

**Town of Hooksett  
Town Council Meeting Minutes  
Wednesday, October 25, 2023**

The Hooksett Town Council met on Wednesday, October 25, 2023, at 5:30 in the Hooksett Municipal Building

**CALL TO ORDER**

Chair Tsantoulis called the meeting of 25 Oct 2023 to order at (6:36) pm.

**PROOF OF POSTING**

Chair Tsantoulis provided proof of posting.

**ROLL CALL**

**In Attendance:** Councilor James Sullivan, Councilor Jodi Pinard, Councilor Roger Duhaime, Councilor David Boutin, Chair Timothy Tsantoulis, Councilor Keith Judge, Councilor Alex Walczyk, Councilor John Durand (arrived at 7:36 left at 8:04).

**Absent:** Councilor Randall Lapierre

**NON-PUBLIC SESSION #1 NH RSA 91-A:3 II A and D.**

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

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

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

**Roll Call Vote #2**

***R. Duhaime NP***

***J Durand NP***

***J. Pinard Aye***

***R. Lapierre NP***

***A. Walczyk Aye***

***D. Boutin Aye***

***K. Judge Aye***

***J. Sullivan Aye***

***T. Tsantoulis Aye***

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

*J. Sullivan motioned to seal the Non-Public minutes of October 25, 2023; seconded by D. Boutin.*

**Roll Call Vote #4**

**A. Walczyk Aye**

**R. Lapierre NP**

**J. Pinard Aye**

**R. Duhaime Aye**

**J. Durand NP**

**K. Judge NP**

**J. Sullivan Aye**

**D. Boutin Aye**

**T. Tsantoulis Aye**

**Vote in favor 6-0**

**PLEDGE OF ALLEGIANCE**

**AGENDA OVERVIEW**

**PUBLIC HEARINGS**

**T. Tsantoulis opened the Public Hearings at 6:38.**

**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).**

No Public Comment

**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)**

J. Sullivan- they have a good event planned for December 1<sup>st</sup>. We are doing a pre acceptance of the donations.

No public comment.

**8.3 Public Hearing to Discuss Amending the Tax Increment Finance Plan**

B. Thomas- there is no action required here tonight.

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.

***D. Boutin motioned to close the Public Hearing; seconded by J. Pinard.***

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

## **SPECIAL RECOGNITION**

### **Hooksett Municipal Employee - New Hire**

A. Garron- no changes this week.

## **PUBLIC INPUT - 15 MINUTES**

T. Tsantoulis- we have recently been having issues with the public input section. I want to read the following to refresh those of the rules.

### **PUBLIC INPUT RULES**

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.

Wayne Gortell- 33 Park Lane- thank you for your service. I'm here regarding the revaluation. The letter stated just the new value and had to do the research on my prior assessment and found it went up 70%. There is this huge void of how this information came to be and I think there is an opportunity for the Town to publish some information on how the assessment process works. I went to the Town Assessor and the town's value increased significantly in value. I am asking the town to publish a meaningful draft of the assessment process and provide an example of what this means to them. A void need to be filled. Goffstown has a great example on their website of what they did.

J. Pinard- the town receives a USPAP manual that does document the process and what went into the assessments.

Jason Hyde 36 Edgewater Drive- I don't know if the Town is aware that the Sewer Commission is suing the Town, they don't feel that the Budget Committee has authority over their budget. I have been subpoenaed to go to court. It has cost us \$19,000 over this. I and other Budget Committee members have had to take days off from work to attend these hearings. I don't believe that a Board that is servicing the Town has the right to sue a Town. I believe that a Board that is willing to sue a Town that does not want the Town to have oversight over their budget, should not exist. I ask that you have the Town Administrator see what it will take to get the Sewer Commission under his purview. My thought is that it will take a Warrant Article. If it will only take a Warrant Article, then I ask that you put one further and have the Sewer Commission under you.

Casey Robinson- I am currently homeless, family service is trying to work with me on that. I am currently unable to work with Patricia Carusso. I am unable to be here without police presence. The municipality that worked very hard to keep me safe has also been undermining my safety in keeping me safe. My request to meet with the Town Administrator has been denied and I feel it has been an abuse of power. I have been sleeping in my truck for the past 13 days with my 2 service dogs. I filled out a new application on the 18<sup>th</sup>. I also filled out one on the 20<sup>th</sup> when Mr. Flynn was taken out of retirement. I am here today that at 2:45 Mr. Flynn was unable to provide me with shelter. I do intend to sue if we are unable to resolve these issues. I am due my rights to be given assistance within 72 hours.

T. Tsantoulis- I don't know what to say to you today, I will follow up. I am saddened to see the state that you are in right now.

