

**TOWN COUNCIL MINUTES**  
**REGULAR MEETING**  
**WEDNESDAY, July 25, 2001**

The meeting was called to order at 6:33pm.

PRESENT: Vice Chairman R. Dion, M. DiBitetto, P. Rueppel, R. Holley, M. Jolin, P. Ganley, D. Duford, M. Farrell-Town Administrator. Chairman T. Young excused. D. Pichette-Volk present from 7:22pm – 8:15pm.

**Minutes:**

D. Duford moved to table the minutes of July 18<sup>th</sup>. Seconded by P. Ganley.

**Motion carried.**

**TOWN ADMINISTRATOR'S REPORT** – M. Farrell reported on the following:

1. A letter was sent to the Town's legal Counsel in reference to Budget Committee Appointing Authority and Police Commission Purchasing Authority to get further clarification. A previous legal opinion from Counsel was that the Police Commission can spend funds from the warrant article.
2. August 8<sup>th</sup> Ambulance Subcommittee meeting cannot take place as the audio-visual room is not available nor is there another room large enough available for that evening. Council requested that the Library's audiovisual room be reserved for August 22<sup>nd</sup>.
3. The Finance Department has submitted their final unaudited report for fiscal year 2001. The report should be close to the final figures. Total unspent figure is \$84,519 out of a 7.7 million dollar budget.
4. A 12-year veteran Firefighter has resigned. The Fire Department was at full company and a new Firefighter has been hired. The Department is in the process of recruiting Call Firefighters and they currently have several applications. The goal is to have 12 Call Firefighters in training in the fall of this year.
5. The NFPA standards were passed, requiring four Firefighters on a crew as well as the four-minute response standard. The NFPA will have new language for both standards regarding what they call equivalency. We may be able to meet the standards in an indirect way by having a Chief Officer responding at the same time. Then we would be able to have the fourth person on the scene within the required amount of time. The standards are in an appeal process to the NFPA board
6. In a meeting with Town Planner, Charles Watson; Finance Director, Diane Savoie; and Superintendent of Schools, Robert Suprenant they advised that \$7,000 have been collected so far for Impact Fees.
7. Letter for the T.I.F. Board, to the abutters, will be going out soon.

**PUBLIC INPUT:**

**CODE OF ETHICS.**

Ed Groves, 288A Londonderry Turnpike, came to see what the time frame would be to get a code of ethics that he previously submitted to the public for a vote at Town Meeting.

**OLD BUSINESS:**

**CODE OF ETHICS.**

Ed Groves, 288A Londonderry Turnpike, sent the Council a Code of Ethics for their review and would like to see the town vote on this issue.

P. Ganley moved to remove the Code of Ethics, submitted by Ed Groves, from the table. Seconded by Pat Rueppel. **Motion carried.**

P. Ganley stated that the Town Charter far exceeds the proposal of the presented Code of Ethics. He has reservations about including this in the Charter as it already defines a Code of Ethics.

M. DiBitetto moved to send the Code of Ethics to a Charter Review Subcommittee to get a recommendation. Seconded by R. Holley.

D. Duford doesn't feel it is necessary to be reviewed as the Charter Review Subcommittee reviewed that area recently at great length.

**Roll call vote:**

M. DiBitetto	yes	M. Jolin	no
P. Rueppel	no	R. Dion	no
D. Duford	no	P. Ganley	no
R. Holley	no	<b><u>Motion failed 6 to 1.</u></b>	

D. Duford moved that the first four pages of Code of Ethics, submitted by E. Groves, be incorporated into a handout for Town officials, boards, commissions and committee members. Seconded by P. Rueppel.

**Roll call vote:**

M. DiBitetto	no	M. Jolin	no
P. Rueppel	yes	R. Dion	yes
D. Duford	yes	P. Ganley	no
R. Holley	no	<b><u>Motion failed 4 to 3.</u></b>	

**SCHEDULED APPOINTMENTS**

**KEVIN SULLIVAN – EAGLE SCOUT PROJECT**

K. Sullivan would like to install a granite bench, by the District Court House area, made up of granite slabs that originally lined the canal that was once used to send the bricks down the Merrimack River. These bricks were used in constructing Manchester's City Hall and many mills in NH and neighboring states. The bench would be about 8 feet long and under the bench there will be a stone dust path leading to the parking lot. The area around the bench will be landscaped with flowers. He will install a historical marker containing information about the structure and how the canal was used. He will raise the funds through donations from local businesses. He is working with C. Mason for labor and slabs. His total cost to be around \$500.

D. Hemeon, Parks and Recreation Superintendent, stated he was in support of this project and would be willing to assist K. Sullivan.

D. Duford moved to grant K. Sullivan approval for the installation of a granite bench, flowers, and historic marker as presented. Seconded by D. Pichette-Volk. Motion carried unanimously.

