

**Town of Hooksett
Town Council Meeting Minutes
Wednesday, May 10, 2023**

1
2 The Hooksett Town Council met on Wednesday, May 10, 2023, at 5:44 in the Hooksett Municipal
3 Building.

4
5 **CALL TO ORDER**

6 Chair Sullivan called the meeting of 10 May 2023 to order at 6:18 pm.

7
8 **PROOF OF POSTING**

9 Human Resource Coordinator Donna Fitzpatrick provided proof of posting.

10
11 **ROLL CALL**

12 **In Attendance:** Councilor James Sullivan, Councilor Timothy Tsantoulis, Councilor Alex Walczyk,
13 Councilor Randall Lapierre, Councilor David Boutin, and Councilor John Durand.

14
15 **Absent:** Councilor Roger Duhaime and Councilor Keith Judge.

16
17 **PUBLIC SESSION WILL BEGIN IMMEDIATELY FOLLOWING THE NON-PUBLIC SESSION NOTED**
18 **BELOW**

19
20 **NON-PUBLIC SESSION NH RSA 91-A:3 II**

21
22 ***J. Sullivan motioned to enter NON-PUBLIC SESSION NH RSA 91-A:3 II A; seconded by D.***
23 ***Boutin.***

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

28 **Roll Call Vote #2**

29 ***R. Duhaime NP***

30 ***J Durand Aye***

31 ***R. Lapierre Aye***

32 ***A. Walczyk Aye***

33 ***D. Boutin Aye***

34 ***K. Judge NP***

35 ***T. Tsantoulis Aye***

36 ***J. Sullivan Aye***

37

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

39

40 Also, present Police Lt. Justin Sargent (5:59-6:07)

41

42 Councilor Boutin motioned for advice and consent for Hooksett Lieutenant Justin Sargent to be the new
43 Hooksett Police Chief effective May 18, 2023. Chief to have a 3-year employment agreement (#6 non-
44 work passenger to ride in Town vehicle to travel to & from work) (#15 hours of work Monday-Friday
45 7:30am-3:30pm). Seconded by Councilor Walczyk.

46

47
48 **Roll Call Vote #3**
49 ***D. Boutin Aye***
50 ***A. Walczyk Aye***
51 ***J. Durand Aye***
52 ***R. Duhaime NP***
53 ***T. Tsantoulis Aye***
54 ***R. Lapierre Aye***
55 ***K. Judge NP***
56 ***J. Sullivan Aye***
57
58 ***Vote in Favor 6-0***
59
60 ***J. Sullivan motioned to leave non-public session of May 10, 2023, seconded by R. Lapierre.***
61
62 ***Vote in favor 6-0***
63
64 ***R. Lapierre motioned to seal the minutes of May 10, 2023; seconded by J. Durand.***
65
66 **Roll Call Vote #4**
67 ***A. Walczyk Aye***
68 ***R. Lapierre Aye***
69 ***R. Duhaime NP***
70 ***J. Durand Aye***
71 ***K. Judge NP***
72 ***T. Tsantoulis Aye***
73 ***D. Boutin Aye***
74 ***J. Sullivan Aye***
75
76 ***Vote in favor 6-0***
77
78 **PLEDGE OF ALLEGIANCE-** Those able to stand stood for the pledge of allegiance.
79
80 Moment of Silence for James Connor who received the Boston Post Cane. He died at the age of 99.
81
82 **AGENDA OVERVIEW-** Given by Chair J. Sullivan.
83
84 **PUBLIC HEARINGS**
85
86 **8.1 Public Hearing to discuss the proposed amendments to Roadway Excavation Ordinance #**
87 **00-13.**
88
89 PH opened at 6:18 by Chair J. Sullivan.
90
91 B. Berthiaume- there's no real major changes to the ordinance. The ordinance still references
92 Selectmen vs Town Council, and we updated the fees.
93
94 PH closed at 6:32 by Chair J. Sullivan.
95
96 **SPECIAL RECOGNITION**
97

98 Police Chief Janet Bouchard Law Enforcement Retirement – 08/29/2005-05/18/2023

99

100 The Town of Hooksett recognized Janet Bouchard for her years of service with the Town of Hooksett.

101

102 J. Sullivan announced that the next Police Chief will be Justin Sargent a motion was made in non-public
103 with a in favor vote.

