

**TOWN COUNCIL MINUTES  
SPECIAL MEETING  
JULY 1, 2003**

Present: Chairman DiBitetto, D. Belanger, P. Fitanides, P. Loiselle, G. Longfellow, M. Ruel, P. Rueppel, D. St. Pierre.

Excused: M. Jolin.

Chairman DiBitetto called the meeting to order at 6:31pm.

Chairman DiBitetto stated that there would be a nonpublic session at the end of the meeting to discuss the appointment of Acting Town Administrator that involves a personnel issue.

**NOMINATIONS AND APPOINTMENTS:**

**TOWN COUNCIL OFFICERS:**

**CHAIRMAN:**

P. Rueppel nominated Chairman DiBitetto for a second term as Chairman.

**VICE CHAIRMAN:**

P. Rueppel nominated Mike Jolin for a second term as Vice Chairman.

**SECRETARY:**

P. Rueppel nominated G. Longfellow for Secretary.

G. Longfellow declined the nomination and he nominated Mary Ruel for a second term as Secretary.

Chairman DiBitetto moved to approve the slated of officers as proposed. **Motion carried unanimously.**

**TOWN COUNCIL SUBCOMMITTEES:**

Chairman DiBitetto presented a slate of Council representatives for the subcommittees. (Attachment #1) The only changes were on the newsletter to remove M. Ruel and replace with P. Rueppel and Central Water would be shared with M. Rule and M. DiBitetto.

**NEWSLETTER:** P. Rueppel and P. Fitanides.

**CENTRAL WATER:** Chairman DiBitetto and M. Ruel to alternate attending meetings.

**SAU:**

M. Ruel stated she felt that there was a lack of communication or assistance with the negotiations with the Town Council and the School Board. She gave an example of the School Board and Central Water issue and felt that communications and disseminating of information was not adequate. She asked if SAU will be conducting monthly meetings with Superintendent Bob Suprenant, the Town Administrator and the Council representative or is the Council Representative going to attend the School Board meetings. She also asked what exactly is the role of the Council being assigned to these boards. She finds that she is doing something different than the other Councilors. She would like to see that every Council Representative has the same guidelines and goals.

Chairman DiBitetto stated that as a general rule you represent the Council before any board unless it's a voting position on a board.

D. St. Pierre stated Town Council representatives have been a conduit of information to and from and also become a Planner on the Planning Board. The charge is to be a Councilor then to be part of that board if it's a voting board.

Chairman DiBitetto suggested that there be a conversation with the SAU Superintendent to see what would be the best way to keep communications open and up to date. The Council Representative may not necessarily have to attend the School Board meetings but may get a more concise update from the SAU Superintendent.

M. Ruel moved to vote on the slate as presented by Chairman DiBitetto and to include the Newsletter and Central Water changes. Seconded by P. Loiselle. **Motion carried unanimously.**

**BOARDS COMMISSIONS AND COMMITTEES:**

P. Loiselle moved to waive rule of waiting five business days to make all appointments. Seconded by G. Longfellow. **Motion carried unanimously.**

**BUILDING BOARD OF APPEALS:**

G. Longfellow nominated John F. Ciempa for a second term to the Building Board of Appeals, exp. 6/2008.

P. Loiselle moved to appoint John F. Ciempa for a second term to the Building Board of Appeals, exp. 6/2006. Seconded by P. Rueppel. **Motion carried unanimously.**

**CONSERVATION COMMISSION:**

P. Rueppel nominated Cindy Robertson for Conservation Commission, Full Member exp. 6/2006.

P. Rueppel reminded the Council that James Walter was nominated on June 25, 2003 for the Conservation Commission, Alt., exp. 6/ 2006.

P. Rueppel moved to appoint the slate as nominated. Seconded by P. Loiselle. **Motion carried unanimously.**

**HERITAGE COMMISSION:**

M. Ruel moved to appoint Kathie Northrop to the Heritage Commission, Full Member, exp. 6/2006. Seconded by G. Longfellow. **Motion carried unanimously.**

M. Ruel moved to appoint James Walter to the Heritage Commission, Full Member, exp. 6/ 2006. Seconded by G. Longfellow. **Motion carried unanimously.**

**PARKS AND RECREATION ADVISORY BOARD.**

M. Ruel moved to appoint Miriam Vichi Beck, Roger Hebert exp. 6/2006 and Mike Horne, Fill –in, exp. 6/2005 for the Parks and Recreation Advisory Board. Seconded by P. Loiselle. **Motion carried unanimously.**

Chairman DiBitetto stated that a letter was received from the Parks & Recs Board in reference to member Marcye McKenzie who has been unable to attend 10 out of 12 meetings. The concern is that there has been a lack of a quorum on a number of occasions and the board is requesting that the member be removed and reappoint someone to the position. He has called her three times to discuss the issue and Tina Paquette, Administrative Assistant, has emailed her and there has been no response therefore it is difficult to verify any interest in continuing with the position.

