

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

1
2 The Hooksett Town Council met on Wednesday, July 26, 2023, at 6:00 in the Hooksett Municipal
3 Building.

4
5 **CALL TO ORDER**

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

7
8 **PROOF OF POSTING**

9 Chair Timothy Tsantoulis provided proof of posting.

10
11 **ROLL CALL**

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

15
16 **Absent:** Councilor Roger Duhaime, Councilor John Durand

17
18 **PLEDGE OF ALLEGIANCE**

19
20 **AGENDA OVERVIEW**

21
22 **PUBLIC HEARINGS**

23
24 Opened at 6:02 by T. Tsantoulis.

25
26 **6.1 Public Hearing to accept a donation of dugouts for the upper softball fields at Donati Field**
27 **from the Hooksett Youth Athletic Association (HYAA) to the Town of Hooksett for the**
28 **Department of Public Works in the amount of \$10,467.06 per RSA 31:95-e, II.**

29
30 G. Chambers- with HYAA, we have currently 4 dugouts at Donati. We have some that are getting
31 repaired and some beyond repair that need to be replaced. There is a beautiful complex in CT, I
32 reached out to the owner and he put me in touch with a guy who does dugouts with thick canvas. We
33 would install fencing with the canvas wrapped around it, and then either plain on the top or the girls'
34 softball logo on top. All in it is \$10,467 we are asking that the town take care of the fencing and we will
35 take care of the canvas and Phil will do the demo.

36
37 B. Berthiaume- this was the original quote from HYAA, the town would do the demo and remove the
38 structures. Then turn it over to HYAA to construct using Blue Ribbon Fence.

39
40 G. Chambers-If the town wants to lower this number and do some cost sharing, then we can rediscuss.

41
42 PH closed at 6:32

43
44 **6.2 Public Hearing to accept a donation of \$14,000.00 from Amazon to the Hooksett Fire**
45 **Department for the purchase of new fire equipment that will help them adequately service the**
46 **Amazon site per RSA 31:95-b, III(a).**

47

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

52

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

55

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

57

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

60

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

63

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

66

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

68

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

72

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

74

75 **SPECIAL RECOGNITION**

76

77 **7.1 Lucille Provencher – Celebrating 100 Years**

78

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

80

81 Lucille was born July 22, 1923. After making stops in Amherst, NH and Manchester, where she raised
82 her children Dan and Cindy, she moved to Hooksett with her beloved husband Lenny during the
83 summer of 1979 and has never looked back. While in Manchester for 17 years, Lucille ran Kitty Klub
84 Daycare Lenny, after assisting with the needs of child transport, worked full time at JF McElwain. Lenny
85 was born on March 23, 1923. Lenny was a disabled World War 2 veteran serving in the European
86 Theater of Operations, earning a Distinguished Unit Badge in Victory Medal. He passed away on May
87 31, 2015 with Lucille and family by his side. Lucille and Lenny were married for 65 years. Lucille and
88 Lenny's time together in Hooksett brought them great moments doing yard work, having family,
89 reunions and especially RVing. This time also presented Lou and Lenny special moments, becoming
90 grandparents to Ryan, Colin, Brittany and Nathan, as well as great grandparents to Grayson, Estelle
91 and Scarlet. Lucille's love for the special place at 20 Vindale Dr. has kept her there. Where she still
92 resides.

93

94 **7.2 Hooksett Municipal Employee - New Hire**

95

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

98

99 **PUBLIC INPUT – None**

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SCHEDULED APPOINTMENTS

9.1 NHDOT - Presentation on Donati Drive Bridge work in 2024

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

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

D. Scott- the existing bridge was built in 1976, Constructed in 1976
256'-0" long IB-C

44'-3" bridge width

2,100 vehicles per day, 4% trucks

#10 on 2022 Tier 3&4 M&P List

Deck = 6, Super = 6, Sub = 7. The purpose and need Perform bridge preservation activities.