104

105 Hooksett Municipal Employees –

106

107 A. Garron- we do not have any new hires we do have a list of departures.

108

109 Rockey Levander, Janet Bouchard, Mike Desauliniers, Jeffery Mayer, Cameron Perkins, William Porter,
110 Stephen Sanchez .

111

112

113 PUBLIC INPUT - 15 MINUTES

114

115 Email from David Smith, Resident and Leader of “Martins Ferry Road Coalition” James Sullivan read
116 his email and T. Tsantoulis read B. Thomas comments.

117

118 Below is an email From David Smith with my responses in red – Bruce A. Thomas, P.E.

119

120 From David Smith - Good evening Counselors, I and a number of Martins Ferry Rd and
121 surrounding residences (Martins Ferry Rd coalition) are asking the sitting board members to halt the
122 current plans and monies spent on the current plan for the replacement of the culvert to a new bridge
123 project on Martins Ferry Rd.

124

125 1. The first issue is the lack of current culvert issues, which so far have only been expressed as a
126 guard rail stanchion issue. This is not a reason to spend/add a \$ 1.4 million dollar project.

127 *There are many issues related to this project including the condition of the culvert, erosion*
128 *issues safety factors, etc.... The Town Council has expressed the need to address all of the*
129 *intersection issues with this project, which it does.*

130

131 2. The second issue is the local residents are against this project, we do not see the community's
132 benefit, we also do not want the current road rules to be changed, again there are no
133 community benefits to road rule changes, and we actually find it will directly affect our quality of
134 living in our homes. *I do not see the rules being changed. The existing culvert has been*
135 *identified with a weight limit, and heavy vehicles should not cross it and this is a “need”. The*
136 *Town can continue to not allow through truck traffic regardless of the weight limits. Regardless,*
137 *it is unsafe to have a deficient structure in the roadway.*

138

139 3. The third issue is we are all tax paying residents that feel our voices have not been heard and
140 have actually been directly disregarded. *It is unfortunate that residents feel this way and it is not*
141 *the Town’s intent. All of the Town Council meetings when this has been addressed, have been*
142 *properly advertised with “Martins Ferry Road” in the agenda item title. We are open to an*
143 *additional public meeting (s). I would be willing to keep this Coalition in the loop if requested.*

144

145 4. The fourth issue is that a resident attended a recent meeting and spoke against this project and
146 stated some very valid points for not building a new unneeded bridge. At which time the project
147 was voted down by the majority. Only to be put back on the agenda undenounced to the Martins
148 Ferry Rd coalition to have the opportunity to attend and speak against the bridge a second time.

149 *As stated before, all Town Council meetings including those where Martins Ferry Road have*

150 been addressed have been properly advertised with “Martins Ferry Road” in the agenda item
151 title.

