sent to Eversource's Community Relations Specialist about Hooksett's goal to have the abandoned poles removed from its ROW.**

**Goal #4: Attendance notification for quorum purposes-No Update**

**Goal #5: Develop network of access to connect various river front area with appropriate sidewalks/trails-No Update**

# Town Council STAFF REPORT



**To:** Town Council  
**Title:** Motion to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2024 (Federal FY 2023 starts October 1, 2023, and ends September 30, 2024). Reimbursement is not to exceed \$20,707.50 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa)  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Police Department  
**Staff Contact:** Jake Robie, Captain

## BACKGROUND INFORMATION:

We currently have a sworn member of the department assigned full time to an FBI-managed task force. Under the agreement with the FBI the members' overtime pay is reimbursed to the Town of Hooksett. Federal FY 2024 OT Limits (Federal fiscal year begins October 1, 2023, and ends September 30, 2024) are as follows:

Monthly: \$1,725.62  
 Yearly: \$20,707.50

The member is paid up front from the police department's OT line and upon reimbursement the funds go back into the OT line for our (Town of Hooksett) FY 23/24 and 24/25.

Public Hearing notice was published in the Union Leader on Sunday, October 15, 2023. Public Hearing was held tonight October 25, 2023.

## FINANCIAL IMPACT:

None

## POLICY IMPLICATIONS:

None

## RECOMMENDATION:

Make the motions as presented below

## SUGGESTED MOTION:

-Motion to waive Town Council rules of procedure and vote tonight on the same night as the Public Hearing was held.

-Motion to accept Overtime Reimbursement from the FBI, during Federal fiscal year 2024 (Federal FY 2024 starts October 1, 2023, and ends September 30, 2024). Reimbursement is not to exceed

\$20,707.50 to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b (IIIa)

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

I concur with the suggested motion.



Town Council  
**STAFF REPORT**



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**To:** Town Council  
**Title:** Accept donations totaling over \$10,000 for the Light up the Village Event per RSA 31:95-b, III(a)  
**Meeting:** Town Council - 25 Oct 2023  
**Department:** Administration  
**Staff Contact:** Leann McLaughlin, Project Coordinator

**BACKGROUND INFORMATION:**

Last year the Town received over \$10,000 in donations for the Light up the Village Event. In anticipation of achieving that mark again this year, a public hearing was held per RSA 31:95-b, III(a).

**RECOMMENDATION:**

Accept donations over \$10,000 towards the Light up the Village Event

**SUGGESTED MOTION:**

Motion to waive Town Council Rules of Procedure and vote the same night as the public hearing.  
Motion to accept donations up to and exceeding \$10,000 for the Light up the Village Event per RSA 31:95-b, III(a).

**TOWN ADMINISTRATOR'S RECOMMENDATION:**

I concur with the suggested motion.



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Town of Hookset  
Town Council Meeting Minutes  
Wednesday, October 11, 2023

The Hooksett Town Council met on Wednesday, October 11, 2023, at 6:00 pm in the Hooksett Municipal Building.

**CALL TO ORDER**

Chair Tsantoulis called the meeting of 13 Sep 2023 to order at 6:00 pm.

**PROOF OF POSTING**

Town Administrator, Andre Garron provided proof of posting.

**ROLL CALL**

Councilor James Sullivan, Councilor Randall Lapierre, Councilor Roger Duhaime, Councilor Timothy Tsantoulis, Councilor Jodi Pinard, Councilor Alex Walczyk, Councilor Keith Judge, and Councilor John Durand (arrived at 7:15 left at 8:19)

**Absent:** Councilor David Boutin.

**PLEDGE OF ALLEGIANCE**

**AGENDA OVERVIEW**

**SPECIAL RECOGNITION**

**7.1. Phil Arnone, Parks & Recreation & Cemetery Crew Chief, Retirement - 20 years Dedicated Service.**

T. Tsantoulis- gave a brief biography of Phil Arnone and recognized him for his 20 years of service reading the following: We are here tonight for a special recognition for Phil Arnone who is our Crew Chief for the Public Works - Parks, Recreation, & Cemetery Division and retiring after 20 years of dedicated service with Hooksett. Phil's career path past and present:

- Private Officer First Class
- Tractor Trailer Operator
- Construction Site Superintendent
- Maintenance Manager for Cooking Oil Company
- Self-employment – Landscaping Company
- 20 yrs+ with Town of Hooksett PW

Phil is a long-time resident of NH. He has three children, a son Philip and twin daughters Rebecca and Melissa. On October 16, 2023, Phil will make his final PW commute. You will then shed off his cold weather attire to replace with shorts, t-shirts and take in the Florida sunshine for golf and R&R poolside "It's 5 O'clock Somewhere"

37 Phil your incredible work has left an amazing legacy for those following in your  
38 footsteps. Congratulations on your retirement.