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

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

Additional information

ROW

No ROW impacts

Utilities

No utility impacts

Environment

Anticipate NEPA by end of July 2023

No impacts to wetlands

No impacts to historic properties

No impacts to endangered species

Schedule

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

193

194 **CONSENT AGENDA**

195

196 **Recess- 7:04-7:09**

197

198 ***J. Sullivan motioned to approve the consent agenda items 10.1 through 10.5 as presented;***
199 ***seconded by K. Judge.***

200

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

202

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

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

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

215
216 **10.4 to allow the Hooksett Police Department to accept donations of raffle prizes with a**
217 **combined estimated value less than \$5,000.00 from residents and any other business or**
218 **association willing to donate to the Town of Hooksett for the Hooksett Police Departments**
219 **L.E.A.D. Program, per RSA 31:95-e:II.**

220
221 **10.5 Accept the donation of \$1,740.00 from the Fellowship Church in the form of volunteers and**
222 **materials to the Town of Hooksett for DPW Parks & Recreation Division per RSA 31:95-e:II.**

223

224 **NOMINATIONS AND APPOINTMENTS**

225

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

230

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

232

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

235

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

237

238 **OLD BUSINESS**

239

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

241

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

247

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

249

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

252

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

255
256 J. Sargent- 7-9 years depending on the dog. This K9 program has existed for some time. After 10 years
257 of not having the program, it came back in 2018, it showed it was something that the town needed. We
258 are equipped for the dog. We have raised significant amount of money in donations to keep the
259 program running. A total of \$15,900 donated. Agway donates all the dog food for the dog, Deerfield Vet
260 donates all the medical care. Tuckers donated a K9 bullet/stab proof vest. Our last K9 timber's stats are
261 12 criminal tracks, 2 lost person tracks, 46 drug searches, 15 building searches, 4 area searches, 7
262 article searches, 15 public demonstrations, 4 assists with another agency, 17 when K9 was need but
263 not available. We already have the purchased equipment. The 2022 K9 vehicle was approved by the
264 voters which shows community support. We have all the necessary equipment like leashes, collars,
265 pseudo drug scents, bite sleeve and bite suit. The benefits of the K9 program is officer safety and
266 apprehension, assisting in locating lost missing objects. Retention and hiring.

267
268 T. Tsantoulis- thank you for the in-depth presentation.

269
270 J. Sullivan- its good to see all the PO here in support of this. It is clear we have support from the voters.
271 I encourage anyone to continue to donate to the cause. I want to clarify that he did not only do 120
272 calls, but he was also on duty when the officer was. I support this as it is supported by the town.

273
274 J. Pinard- I wanted to reiterate when it came back in 2018 it was going to be no cost to the taxpayers. It
275 was negotiated in the contract the OT hours. Thank you for the presentation, you have my support.

276
277 ***D. Boutin motioned to support the Police K-9 Program to include the use of the Police***
278 ***Departments overtime fund to pay for the K-9 Handlers training overtime costs; Seconded by K.***
279 ***Judge.***

280
281 ***Roll Call Vote #2***
282 ***R. Duhaime NP***
283 ***J Durand NP***
284 ***J. Pinard Aye***
285 ***R. Lapierre NP***
286 ***A. Walczyk Aye***
287 ***D. Boutin Aye***
288 ***K. Judge Aye***
289 ***J. Sullivan Aye***
290 ***T. Tsantoulis Aye***

291
292 ***Vote in favor 6-0***

293
294 A. Garron- I concur with the suggested motion. Like any program and when we come to a crossroads of
295 weather to continue the program or not, he responded with yes, and with the prior chief would have
296 supported this topic as the OT was a drain on the trust as it drew away from the intended purpose of
297 the donations for the dog.

298
299 **13.2 Presentation of data on trash collection of Hooksett condos. - Ben Berthiaume, Public**
300 **Works Director and Denise Cummings, Transfer Station Crew Chief to present.**

301
302 T. Tsantoulis- this was a request back from May, I caution those in the audience this is for fact finding
303 and listening only. We are not making any decisions here today.

304
305 B. Berthiaume- this is going to recap information that has been presented already. Each condo
306 association has different arrangements. Things to Consider - If condominium trash pickup is decided to

