

TOWN COUNCIL MINUTES
REGULAR MEETING
WEDNESDAY, DECEMBER 12, 2001

The meeting was called to order at 6:30pm.

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

MINUTES: October 24, 2001. D. Duford moved to approve the minutes. Seconded by P. Ganley.

D. Duford moved to table the minutes until the tape is listened to for possible changes. Seconded by M. Jolin. Motion carried. R. Dion abstained.

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

1. Would like to see a change in merit pay plan, for hourly employees, from a percentage in weekly pay to an annual lump. By not adding the merit to an employees base pay salaries won't escalate as quickly. The step plan would not change. The merit is not to reward mediocrity, not to just give merit away, it should be awarded for above average performance.

R. Dion asked why it couldn't be divided over the 52 pay periods.

M. Farrell stated it is based on the total earnings not on the hourly earnings.

P. Rueppel asked if this would hurt pension in anyway.

D. Savoie stated that the money would still be deducted for NH retirement, Social Security and Medicare.

M. Farrell stated the employee would still get the annual 2% raise. Merit would not be considered in overtime salary.

M. DiBitetto asked if this is strictly a bonus plan for performance.

M. Farrell stated yes.

P. Rueppel stated COLA 2% raise was due to employees on 7/1/01 and merit is effective on the anniversary date. She asked when would the employees receive their merit.

M. Farrell stated employees started to receive the 2% raise as of 7/1/01 and the merit would be effective next pay period retroactively to July 1, 2001.

M. Jolin stated that the concept is to keep salary in check so that, for example, a person with many years of employment will not be paid beyond their scale range.

M. Jolin moved to approve the change of merit pay plan from a percentage in weekly pay to an annual lump sum. Seconded by P. Ganley.

<u>Roll call vote:</u>	P. Ganley	yes	R. Dion	no
	D. Duford	yes	R. Holley	yes
	D. Pichette-Volk	no	M. Jolin	yes
	P. Rueppel	no	T. Young	yes
	M. DiBitetto	yes		

Motion carried.

2. The NH Municipal Association (NHMA) is offering the same Property and Liability Insurance rates, with a 5% credit on the July 2002 bill, if we extend our current three year agreement for an additional three years by December 31, 2001 and will also keep the rates frozen until June 30, 2005.

D. Pichette-Volk moved to approve the Town participation in the new NHMA three-year discount plan for Property and Liability Insurance as presented. Seconded by P. Ganley

Roll call vote.

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

Motion carried.

3. Primex Workers' Compensation Program has offered members who choose to sign a multi-year agreement, a rate guarantee through 2004 and they will discount the 2002 net contribution by 10%.

R. Dion moved to waive the rules of a five-day advance notice to vote on expenditure to allow council to vote. Seconded by M. DiBitetto.

M. DiBitetto asked if comparisons have been looked into.

M. Farrell stated no, that Primex has such a large membership pool that their prices are hard to beat.

Roll call vote to waive five-day notice.

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

Motion carried.

D. Pichette-Volk moved to approve the Town to sign on with Primex Workers' Compensation Program for three years with a lock-in rate as presented.

<u>Roll call vote.</u>	P. Rueppel	yes	P. Ganley	yes
	M. DiBitetto	yes	D. Duford	yes
	R. Dion	yes	D. Pichette-Volk	yes
	R. Holley	yes	T. Young	no
	M. Jolin	yes		

Motion carried.

4. The Merrimack County proposed budget's public hearing is scheduled for tomorrow and M. Farrell is not able to attend. M. Farrell attended last year and wanted to know if anyone was interested and able to attend the meeting. No one was able to attend.
5. A request, came in yesterday from the American Legion Council, to rename the address from 5 Riverside St. to One American Way. You have a choice of calling a public hearing, however, if you don't, then you need the consent of the owners on that Street.

It was a consensus of the Council that they receive a statement from the American Legion Council's Board of Directors indicating they are in agreement to this request.

Chairman Young asked if there is a way Riverside St. could be extended. Could C. Watson, our Town Planner, look into that.

M. Farrell said he would confer with C. Watson on the extension of Riverside St.

6. The analysis of purchasing procedures will be forwarded with a summary of what is actually spent per department. \$41,102 was budgeted for this year for office supplies. \$165,477 was budgeted for new equipment. This excludes Warrant Articles. M. Farrell stated that each department does a good job negotiating for the best price. Ordering is decentralized because of the different needs for each department.