- 152
153
- 154 5. The fourth issue, since when does monies provided / available by the state of NH have to be
155 spent on an unneeded bridge, where it is very possible that other projects are more detrimental
156 to the town of Hooksetts updating, benefit, maintenance, and need. **The specific funds that I**
157 **believe you are referring to are SB 401 Bridge Aid funds that must be spent on bridge projects.**
158 **We have two other bridge projects in mind as well. The Donati Park Pedestrian bridge where**
159 **about \$40,000 will be spent, and the Lilac Pedestrian bridge inspection where about \$10,000**
160 **will be spent with \$30,000 anticipated for any repairs or maintenance. The remainder, about**
161 **\$200,000 could be spent on the Martins Ferry Road bridge.**
- 162
- 163 6. The fifth issue is that currently the town did not use its own mandated SOP,SOG to get 3
164 estimates/bids. How does this ring as good business for our town? **I’m assuming that SOG**
165 **means “Standard Operating Procedure”. I’m not sure what SOG. means. At any rate, I believe**
166 **that I understand what the coalition is saying, and it appears that the statement is not true. At**
167 **the February 8, 2023, Town Council meeting the project was turned down in part by an incorrect**
168 **view of some Council members that the proper consultant selection procedures were not**
169 **followed. This was discussed at the next Town Council meeting of February 22, 2023. The**
170 **selection of the consulting engineer for this process followed the process laid out in section**
171 **5.3.6 of the Town’s Administrative Code and is a recognized process by the American Society**
172 **of Civil Engineers, and the American Public Works Association. In fact, a similar process is**
173 **required by the State for all State or Federally funding projects (although not in this case for this**
174 **project due to the nature of the funding). Eventual selection of a contractor will be done through**
175 **the bid process outlined in Section 5.3.5. The Administrative Code can be found at:**
176 **[_amended_for_formatting_08242022.pdf](https://www.hooksett.org/sites/g/files/vyhlf4541f/uploads/admin_code_tc_approved_04272022
177 <a href=)**
- 178
- 179 7. The sixth issue is the fact that many sitting members spoke about past memories concerning
180 the stream flow and I believe a flood was even referenced as well (which has all been said off
181 the cuff of a memory not a written fact). The recent addition of road calming and speed calming
182 measures were implemented, and the lower speed bump was blamed as an issue/cause of
183 erosion. Which was recently mitigated at the cost of approximately \$130,000.00. The road is
184 very busy and the older houses on the street are very close to the road edge and are directly
185 affected by the traffic from the SNHU college, Underhill schools and the commuter cut through
186 to downtown Manchester and adjacent Towns. **To add to the issue the police department**
187 **has negated to inform/ uphold the no through trucking restriction. I am concerned about**
188 **potential flooding of this area due to the nature of the stream (both the configuration of the**
189 **stream’s u-turn, the ongoing erosion that may occur due to the excessive slope along Martins**
190 **Ferry Road, the narrow culvert channel and a large sewer main crossing the inside of the**
191 **drainage culvert. All of these issues could contribute to a flooding situation, thus the need to**
192 **correct it.**

193
194 Incidentally, a Certified Wildlife Biologist from the New Hampshire Fish and Game Department
195 just sent us an email stating that the bridge and realignment of the stream would be “an
196 improvement to the health of the stream”.

197
198 I don’t believe that the speed bump has caused the erosion and I’m not sure that anyone else
199 believes that either. The other points are correct, although I can’t address the reference to the
200 Police Department.

201

202 Regarding the flooding referenced in the paragraph above, it's not surprising that flooding has
203 occurred in the past. This project will significantly reduce the chance of flooding in the future.