307 move forward, amendments to the development regulations and recycle and transfer ordinance 00-31
308 would be required - Future Condominium projects that have been approved by the town but have not
309 been built to date. There are 344 additional units in 6 locations that could be built. - Equipment failures
310 and breakdowns. If the town only has one truck with the ability to pick up dumpsters there is no
311 redundancy. There is also other items to consider, if we did move forward in picking up trash. We
312 need to consider the condos that have been approved to be built but have not yet. There are a total of
313 1,273 Condo units in Hooksett at 14 different locations - Each location has different trash pickup and
314 abilities; some can only have Dumpsters while some have the ability for barrels. Each Condo
315 association negotiates their own garbage collection vendor and pricing agreement - The current yearly
316 reimbursement by Hooksett for all Condominium associations is \$53,992.11 This is based on 21 lbs per
317 unit per week at \$77.68/ton - In July of 2023 the reimbursement amount will increase based on the
318 towns increased tipping costs which are set to be \$89/ton. The new reimbursement amount will be
319 \$61,860.16 - The Hooksett Condo reimbursement rate will increase 5% each year in July based on our
320 agreement with the receiving facility. Example, in July of 2024 the reimbursement rate will be
321 \$93.45/ton and will set the yearly condo reimbursement amount to \$64,953.36.

322 Options to Consider for Condominiums- Do nothing and keep what has been established by previous
323 councils. Increase reimbursement amount change from 21 lbs. per unit per week to 31 lbs. per unit per
324 week Based on the July 2023 new tipping fees at \$89/ton this would result in the Hooksett Condo
325 reimbursement yearly amount increasing to \$91,317.38 from the previous amount of \$61,860.16 - Town
326 of Hooksett Picks up Condominium Trash. This option would require additional resources to perform
327 and would need input from each condominium. Some condominiums cannot have barrels since there is
328 no space or storage for them and would require dumpsters. The town does not currently have the
329 vehicles to pick up trash from dumpsters. Additional yearly tipping fees for trash collected by the town
330 and disposed of is estimated to be \$118,000 at the new tipping fee cost of \$89/per ton with the
331 estimated total yearly tonnage collected from condominiums to be 1,324 tons. Town will need a new
332 trash truck with ability to pick up dumpsters that is estimated to be \$350,000. An additional driver to
333 support the new services is estimated at \$75,000 yearly. Initial investment in barrels or dumpsters
334 would be required but unknown until we understand the needs of each condominium with barrels
335 versus dumpsters. If all units were to get 2 barrels each at \$80.00/barrel that would be an estimated
336 initial cost to the town of \$200,000.

337

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

339

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

341

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

343

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

348

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

351

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

358

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

360
361 D. Boutin- do we have condo associations here that are complaining about their trash collection?
362
363 D. Cummings- yes we have a few here tonight.
364
365 A. Garron- one of the things that came out of this was where do we start. We had been and Fred
366 touched upon the fact that changes would need to be made at the planning board. When developers
367 come in and present their plans and what route they choose. They decide to go the condo route for
368 density, they come to the PB and say we understand we will take care of trash and plowing, and we are
369 responsible for everything within our lines, and those that buy into the condos know very well what they
370 are buying into.
371
372 A. Walczyk- we do have a new truck that is coming to us, it is late in delivery, but it is on its way.
373
374 D. Boutin left at 8:09. Loss of quorum recess until 8:23. R. Lapierre Back at 8:23.
375
376 **NEW BUSINESS**
377
378 **14.1 Acceptance of a donation of dugouts for the upper softball fields at Donati Field from the**
379 **Hooksett Youth Athletic Association (HYAA) to the Town of Hooksett for the Department of**
380 **Public Works in the amount of \$10,467.06 per RSA 31:95-e, II.**
381
382 ***J. Sullivan motioned to table 14.1 until clarification is had on the funding; seconded by K.***
383 ***Judge.***
384
385 ***Vote in favor 6-0***
386
387 **14.3 Budget Transfer #2023-05 in the amount of \$5,997.00 from Police's budget to the**
388 **Administration budget in FY 2022-23.**
389
390 ***A. Walczyk motioned to authorize the Chairman to sign the Budget Transfer #2023-05 in the***
391 ***\$5,997.00 from Police's budget to Administration's budget; seconded by J. Pinard.***
392
393 ***Vote in favor 6-0***
394
395 C. Tewksbury- the Charter says that when you transfer funds between departments the council needs
396 to come and do a budget transfer. Late in the year when the PD needed 2 of the dispatch computers,
397 which are costly and the administration didn't have enough money in their budget, the PD said they had
398 excess funds to cover it.
399
400 **14.4 Presentation of the Capital Improvement Plan adopted by the Planning Board on June 19,**
401 **2023**
402
403 A. Garron- the presented CIP plan will assist you as you move forward in the budget.
404 We met with the departments that had projects, and they presented them to the Planning Board.
405
406 Feasibility Study for a Solar Farm at Landfill Project includes hiring a consultant to perform a cost-
407 benefit analysis and to determine the financial feasibility of installing solar panels at the current DPW
408 facility of West River Road. •Total Estimated Cost: \$75,000 Funding Source(s): Taxation
409
410 Security for Town Hall Security cameras and card reader/key fob entry for Town Hall. Security
411 cameras will be located on the outer perimeter and in the hallways inside the building. Key card entry