SCHEDULED APPOINTMENTS:

MASTER PLAN UPDATE – COMMITTEE PRESENTATION:

Steve Korzyniowski spoke for the Master Plan Update Subcommittee. He gave an overview of how the Subcommittee evolved from the Community Profile event of November 2nd and 3rd 2001. At that meeting they realized that the Master Plan is thirteen years old and should be updated every five years. The group feels that community involvement is essential in formulating the Town's Master Plan and they are asking for the approval of the Town Council. The subcommittee is requesting three items. First to approve a resolution endorsing the community development committee approach for updating the Master Plan. Second is an endorsement for the formation of the Master Plan Update Subcommittee. Third is to approve a resolution requesting funding of approximately \$60,000 in the 2002 budget for purpose of updating the Master Plan. If the Town Council approves these requests, the first few actions of the Master Plan Update Subcommittee would be as follows: The Master Plan Update Subcommittee leaders and facilitators with other NH communities would sit down with them and find out how they went about it. Retain and review copies of other town's Master Plans. Begin to recruit and keep Hooksett Citizens motivated to make contributions to this effort and develop a time line for completing the outdated master plan.

D. Pichette-Volk requested that the Subcommittee members identify themselves and asked if the Planning Board is aware of the Subcommittee and if so are they endorsing their efforts. She thanked them for the efforts and attending this meeting.

S. Korzyniowski stated the Planning Board is aware and behind their ideas.

Chairman Young stated that the committee is here tonight to receive support of the Council because they will need 30-40 volunteers to move this process forward and it would take 16-18 months to collect the necessary data.

R. Dion asked why the need the \$60,000.

Charles Watson, Town Planner, stated that in preparing a Master Plan there would be a great deal of citizen input. It is expected that the transportation element will require considerable analysis from an outside consultant. It may be necessary, at one point, to have an outside firm pull the elements together into a cohesive document.

D. Duford moved to endorse the first two parts of the Subcommittee's request. Seconded by D. Pichette-Volk. **Motion carried unanimously.**

S. Korzyniowski stated that their next meeting is December 19th, at 6:30pm, at the Hooksett Public Library.

M. DiBitetto asked if this would be a subcommittee of the Planning Board. He is proud to see the group bring this issue forward. He would expect C. Watson to work diligently on the Budget, which will include numbers for the Master Plan update.

RICK LACOURSE – ATV TRAILS YEAR-ROUND USE OF CHESTER TURNPIKE

R. Lacourse thanked the Council for allowing the ATV Club the use of Chester Turnpike for the Toys for Tots run on December 2. He was proud to say that 630 toys were collected.

The ATV Trails Club would like to make Chester Turnpike part of a legal trail system. The trail would be from Route 27/Whitehall Road to Chester Turnpike a non-maintained class VI road, to Allenstown. The bounding properties are Manchester Sand & Gravel, Bear Brook and Manchester Water Works. The club would like to make it a legal trail system. They would be willing to clean and haul the trash, debris, car, household appliances and the like, and bring it to the end of the road for the Town to pick up and dispose of.

Chairman Young stated that he doesn't know if we can take liability away from a class VI road with the Right of Way Trail Easement. He asked if this would impede us from having gates and bars on the road.

M. Farrell stated that it is a discontinued class VI road subject to gates and bars, and we have no duty to maintain it. You may have gates and bars but you cannot lock them as the public has the right of way, it's not a liability.

R. Dion moved to approve request of ATV Club to be able to use Chester Turnpike, a class VI road, for AVT use, indefinitely upon approval. Seconded by D. Duford.

M. DiBitetto moved to amend the motion that ATV Club will maintain it with an annual clean up, in the Spring, in cooperation with the Town. Seconded by P. Rueppel.

D. Pichette-Volk stated that she actually saw Chester Turnpike and how it is being used for dumping purposes. She is concerned with this Right of Way Trail Easement being the correct paperwork for our situation for a current class VI road. As it stands now, Chester Turnpike is not a current trail.

M. Farrell stated that technically it is no longer a public road but it is still a public right-of-way. The Town can still upgrade the road to a class IV or V road.