Casey- I was told that the former Family services director still has authority over my case. The RSA states you have to assist me within 72 hours.

## **TOWN ADMINISTRATOR'S REPORT**

A. Garron- there was a public information session held with NHDOT taking a lead on the Route 3 project. We had a really good turnout of 40 people, and a lot of concerns were raised.

Dave Smith Project Manager from NHDOT for Route 3- last year we did present to the public. We have had several working groups to find the right solution. We had a very lively discussion. We heard last night was concern for a few aspects of the project which was the raised median and the roundabout. What it warrants is to take a step back and look at the improvements and revisit the scope of

improvements and re-ask the questions. Do we need a 5-lane typical; do we need a 3-lane typical is the roundabout appropriate. We are trying to engage the public. The discussion last night warrants a revisit.

D. Boutin – I want to raise concerns about how traffic is going to be managed there and having an island there is a serious impediment.

A. Garron- one of the things that came out of last night was to add to the working group. We presented the options before the Council already and ultimately that’s what the Council supported to move forward. The DOT was amendable to expanding the working group to accommodate a local business owner to sit on the group.

D. Boutin – how much land will be taken for the roundabout.

D. Smith- there will likely be strip acquisition, I don’t have exact numbers.

D. Boutin- is the roundabout a single or double lane?

D. Smith- it is a hybrid.

R. Duhaime- why is this getting pushed out.

D. Smith- because of the public input concerns.

R. Duhaime- what is it going to take to get this moving along?

D. Smith- we put a survey out to find that right solution, and we thought we had that solution, and that 5-lane solution is what we presented last night and got significant opposition to that approach.

A. Garron- I would strongly suggest that at the next meeting you come. We want to move this forward. When we are at the meeting, we get to see the data and a snapshot of that. Last night we had a lot of good comments, and it makes you want to pause and think about how we proceed in the future, and a lot of good feedback was given. There were about 30-40 people in attendance who live and work in that corridor.

## **SCHEDULED APPOINTMENTS**

### **11.1 Town of Hooksett and DPW Teamsters Local 633 CBA Contract Effective July 1, 2024**

***J. Pinard motioned to approve the Town of Hooksett and DPW Teamsters Local 633 CBA Contract Effective July 1, 2024; seconded by D. Boutin.***

#### **Roll Call Vote #5**

***J. Sullivan Aye***

***J. Pinard Aye***

***R. Duhaime Aye***

**A. Walczyk Aye**  
**R. Lapierre NP**  
**K. Judge Abstain conflict of interest**  
**J. Durand NP**  
**D. Boutin Aye**  
**T. Tsantoulis Aye**

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

### **11.2 Debie Clayton, HealthTrust Benefits Advisor - CY2024 Health Insurance Renewal Rates**

D. Fitzpatrick- we will be going over our CY 2024 benefits from HealthTrust. HealthTrust is our broker and Anthem and Delta Dental are our providers. We are in a group pool of 300 members.

Debie Clayton, HealthTrust Benefits Coordinator- Every October the HealthTrust Board of Directors meets to set rates for the following year. The time period used to set rates for calendar year 2024 has seen an unprecedented increase in the overall claims volume and increased severity and volume of high dollar claims. Cancer is currently the most costly treatment group of HealthTrust's population, coming in four times higher than the second highest of chronic kidney disease. 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 for next year. Specialty drugs now make up nearly 55% of total drug costs. These medications can be very expensive however we are seeing that they can greatly improve someone's length and quality of life. Also contributing to the 2024 rate change is the fact that while claims were rising higher than projected, the Capital Adequacy Reserve was reduced below our target level that has been adopted by our Board of Directors. To begin the process of rebuilding the Capital Adequacy Reserve, a 5% Capital Risk Charge is included in your rate change. Trend is also a contributing factor in setting rates. Trend is an estimate of the amount that medical costs and utilization will increase from when they were incurred during the experience period to when they will be incurred during the rating period. For this time period, a trend factor of 5.1% was utilized. When rates are set in October of 2023 for the following calendar year, trend is compounded over 20-months which equates to 8.6%. The largest component of contributions continues to be claims, at almost 90%. Overall, our January medical, the average rate change was 12.8% with a low of 3.9% to a high of 25%. – In the January renewal there are a total of 160 Member Groups. 27 of those have over 50 eligible employees and are considered large and are individually rated like yourselves. There are also 133 Member Groups that have fewer than 50 eligible employees and they are part of our small group rating unit. The Medical Rate Change for the Town of Hookset Combo is 11.3% 4.7% Dental (all rated together) It's important to note that Hookset is still lower than the average overall (line graph in staff report) – The overall rate adjustment for all January Groups is 12.8%; Hookset is 11.3% – The six year average for Hookset is 6.7% while the January overall average is 7.2% – Another important thing to note is where your Base Rate lies. All individually rated groups have different rates. For example, the Town's family rate for the Site of Service plan may be \$2500 per month, while another Group might pay \$3200 per month for the same plan. The Town of Hookset's Base Rate is currently 3.4% lower than average. The majority of the Town's enrollment is in the ABSOS20/40, or Site of Service plan with the six-tier prescription drug benefit. This medical benefit is number two in terms of overall HealthTrust enrollment. We see this as a very cost-effective plan as it introduces consumerism in certain areas of coverage, allowing