39 **7.2. Hooksett Municipal Employee - New Hire**

40 A. Garron- Bryan Rembis and Micah Peterson start date 10/23/2023 both new members  
41 in the Police Department. We do have a few employees leaving. Phil Arnone, PW  
42 Parks, Recreation & Cemetery Division Crew Chief – retirement October 2023, and  
43 Wendy Baker, Administration Executive Assistant resignation 10/20/2023.

44 **PUBLIC INPUT - None**

45 **SCHEDULED APPOINTMENTS**

46 **9.2. Leslie Madison, Heritage Commission - Hooksett History Book**

47 L. Madison- the Town earmarked \$75,000 to update the History Book by June 30<sup>th</sup>,  
48 2027. The process started mid-2023. We are ready to hire an author. It was Melissa  
49 Moore that was recommended to us and we agree that she is the best one to do the job  
50 as she has a special niche in this field, she has just completed Loundon's history book. I  
51 do not have other bis or recommendations for you. We are asking that you waive the 3  
52 bid requirement and approve Melissa Moore so we can start on the project. She is  
53 asking for \$42,000 to write the book and manage the entire project. On top of that  
54 \$1,000 for subscriptions like adobe, ancestry.com and newspapaer.com. Christine said  
55 she will need insurance. Melissa has sent me quotes on insurance, and I think that we  
56 should pay that, as \$42,000 is a really good deal to write a book from start to finish.

57 J. Sullivan- this will be a great project and worthy of Hooksett and I thank the citizens of  
58 Hooksett for approving this project.

59 J. Sullivan- would she be protected under our insurance?

60 C. Tewksbury- our insurance carrier required that she have additional insurance as she  
61 is not an employee, and she is a paid contractor.

62 ***J. Sullivan motioned to waive the requirements for bids since it is a small niche of***  
63 ***authors who can take on a project such as this; seconded by R. Lapierre.***

64 ***Vote in favor 7-0***

65 ***J. Sullivan motioned to authorize the Town Administrator to enter into a contract***  
66 ***with Melissa Moore to author the Hooksett History Book with funds received from***  
67 ***the 2022 Warrant Article; seconded by R. Lapierre.***

68 **Roll Call Vote #2**

69 ***R. Duhaime Aye***

70 ***J Durand NP***

71 ***J. Pinard Aye***

72 ***R. Lapierre Aye***

73 **A. Walczyk Aye**  
 74 **D. Boutin NP**  
 75 **K. Judge Aye**  
 76 **J. Sullivan Aye**  
 77 **T. Tsantoulis Aye**  
 78  
 79 **Vote in favor 7-0**

80 **9.4. Martins Ferry Road/North River Road Intersection Update and Design**  
 81 **Alternatives Presentation.**

82 S. Hill Engineer for GM 2- I brought 2 plans showing 2 different alternatives, and for you  
 83 to choose which one is best for the town moving forward. Alternative 1 is a 25-mph  
 84 design. 30 mph was going to greatly increase your impact. The bridge will be the same  
 85 on both alternatives, it will be of a timber design. Alternative 2 we tightened this up a bit,  
 86 has a radius of 100 ft, bridge is the same, here you will have less roadway, both alts you  
 87 will see guardrail. We talked with the state and fish and game about redoing the stream  
 88 and they were excited about this project, and it is getting restored back to the  
 89 resemblance of a stream. Bruce has reached out to SNHU, and they are supportive of  
 90 the alternatives, and they preferred alt 2. It is my suggestion that the Town also go with  
 91 alternate 2.

92 To see more on the alternatives presented with color pictures see the town website.

93 R. Duhaime- is the box truck the same as a school bus? And do we have an estimate  
 94 of alt 1 and 2?

95 S. Hill- I think a box truck is shorter. Right now, we haven't run any estimates since we  
 96 are in a preliminary estimate, I'd say they are both going to be close to the same price  
 97 at around 1.5 million and a lot will depend on a road closure vs phase construction.