Chairman Young stated that he noticed there is a pond on this road and there is no bridge therefore we have a situation from a conservation standpoint. Maybe the Conservation Committee should take a look at that area and work with the ATV Club for a solution.

Roll call vote on amendment to motion carried unanimously.

Roll call on the motion as amended carried unanimously.

GEORGE LONGFELLOW – PAY-AS-YOU-THROW PROGRAM

George Longfellow, Chairman of the Solid Waste Management Advisory Committee, introduced the concept of the Program. Cost to the town, of disposing solid waste, is a half million dollars a year. The Pay as You Throw is an incentive program to reduce the amount of waste thus saving the Town money. The Solid Waste Committee is looking for support from the Town Council.

Diane Boyce, Assistant Superintendent of the Transfer Station, gave a summary of how the program would work. D. Boyce gave an example of how some residential homes are subsidizing the cost of others trash removal because some homes have very little trash and pay a high fee, and others have a large amount of trash and pay a lower fee. Therefore the cost is not as fair as it could be. In this plan the cost would be a set amount for each bag of trash thrown out. The purpose of this plan is to make it fair for the residential homeowner and it is hoped to save the town about \$500,000. The Committee would like the Town Council's support. This program will be presented next month to the citizens of Hooksett.

S. Oliver stated that letters sent to Administration have been withheld from Town Council and the public and this concerns her.

OLD BUSINESS:

ADMINISTRATIVE CODE:

Chairman Young stated it is postponed until the next meeting.

FIRE TRUCK - QUINT BID:

M. Jolin moved to take Fire Truck Quint Bids off the table. R. Dion Seconded. **Motion carried unanimously.**

M. Jolin moved to accept the negotiated proposal from Rosenbauer (Central States) indicating a sales price of \$547,047.00 to lease-Purchase one (1) custom build 75 foot Heavy Duty Aerial Ladder/Quint fire apparatus. Annual lease payment not to exceed \$121,813.65 for each of the five years of the lease-purchase agreement with a buy out amount of \$1.00. Negotiated proposal from Rosenbauer (Central States) is being accepted as the lowest price offered of the four (4) negotiated proposals received from the responsive bidders, which submitted original bids opened on September 5, 2001. Seconded by D. Duford.

Roll call vote.

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

Motion failed.

R. Dion moved to award the bid for 75 foot aerial Quint to Pierce in the amount of \$581,995 with an annual payment of \$129,835 to begin upon delivery. Seconded by P. Ganley.

D. Duford amended the motion to reject any and all bids and to go out to re-bid with the items listed as they were asked for after negotiations were complete. Seconded by M. DiBitetto.

Chairman Young stated he would have to not allow the amendment as it diverts too much from the original motion.

M. Jolin stated that he believes it is more prudent to reject all bids and go out again than to accept the Pierce bid at this time.

D. Pichette-Volk asked what position this puts the Town's reputation with the vendors if we were to reject all bids and go out to re-bid.

M. Jolin stated it has been his experience that you have better results from a vendor if they see you have rejected all bids because there's some cloudiness on the issue than accepting something that a majority might feel you did in error. If there's an error involved, it's usually more prudent to reject them all and to go out again to bid. It doesn't provide them with a whole lot more work to do if they have re-bid it because they have done the steps before.

M. Farrell stated the Town has the right to reject any and all bids for any reason.

D. moved to amend to reject any and all bids and to go out to re-bid. Seconded by T. Young.

D. Pichette-Volk asked if the intention is to re-bid for a new 75 foot Aerial Quint .

The consensus of the Council is to re-bid for a new 75 foot Aerial Quint.

Role call vote on the amendment.

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

Motion carried.

Roll call vote on motion to reject all bids and go out to re-bid.

P. Rueppel moved to adjourn. Seconded by M. DiBitetto.

Roll call vote.

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

Motion failed.

P. Ganley moved to extend the meeting until 9:45pm. Seconded by D. Pichette-Volk.

Roll call vote.

D. Duford	no	R. Holley	no
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D. Pichette-Volk	yes	M. Jolin	no
P. Rueppel	no	P. Ganley	yes
M. DiBietto	no	T. Young	yes
R. Dion	yes	<u>Motion failed.</u>	

The meeting adjourned at 9:30pm.

Respectfully submitted,

Tina M. Paquette
Administrative Assistant

Michel N. Jolin
Town Council Secretary