- 204
- 205 8. The seventh issue is the increase of traffic and possible large trucks would directly affect our
206 quality of life in our homes. I doubt that the traffic will increase as a direct result of this project.
207 As stated before, The Town can continue to not allow through truck traffic regardless of the
208 weight limits. Regardless, it is unsafe to have a deficient structure in the roadway. Desiring no
209 trucks is not a good way to address a deficient structure. That being said, the project is being
210 designed to accommodate a SU-40 vehicle that is essentially a box truck.
- 211
- 212 9. The eighth issue is the road had been resurfaced less than 8 yrs ago and is in a worn state
213 already, to add traffic will only increase the Towns expenses to maintain the street/Rd. The
214 Town's expenses will be less. The guardrail has been repaired multiple times before, probably
215 in a manner not suitable for the location. The current culvert is in disrepair and the concrete is
216 deteriorating on both sides of the street at the curb lines. The erosion, based on the current
217 configuration of the area between the road and the stream will likely be an ongoing concern.
218 With a bridge here, the State Department of Transportation will inspect the bridge every two
219 years at no cost to the Town. Any work down will typically be paid for in part by the State. Their
220 share is typically 80% of the cost.
- 221
- 222 10. The ninth issue is currently the Underhill school is a non-walking school and many buses use
223 this as a staging area and the students are driven to school by parents and the street (Martins
224 Ferry rd) gets backed up with these cars that are waiting to drop off and pick up their children.
225 This new bridge will directly affect the safety of our area neighborhoods and will directly affect
226 our children and school attendees. Not really sure what you are talking about here. The new
227 bridge will be constructed with a sidewalk, appropriate bridge rails where necessary.
- 228
- 229 11. The tenth issue follows the above expressed problems, The SNHU college has purchased most
230 of the surrounding properties to possibly change the traffic pattern to set up their campus as a
231 auto free campus. This although a question or possibility, we as residents should know the
232 colleges future plans and aspiration of growth and safety to their campus. As a caveat to the
233 college's future plans, We as a town do not have a direct contact and or relationship (liaison)
234 with the SNHU college, in which they greatly affect all residents that abut and live in the
235 adjacent area. SNHU has been informed of this project every step of the way. I have direct
236 contact and liaison with the University. Based on my multiple communications with my liaison, I
237 believe that the University supports this project.

238

239 Believe me, we can go on with many other issues. We have made some very strong points of why this
240 bridge should not be undertaken and or happen. We all would like to express our disappointment in the
241 counselors going against our town's best interests. We, as a group, plan on attending a future meeting
242 to voice our opposition to the bridge, if the board chooses to keep the bridge project proceeding.

243 Cordially,
244 Martins Ferry Road Coalition

245

246 B. Thomas- we will have a public introductory meeting so that people can ask and answer questions.

247 SCHEDULED APPOINTMENTS

248 11.1 Annual Update from the Trustees of the Trust Funds - Claire Lyons, Donald Winterton and 249 John Ward

250 D. Winterton- as you all know in terms of investments, they have been bad. Our trust funds are dictated
251 by RSA The # 1 goal of the Trust funds is preservation of capital. We use 3 Barings to assist us in the

255 trust funds. We have 2 trust funds the common trust is mainly for the cemetery Trustees. In the trust on
256 January 1st there was \$199,440 and closed with \$207,583 in March. That account is doing fair. The
257 capital reserve Trust which is where most of the Town's money is. In July 2022 there was \$12,137,826,
258 March \$12,151,660, January \$12,474,000, March \$12,151,000.

259

260 **11.2 Annual Update from the Conservation Commission - Cindy Robertson, Chair.**

261

262 C. Robertson- we are on Phase IV of the Riverwalk Trail. Head's Pond Conservation Area the property
263 has been surveyed and monuments set. At Pinnacle Park the trails have been blazed and signage
264 posted. Unfortunately, signs were destroyed. We are on the process of creating and posting new maps
265 at kiosk to coordinate with blazing. At Quimby Mountain we are in the process of removing invasive
266 plants (primarily bittersweet). At Clay Pond there are reports of an illegal shooting range which has also
267 appeared on Bear Paw monitoring reports in past. Beautify Hooksett Day- had about 15 volunteers
268 including DPW, several boy scouts and leaders assist in clean up of "shooting range". Recovered
269 numerous old tires, inner tubes, used gun shells, propane gas tanks, fire extinguishers. Placed large
270 trees and other brush across opening as deterrent. Our strategy is to purchase and install at least one
271 game camera to monitor the area.

272

273 A. Garron- the item below is just housekeeping that we do yearly, allowing me to sign documents that
274 come forward.

