

TOWN COUNCIL MINUTES
REGULAR MEETING
WEDNESDAY, OCTOBER 24, 2001

The meeting was called to order at 6:30pm by Council Secretary M. Jolin.

PRESENT: Acting Chair, Secretary M. Jolin, D. Pichette-Volk – Acting Secretary, M. DiBitetto, P. Rueppel, R. Holley, P. Ganley, D. Duford, M. Farrell-Town Administrator. Excused – Chairman T. Young, R. Dion.

MINUTES: October 10, 2001: D. Duford moved to approve as amended. Motion seconded by R. Holley. **Motion carried.**

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

1. The Quarry Road Bond issue has been settled and we have received a check for \$20,000. The paving will be done tomorrow.

D. Duford thanked M. Jolin for his continued efforts on the Quarry Road Bond issue.

2. Nick Manolis of Primex sent a summary of the Council's workshop meeting of September 19th. Feedback is needed on whether or not to have a personality profiling exercise.

Council consensus was to discuss personality profiling at the next meeting.

3. The NHMA Annual Conference will be this November. M. Farrell has been asked to be a voting Delegate. In order to vote as a delegate a motion needs to be passed.

D. Pichette-Volk moved to have M. Farrell as a voting Delegate at the NHMA's 2001 Annual Conference. Seconded by R. Holley. **Motion carried unanimously.**

4. A letter was received from Robert Barry, of the Administrative Bureau of Municipal Highways on the yearly Highway Block Grant Aid. This year the Grant was increase by 15.6% or \$23,642 more than last year. Last year we received \$151,000 and this year we will receive \$174,000. It is direct revenue that goes into the general fund.
5. We received a \$529.00 rebate check from Primex on unemployment compensation. \$4,500.00 was spent on unemployment funds.
6. An appointment has been set for Monday November 5th with the DRA to set the tax rate. It is hoped to get the tax bills out by Friday, November 9th or Monday November 12th.
7. There have been three anthrax scares in the past week in Town. The 1st one was at Shaw's supermarket – outcome was negative. The 2nd was a call from a residence on suspicious mail – outcome negative. The 3rd was at Memorial School, report of white powder – outcome negative.
8. At the same time as the Memorial School scare was happening a truck on Route 3A was found to be leaking Nitric Acid. Personnel were called in from surrounding towns of Pembroke, Allenstown, Auburn and we had a total manpower call back.

D. Duford asked if would be able to receive any compensation for all the emergency relief the town has been extending.

M. Farrell stated yes if we keep good records. FEMA may be granting additional dollars for these special cases or we can try to obtain compensation from the perpetrators.

9. There was a Traffic Study Scope Meeting held in Concord about the Connector Road that was attended by C. Watson and developers. Final scope has been worked out, waiting for final agreement by developers then we will be able to commission that study and get it started as soon as possible. Tonight C. Watson will give a presentation, which was

- presented to a group of 25 people who were invited to give their input to the Town and Planning Department for purposes of reviewing the total overall traffic issues in Town. Primarily Route 3, good suggestions came out of that meeting.
10. The budget development is moving along, departments will have preliminary budgets to Finance Department by November 9th.
 11. Master Plan/Visioning Session, "Community Profile" meeting will be held on November 2nd and 3rd. This is the initial phase of the Town's Master Plan development.
 12. Development agreement for exit 10, TIF District, no change to date.
 13. Internet access search is still in process. M. Farrell said that Granite Hill is just in the engineering phase and will not be using actual DSL lines and what they will be using will be strictly for large developments not viable for commercial entities. Firefighter Gary Sleeper looked into Internet access.

G. Sleeper said we are out of the DSL range. Drop from DSL wireless has many security issues. We are looking into satellite connection; there are a few viable connections we can use.

D. Duford asked about the cost.

M. Farrell stated that most of the cost is in purchasing the initial equipment

G. Sleeper stated that the cost is hundreds of dollars per month, not a major cost.

14. The memo on the Budget calendar has been distributed. The first meeting is scheduled for December 26 which is a busy vacation time therefore would like to have the budget ready for December 21st and a budget workshop on January 2nd.