412 will be installed at the entrances of the building as well as offices and areas the public should not have
413 access to. Also includes a call box on the second floor for access to administrative offices. •Total
414 Estimated Cost: \$175,000 NOTE: This project has been recommended by the ARPA subcommittee for
415 possible funding. Funding Source(s): Homeland Security Grant Taxation
416

417 Ambulance #3 Replacement Part of a scheduled nine-year replacement program, approved by the
418 council. The rear body, which houses the patient compartment area, will be re-furbished and re-
419 mounted on a new chassis to reduce the overall cost. This existing chassis will be re-used for the
420 Forestry 2 replacement. Ambulance 3 is a 2017 Ford 550 and had 66,103 miles on it. •Total Estimated
421 Cost: \$275,000 Funding Source(s): Ambulance Service Fund
422

423 Police Cruiser Replacement Program Program allows for the replacement of two police cruisers in fiscal
424 year 2024-25. Costs include all emergency equipment, graphics, warranties, and installation of
425 equipment. •Total Estimated Cost: \$110,000 Funding Source(s): Taxation
426

427 South Bow Tower Replacement The South Bow Tower is a critical part of the Town's police
428 communications. The Tower has structural issues and needs to be replaced. Additionally, upgrades to
429 the equipment shelter, generator and fence will also be completed. •Total Estimated Cost: \$125,000
430 NOTE: The Town is working with Verizon to replace the Tower. Funding Source(s): Capital Reserve
431 Fund.
432

433 Body -worn Cameras This project will provide all sworn police officers with a body-worn cameras.
434 Nationwide studies have reported that police departments are seeing that the presence of body-worn
435 cameras often improves officer performance as well as the conduct of the community members who
436 are recorded. •Total Estimated Cost: \$175,645 Funding Source(s): Taxation
437

438 Radio Infrastructure- This project will replace the base dispatch console, including touch screen
439 monitors, microphones, foot switches, headsets/handsets, speakers and control radios. •Total
440 Estimated Cost: \$249,605 Funding Source(s): Capital Reserve Fund
441

442 Lincoln Heights Drainage-The Lincoln Heights neighborhood is bound by Mammoth Road, Hooksett
443 Road, Alice Avenue and Stearns Avenue and has many sections of corrugated pipe that need to be
444 replaced. •Total Estimated Cost: \$150,000 Funding Source(s): Capital Reserve Fund
445

446 Martins Ferry Road Intersection -The project consists of constructing a new bridge to replace the
447 existing deteriorated culvert, and to realign the intersection. •Total Estimated Cost: \$1,000,000 Funding
448 Source(s): State Bridge Aid Impact Fees Taxation
449

450 Town-Wide Paving- Ongoing program to maintain existing quality of Town roads through planned
451 repaving and maintenance. •Total Estimated Cost: \$900,000 Funding Source(s): Operating Budget
452

453 Dump Truck non CDL D1-05 Replacement- The current vehicle is approximately 20 years old with
454 41,500 miles and an average annual maintenance cost of \$1,600. •Total Estimated Cost: \$101,675
455 Funding Source(s): Capital Reserve Fund
456

457 Library Roof Replacement- This project replaces the existing 1992 GenFlex Company roof membrane
458 that is at end of life, and replace/update existing drains, metal flashing and new thermal insulation
459 between roof drains following code requirements. •Total Estimated Cost: \$206,000 Funding Source(s):
460 Capital Reserve Fund
461