275

276 **11.3 RTP23-25 Town of Hooksett Contract Documents for the Regional Trails Program Grant**

277

278 ***D. Boutin motioned that Town Administrator André Garron is duly authorized to enter into***
279 ***contracts or agreements on behalf of the Town of Hooksett with the State of New Hampshire,***
280 ***acting by and through the Department of Natural and Cultural Resources, and is further***
281 ***authorized to execute any documents on behalf of this Municipality which may be in his/her***
282 ***judgement desirable or necessary to affect the purpose of this resolution. Seconded by A.***
283 ***Walczyk.***

284

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

286

287 **11.4 Annual Update from the Planning Board - Chris Stelmach**

288 C. Stelmach- Planning Board Chair Chris Stelmach provided annual update to include: At the last
289 Planning Board meeting Tom Walsh stepped down as member & Chair as he had too many other
290 things going on. I am now the Chair. It has been an interesting and challenging year. The PB has
291 remained committed to the purpose and Planning of Hooksett. Former Town Planner Nicholas Williams'
292 absence has definitely impacted the Planning Board. He is missed for his knowledge and participation.
293 We are looking for his replacement. We are focused on finalizing the master plan, the last section
294 involved housing. At our last meeting we met with the Southern NH Planning Commission to review the
295 data from the town's current housing supply and explain future needs. There is a statewide housing
296 shortage. During the past year the Board reviewed 11 applications, they included lot line adjustment,
297 residential developments, and commercial developments, etc. Several of our meetings have been met
298 with frustration and disruption. The PB made a request to Town Council to consider who their
299 appointment will be for Planning Board representative July 2023 to change their current rep.

300 D. Boutin requested details of why the Planning Board did not believe he acted appropriately at their
301 last meeting and other meetings.

302 Chair Sullivan confirmed that the Council did receive a letter from the Planning Board requesting
303 Councilor Boutin's removal and that it was provided to Mr. Boutin as well as read into the record.

304 **CONSENT AGENDA**

305

306 ***T. Tsantoulis motioned to approve the consent agenda as presented for items 12.1 through 12.6.***
307 ***seconded by D. Boutin.***

308

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

310

311 **12.1 To accept the donation of four (4) planters of flowers to be placed on Veterans' Park side**
312 **and at the Robies side of the Lilac Bridge valued at under \$5,000.00 from the Hooksett Garden**
313 **Club to the Town of Hooksett per RSA 31:95-e, II.**

314

315 Bonnie Pierce- we are looking at whiskey barrel planters that are made in NH.

316

317 We are donating 4 containers to the areas that is indicated in the pictures, and we will have 2- 3
318 plantings throughout the year. The whiskey planters are well made and permanent. We also thank for
319 allowing us to get fill when we need it in the planters.

320

321 T. Tsantoulis- thank you for taking the opportunity to make Hooksett a better place.

322

323 **12.2 To accept a donation of supplies totaling \$202.61 from Walmart, to the Town of Hooksett**
324 **for the Hooksett Police Department per RSA 31:95-e, II for LEAD (Law Enforcement Against**
325 **Drugs) Graduation.**

326

327 **12.3 To allow the Hooksett Police Department to accept donations of food, drinks, paper**
328 **products, and entertainment with a combined estimated value less than \$5,000.00 from Hooksett**
329 **Residents, Hooksett Kiwanis, Hooksett Police Association and any other business or**
330 **association willing to donate to the Town of Hooksett for the Hooksett Police Departments**
331 **National Night Out event, per RSA 31:95-e:II.**

332

333 **12.4 To Accept Southeastern NH HazMat Mutual Aid District funds reimbursed to the Town of**
334 **Hooksett, NH in the amount of \$1,468.49 for Hooksett Fire-Rescue Department Haz Mat Team**
335 **members overtime costs and equipment reimbursement from Jan 1 2023 - March 31, 2023, per**
336 **NH RSA 31:95-b III(b).**

337

338 **12.5 To accept a donation totaling \$150.00 from George and Daniel Bureau to the Town of**
339 **Hooksett for the Family Services Department per RSA 31:95-b,III(b).**

340

341 **12.6 To accept a donation of a child's toy valued at \$50.00 from an anonymous donor to the**
342 **Town of Hooksett for the Family Services Department per RSA 31:95-e, II**

343

344

345 **12.7 Hemlock Hills Subdivision (1,200' of Laurel Road) - Request for Release of \$314,425.05**
346 **Cash Bond.**

347

348 ***D. Boutin motioned the release of the \$314,425.05 Cash Bond - MBIA #0239 for Phase I of the***
349 ***Hemlock Hills Subdivision. Seconded by T. Tsantoulis.***

350

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

352

353 T. Tsantoulis- Mr. Thomas are you certain at this time everything that was required by the developer
354 has been completed and is to return the \$314,425.05?