98 J. Sullivan- I like that you took into consideration the neighbors and their input. I think it  
 99 makes sense to do this.

100 T. Tsantoulis- can you elaborate more on the timber frame of the bridge.

101 S. Hill- they will be a weather impervious laminated timber, and that establishes the  
 102 decking then on top of that you have your pavement. The railings will also be timber.  
 103 From the experience if you maintain it every year or 2 it will keep its color longer.

104 T. Tsantoulis- what is the general feeling on proposal 2 by show of hands?

105 ***J. Sullivan motioned to approve the selected alternative #2 as presented today;***  
 106 ***seconded by A. Walczyk.***

107 **Roll Call Vote #3**  
 108 **D. Boutin NP**  
 109 **J. Pinard Aye**

110 **A. Walczyk Aye**  
 111 **J. Durand NP**  
 112 **R. Duhaime Aye**  
 113 **J. Sullivan Aye**  
 114 **R. Lapierre Aye**  
 115 **K. Judge Aye**  
 116 **T. Tsantoulis Aye**

117  
 118 **Vote in favor 7-0**  
 119

120 R. Lapierre- I want to make clear that we are approving an option for further developing  
 121 and costing and not approving a project.

122 **TOWN ADMINISTRATOR'S REPORT**

123 A. Garron- I'd like to invite our town assessor J. Duhamel up to discuss the evaluation  
 124 that is taken place and some of the questions that have come up.

125 J. Duhamel- letters were in mailboxes on Saturday, and calls started for appointments  
 126 for the hearings. If they are still not satisfied with the hearings, they then can file for an  
 127 abatement after the 1<sup>st</sup> tax bill is sent in December. No one is losing their appeal rights  
 128 everything is still the same as it is every year.

129 J. Sullivan- I've seen a lot of comments and concerns and a lot of miss information.  
 130 Please reconfirm that the reassessment of the homes will still be done in-house.

131 J. Duhamel- Vision did the commercial and will assist in the hearings and will handle the  
 132 appeals on the commercial side, and a separate company did the utilities.

133 J. Duhamel- we used qualified sales in Hooksett from April 1, 2022, through March 31,  
 134 2023. We take into consideration age. We use the cost approach. Which is the  
 135 replacement cost new minus depreciation. This was a state law required 5-year update.  
 136 The ratio should be between 90 and 110, we were at 62%, we are at 102% now.

137 T. Tsantoulis- this is required throughout the state, all towns in NH are going through  
 138 this. When I talked to homeowners, they had not fully read the letter given, they just  
 139 went to the numbers. Southern NH has seen a great big increase in home values, but  
 140 we need to see the rest of the process play out, and there is still more time for an  
 141 appeal process.

142 A. Garron- the application you see in front of you from Ridgeback was submitted to the  
 143 Planning Board. It was brought forth by the applicant as the PB had not made a  
 144 decision by the 65 day mark. But it was later found out that the applicants lawyer waived  
 145 the 65-day timeline, so the application is a moot point now.

146 We touched on Martins Ferry Rd and the NHDOT Project for the Widening of Hooksett  
147 Road- moved from 2027 to 2029. Reduces the conflict with the Rt. 3a/Hackett Hill  
148 Project scheduled for 2026 construction. The planning will still continue.

149 I received an email from Kerry Hyde Old Home Day Budget Deficit \$4,470.90-See email  
150 message from Chair of OHD Committee below read into record by A. Garron.

151 Hello Mr. Garron,

152 We, the Hooksett Old Home Day Committee, the volunteers and town employees,  
153 appreciate all the work put into Hooksett Old Home Day. The event would not be  
154 possible without us all working together. As previously we have not been successful  
155 with sponsors. We feel this is a repercussion of Covid. We hope, in 2024 we will see a  
156 difference. With that we did have to cancel some entertainment and amusements  
157 offered to reduce our expenses. I feel the 2023 event was still a big success. We saw  
158 many attending from all around New Hampshire and even Massachusetts, unlike years  
159 past. We did still fall short unfortunately. With the change from Saturday to Sunday,  
160 definitely a good decision, we had 25% of registered vendors who did not attend. We  
161 are asking the town to alleviate this short fall of \$4,470.90. Our expenses this year:  
162 Entertainment \$5,250- reduced by \$1,500, Amusements \$4,305 - reduced by \$650,  
163 Supplies \$675, Insurance \$1,185.90, Buses \$1,620, Total expenses \$13,035.90,  
164 Vendor Fees collected \$3,565, Sponsors \$5,000 (Town of Hooksett), Total \$8,565.  
165 Difference of \$4,470.90 requested from the Town of Hooksett. We are, unfortunately  
166 unable to attend a council meeting, would you please request this so we may clear up  
167 the final balances. Thank you for supporting Hooksett Old Home Day! We look forward  
168 to next year; the third Saturday in September, Saturday September 21, 2024.