individuals the opportunity to avoid deductible expenses if they use in-network, lower cost, Site of Service Location Ons. The Town also offers a Health Reimbursement Arrangement or HRA alongside this plan to assist individuals with deductible expenses. From time to time the Town may want to explore other HealthTrust benefit options which is why we always include an option sheet in the rate package. Questions?

R. Duhaime- do you look at other companies and how they compare?

D. Fitzpatrick- we did look and switch in 2016 and had a quick increase. You will see that the % increase does go up, but it goes along with claims. Post covid claims are increasing. HT overall is capping at 25%.

***J. Sullivan motioned 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%. D. Boutin 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

**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

**Roll Call Vote #6**

***J. Durand Abstained was not present***

***R. Lاپierre NP***

***K. Judge Nay***

***D. Boutin Aye***

***J. Pinard Aye***

***J. Sullivan Aye***

***A. Walczyk Aye***

***R. Duhaime Aye***

***T. Tsantoulis Aye***

***Vote in favor 6-1-1***

**11.3 Jolene Archambeault - Saturday cease work request**

J. Archambeault- 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. There is no buffer here at all, there are no trees, no leaves. The Town recommended that I write in a letter requesting you make them cease operation on Saturday.

J. Sullivan- it is an ordinance, does the Council have any authority to make an exception to the ordinance? Would it require a change to the ordinance in regard to construction.

A. Garron- the noise ordinance does fall under the Councils authority. If you make a change to Saturdays, then it affects everyone, not just the one requesting the exception. If the Council were to make a change to the ordinance, then they would have to go through the appropriate channels to make it official.

T. Tsantoulis- for us to make a change to the ordinance will have large ramifications all around. I understand your concerns and the impact that it has on your community. The larger impact that it has on the community is something that we have to consider.

D. Boutin- Mr. Chair I am sad you are not sympathetic to the residents here; this is a big issue. This project is affecting these people's lives and we are the only ones who can do anything about it. We are being asked to do something and we need to do something to protect them.

B. Thomas- sometimes the developers are willing to work with the Towns. The developers may not know there is a complaint and may be willing to work with us if we ask them to possibly adjust their construction work time.

T. Tsantoulis- please don't leave here thinking we don't care, but we have to make decisions that are prudent.

D. Boutin- the suggestion that the Town Engineer made makes sense.

***D. Boutin motioned to direct the Town Administrator to work with the Town Engineer to speak with the Developer and ask that he refrain from operating equipment in the am on Saturdays; seconded by J. Durand.***

***Vote in favor 4-3***

## **CONSENT AGENDA**

***J. Sullivan motioned to approve the consent agenda 12.1 and 12.2 as presented; seconded by D. Boutin.***

***Vote in favor 8-0***

**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.**

**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).**

#### **NOMINATIONS AND APPOINTMENTS**

***J. Sullivan motioned to appoint Dena Vaudrien as a member to the Heritage Commission for a term to expire 6/30/2025; seconded by D. Boutin.***

***Vote in favor 8-0***

***J. Sullivan motioned to appoint Stephanie Perry as a member to the Heritage Commission for a term to expire 6/30/2025; seconded by D. Boutin.***

***Vote in favor 8-0***

#### **BRIEF RECESS**

Recess taken at 8:04 pm return at 8:18 pm.

#### **OLD BUSINESS**

##### **15.1 Martins Ferry Road/North River Road Intersection – Timber Bridge Information**

B. Thomas- I have provided some photos of bridges of similar design located in other towns. The price difference between a concrete bridge and a timber bridge is \$225,000-250,000. The Timber bridge is less.