355

356 B. Thomas- yes, the project is to my satisfaction.

357

358 **NOMINATIONS AND APPOINTMENTS**

359

360 **13.1 Jodi Pinard - Town Council At Large Seat**

361

362 *D. Boutin motioned to nominate and appoint Jodi Pinard to the Hooksett Town Council as the At*
363 *Large seat with a term expiring June 30, 2024. Seconded by T. Tsantoulis.*

364

365 **Roll Call Vote #5**

366 *T. Tsantoulis Aye*

367 *R. Duhaime NP*

368 *A. Walczyk Aye*

369 *R. Lapierre Aye*

370 *K. Judge NP*

371 *J. Durand Aye*

372 *D. Boutin Aye*

373 *J. Sullivan Aye*

374

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

376

377 *J. Sullivan- as a result of the resignation of Tom Walsh as the Planning Board member, I'd like*
378 *to motion to appoint Schena Gilbert as a Planning Board member for a term to expire June 30th,*
379 *2026. Seconded by D. Boutin.*

380

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

382

383 **OLD BUSINESS**

384

385 **15.1 Donati Park Pedestrian Bridge Project - Award to the Lewco Company of Springfield, VT for**
386 **\$29,025.00. (Tabled at 4/12/23 Meeting).**

387

388 *T. Tsantoulis motioned to remove from the table discussion on the Donati Park Pedestrian*
389 *Bridge Project - Award to the Lewco Company of Springfield, VT for \$29,025.00. (Tabled at*
390 *4/12/23 Meeting). Seconded by D. Boutin.*

391

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

393

394 D. Thomas- the reason we tabled this was because the question came up to have town staff remove
395 the bridge. I was not in favor of the town removing the bridge. \$1,000 is a very reasonable cost for this
396 work especially as the second bidder bid \$25,000 for the work. It would cost the Public Works
397 Department more than twice as much to do this work (roughly \$2,100 based on the PWD's estimate). It
398 would greatly increase liability for the Town. The bridge is over a fairly active stream. Taking the bridge
399 down could damage the stream or embankments. Frankly, if the embankments were not protected at all
400 times through the course of the bridge project for whatever reason, the Town could be on the hook for
401 damages. I believe that by having the contractor do the work, he can incorporate it into the project
402 much more efficiently, with a minimal amount of time without a bridge. I don't think that it's good
403 practice to award partial bids in this manner. The Town could develop a reputation of "nickel and
404 diming" contractors which may affect costs on future bids. Where I fully respect the intent of the Council
405 to save taxpayer funds, for the reasons stated above, I continue to re

406

407 ***D. Boutin motioned to approve the award of the Donati Park Pedestrian Bridge Project and allow***
408 ***the Town Administrator to sign the contract with the Lewco Company for the bid price of***
409 ***\$29,025.00 and pay for the project from SB 401 Bridge Aid account. Seconded by R. Lapierre.***

410
411 **Roll Call Vote #6**

412 ***J. Durand Nay***
413 ***R. Lapierre Aye***
414 ***K. Judge NP***
415 ***D. Boutin Aye***
416 ***T. Tsantoulis Aye***
417 ***A. Walczyk Aye***
418 ***R. Duhaime NP***
419 ***J. Sullivan Aye***

420
421 ***Vote in favor 5-1***

422
423 **NEW BUSINESS**

424
425 **16.1 Obligate Impact Fees for Martins Ferry Road Project**

426
427 ***D. Boutin motioned to obligate up to \$300,000 of impact fees on a continuous basis for the***
428 ***Martins Ferry Road Intersection project before the deadline to use funds expires. Seconded by***
429 ***T. Tsantoulis.***