169 J. Sullivan- OHD is a town tradition going back to the early 80's and is an important  
170 town event. A couple of years the committee has come short. I don't want to deny it, but  
171 I want to have a way of looking at what is going on. I don't think the full cost is reflected  
172 in this letter. I heard the outlay for the town to support this cause is more than the  
173 \$15,00. It looks like they had little to non-sponsors, and I don't think that shows it. It  
174 looks like moving it to Sunday saved us some money. I just don't want to be caught off  
175 guard each year after the event without having a little bit more understanding of the  
176 process if there is a shortfall and why. I don't think the full extent of the town's costs are  
177 reflected in this letter.

178 R. Duhaime- where will this shortfall come from?

179 A. Garron- well since I have been here this is the 3<sup>rd</sup> request for additional funding after  
180 a shortfall has occurred. We will look to see where we can pull the money. Next year  
181 we increased it from \$5,000 to \$10,500, and if we add the \$4,470 to the \$5,000 that we  
182 have in the budget we are looking at \$9,470, that has been a concern of the Councils,  
183 and ask them to better plan and see what more can be done on their part. I hate to be a  
184 scrooge here as well, but you do charge me with looking at the budget and keeping it in

185 line. I can relay the message back to the chair of the OHD committee to have them get  
186 us a better overall cost and fundraising of the event.

187 J. Sullivan- we did approve next year's budget for \$10,500 and also approved a firework  
188 budget of \$10,000.

189 R. Duhaime- Andre will this come out of your budget, and do you need our approval?

190 A. Garron- yes, if you approve this it will come out of my budget, and I will have to find  
191 the money in my budget somewhere.

192 T. Tsantoulis- I think they should come in and speak with us, and we need to find a way  
193 to make this a more self-sustaining event. We should come up with ideas on how to do  
194 more fundraising.

195 ***R. Duhaime motioned to authorize the overage expenditure to cover the expenses***  
196 ***for Old Home Day in the amount of \$4,470.90, seconded by K. Judge.***

197 ***Roll Call Vote #4***

198 ***A. Walczyk Aye***

199 ***R. Lapierre Nay***

200 ***J. Pinard Nay***

201 ***R. Duhaime Aye***

202 ***J. Durand NP***

203 ***K. Judge Aye***

204 ***J. Sullivan Abstained wants more info***

205 ***D. Boutin NP***

206 ***T. Tsantoulis Aye***

207

208 ***Vote in favor 4-2***

209 R. Duhaime- this is not a lot of money; this is a highly attended event, especially for the  
210 young people in this town. we don't have a lot of events, we don't have a High School  
211 and we save a lot of money, we have a lot of volunteers and I think this is something  
212 that we should support in this town.

213 K. Judge- I agree with the councilor. I know other towns that do get a firework sponsor  
214 for the event.

215 **PUBLIC COMMENT**

216 Joleen C Chambord 46 Gary Ave- i have a question for Andre, you mentioned 65 days,  
217 can you tell me when that end date was?



218 A. Garron- no I cannot they didn't put an end date, when they agreed to extend the 65-  
219 day clock on August 7<sup>th</sup> it did not have an end date on that.

220 Joleen C Chambord 46 Gary Ave- I was just here doing some research today. I did write  
221 to Andre recently and I am on the agenda in the next couple weeks I am not prepared to  
222 share anymore today. I am against the bus depot behind us. I've been following,  
223 listening, and making connections.

