

As of January 19, 2012

TOWN COUNCIL AGENDA
Regular Meeting
Wednesday, January 25, 2011

- I. **6:30 PM - CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
January 7, 2012 Budget Workshop
January 11, 2012 Regular Meeting
- V. **AGENDA OVERVIEW**
- VI. **CONSENT AGENDA**
- VII. **TOWN ADMINISTRATOR'S REPORT**
- VIII. **PUBLIC INPUT: 15 Minutes**
- IX. **NOMINATIONS AND APPOINTMENTS**
Appointment
Robert Duhaime, Planning Board, exp. 6/2012

Available Positions
Heritage Commission, (2) Alternate Members
- X. **SCHEDULED APPOINTMENTS**
Public Hearing re: Designation of Goffstown Road as a Scenic Road per RSA 231:157.
Kimberly Blichmann, Tax Collector, re: Quarterly Delinquent Taxes Report
- XI. **15 MINUTE BREAK**
- XII. **OLD BUSINESS**
11-125 Budget
 - a. Town Clerk
 - b. Sewer Department12-4 Council Rules – Public Input
- XIII. **NEW BUSINESS**
12-5 City of Manchester Memorandum of Understanding re: Homeland Security Grant Program
- XIV. **SUB-COMMITTEE REPORTS**
- XV. **PUBLIC INPUT**
- XVI. **NON-PUBLIC SESSION**
RSA 91-A:3, II (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 effected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted."*
- XVII. **ADJOURNMENT**

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

TOWN OF HOOKSETT PUBLIC HEARING NOTICE

The Hooksett Town Council will be holding a public hearing on Wednesday, January 25, 2012 at Hooksett Municipal Building, Town Council Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to obtain public input regarding the designation of Goffstown Road as a Scenic Road per RSA 231:157. Questions should be directed to Kathie Northrup, Heritage Commission Chair, 669-8926.

Public Notices

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Appeared in: *The Union Leader* on Friday, 01/13/2012

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AGENDA NO. 12.5
DATE: 1.25.12

**Staff Report
City of Manchester MOU
January 25, 2012**

Background: The City of Manchester is writing a NH Homeland Security grant for a Regional Emergency Command vehicle. This vehicle will be the property of the City of Manchester and will be stationed in Manchester. Hooksett will have a mutual aid use of this vehicle when we request it.

Issue: This vehicle is a large Unified Command vehicle, 100% grant funded. This vehicle will assist Hooksett Fire at the scene of major emergencies. There are also no maintenance or fuel costs associated with such vehicle.

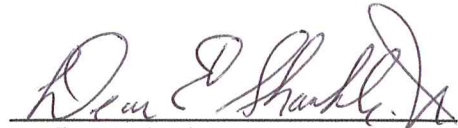
Discussion: The Town of Hooksett is not responsible for any monetary commitment. Due to all funding coming from the FY 2011 Homeland Security Grant Program. This vehicle will cost the Town of Hooksett nothing but will strengthen our Incident Command capabilities.

Fiscal Impact: None.

Recommendation: I would recommend that we acknowledge commitment to this grant application.

Prepared by: Chief Michael Williams

Interim Town Administrator's Recommendation: Concur with recommendation.


Dean E. Shankle, Jr., Ph. D.
Town Administrator

Memorandum of Understanding
2011 New Hampshire State Homeland Security Grant Program

Overview:

The FFY 2011 State Homeland Security Program (SHSP) provides funds to enhance the capability of State and local units of government to prevent, deter, respond to and recover from incidents of terrorism involving the use of chemical, biological, radiological, nuclear and explosive (CBRNE) weapons and cyber attacks. These funds support costs related to homeland security and emergency operations planning activities; the purchase of specialized equipment; costs related to the design, development and conduct of a State CBRNE and cyber security training programs and attendance at sponsored courses; the design, development, conduct and evaluation of CBRNE and cyber security exercises and other costs associated with implementing the State Homeland Security Strategies.

1. Purpose of the Agreement: The purpose of this Memorandum of Understanding (MOU) is to identify the affiliation between the City of Manchester and the Town of Hooksett to coordinate and utilize a Regional Emergency Management Command Vehicle (REMCV).
2. Scope of the Agreement: This agreement is applicable for the period of funding by the FFY 2011 New Hampshire State Homeland Security Grant and for the useful life of the equipment, materials or plans required of the REMCV. Either party may cancel this affiliation at any time with thirty (30) days written notice.
3. Responsibilities:
 - a. The City of Manchester, as the recipient of FFY 2011 Homeland Security Grant Program funds, will manage the procurement of the REMCV and associated equipment, coordinate the use and training of REMCV project, serve as a Point of Contact to the Department of Safety-Grants Management Unit, and provide all grant audit and reporting as required by the Department of Safety-Grants Management Unit.
 - b. The City of Manchester shall be responsible for the coordination of
 - i. The design specifications, procurement documents and purchase of the REMCV,
 - ii. Housing,
 - iii. And maintenance of the REMCV.
 - c. The Town of Hooksett acknowledges its commitment to the successful completion of the REMCV project and implementation. Further, it acknowledges that all funding will come from FFY 2011 Homeland Security Grant Program funds, as administered by the City of Manchester, and that the Town of Hooksett will not be responsible for any monetary commitment. The Town of Hooksett agrees to provide emergency response representation at planning meetings, vehicle training sessions and other information deemed necessary for the completion of the REMCV project.

- d. The City of Manchester acknowledges it is responsible for all maintenance of the equipment, inventory tracking and GASB-34 audit depreciation requirements.
- e. It is the responsibility of the City of Manchester or its designated agent to administer and update any schedules or reports that may be required.
- f. The City of Manchester will conduct on-going training sessions with the Town of Hooksett to review and update operating guidelines for the use of the REMCV.

4. Authority:

We hereby authorize the 2011 Homeland Security Regional Emergency Management Command Vehicle grant to be administered as specified by this MOU.

5. Authorized Signatures:

For the City of Manchester:

Theodore Gattas
Mayor

1-9-2012
Date

For the Manchester Fire Department:

Jans G. Buehler, Chief
Chief of Department

1-9-2012
Date

For the Town of Hooksett

Town Council, Chairman

Date