

TOWN COUNCIL MINUTES
REGULAR MEETING
NOVEMBER 20, 2002

The meeting was called to order at 6:05pm.

PRESENT: Chairman M. DiBitetto, D. Pichette-Volk, P. Rueppel, M. Ruel, P. Loiselle, R. Dion, R. Holley, M. Jolin (present at 6:18pm), P. Ganley (present at 6:20pm), M. Farrell – Town Administrator, E. Dinwoodie, Assistant Administrator.

P. Loiselle moved at 6:06pm to enter nonpublic session under RSA 91-A:3,II,(c) – “Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting.” Motion seconded by P. Rueppel. **Roll call vote carried unanimously.**

R. Dion moved at 7:02 to exit nonpublic session. Motion seconded by R. Holley. **Roll call vote carried unanimously.**

The Council made a statement which indicated that the nonpublic session minutes would not be divulged at this time.

The Chairman declared a five-minute break.

MINUTES:

October 9, 2002: P. Ganley moved to remove from the table. Seconded by M. Jolin. **Motion carried unanimously.** P. Rueppel and R. Holley abstained.

P. Ganley move to approve the minutes as amended. Seconded by M. Jolin. **Motion carried unanimously.** P. Rueppel and R. Holley abstained.

October 23, 2002: P. Loiselle moved to approve the minutes as amended. Seconded by P. Ganley. **Motion carried unanimously.** R. Dion abstained.

November 6, 2002: R. Dion move to approve the minutes as amended. Seconded by P. Rueppel. **Motion carried unanimously.** R. Holley abstained.

PUBLIC INPUT:

Sandy McKenney, Allentown Selectman, attended the meeting due to concerns about the Mt. Valley ambulance situation.

Christina Katsikas, N.H. Fireworks, stated that at the November 6 meeting, there was a motion made to allow E. Dinwoodie to speak, and then she spoke. There is no mention of this motion in the minutes.

Frank Gray, 17 South Bow Road, addressed the Council in reference to M. Farrell and opinions given by M. Farrell. He would like his name cleared by M. Farrell. He wanted discussion on this but in light of the Council's busy schedule he is willing to postpone the discussion.

SUBCOMMITTEE REPORTS:

BOARD OF ASSESSORS: P. Ganley reported that they approved one elderly exemption.

ELDERLY/DISABLED EXEMPTION: Chairman DiBitetto requested that the members, M. Ruel, P. Ganley, P. Rueppel – Chair, hold a meeting within the next two weeks.

PLANNING BOARD: P. Ganley reported that at the last meeting seven special exceptions were approved to the ZBA some with conditions. Barc Enterprises had a site approval that was revoked and has been re-instituted and they are up and running.

TOWN COUNCIL MINUTES

2

NOVEMBER 20, 2002

PARKS AND RECS: M. Jolin reported that Charles Watson, Town Planner, gave a brief overview on impact fees for parks and recreation. He pointed out that existing deficiencies in Parks and Recreation facilities would need to be met before being able to use those fees. Also there was discussion on the Master Plan.

PERAMBULATION: D. Pichette-Volk reported that all towns are done except Manchester which is in progress.

POLICE COMMISSION: M. DiBitetto stated that the Police Department has put two new vehicles into service that are replacing two expired vehicles. The Department now has a non-lethal weapon system called a pepper ball system and have used it twice so far with success.

SEWER LIAISON: P. Rueppel reported that there is a problem with odors and they are trying various procedures to combat the situation. The Sewer Commission had a meeting that was attended by residents on Route 3A and Mike Rainey from Department of Environmental Services. She submitted a newspaper article on NH Sludge and requested it be included with the minutes. (**Attachment #1**). The Elmer Ave. project is running into ledge. Storm water permit for the three catch basins at the plant as required by the EPA and permit must be completed by March 2003. Ray McDonald, their Financial Director reported that their audit for year-end went well and auditors were there for only a half a day.

SOLID WASTE: R. Dion reported that a decision should to be made soon on whether or not we are going to continue to reimburse certain developments for their tipping fees. The committee recommends that no one be reimbursed.