224 **CONSENT AGENDA**

225 Councilor J. Durand arrived at 7:15 pm

226 ***J. Sullivan motioned to approve the consent agenda 10.1 through 10.5 as***  
227 ***presented; seconded by A. Walczyk.***

228 ***Vote in favor 7-1***

229 **10.1. Landscape Surety Release of \$14,455.00 for Bluebird Storage Building 1 at 7**  
230 **College Park Drive.**

231 **10.2. Landscape Surety Release of \$25,000 – G.E. Aviation Plant 2 - Lehoux Drive**  
232 **(Address 30 Industrial Park Drive).**

233 **10.3. Northeast Credit Union, 354 Londonderry Turnpike- Landscape Bond**  
234 **Release of \$20,251.68.**

235 **10.4. University Apartments off Blackwater Drive - Landscape Bond Release of**  
236 **\$192,627.**

237 **10.5. To accept 2 donations from Marilyn Pelletier for the Heritage Commission**  
238 **towards the 2023 Light Up the Village event in the amount of \$1,500 per RSA**  
239 **31:95-b, III (b).**

240 **OLD BUSINESS**

241 **13.1. FY 2024-25 Budget and Warrant Articles**

242 C. Tewksbury- we have several warrant articles, these 9 are your warrant articles that  
243 you have control over. We wanted to get them in front of you to answer any questions.  
244 We need 2 motions, 1 to recommend the particular article, and then who will 1<sup>st</sup> and 2<sup>nd</sup>  
245 at the deliberative session. The 1<sup>st</sup> article is not new, we have had it on the warrant  
246 before, we just increased the amount by \$50,000 to bring it to \$250,000 due to the  
247 increase in costs. If we do not go over them now, we will have to revisit them in the  
248 future.

249 ***R. Lapierre moved to recommend the DPW vehicles Capital Reserve Fund warrant***  
250 ***article in the amount of \$250,000; seconded by A. Walczyk.***

251

252 **Roll Call Vote #5**

253 **J. Sullivan Aye**

254 **J. Pinard Aye**

255 **R. Duhaime Aye**

256 **A. Walczyk Aye**

257 **R. Lapierre Aye**

258 **K. Judge Aye**

259 **J. Durand Nay**

260 **D. Boutin NP**

261 **T. Tsantoulis Aye**

262

263 **Vote in favor 7-1**

264 R. Lapierre- I think it's been on the ballot for a long time and increasing it is not  
265 unreasonable.

266 J. Sullivan- what is the plan on the next purchase if anything?

267 x- we are planning on replacing D105 which is a non CDL truck, and won't be as much  
268 as a financial burden, and we do have plans for a plow truck in the year 25-26.

269 A. Walczyk will 1<sup>st</sup> and T. Tsantoulis will 2<sup>nd</sup> at the deliberative session.

270 C. Tewksbury- the next one is \$200,000 for the town building maintenance CRF, there is  
271 no change to this warrant article.

272 **J. Sullivan moved to recommend the article Capital Reserve Funding – DPW in**  
273 **the amount of \$200,000 be placed on the ballot; seconded by J. Pinard.**

274 **Roll Call Vote #6**

275 **J. Durand Aye**

276 **R. Lapierre Aye**

277 **K. Judge Aye**

278 **D. Boutin NP**

279 **J. Pinard Aye**

280 **J. Sullivan Aye**

281 **A. Walczyk Aye**

282 **R. Duhaime Aye**

283 **T. Tsantoulis Aye**

284

285 **Vote in favor 8-0**

286

287 J. Sullivan will 1<sup>st</sup> and J. Pinard will 2<sup>nd</sup> at the deliberative session.

288 C. Tewksbury- the next one is a new request, a semi-tractor without a trailer coming out  
289 of the solid waste special revenue fund.

290 ***J. Sullivan moved to recommend the article to purchase a semi-tractor without a***  
 291 ***trailer coming out of the Solid Waste Special Revenue Fund in the amount of***  
 292 ***\$185,000 be placed on the ballot; seconded by A. Walczyk.***

293 **Roll Call Vote #7**

294 ***J. Pinard Aye***  
 295 ***K. Judge Aye***  
 296 ***R. Lapierre Aye***  
 297 ***R. Duhaime Aye***  
 298 ***A. Walczyk Aye***  
 299 ***J. Durand Aye***  
 300 ***J. Sullivan Aye***  
 301 ***D. Boutin NP***  
 302 ***T. Tsantoulis Aye***

303  
 304 ***Vote in favor 8-0***

305  
 306 T. Tsantoulis will 1<sup>st</sup> and A. Walczyk will 2<sup>nd</sup> at the deliberative session.