**Roll call vote carried unanimously.**

**OLD BUSINESS CONTINUED:**

**ASSESSING DEPARTMENT INQUIRY.**

D. Duford moved to have the Assessing Department inquiry on Tuesday, at 6:30pm, July 31<sup>st</sup>. Seconded by P. Rueppel.

M. Farrell stated that the people involved need to be notified, 48 hours prior to the meeting. Notification should be in writing and include the general scope of the inquiry concerning past procedures of the abatement process. Assessing Department is required by state statute to keep records as far back as five years.

The inquiry will be verbal questions from the Council.

**Roll call vote.**

R. Holley	yes	P. Rueppel	yes
M. Jolin	yes	Denise Pichette-Volk	no

R. Dion	yes	D. Duford	yes
P. Ganley	Yes	M. DiBitetto	recused

**Roll call vote carried.**

D. Duford stated that the Transfer Station recently purchased a new Peterbuilt Tractor. The tractor cost \$79,000 out the \$90,000 appropriated for it. It needs a 3 line wet system to which the company did not want to put a 2 line wet system due to liability.

D. Duford moved to expend an extra \$1,000 for payment for this three line wet system for the new tractor. Second by M. DiBitetto. **Roll call vote carried.**

**NEW BUSINESS:**

**GOALS AND OBJECTIVES FOR COUNCIL AND TOWN ADMINISTRATOR**

Acting Chairman Dion in addition to his written list stated he would also like to have a half hour set aside each month to increase the Council's knowledge of Town affairs. He is interested in how other departments work, what works well, and what didn't work well.

M. Farrell presented a letter with a summary dated 1997 on the expectation/goals setting of the Council and Town Administrator.

P. Ganley moved to schedule a workshop as soon as possible on goals and objectives for administration to sit down with a professional facilitator. Seconded by M. Jolin.

**Roll call vote.**

R. Dion	yes	D. Pichette-Volk	yes
P. Ganley	yes	D. Duford	yes
M. DiBitetto	yes	R. Holley	yes
P. Rueppel	no	M. Jolin	yes

**Motion carried 7 to 1.**

M. Dibitto asked to define the types of goals they are looking at. What's presented in the Comp Funds letter is a workshop on type of goals on working relationships of personnel and elected officials verses specific project oriented goals similar to what the Chairman has listed.

Acting Chairman Dion responded both relationship and projected oriented goals are needed to aid the Town Administrator in understanding what the Council wants to have accomplished.

**STATE LEGISLATORS:**

D. Duford would like to ask our Legislators to attend a Council meeting to discuss some RSA's he has questions on that may save the town some money.

D. Duford moved to invite legislators at their convenience. Seconded by P. Ganley.

**Roll call vote carried.**

**NOMINATIONS AND APPOINTMENTS:**

D. Duford stated that he wants the Council to have a clearer understanding that the Building Board of Appeals Alternate position, according to BOCA CODE 121.2.2, can be filled by not only a structural engineer or architect but can also be any of those professional choices listed in BOCA CODES 121.2.1 QUALIFICATIONS.

Councilor Dion requested for the next meeting an updated list of vacancy positions on Boards/Commissions/Committees.

**SUBCOMMITTEE REPORTS:**

AMBULANCE: D. Duford reported that their report to Council will be redone and proofed by 3 people and should be signed next Monday.

M. Farrell said it is not appropriate for Firefighters to sign the report.

D. Duford stated that Firefighters are able to sign as Liaisons/non-voting members.

HEAVY EQUIPMENT PURCHASES: D. Duford reported that the specifications have been put together by D. Hemeon, on purchasing the new six-wheeler, and were compared to state specifications. Specifications will go out for quotes, then to the Council for confirmation.

PARKS AND RECREATION LIAISON: M. Jolin reported that Manchester Sand and Gravel presented a plan for the building of soccer fields on Peter's Brook Drive. The ground is being prepared for planting, seeding and irrigation to be ready for use next spring. The land stills needs to be transferred to the Town.

PLANNING BOARD: P. Ganley reported that the T.I.F subdivided another site. One of the Board's major concerns is the location of the Roller Rink at the junction where a by-pass will be built and on the right hand side of the road are plans for a major shopping center. Their other major concern is to define the amount of money that will be needed for the traffic light at the intersection. D. Campbell, Attorney for Manchester Sand and Gravel and Charles Watson, Town Planner, will get together to discuss the traffic light.

SOLID WASTE COMMITTEE: D. Duford reported that they discussed pay as you throw and bag rate charges. There are no changes since last report.

UNION NEGOTIATIONS: Ground rules were adopted. Next meeting will be Thursday, August 2<sup>nd</sup>, 2pm to 5pm.

OTHER COMMITTEES:

COMMERCE ALLIANCE: P. Ganley reported that there is going to be golf tournaments on August 2<sup>nd</sup> at Legends.

Acting Chairman Dion adjourned the meeting at 8:30pm.

Respectfully submitted,

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Tina M. Paquette  
Administrative Assistant

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Michel N. Jolin  
Town Council Secretary