430
431 **Roll Call Vote #7**

432 ***K. Judge NP***
433 ***R. Lapierre Aye***
434 ***R. Duhaime NP***
435 ***A. Walczyk Aye***
436 ***J. Durand Nay***
437 ***T. Tsantoulis Aye***
438 ***D. Boutin Aye***
439 ***J. Sullivan Aye***

440
441 ***Vote in favor 5-1***

442
443 T. Tsantoulis- what I'd like to suggest is that during the process of the work we keep in contact with the
444 residents who have shown concern, so that their concerns can be met along the way.

445
446 **16.3 to approve the purchase of 24 Taser 7's with training and duty cartridges for one year, from**
447 **Axon Enterprise, Inc.**

448
449 ***D. Boutin motioned to approve the purchase of 24 Taser 7's with training and duty cartridges for***
450 ***one year, from Axon Enterprise, Inc., to replace our front-line Patrol Officers, Sergeants, and the***
451 ***SRO older model tasers when the funds become available on July 1, 2023, for a total amount of***
452 ***\$67,168.60. The purchase was approved by the voters as warrant article #19 during annual town***
453 ***elections on March 28, 2023. Seconded by T. Tsantoulis.***

454
455 **Roll Call Vote #8**

456 ***R. Lapierre Aye***
457 ***R. Duhaime NP***

458 **T. Tsantoulis Aye**
459 **A. Walczyk Aye**
460 **J. Durand Aye**
461 **D. Boutin Aye**
462 **K. Judge NP**
463 **J. Sullivan Aye**

464
465 **Vote in favor 6-0**
466

467 J. Durand- do we trade in the old ones?

468
469 Captain Robie- no there is no trade in as there was a timing issue, our rep did give us the max discount
470 of 9% we will look into selling them a different way.

471
472 **16.4 Steel Guardrails Replacement Bid Acceptance**
473

474 ***D. Boutin motioned to approve and consent to award the Steel Guardrails Replacement bid to***
475 ***Premier Fence, LLC for \$61,938.80 to be funded out of 2022-2023 and 2023-2024 FY budgets.***
476 ***Seconded by T. Tsantoulis.***

477
478 **Roll Call Vote #9**

479 **J. Durand Aye**
480 **D. Boutin Aye**
481 **R. Duhaime NP**
482 **K. Judge NP**
483 **A. Walczyk Aye**
484 **T. Tsantoulis Aye**
485 **R. Lapierre Aye**
486 **J. Sullivan Aye**

487
488 **Vote in favor 6-0**
489

490 J. Sullivan- I know close to the Edgewater Drive side they are working on the fish ladder; will that affect
491 the timing of the completion of their capacity to complete the fish ladder?

492
493 B. Berthiaume- I don't believe that it will impact them. They will have flaggers. The impact will only be
494 traffic.

495
496 T. Tsantoulis- the ends of guardrails have been an issue in the United States due to accidents. Are the
497 ones that we are using the best for occupancy safety.

498
499 B. Berthiaume- yes, we are using the NH DOT spec for that road and guardrail.
500

501 **16.5 Town Administrator Evaluation Review**
502

503 J. Sullivan- under the packet it indicates our current procedure. Do we want to continue on with that
504 process? If we do tonight is the time, we will receive the self-evaluation that Mr. Garron has provided,
505 and you may use it in your evaluation. We will email this out as well as a blank evaluation for, that
506 should be submitted to be before the 22nd.

