

TOWN COUNCIL MINUTES
REGULAR MEETING
WEDNESDAY, JANUARY 23, 2002

The meeting was called to order at 7:00pm.

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:

December 12, 2001: D. Duford moved to take the minutes off the table. Seconded by P. Ganley.

D. Duford moved to table reviewing the change to the minutes, as they were just received. Seconded by M. Jolin. **Motion carried unanimously.**

January 2, 2002: P. Rueppel moved to accept the Council's Budget Workshop Minutes. Seconded by R. Dion. **Motion carried. P. Ganley abstained.**

January 9, 2002: R. Dion moved to accept the minutes of January 9, 2002. Seconded by R. Holley.

M. Jolin moved to table the minutes to have them include the discussion with the Police Commission and M. Jolin and to include more detail on the purchasing agent information. Seconded by P. Rueppel.

Motion carried unanimously.

TOWN ADMINISTRATOR'S REPORT: M. Farrell reported:

1. In a letter from Dufresne & Henry and indications from the Highway Manager that in order to reduce their bond down to the two-year maintenance level they have requested a Bond Reduction for Proctor Road subdivision .The original bond was \$212,000 and reduced once by Council to \$65,000 and am now looking reduce the bond to the final two-year latent defect to \$18,865.80.

R. Dion moved to reduce the bond on Proctor Road subdivision to \$18,865.80. Seconded by M. DiBitetto. **Motion carried.**

M. Jolin moved to table the motion until he visits the site. Seconded by D. Duford.

Roll call vote to table the motion.

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

Roll call vote on the original motion carried.

2. Council previously requested that M. Farrell obtain three bids for the Security Cameras at Safety Center, by February 13th. It is Chief Agrafiotis' opinion is that it would be best to stay with the same installer and waive the three bids.

It was the consensus of the Council to obtain three bids.

3. M. Farrell reviewed the December 31st, 2001 budget summary from the Finance Department.
4. There is a N.H. Municipal Association Regional Dinner invitation; the topics will be health care costs and health insurance tests. The meetings in our region will be on Thursday, February 7th, at the Holiday Inn, in Concord and Wednesday, March 20th, at C.R. Sparks in Bedford.
5. Emergency Response to Terrorism Training will be February 6, 7, 14, & 15, 2002.

R. Dion asked if school personnel could attend.

- M. Farrell stated that they could make the four-hour training available for school personnel.
6. The PSNH Hydro-dams are due for re-licensing, which is once every 25 years. This would affect the overall quality of life along the river as well as the valuations of the property, especially utility property along the River. There is a 60-day comment period, on environmental and recreational issues, that is open till March 18, 2002. They are primarily looking for information, on a voluntary basis, on environmental and recreational issues. The Council and Department Heads should provide any pertinent information to PSNH. PSNH applications are to be submitted in December 2004 and at that time Federal Government will hold their hearings.
 7. Congratulations for Stephanie Planchet she has been promoted to Fire Lieutenant Inspector and she will start her new position January 28, 2002. She was the top candidate in all phases of testing.

SCHEDULED APPOINTMENTS:

Town Counsel, Bart Mayer, reviewed the Development agreement with Koffler/GID Hooksett Development, LLC and Town of Hooksett in reference to Exit 10 the TIF District. He gave a history review of how the agreement came about and offered further explanations on sections of the agreement.

M. Jolin questioned the security in a Letter of Credit from the bank.

B. Mayer stated that a Letter of Credit is cash, it is guaranteed by the bank. If there is a failure to obey the contract agreement, you deliver the Letter of Credit to the bank and receive a certain amount of money. The Town could certainly add the word irrevocable which would address any other concerns.

It was the consensus of the Council to have the word irrevocable added to the Letter of Credit in the contract.

Chuck Irving, Koffler/GID Development, stated that the cost of improvements to Route 3A are more than the bond and dollars would come out of the developer's pocket.

The developers displayed a map indicating the lay out in the Exit 10 area, Technology Drive and Quality Drive. Location of roads, six lanes, cross sections, shoulders, turn lanes, thru lanes and traffic light locations were highlighted.

R. Dion moved to authorize the Town Administrator to sign the Development Agreement subject to the change requested by the Council. Seconded by R. Holley.

D. Duford would like to see the Development Agreement put together again.

It was the consensus of the Council to see the Agreement after M. Farrell signs it.