307 ***J. Pinard moved to recommend the article to add \$100,000 to the Drainage***  
 308 ***Upgrades Capital Reserve Fund in the amount of \$100,000; seconded by R.***  
 309 ***Lapierre.***

310  
 311 **Roll Call Vote #8**

312 ***R. Lapierre Aye***  
 313 ***R. Duhaime Aye***  
 314 ***J. Sullivan Aye***  
 315 ***A. Walczyk Aye***  
 316 ***J. Durand Aye***  
 317 ***J. Pinard Aye***  
 318 ***D. Boutin NP***  
 319 ***K. Judge Aye***  
 320 ***T. Tsantoulis Aye***

321  
 322 ***Vote in favor 8-0***

323  
 324 T. Tsantoulis will 1<sup>st</sup> and J. Pinard will 2<sup>nd</sup> at the deliberative session.

325 C. Tewksbury- the next article is for the salary and benefits of a new hire in the Parks &  
 326 Recreation, Cemetery Division of Public Works in the amount of \$69,539. This was not  
 327 supported by the Town Administrator, and I can let him explain why.

328 A. Garron- the reason why I didn't support it, was that I wanted to see the supporting  
 329 information to justify the amount for what he is looking for.

330 ***J. Pinard moved to recommend and place on the ballot \$69,539.00 for salary and***  
 331 ***benefits to hire one (1) full-time Truck Driver/Laborer in the Parks, Recreation &***  
 332 ***Cemetery Division of Public Works; seconded by A. Walczyk.***

333 **Roll Call Vote #9**

334 ***J. Durand Aye***

335 ***D. Boutin NP***

336 ***J. Pinard Nay***

337 ***R. Duhaime Nay***

338 ***K. Judge Abstained conflict of interest***

339 ***A. Walczyk Aye***

340 ***J. Sullivan Nay***

341 ***R. Lapierre Nay***

342 ***T. Tsantoulis Nay***

343

344 **Vote fails 2-5-1**

345 J. Pinard- the 2 seasonal part time positions they aren't union correct? And you would  
 346 be eliminating them? And this would help for overtime?

347 B. Berthiaume- in theory yes, we have OT for some of the other special events, but we  
 348 should be able to tackle more of the town.

349 J. Durand- you are always short of help, so this would make sense to get another  
 350 person.

351 B. Berthiaume- this is a higher paying job, and we think we will attract and retain more  
 352 applicants, the 2 part-time positions have been unfilled for many years. Having the truck  
 353 driver laborer gives us more flexibility to the crews.

354 R. Duhaime- Phil is retiring, do you want to wait to fill that position first?

355 B. Berthiaume- we hope to have Phil's position filled before this is approved at the Town  
 356 Meeting.

357 C. Tewksbury- the next one is (1) full-time laborer in the Recycling & Transfer Division of  
 358 Public Works and this is supported by the TA.

359 A. Garron- I agree that a person is needed here, and this job is being managed by a  
 360 variety of workers up there and I know that a lot is asked from that particular crew, and I  
 361 think this will help that crew.

362 ***R. Lapierre moved to recommend and place on the ballot the sum of \$55,598 for***  
 363 ***salary and benefits to hire one (1) full-time laborer in the Recycling & Transfer***  
 364 ***Division of Public Works; seconded by J. Pinard.***

365 **Roll Call Vote #10**

366 ***K. Judge Abstained conflict of interest***

367 **J. Sullivan Aye**  
 368 **R. Lapierre Aye**  
 369 **J. Pinard Aye**  
 370 **D. Boutin NP**  
 371 **J. Durand Nay**  
 372 **A. Walczyk Nay**  
 373 **R. Duhaime Aye**  
 374 **T. Tsantoulis Aye**

375  
 376 **Vote in favor 5-2-1**

377 J. Sullivan will 1<sup>st</sup> and J. Pinard will 2<sup>nd</sup> at the deliberative session.

378 C. Tewksbury- the next one is a new article for \$55,000.00 for the engineering and  
 379 design of the Transfer Station's scale house replacement, with said funds to come from  
 380 the Solid Waste Special Revenue Fund.