D. Duford moved to have 1st Session Town Meeting on Saturday, April 6, 2002. Seconded by Rick Holley. **Motion carried unanimously.**

15. M. Farrell to meet with MRI this Friday.

PUBLIC INPUT:

TOWN OF HOOKSETT V. SID BAINES:

P. Rueppel of 1465 Hooksett Road #137 stated she heard a rumor that the Council two times ago made a gentlemen's agreement with the Sewer Department that when Hooksett v. Sid Baines was filed that they would accept that decision of that judge and not go any further. She spoke to five people to verify what she had heard and they agreed that's what happened. P. Rueppel stated she knows that M. Jolin doesn't believe we should tie a Council in the future, but I really think that this Council has to keep their word in some of the things they do. Therefore, P. Rueppel would like the vote taken last week, in reference to Town v. Sid Baines, rescinded.

P. Rueppel present as Council member at 7:18pm.

SCHEDULED APPOINTMENTS:

CHARLES WATSON, TRAFFIC STUDY PRESENTATION.

Charles Watson, Town Planner, gave a presentation of a Traffic Study on Hooksett, Leslie Nepveu assisted with the Power Point. The purpose of this study is to take a look at the "what if" situations. In C. Watson's presentation he explained how the Town growth and surrounding town's growth has added to our traffic situations and show where the bottlenecking is currently occurring. As we start to develop the TIF district and expand housing availability in the Town, he defined how it might impact our traffic in the future.

M. Farrell stated that road improvement funding will be seen in the upcoming budget.

M. DiBitto asked if a TIF district has been looked into from Exit 9 to Shaw's.

C. Watson stated that this has been asked by some folks.

M. DiBitetto asked if it was too soon to pursue for 2002.

M. Farrell stated that 2002 it is too soon but that 2003 would be better to give time to work it out.

D. Duford asked when would impact fees be instituted to address the Town side.

C. Watson stated that this is in progress now.

D. Duford asked if it would be in place in the next budget session.

C. Watson stated that the numbers would have to be plugged in. This doesn't involve a warrant article. It is a fee schedule that goes to the Planning Board then back to Town Council who would then set the fees.

M. Jolin commended Charles Watson, Town Planner, and Leslie Nepveu, Town Clerk, on the Traffic Study presentation.

DRA ASSESSING CERTIFICATION:

David Hynes gave an overview of the New DRA Certification Process that was a Supreme Court decision designed to change the administration of the property tax in N.H. The valuation process requires that property be assessed at market value at least every five years. The Town needs to have funds set aside for the cost of the revaluation that is to occur in 2003. Then the Town should continually set aside funds to have their next revaluation in five years. Two DRA boards will set the standards by 2003. There will also be a newly created board for the Audit Certification Division.

OLD BUSINESS:

STATE SURPLUS LAND MAP 18, LOT 38

Acting Chairman M. Jolin asked if there was any response from Town departments on interest in this parcel.

M. Farrell stated that he asked the Fire Department and they have no interest. He also asked at the Department Head Meeting and there was no interest there.

M. DiBitetto moved that the Council pass on having any interest on Map 18, Lot 38, 1.5 acres. Seconded by Pat Rueppel. **Motion carried unanimously.**

FIRE DEPARTMENT COMPUTER BIDS:

Fire Consultant Gary Sleeper presented the department's computer bids with the installation price and on site training included. Four companies submitted bids and for various reasons Gateway came out on top.

R. Holley asked about CDR/CD-RW drives, Internet B.

G. Sleeper stated that the computer would be used for data archiving, storing photos of scenes, write to disk archive, power point for two writers. If the system should need repair immediately there would be in place a Hot System, Hot Back-up, Hot Stand-by.

D. Duford asked if this system has room to grow with the rapidly growing technology changes.

G. Sleeper stated that this system addresses our needs for the near future. The switches and data supply system are designed to handle growth. We will be buying 100 ports but at present time we only need 50 ports.

