

**Town of Hooksett
ARPA Subcommittee Meeting Minutes
Friday, March 31, 2023**

1
2 The ARPA Subcommittee met on Friday, March 31, 2023, at 9:00am in the Hooksett Municipal
3 Building.

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5 **CALL TO ORDER**

6 Councilor Lapierre called the meeting to order at 9:02 am.

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8 **PROOF OF POSTING**

9 Councilor Lapierre provided proof of posting.

10
11 **In Attendance:** Councilor Randall Lapierre, Councilor Tim Tsantoulis
12 Staff Support: André Garron and Wendy Baker

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14 R. Lapierre encouraged anyone from the Town that has a project that they feel ARPA funds would be
15 good for to please come to a meeting or submit your project/idea to any Councilor for consideration.

16
17 This Subcommittee is going to be a continuation from the way it was structured previously with Randall
18 Lapierre as Chair and Tim Tsantoulis as Vice-Chair.

19
20 Chair Lapierre asked for an up to date list of ARPA projects that had been approved, not approved and
21 no action taken on.

22
23 The list of approved projects are as follows:

24 **Edgewater Drive Broadband** for \$12,500. This has not been paid yet and might have been taken
25 care of by Comcast already. Andre will look into the status.

26 **Feasibility Study for Central Water** for \$12,000. This is paid.

27 **2 Police Cruisers** for \$83,000. Cruisers bought and most of the money is spent.

28 **Petersbrook Scoreboard Install** for \$18,500. Not paid, still needs to be installed.

29 **DPW Van** for \$47,335 (less trade). Purchase approved but not received or paid.

30 **Town Offices Projects – Automatic Generator Switch** for \$25,000. Installation almost complete,
31 partial amount has been paid. We don't expect to spend the full amount.

32 **Sherwood Drainage** for \$35,000. There is confusion on what the projects are and what the \$7,650
33 has been spent on.

34 **Petersbrook Clubhouse** for \$500,000. Moving forward, approved to order the building and has been
35 ordered.

36 **Future TIF Project** for \$300,000. A commitment has been made to the Water Precinct but nothing has
37 been paid.

38
39 The list of not approved projects are as follows:

40 **River Walk Phase IV** for \$270,000. Was funded thru Twon Meeting.

41 **Lincoln Heights Drainage Study** for \$230,000.

42 **Petersbrook Lighting Phase II** for \$400,000.

43 **Town Council Sound Project** for \$8,430. Funded thru operating budget.

44
45 The list of no action taken projects are as follows:

46 **Solar Project Phase I Study** for \$75,000. Project was withdrawn as other avenues for Solar are being
47 explored.

48 **Donati Bridge Replacement** for \$100,000. State Bridge Aid will cover this instead.

49 **Town Offices Optimization** for \$10,000. No action taken.
50 **Old Town Hall Project Planning** for \$20,000. No action taken.
51 **Safety Dept. Gym Upgrades** for \$46,000. No action taken.

52
53 Chair Lapierre – The way these projects got on our list was from Public Comment at Town Council
54 meetings, the Capital Improvement Plan and by inviting the Department Heads to an ARPA
55 Subcommittee meeting.

56
57 A. Garron – Are the “Not Approved” projects precluded from coming back before this Subcommittee to
58 asked for funding again and for the projects that were “No Action Taken” can those be brought back
59 also since a decision was not made.

60
61 Chair Lapierre – Anything is on the table, just because it didn’t make the first round doesn’t mean it
62 can’t be brought back. Things may have changed since then and we still have almost a half a million
63 left. I would like to look at some items that were on the warrant that didn’t pass, some Capital
64 Improvement items and solicit the Department Heads

65
66 T. Tsantoulis – I agree with that and anything on the list can be brought forward for consideration as
67 well as something new.

68
69 A. Garron – How would the Subcommittee like to see projects come before them, is there a structure?

70
71 Chair Lapierre – What I would like to see is that they have checked into alternate funding such as
72 grants, CIP etc. What I think is helpful in ranking the projects is an estimate for cost, status and what is
73 the impact to the town. I think the GIS update should be looked at.

74
75 A. Garron explained the many reasons the GIS update is important.

76
77 T. Tsantoulis - The GIS project sounds like it’s something that should go on the list to consider.

78
79 Chair Lapierre went over A. Garron’s questions again with answers:
80 Are we going to look at new projects and needs? Absolutely and I think the last process we used was
81 good, the CIP Plan, input from the Town Administrator and the Department Heads, and input from
82 committee members, Town Council members and the public.
83 Are we going to look at past projects? Absolutely, everything is back on the table.

84
85 Chair Lapierre – I would encourage any member of the public to email a Town Council member or the
86 Town Administrator with any project suggestions.

87
88 W. Baker – How would you like the projects brought forward?

89
90 Chair Lapierre – I feel that the older projects need an update.

91
92 W. Baker suggested getting an email out to the Department Heads letting them know they need to
93 submit and past or new projects and what the criteria is for their submission.

94
95 A. Garron – Is there a format you would like to see? For example, project name, project cost, project
96 description, connection with CIP etc.?

97
98 Chair Lapierre – added sources of funding and impact to the town.

99
100 W. Baker – Listed the items understood to be brought forth with all requests:

101 Summary of the project, estimate, impact to the town of Hooksett and potential of any other funding
102 sources.

103

104 **ADJOURNMENT**

105

106 ***T. Tsantoulis motioned to adjourn the meeting at 9:47 am. Seconded by Chair Lapierre.***

107

108 ***All in favor 2-0***

109

110 Respectfully submitted,

111

112 *Wendy Baker*

113

114 Wendy Baker

115 Executive Assistant