381 **A. Walczyk moved to recommend and place on the ballot \$55,000.00 for the**  
 382 **engineering and design of the Transfer Station's scale house replacement, with**  
 383 **said funds to come from the Solid Waste Special Revenue Fund; seconded by R.**  
 384 **Lapierre.**

385 **Roll Call #11**

386 **J. Sullivan Aye**  
 387 **R. Lapierre Aye**  
 388 **J. Durand Aye**  
 389 **J. Pinard Aye**  
 390 **K. Judge Aye**  
 391 **A. Walczyk Aye**  
 392 **R. Duhaime Aye**  
 393 **D. Boutin NP**  
 394 **T. Tsantoulis Aye**

395  
 396 **Vote in favor 8-0**

397  
 398 R. Lapierre will 1<sup>st</sup> and K. Judge will 2<sup>nd</sup> at the deliberative session.

399 **R. Lapierre moved to recommend and place on the ballot the sum of \$50,000.00 to**  
 400 **be added to the Parks & Recreation Facilities Development Capital Reserve Fund;**  
 401 **seconded by A. Walczyk.**

402 **Roll Call Vote #12**

403 **D. Boutin NP**  
 404 **A. Walczyk Aye**  
 405 **J. Durand Aye**  
 406 **J. Pinard Aye**

407 **K. Judge Aye**  
 408 **R. Lapierre Aye**  
 409 **J. Sullivan Nay**  
 410 **R. Duhaime Aye**  
 411 **T. Tsantoulis Aye**

412  
 413 **Vote in favor 7-1**

414  
 415 R. Duhaime will 1<sup>st</sup> and T. Tsantoulis will 2<sup>nd</sup> at the deliberative session.

416 R. Lapierre- is that enough?

417 C. Tewksbury- it has been at \$25,000 for many years and the council increased it last  
 418 year or the year before to \$50,000.

419 **A. Walczyk moved to recommend and place on the ballot the sum of \$30,000.00 to**  
 420 **be added to the Automated Collection Equipment Capital Reserve; seconded by**  
 421 **R. Lapierre.**

422 **Roll Call Vote #13**

423 **K. Judge Aye**  
 424 **D. Boutin NP**  
 425 **J. Sullivan Aye**  
 426 **R. Lapierre Aye**  
 427 **A. Walczyk Aye**  
 428 **R. Duhaime Aye**  
 429 **J. Durand Aye**  
 430 **J. Pinard Aye**  
 431 **T. Tsantoulis Aye**

432  
 433 **Vote in favor 8-0**

434  
 435 A. Walczyk will 1<sup>st</sup> and K. Judge will 2<sup>nd</sup> at the deliberative session.

436 A. Walczyk- is this going to be enough?

437 C. Tewksbury- this account was established for a number of years at that rate and it was  
 438 never intended to fully replace the auto trucks, it was meant to supplement the  
 439 expenses.

440 **NEW BUSINESS**

441 **14.1. Town of Hooksett Municipal Medical Insurance Opt Out Stipend - Proposal**  
 442 **for Increase as a Tiered Plan.**

443 **J. Sullivan motioned to approve the medical opt out stipend increase as a tiered**  
 444 **plan effective January 1, 2024: single \$5,000, 2-person \$7,500 and Family \$10,000;**  
 445 **seconded by A. Walczyk.**

446 **Roll Call Vote #14**

447 ***R. Duhaime Aye***

448 ***J Durand Nay***

449 ***J. Pinard Aye***

450 ***R. Lapierre Aye***

451 ***A. Walczyk Aye***

452 ***D. Boutin NP***

453 ***K. Judge Aye***

454 ***J. Sullivan Aye***

455 ***T. Tsantoulis Nay***

456

457 ***Vote in favor 6-2***

458

459 J. Sullivan- this makes sense to me; it is a savings to the town and a benefit to the  
 460 employee.

461

462 D. Fitzpatrick- this time we are only bringing up the opt out for medical. The last time we  
 463 did this increase was in 2015. This will take place in the 2024 plan year. We are looking  
 464 at the comments from finance on the cost savings. On average we have had 13 take the  
 465 opt out, today we have 9. We are also looking at having this as a town wide initiative for  
 466 all employees.

467 J. Pinard- in Hooksett we are in the middle of the road. No matter what there is a  
 468 savings across the board for offering this, I fully support this. I don't see it having a  
 469 negative impact, and it would be townwide.

470 D. Fitzpatrick- we also verify that they have the appropriate coverage. I check the  
 471 background on this to make sure they are qualified. If this is approved today, we will do  
 472 a MOU with the Union and we are currently working on new contracts and that language  
 473 will be in those contracts.