ZONING BOARD OF ADJUSTMENTS: R. Dion reported that Southern NH University has two plans in process one is addition of dormitories and there is a land dispute with the neighbors and negotiations will be taking place. The other plan is for the North Campus projecting 149 single residences, town houses, apartments and commercial developments. They have a wetlands issue needing special exceptions and a site walk is scheduled for next Saturday; Verizon presented a proposal to build a large tower on Route 28 By Pass in the industrial section as well as a 28, 000 square foot reception facility employing five people it would be used mostly for equipment the site walk took place last Saturday. Zoning action should occur next month; The School Board is presently putting money into their budget to buy equipment and maintain fields at the new school though they are hoping that the Town will do the maintenance therefore negotiations still need to be held with D. Hemeon, Parks and Recs Director, to discuss who will be doing what. The school is putting money aside in case the Town cannot take on the new responsibilities; M. Jolin stated that in a conversation with D. Hemeon, his department would not be handling the maintenance of the fields, as he doesn't have the manpower. D. Hemeon also said he surveyed many local area towns and we were the only town that maintains school fields.

CENTRAL HOOKSETT WATER PRECINCT: R. Dion reported that they have two concerns; one is the Route 3 expansion. They received a letter from the State saying that pipes will have to be moved and it will be at the State's expense and the State is looking for money from the Town, so that they can do the work and use that money to pay for it. Central Water will be purchasing up to 700,000 gallons a day in 2003. They want the Planning Board to be aware that there is a capacity rule that they are getting close to capacity and cannot exceed a million gallon capacity. They would like the Planning Board to start advising contractors that they can no longer assume they will be able to obtain water.

HOOKSETT VILLAGE WATER PRECINCT: D. Pichette-Volk reported that a meeting is scheduled November 25, 2002.

SAU: M. Ruel stated the voters need to see the cost associated with the new school in the school budget. The Council should have a say if plowing and field maintenance will be in the Town's budget or not and provide some direction.

R. Dion stated that the School has done some research on contracting services fees vs. hiring their own people and buying their own equipment.

M. Ruel stated that Town Council should take a position in support of the cost of plowing and field maintenance to be in the Town Budget or in the school budget. She asks that a position be taken so that she and R. Dion, being representative on related committees, would be able to state the Councils position.

NOVEMBER 20, 2002

TRI-TOWN AMBULANCE COMMITTEE: D. Pichette-Volk reported the minutes for June 9 and October 6 have been submitted.

OLD BUSINESS:

REVIEW TOWN YEAR-TO-DATE FINANCIAL STATEMENTS.

M. Farrell stated that all departments are within acceptable spending levels for this time of year. The departments that are over budget should be coming within budget shortly and the department heads are doing a good job keeping within the default budget.

M. Ruel stated that the Fire Department's overtime is at 60% and should be at a 35% level at four months into the fiscal year.

M. Farrell stated that as a reminder in July we paid a large lump sum for incentive pay out of the over time line. We continue having people out on workers compensation and may have to reduce coverage to a five-person shift in the beginning of 2003. Overtime has been cut for committee assignments.

M. Ruel asked if there are any plans on reviewing response protocols or callbacks, are there any plans to come to Council to ask that any stations be shut down or any anticipation of that occurring.

M. Farrell stated no.

M. Ruel stated that Welfare is at 70% spent and asked if he expects this to continue.

M. Farrell stated that their budget will be well overspent and will be higher when winter comes on, shelter is scarce and housing is unaffordable often times over \$1,000 per month. Fuel assistance, thought there is some state/ federal assistance, will add to over spending. There are a few federal programs out there that the department is using and the department does a good job in trying to use other resources before they use ours.

M. Ruel stated that a recent Council consensus was that before a department is over spent they would address Town Council as to where the dollars could come from. She asked if the Town Administrator anticipates doing that in the near future and where does he expect the money to come from.

M. Farrell stated he would address the Town Council before the department is overspent and at this time has not looked into where the money would come from. He is estimating that \$10,000 per month through March 2003 will be expended.

Chairman DiBitetto requested that the Town Administrator review with the Welfare department and come up with projected spending estimates for the balance of the current fiscal year and report back to the Council with his findings.