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

465 relationship to the scale. •Total Estimated Cost: \$55,000 Funding Source(s): Solid Waste Special
466 Revenue
467
468 Pickup Truck P5-08 Replacement- The current vehicle is a 2008 Ford F350 with over 64,560 miles.
469 The average maintenance cost for the last five years on this truck is \$3,250 a year. •Total Estimated
470 Cost: \$58,000 Funding Source(s): Capital Reserve Fund
471
472 Dump Truck Replacement 10-Wheel- The current truck is a 1996 and is used to haul sludge off site.
473 This truck will be replaced with a roll off truck to service the containers to be installed with the sludge
474 handling upgrade. •Total Estimated Cost: \$325,000 Funding Source(s): Wastewater Capital Reserve
475
476 School Maintenance- The project will replace ventilation units and install high efficiency boilers at all
477 three schools and replace the roofs at Memorial and Cawley schools. •Total Estimated Cost:
478 \$12,717,620 Funding Source(s): Bond
479

480 **14.5 Lambert's Park Horseshoe Pit**

481
482 ***A. Walczyk motioned to approve and accept the proposed addition of a horseshoe pit at***
483 ***Lambert's Park; seconded by K. Judge.***

484
485 ***Vote in favor 6-0***

486
487 B. Berthiaume- this was brought forward by the parks and rec advisory board. They want to put it on the
488 northern property line, it is a standard horseshoe pit. We have a donation to install it.

489
490 R. Lapierre- why not have 2.

491
492 B. Berthiaume- this was what was presented to me.

493 **14.6 Purchase of new Plow Truck**

494
495
496 ***J. Sullivan motioned to approve and consent to the purchase of the new plow truck from***
497 ***Allegiance Trucks for \$236,525 with trade-in of existing 2003 plow truck estimated between***
498 ***\$5,500 and \$8,000 with funds to come from the DPW Capital Fund seconded by R. Lapierre.***

499 500 **Roll Call Vote #3**

501 ***D. Boutin NP***

502 ***J. Pinard Aye***

503 ***A. Walczyk Aye***

504 ***J. Durand NP***

505 ***R. Duhaime NP***

506 ***J. Sullivan Aye***

507 ***R. Lapierre Aye***

508 ***K. Judge Aye***

509 ***T. Tsantoulis Aye***

510
511 ***Vote in favor 6-0***

512
513 R. Lapierre- does that almost deplete that CRF?
514

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

517
518 **14.7 Purchase of bulk diesel fuel for the underground storage tank located at the Recycle and**
519 **Transfer Station for FY 2023-2024.**

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

524
525 **Roll Call Vote #4**
526 ***A. Walczyk Aye***
527 ***R. Lapierre Aye***
528 ***J. Pinard Aye***
529 ***R. Duhaime NP***
530 ***J. Durand NP***
531 ***K. Judge Aye***
532 ***J. Sullivan Aye***
533 ***D. Boutin NP***
534 ***T. Tsantoulis Aye***

535
536 ***Vote in favor 6-0***

537
538 B. Berthiaume- we have been purchasing fuel from 1 vendor since before I was here. I decided to see if
539 we could get fuel cheaper from a different source. This is a blanket purchase to allow me to get the
540 town the best prices when we need it. I don't want to have to constantly go to the council to ask to buy
541 fuel when meetings conflict. We can save up to \$4,000-\$5,000 purchase times that by 4 or 5 times a
542 year and that can be a significant savings.

543
544 **14.8 Petersbrook Park Sitework RFP**

545
546 ***K. Judge motioned to approve and consent to award the Petersbrook Park Sitework RFP***
547 ***(Option B) to David W. White & Sons, Inc. for \$146,457.88 to be funded from ARPA funds;***
548 ***seconded by R. Lapierre.***

549
550 **Roll Call Vote #5**
551 ***J. Sullivan Aye***
552 ***J. Pinard Aye***
553 ***R. Duhaime NP***
554 ***A. Walczyk Aye***
555 ***R. Lapierre Aye***
556 ***K. Judge Aye***
557 ***J. Durand NP***
558 ***D. Boutin NP***
559 ***T. Tsantoulis Aye***

560
561 ***Vote in favor 6-0***

562
563 B. Berthiaume- this amount here plus the precast building has not exceeded it yet. It's coming together,
564 and this RFP for the site work is broken out into 2 parts. The paved option was to much money. We can
565 pave at a later time.