474 A. Garron- we looked at other communities and they were at about 1/3 of the cost, and  
 475 it is still a savings if employees move and take the opt out.

476 J. Durand- I think we need to address what went on. We had 2 very qualified candidates  
 477 to replace District 5, we always complain people don't step up and volunteer, we get 2  
 478 volunteers and you just poo poo them away. So how many people do you think are  
 479 going to volunteer if that keeps happening?

480 T. Tsantoulis- the vote of the council is what makes it what it is.

481 J. Durand- Chair I wasn't allowed to vote because of you.

482 T. Tsantoulis- we are not going to reiterate that again.

483 R. Duhaime- are we going to send letters to these individuals, to those that showed  
484 interest and let them know the situations and what happened?

485 J. Durand- they were sent emails, and the email was not even truthful.

486 T. Tsantoulis- they were sent an email by staff explaining the situation.

487 J. Durand left at 8:19.

488 5 Minute Recess

489 **APPROVAL OF MINUTES**

490 ***A. Walczyk motioned to approve the public minutes of September 20, 2023;***  
491 ***seconded by J. Sullivan.***

492 ***Vote in favor 6-0***

493 ***J. Sullivan motioned to approve the public minutes of September 27, 2023;***  
494 ***seconded by R. Lapierre.***

495 ***R. Lapierre- in the public section it should be Joann not Joan.***

496 ***Vote in favor 6-0***

497 **INFORMATIONAL ITEMS AND CORRESPONDENCE**

498 J. Sullivan- I received a letter from an attendee for the over 80's banquet. She thanked  
499 the council for the invitation and thanked the town for the celebration.

500 **SUB-COMMITTEE REPORTS**

501 R. Duhaime- on the Zoning Board there were 7 applicants, and the ZB did a great job.

502 T. Tsantoulis- the Hooksett Youth Achievers, we have not had a nomination in quite  
503 some time. We'd love to see more nominations and our youth recognized.

504 A. Walczyk- the bailer at the recycling center has been serviced adding a few years of  
505 life in it. The new truck is on its way and the sliding gates are going to be installed in a  
506 few weeks, per DES suggestions. And at Park and Rec we are recommending adding  
507 asphalt walkway to the pavilion, the paver situation keeps falling through. The Harvest  
508 Baptist Church has a playground that is open to the public. There is discussion of a 7-  
509 acre parcel that may be of use to the Town, and we also talked about pickleball.

510 **NON-PUBLIC SESSION NH RSA 91-A:3 II**

511 ***T. Tsantoulis motioned to enter NON-PUBLIC SESSION NH RSA 91-A:3 II A;***  
512 ***seconded by R. Lapierre.***



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

517 **Roll Call Vote #15**

518 ***D. Boutin NP***

519 ***J. Pinard Aye***

520 ***A. Walczyk Aye***

521 ***J. Durand NP***

522 ***R. Duhaime Aye***

523 ***J. Sullivan Aye***

524 ***R. Lapierre Aye***

525 ***K. Judge Aye***

526 ***T. Tsantoulis Aye***

527

528 ***Vote in favor 7-0***

529

530 ***R. Lapierre motioned to leave non-public session of October 11, 2023, seconded***  
 531 ***by J. Sullivan.***

532 ***Vote in favor 7-0***

533 ***R. Lapierre motioned to seal the minutes of the non-public session of October 11,***  
 534 ***2023, with the exception of approving the Public Works Sign-On Bonus as***  
 535 ***presented; seconded by J. Pinard.***

536 ***Vote in favor 6-0-1 (K. Judge abstention due to conflict of Interest)***

537 Town Administrator Garron informed the Council that the Teamsters Local 633 have filed  
 538 an Unfair Labor Practice (ULP) complaint with the PELRB listing respondent as John  
 539 Durand regarding a motion he made at the 08/23/2023 Council Meeting. The ULP has  
 540 been assigned to Town Legal Counsel.

541

542 **ADJOURNMENT**

543 ***R. Lapierre motioned to adjourn the meeting at 8:53 pm. Seconded by J. Pinard.***

544 ***All in favor 6-0***

545

546 Respectfully submitted,

547

548 ***Alicia Jipson***

549 Alicia Jipson  
550 Recording Clerk