D. Pichette-Volk asked what is the status on the revenue side of the overall budget.

D. Savoie, Director of Finance, stated that she's been working on the budget and the new tax rate and has not worked on revenue to this point and cannot give any figures at this time.

P. Loiselle stated that the tax base has gone up so we should see some outside revenues.

M. Farrell stated that the revenue went up 6%, which means we could reduce the tax rate, and that's why the tax rate went down seven cents per thousand. Our second largest revenue is the Auto registrations, which equals last year. Revenues to building and planning board fees are all up but are small amounts. The impact fees for Schools are currently being collected and since it's existence of 18 months we have collected over \$300,000, which is ear-marked for schools and that is separate from usage towards the tax rate.

D. Savoie stated that special funds are not on the Finance Department's Report they are on the Treasurer's Report and impact fees are a separate report and you will see four impact fee reports as well.

M. Ruel stated that legal fees and the telephone bills seem to be high and she would like an explanation as to why.

TOWN COUNCIL MINUTES

NOVEMBER 20, 2002

PHOTO COPY COSTS:

M. Ruel stated the Right-to-Know Law indicates that making copies allows for staff time and cost of copier to make the copy. She feels a dollar a page is excessive but if copying becomes excessive then there needs to be an additional cost imposed in order to be compensated for the actual cost.

M. Ruel moved the cost of photocopies to be 25 cents per page, if copying becomes excessive then staff time to be charged. Seconded by D. Pichette-Volk.

P. Loiselle moved to amend to 50 cents per photocopy for all photocopies. Seconded by P. Rueppel.

Roll call vote.

R. Holley	yes	P. Rueppel	yes
M. Jolin	no	R. Dion	yes
P. Loiselle	yes	P. Ganley	yes
D. Pichette-Volk	yes	M. Dibitto	no
M. Ruel	yes		

Motion carried.

M. Ruel asked for clarification of the motion now that the amendment passed, the words excessive would be removed and the rest of the fees such as tax maps, property cards will stay at the same. The only change is from the \$1.00 change made at the last meeting to now be 50 cents.

Council consensus was that the clarification was correct.

Roll call vote on motion as amended.

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

Motion carried.

MT. VALLEY EMS:

Chairman DiBitetto received a letter from Mt. Valley EMS offering their services.

M. Farrell stated that Tri-Town is our primary ambulance service 24X7X365. They have one ambulance on duty Monday through Friday 8am – 5pm at the Safety Center and one ambulance on duty in Pembroke. Dispatch protocol is Safety Center first, then Tri-Town out of Pembroke, then mutual aid from Rockingham out of Manchester, then mutual aid from Bow, then Concord. We have a Memorandum of Understanding with Tri-Town.

Chairman DiBitetto asked if it would make sense to put Mt. Valley on the rotation, as they may be able to improve on out of town response time.

M. Farrell stated he would look into discussing it with the Fire Chief as long as it doesn't interfere with the Town's agreement with Tri-Town.

D. Pichette-Volk stated the letter received from Mt. Valley quotes statistics and volumes and she doesn't believe they are an accurate reflection. She bases her opinion from her experience on being a member of the ambulance committee and doing a survey with information from the State of NH, their only comprehensive source. She asked who has jurisdiction to make mutual aid agreements.

M. Farrell stated the Fire Chief makes mutual aid agreements and it would be worthwhile to have him attend a meeting to explain how mutual aid works.

Chairman DiBitetto requested that Fire Chief attend the next council meeting. The Town has every intention to honor the agreement with Tri-Town; could Mt. Valley be considered for back up when Tri-Town would not be able to respond.

SCHEDULED APPOINTMENTS:

PUBLIC HEARING:

TOWN COUNCIL MINUTES

NOVEMBER 20, 2002

WAL-MART DONATION TOWARD AN ELECTRONIC PLOTTER.

Public Hearing opened at 8:30pm.

Charles Watson, Town Planner, stated the Town is in the process of developing a mapping system so we can accurately produce maps. In order to do this effectively and take advantage of the State's and the University of N.H.'s enormous data base to down load their data on to our maps we need a printer than can handle paper 42 inch wide with unlimited length. This would allow for their data to be added to our maps. The cost of a plotter is approximately \$8,900. He approached Wal-Mart on a donation and they graciously indicated that they would be willing to make a contribution in the amount of \$1,000.00.