D. Boutin – this is in a residential area and will fit in nicely.

##### **15.2 FY 2024-25 Budget and Warrant Articles**

C. Tewksbury- we have 3 articles for you to review and move today.

***J. Sullivan moved to recommend and place on the ballot the sum of \$50,000.00 to be added to the Emergency Radio Communications Capital Reserve Fund previously established; seconded by D. Boutin.***

**Roll Call Vote #7**

**J. Pinard Aye**

**K. Judge Aye**

**R. Lapierre NP**

**R. Duhaime Nay**

**A. Walczyk Aye**

**J. Durand NP**

**J. Sullivan Aye**

**D. Boutin Aye**

**T. Tsantoulis Aye**

***Vote in favor 6-1***

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

***D. Boutin moved to recommend and place on the ballot the sum of \$175,645.00 to purchase Body worn Cameras with accessories for the Police Department; seconded by X.***

**Roll Call Vote #8**

**R. Lapierre NP**

**R. Duhaime Aye**

**J. Sullivan Aye**

**A. Walczyk Aye**

**J. Durand NP**

**J. Pinard Aye**

**D. Boutin Aye**

**K. Judge Aye**

**T. Tsantoulis Aye**

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

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

J. Sargent- 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. 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.

K. Judge- do we currently have body cameras in the Police Department?

J. Sargent- No

A. Walczyk- I have heard support for this in the community.

***J. Sullivan moved to recommend and place on the ballot a warrant article 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; seconded by D. Boutin.***

**Roll Call Vote #9**

***J. Durand NP***

***D. Boutin Aye***

***J. Pinard Aye***

***R. Duhaime Nay***

***K. Judge Aye***

***A. Walczyk Aye***

***J. Sullivan Aye***

***R. Lapierre Aye***

***T. Tsantoulis Aye***

***Vote in favor 6-1***

K. Judge will 1<sup>st</sup> and D. Boutin will 2<sup>nd</sup> at the deliberative session.

**15.3 Town Council 2023/2024 Goals Update**

A. Garron- Goal #1 no update on that yet. Goal #2 that will be part of the TA instruction to Dept Heads when we start the next budget preparation. Goal #3 a letter was sent to Eversource and sent them this goal and she will be in touch with me. Goal #4 and #5 no update.

**NEW BUSINESS**

**16.1 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).**

**T. Tsantoulis motioned to close the PH on 16.1; seconded by D. Boutin.**

**Vote in favor 7-0**

***T. Tsantoulis motioned 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); seconded by D. Boutin.***

**Roll Call Vote #10**

***K. Judge Aye  
J. Sullivan Aye  
R. Lapierre NP  
J. Pinard Aye  
D. Boutin Aye  
J. Durand NP  
A. Walczyk Aye  
R. Duhaime Aye  
T. Tsantoulis Aye***

**Vote in favor 7-0**

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

**T. Tsantoulis close the PH on 16.2.**

***T. Tsantoulis motioned to accept donations totaling over \$10,000 for the Light up the Village Event per RSA 31:95-b, III(a); seconded by D. Boutin.***

**Roll Call #11**

***J. Sullivan Aye  
R. Lapierre NP  
J. Durand NP  
J. Pinard Aye  
K. Judge Aye  
A. Walczyk Aye  
R. Duhaime Aye  
D. Boutin Aye  
T. Tsantoulis Aye***

**Vote in favor 7-0**

**APPROVAL OF MINUTES**

***D. Boutin motioned to approve the public minutes of October 11, 2023; seconded by J. Sullivan.***

**Vote in favor 6-1**

***A. Walczyk motioned to approve the non-public minutes of October 11, 2023; seconded by D. Boutin.***

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

#### **TOWN ADMINISTRATOR'S REPORT**

A. Garron- Shawn Dumont the Assistant Crew Chief in the Highway Division is being awarded his NH Masters Road Scholar certificate that required 100 contact hours of training courses. Shawn has been working towards this through his 7 years of service and required courses in the following categories: environmental, safety, supervisory, and technical. Thomas Bartula Crew Chief in the Highway Division is being awarded his NH Masters Road Scholar 2 certificate that required 150 contact hours of training courses. Tom has been working towards this on and off throughout his 23-year career and it is a great achievement.

#### **SUB-COMMITTEE REPORTS**

A. Walczyk- the Conservation Commission is still in the process of finishing the river walk trail. It has been a long time coming so we are hoping to coincide with a couple of events next year.

J. Sullivan- Planning Board will be making changes to some Zoning changes. Changes to the flood plane requirements and changing a zoning on the map and a change to the 50ft frontage requirement and maintaining that it is continuous. They will also be doing a rules of procedure changes.

**PUBLIC INPUT- None**

#### **ADJOURNMENT**

***D. Boutin motioned to adjourn the meeting at 8:56 pm. Seconded by J. Pinard.***

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

Respectfully submitted,

***Alicia Jipson***

Alicia Jipson

Recording Clerk