T. Young stated Council would like to see the Irrevocable Letter of Credit and to have a formal acceptance from Town Council.

M. DiBitetto asked what is the value of the Letter of Credit.

B. Mayer stated that initially the full amount plus six months interest then there is a draw down annually as the bond is retired.

D. Duford moved to table any action until the Council sees the wording on the draft.

Roll call vote.

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

M. DiBitetto	yes	M. Jolin	no
P. Rueppel	yes	T. Young	yes
D. Pichette-Volk	yes	<u>Motion carried.</u>	

D. Pichette-Volk moved to approve the Fire Fighters Association Local 3264 proposed contract. Seconded by M. DiBitetto.

Roll call vote.

R. Holley	yes	P. Rueppel	yes
M. Jolin	abstained	D. Pichette-Volk	yes
R. Dion	yes	D. Duford	abstained
P. Ganley	yes	T. Young	yes
M. DiBitetto	yes	<u>Motion carried.</u>	

ADMINISTRATIVE CODE:

P. Ganley reviewed the possible changes to the Administrative Code that was distributed to the Council recently. One of the new changes to consider is to shorten the narrative of the Administrative Code Handbook.

P. Ganley moved to approve option one up to 4.18 as amended. Seconded by M. Jolin. **Motion carried unanimously.**

D. Duford moved to amend to delete the Town Clerk paragraph under Tax Collector on page three and insert Town Clerk to 4.13 under Boards, Commissions, Committees and other officials. Seconded by P. Ganley. **Motion carried unanimously.**

P. Ganley moved to approve the Family Services as submitted. Seconded by D. Duford. **Motion carried unanimously.**

P. Ganley moved to approve the Engineer as presented. Seconded by R. Dion.

Roll call vote.

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

P. Ganley will be looking for a motion to have the Community Development Department consist of Engineering, Planning and Building Departments as presented. Seconded by R. Holley.

M. DiBitetto asked if the Town Planner would be over the Building Inspector.

P. Ganley stated the Planner would be the supervisor of the department.

M. DiBitetto stated that the Building Inspector position is created by statute. His responsibilities supercede any other directives.

P. Ganley moved to accept the Building Department as presented. Seconded by R. Holley.

P. Ganley and R. Holley withdrew the motion respectively.

P. Ganley moved to accept the changes to the Planning, Engineer, and Building Departments (not under supervision of the Town Planner). Seconded by D. Pichette-Volk.

T. Young stated that the supervisor of the department would be the Town Administrator.

D. Pichette-Volk moved at 9:30pm to extend the meeting indefinitely. Seconded by D. Pichette-Volk.

Roll call vote.

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

D. Pichette-Volk moved at 9:30pm to extend the meeting for 15 minutes to finish the Administrative Code. Seconded by P. Ganley.

Roll call vote

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

P. Ganley and D. Pichette-Volk with drew their motions respectively on accepting changes to Planning, Engineering, and Building Departments.

P. Ganley moved to accept the Community Development Department consisting of Planning an Engineer and support staff as required under the supervision of the Town Planner as written. Seconded by T. Young.

Roll call vote.

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

P. Ganley moved to accept the proposed Public Works Department as presented. Seconded by T. Young.

D. Duford amended to remove the Water Departments from the proposed Public Works Department. Seconded by P. Ganley.

Roll call vote on amendment.

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

D. Pichette-Volk stated that she would like to confer with the involved departments.

Roll call vote on original motion as amended.

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

D. Duford moved to amend the motion to substitute option 2 for option 1. Seconded by P. Ganley.

Roll call vote on amendment.

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

Roll call vote on original motion as amended. Carried unanimously.

M. Jolin moved at 9:45pm to extend the meeting for five minutes. Seconded by M. DiBitetto.

Roll call vote.

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

M. Jolin received a letter about an amendment by the TIF from the Department of D.O.T to push back the work at Bypass 28 and the Route 3 intersection. We were not in agreement with pushing it back. The So. NH Planning Commission sent a letter dated January 4, 2002. The response from the State D.O.T. was to push the work back a year.

Chairman Young adjourned the meeting at 9:50pm.

Respectfully submitted,

Tina M. Paquette
Administrative Assistant

Michel N. Jolin
Town Council Secretary