Public Hearing closed at 8:42pm.

M. Ruel moved to accept donation with a thank you letter sent from the Town Council to Wal-Mart. Seconded by D. Pichette-Volk. **Motion carried unanimously.**

D. Pichette-Volk stated on behalf of the Town Council we thank C. Watson for taking the initiative in obtaining the donation.

EAGLE SCOUT PROJECT: Torin Volk, 6 Highland St., stated that he is a member of Boy Scout Troop 292 and is working on his Eagle Scout project and presented his idea to the Town Council for their approval. He proposed to make a small park located near the Congregational Church on Veterans Drive near the bank of the Merrimack River. It would be an historic memorial site where one set of his grandparents owned a home and where his other set of grandparents once owned a gas station at this location. The foundations are still visible. He would clear the area, seed for grass, and possibly use the foundation for benches and, if fundraising permits, build a picnic table for the community to come and enjoy. He will also look into obtaining an historical marker, from the State, denoting information on the flood of 1938. The project will be worked on in spring of 2003.

P. Rueppel moved to approve Torin Volk's Eagle Scout project. Seconded by P. Loiselle. **Motion carried unanimously.**

D. Hemeon stated he has reviewed the project and will offer guidance on items such as keeping in line with the 150 foot buffer from the river's edge and when clearing out the area to be in compliance with the Shoreline Protection Act.

CAMPBELL HILL SIGNAGE:

D. Hemeon, Highway Department Manager, met with the residents and discussed a few scenarios to remedy the speed situation and the residents could not come to an agreement. He invited Dick Marshall who has 35 years experience as a State Traffic Engineer and he advised that there should not be any signs going up and coming down Lindsay Drive. In reading the State books on stop signs it indicates that there should be a traffic study done by a professional, cost would be about \$5,000. He has a call into Hiram Morrell District Engineer with NH D.O.T. to see if he could render his professional services.

Council consensus is that residents of that area should be able to work out the situation among themselves.

M. Jolin moved to remove stop signs due to no engineering having been done on the issue. Seconded by P. Ganley.

R. Dion move to amend to remove new stop signs except the two added at the corner of Lindsay Road and Nancy Lane, and one at Stirling Avenue. Seconded by P. Loiselle

Roll call vote.

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

Motion carried.

Roll call on motion as amended.

M. Ruel	yes	M. Jolin	yes
---------	-----	----------	-----

TOWN COUNCIL MINUTES

NOVEMBER 20, 2002

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

P. Ganley stated that traffic is very heavy in that area and needs more police presence and would like the Town Administrator to discuss with the Chief of Police.

Chief Agrafiotis stated that recently his department has been patrolling the area more often and this means taking his work force away from other areas of town and residents are complaining on the loss of police presence in their area. He has also placed the speed trailer in that area as well and from the time frame of 9:30am to 3:15pm there were 495 cars clocked and speed hasn't been a factor but people tend to slow down when they see the trailer.

P. Loiselle moved at 9:30pm to extend the meeting for five minutes. Seconded by P. Rueppel.

Roll call vote.

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

FIRE DEPARTMENT INQUIRY:

M. Ruel presented a handout of a plan to be discussed at a possible meeting on December 11th.

BUDGET COMMITTEE:

M. Ruel stated in response to the Town Administrator's memo at the August meeting she asked the Budget Committee if they would like to present a recommendation to the Town Council so that Council would have a better understanding of the Budget Committee's thoughts with the understanding that the Committee has no authority over the operating budget once it's in place. Chairman Bryan Williams wrote a letter as a follow up to that August meeting that the Budget Committee recommended they stay with the original default budget.

R. Dion stated that he really didn't see the purpose of the letter because it's states what is generally done anyway, it seems redundant, and it didn't convey anything new.

Chairman DiBitetto adjourned the meeting at 9:40pm.

Respectfully submitted,

Tina M. Paquette
Administrative Assistant

Mary A. Ruel
Secretary