- R. Holley asked why they would order a Pentium 3 and not the newer version the Pentium 4.
- G. Sleeper stated that the added price v. performance isn't there to justify ordering the Pentium 4.
- M. Farrell stated this is a lease purchase.
- P. Ganley asked if Gateway goes under could another company service the system.
- G. Sleeper stated it would be serviceable by other companies.
- P. Ganley moved to approve the proposed purchase of a Gateway Computer System, for a total of \$65,111.94 to be financed over 3 years for \$23,084.21 per year in accordance with Warrant Article #15 of May 2001. Seconded by R. Holley. **Motion carried unanimously.**

OBTAINING A PURCHASE AGENT:

M. Farrell stated that our building maintenance supplies and some office supplies are purchased through the State at an excellent discount and other office supplies are done through catalogues with a 30% discount.

M. Farrell to come back with an analysis on how other departments order their supplies and how other types of items are purchased.

Acting Chairman M. Jolin requested that M. Farrell report back on the supply ordering analysis at the November 28th meeting.

TOWN OF HOOKSETT V. SID BAINES COURT DECISION:

P. Rueppel moved to rescind the Council's action taken on Hooksett v. Sid Baines. Seconded by M. Jolin.

M. DiBitetto asked what her concerns were. Is it the cost involved?

P. Rueppel stated absolutely. It could take two years for a final decision and the costs involved could be between \$7,000 and \$12,000. A gentlemen's agreement was made two Councils ago and this is what the Sewer Department thought would happen.

M. DiBitetto stated that upon final decision the Town Charter would need to be revised.

Roll call vote:

P. Rueppel	yes	P. Ganley	no
D. Pichette-Volk	yes	M. DiBitetto	no
D. Duford	no	M. Jolin	yes
R. Holley	yes	<u>Motion failed.</u> 2/3 votes required.	

NEW BUSINESS:

ACCEPTANCE OF DONATIONS:

M. DiBitetto moved to accept, in accordance with RSA 31.95eII, a \$500 donation from Schauer Environmental Consultants, a \$500 donation from McDevitt Trucks, and a \$500 donation from the Raymond P. D'Amante, Esq. For the use of the Community Profile Event to be held on November 2, and 3, 2001. Seconded by D. Duford. **Roll call vote carried unanimously.**

Acting Chairman M. Jolin requested that a Public Hearing be set for the next Town Council meeting per RSA 31.95eII, to accept a \$1000 donation from Public Service of NH and \$2000 donation from Manchester Regional Community Foundation for the use of the Community Profile Event/Share Vision Initiative.

NOMINATIONS/APPOINTMENTS:

BUILDING BOARD OF APPEALS:

D. Duford moved to appoint Lee Belanger Sr. to the Building Boards of Appeals, Alternate Member, Fill In. exp. 6/2006. Seconded by P. Ganley. **Roll call vote carried unanimously.**

EMS ADVISORY COMMITTEE:

D. Duford moved to appoint Fred Bishop to the EMS Advisory Committee. Seconded by P. Ganley.

Roll call vote:

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

Motion carried.

SUBCOMMITTEE REPORTS:

HEAVY EQUIPMENT PURCHASES: D. Duford presented two bids as submitted, from a total of four vendors invited to bid and moved to approve purchase of a John Deere 544 Loader.

P. Rueppel moved to waive the rules of having the required three bids for a purchase. Seconded by R. Holley.

Roll call vote:

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

Motion carried to waive the rules.

D. Duford moved to approve the purchase of a John Deere #544H Loader sale price of \$90,000 with a net cost of \$50,000 for the Highway Department. Seconded by P. Rueppel. **Motion carried unanimously.**

Acting Chair, Secretary M. Jolin declared the meeting adjourned at 9:35pm.

Respectfully submitted,

Tina M. Paquette
Administrative Assistant

Denise Pichette-Volk
Town Council Acting Secretary