M. Ruel would like letter a copy of the letter from Parks & Recs to be given to the three new councilors.

Chairman DiBitetto will attempt to speak with M. McKenzie before the next Council meeting when it will be brought up for discussion or a vote of removal.

**PLANNING BOARD:**

P. Rueppel moved to appoint Ken Burgess, Full Member, exp. 6/2006, Lisa Tonneson, Full Member, exp. 6/2005 and Joanne McHugh, Full Member, exp. 6/2006 to the Planning Board. Seconded by D. Belanger. **Motion carried. P. Fitanides voted no.**

**POLICE COMMISSION:**

P. Rueppel moved to appoint Judith Hess to the Police Commission, exp. 6/2006. **Motion carried unanimously.**

**SOLID WASTE ADVISORY BOARD:**

P. Rueppel nominated Joe Berardi for a second term, Full Member, exp. 6/2006.

P. Loiselle moved to appoint Joe Berardi to Solid Waste, Full Member, exp. 6/2006. Seconded by M. Ruel. **Motion carried unanimously.**

**ZONING BOARD OF ADJUSTMENT:**

P. Rueppel nominated Alan Rozwadowski to the Zoning Board of Adjustment, Full Member, exp. 6/2006.

P. Loiselle moved to appoint Alan Rozwadowski to the Zoning Board of Adjustment, Full Member, exp. 6/2006. Seconded by D. Belanger. **Motion carried unanimously.**

**TOWN TREASURER:**

Chairman DiBitto stated that the Town Treasurer's position would be discussed in nonpublic, as it is a personnel matter.

**TAX INCREMENT FINANCE (TIF):**

Chairman DiBitto stated that a list would have to be developed.

**NONPUBLIC SESSION I:**

P. Loiselle moved at 7:22pm to go into nonpublic session. Seconded by G. Longfellow. **Motion carried unanimously.**

P. Rueppel moved at 8:15pm to exit nonpublic session. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

**SPECIAL MEETING CONTINUED:**

Chairman DiBitto stated that Councilor Paul Loiselle would be the Acting Town Administrator in accordance with Section 3.2 of the Town Charter.

Lee Ann Moynihan, 4 Short Avenue, questioned if there was a search committee for the Town Administrator's position.

Chairman DiBitto stated there was a subcommittee looking at all search options.

Leslie Nepveu, 320 Hackett Hill Road, questioned legality of approving Paul Loiselle as the Acting Town Administrator in nonpublic session as he is currently a Town Councilor.

Council consensus was to reaffirm the vote held in nonpublic session.

P. Rueppel moved to appoint Paul Loiselle as the Acting Town Administrator per Section 3.2 of the Town Charter, paragraph 2. Motion seconded by G. Longfellow.

<b><u>Roll call vote:</u></b>	D. St. Pierre	no	G. Longfellow	yes	
	P. Loiselle	yes	M. Ruel	yes	
	M. DiBitto	yes	D. Belanger	yes	
	P. Fitanides	yes	P. Rueppel	yes	<b><u>Roll call vote carried.</u></b>

**NONPUBLIC SESSION II:**

G. Longfellow moved at 8:25pm to enter into nonpublic session under RSA 91-A:3,II,(e) "Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the body or agency or any subdivision thereof, or against any member thereof because of his membership in such body or agency, until the claim or litigation has been fully adjudicated or otherwise settled". Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

P. Rueppel moved at 9:04pm to exit nonpublic session. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

The Council made the following statement that no information would be divulged at this time.

**SPECIAL MEETING CONTINUED:**

**Utilities Assessment:** Chairman DiBitto addressed the assessment and valuation of public utilities and infrastructure. Skip Sansoucy, a consultant, has been mentioned to work on Hooksett's utility assessments. Sansoucy has been doing this type of work and has recently finished working on Pembroke figures. As an example, the Department of Revenue Administration (DRA) had a value of \$4,586,252. Sansoucy's figures

were \$8,952,600. This type of assessment is worth the \$70,000 required to do this. This issue will be on the next Council agenda.

P. Rueppel moved at 9:09pm to adjourn. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

Respectfully submitted,

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Tina M. Paquette  
Administrative Assistant

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Mary A. Ruel  
Secretary