507
508

509 **APPROVAL OF MINUTES**

510
511 ***D. Boutin motioned to approve the public minutes of April 12, 2023; seconded by T. Tsantoulis***

512
513 ***Vote in favor 6-0***

514
515 ***D. Boutin motioned to approve the non-public minutes of April 12, 2023; seconded by R. Lapierre.***

516
517
518 ***Vote in Favor 6-0***

519
520 **TOWN ADMINISTRATOR'S REPORT given by Andre Garron**

- 521 • Beautify Hooksett Day- it was a very successful event; we had a lot of volunteers.
- 522 • Kiwanis event- I did attend the award night last night. We had some Hooksett employees
- 523 recognized last night.
- 524 • Volunteer Appreciation Night-
 - 525 • Thank you to all the volunteers for their time and commitment to Hooksett.
 - 526 • Thank you, Carrie Montoya and Wendy Baker, for their assistance in organizing the
 - 527 event.
 - 528 • Thanks to the Town Council for hosting the event-cudo to the Hooksett Library for
 - 529 offering the space.
- 530 • Seeking recipient recommendations for the Boston Post Cane by May 31, 2023- My
- 531 understanding is the requirements is the eldest Hooksett resident.
- 532 • Use of Credit Cards for Town Services- The discussion has come up again. The Town allows
- 533 the use of a credit card as payment for service as a convenience to Hooksett residents. Cash
- 534 and checks are available if residents do not want to pay using a credit card. Credit cards are
- 535 optional forms of payment at the Tax Office and Recycling and Transfer Station. The Town has
- 536 been accepting in person credit card payments since 2012 in the Tax office and has recently
- 537 expanded the use to recycling and transfer. Coming soon will be community development.
- 538 Online credit card payments are available for tax, community development, town clerk and
- 539 parks. Fees are posted in all areas that accept CC. The fees are paid directly to the CC
- 540 processor. Each resident will receive 2 charges on their CC statement. One is to the town for
- 541 services and the 2nd to the processor for the added fees associated with using the CC. Online
- 542 transaction fees is \$1.75 per item previously \$ 1.50. CC processing fees is 2.99% previously
- 543 2.79%. The minimum CC processing fees is \$2.50 previously \$1.50. Fees are passed onto the
- 544 residents that choose to use their CC as payment. Debit Cards- the Town does not offer the
- 545 use of debit cards, because it would open the door to residents asking for cash back. The
- 546 decision not to allow debit is an industry standard for governments. Over 150 communities do
- 547 not offer the use of debit cards as a form of payment.
- 548 • Hooksett Fire Rescue Badge Pinning Ceremony- recognized were Jessica Colpoys, Matt
- 549 Richter, Brian Rondeau, Scott Hebert, Joe Hurlburt.
- 550 • Safety Center Roof - RFP was put out we received bids; next step is to select bids so we can
- 551 move forward with repairs.
- 552 • NHDOT-Hackett Hill/Rt.3A/Main Street Project- Interviewed Engineering Firms our selection
- 553 was sent to DOT for approvals soon.
- 554 • Fund Balance Proposal for getting to 8%- I know that was submitted to the council for
- 555 consideration, we are not under a time crunch. We will need a decision come end of year.

556
557
558
559
560

561 **TOWN COUNCIL FUTURE AGENDA ITEMS**

562

563 R. Lapierre- I do not know how we go about this but how do we play to cell phone companies to get into
564 Hooksett to get better cell coverage in the town. Maybe there is a direct contact with a vendor that we
565 can ask.

566

567 A. Garron- I can look into what other communities are doing. I did however sign a release of our
568 mapping system to E911 so that they can get an idea of the cell phone coverage gaps in NH.

569

570 T. Tsantoulis- I suggest we have a follow up meeting in regard to the trash collection in condos and
571 where we stand.

572

573 **SUB-COMMITTEE REPORTS**

574

575 R. Lapierre- we do have an ARPA subcommittee meeting this Friday if we have a quorum. I ask if any
576 members have ideas for projects, please send them along to the committee.

577

578 **ADJOURNMENT**

579

580 ***J. Sullivan motioned to adjourn the meeting at 8:20 pm. Seconded by D. Boutin.***

581

582 ***All in favor 6-0***

583

584 Respectfully submitted,

585

586 ***Alicia Jipson***

587

588 Alicia Jipson

589 Recording Clerk

590