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

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

571
572 **14.9 Charter Subcommittee Update and Recommendations**

573
574 ***J. Sullivan motioned to move forward with the Charter Subcommittee's Charter change***
575 ***recommendations to write the articles and have Legal Counsel review them: one article to***
576 ***eliminate districts and reduce Town Council from 9 to 7 member, an article to change the***
577 ***quorum requirement to a simple majority and an article to increase the Town Council stipend by***
578 ***\$500 each; Seconded by J. Pinard.***

579
580 ***Vote in favor 5-1***

581
582 J. Sullivan- the individuals who attended were supportive of our ideas, we got guidance from legal.

583
584 J. Pinard- I don't know much about it, but I seconded it for discussion and put it to the voters.

585
586 J. Sullivan- we still need to hold a PH and vote to move it to the ballot.

587
588 ***T. Tsantoulis motioned to extend the meeting seconded by A. Walczyk.***

589
590 ***Vote in favor 5-1***

591
592 **14.10 Town Council Goals 2023/2024- none to discuss today.**

593
594 **APPROVAL OF MINUTES**

595
596 ***J. Sullivan motioned to approve the public minutes of July 12, 2023; seconded by R. Lapierre.***

597
598 ***Vote in favor 6-0***

599
600 ***R. Lapierre motioned to approve the non-public minutes of July 12, 2023; seconded by K.***
601 ***Judge.***

602
603 ***Vote in favor 6-0***

604
605 **TOWN ADMINISTRATOR'S REPORT**

606
607 A. Garron- sign ups for Old Home Day and who would volunteer need to take place.
608 Goals for Town Council Workshop, we had a facilitator last year, and this year we decided not to have
609 them come back. Between now and then if the council can make some goals that would be great.

610
611 **TOWN COUNCIL FUTURE AGENDA ITEMS- None**

612
613 **INFORMATIONAL ITEMS AND CORRESPONDENCE- None**

614
615 **SUB-COMMITTEE REPORTS**

616

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

620
621 **PUBLIC INPUT- None**

622
623 **NON-PUBLIC SESSION NH RSA 91-A:3 II a,c,d.**

624
625 ***T. Tsantoulis motioned to enter NON-PUBLIC SESSION NH RSA 91-A:3 II A,C,D; seconded by J.***
626 ***Sullivan.***

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

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

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

636 **Roll Call Vote #6**

637 ***J. Durand NP***

638 ***R. Lapierre Aye***

639 ***K. Judge Aye***

640 ***D. Boutin NP***

641 ***J. Pinard Aye***

642 ***J. Sullivan Aye***

643 ***A. Walczyk Aye***

644 ***R. Duhaime NP***

645 ***T. Tsantoulis Aye***

646

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

648

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

650

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

652

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

655

656 **Roll Call Vote #7**

657 ***J. Pinard Aye***

658 ***K. Judge Aye***

659 ***R. Lapierre Aye***

660 ***R. Duhaime NP***

661 ***A. Walczyk Aye***

662 ***J. Durand NP***

663 ***J. Sullivan Aye***

664 ***D. Boutin NP***

665 ***T. Tsantoulis Aye***

666
667 **Vote in favor 6-0**
668
669 **Unsealing Non-Public motion of 02/22/2023:**
670
671 ***Councilor Lapierre motioned to unseal the non-public minutes of February 22, 2023 for the***
672 ***motion to have Town Administrator sign the Town owned property purchase & sale***
673 ***agreement(s). Seconded by Chair Tsantoulis.***
674
675 **Vote in favor 6-0.**
676
677 **02/22/2023**
678 ***R. Lapierre motioned to sell the properties subject to confirmation without reserve seconded by***
679 ***J. Durand.***
680 **Vote In favor 7-0**
681
682 ***J. Sullivan motioned to amend the motion to include authorizing TA Garron to sign the purchase***
683 ***and sales agreement seconded by R. Lapierre.***
684 **Vote In favor 7-0**
685
686 **ADJOURNMENT**
687
688 ***R. Lapierre motioned to adjourn the meeting at 10:12 pm. Seconded by J. Pinard.***
689
690 **All in favor 6-0**
691
692
693 Respectfully submitted,
694
695 ***Alicia Jipson***
696
697 Alicia Jipson
698 Recording Clerk
699

Current Condo Reimbursements Per Ordinance #00-31

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

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

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

1324 \$ 117,828.88 \$ 101,840.00 21.2 \$ 203,680.00 42.4

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

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

Alternate Condo Tonnage Reimbursement Examples

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

\$ **91,317.38**

\$ **120,774.60**

Approved Developments by Town - Not Currently Built

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