

TOWN COUNCIL MINUTES OCTOBER 22, 2003

Present: Chairman M. DiBitetto, G. Longfellow, P. Fitanides, M. Jolin (arrived 6:40pm), M. Ruel, P. Rueppel, D. St. Pierre. Acting Town Administrator: P. Loiselle. Excused: D. Belanger

Chairman DiBitetto opened the meeting at 6:40pm.

APPROVAL OF MINUTES:

October 2, 2003: D. St. Pierre moved to accept the October 2, 2003 minutes as amended. Seconded by M. Ruel. **Motion carried unanimously.** G. Longfellow and P. Rueppel abstained.

October 8, 2003: P. Rueppel moved to accept the October 8, 2003 minutes as amended. Seconded by G. Longfellow. **Motion carried unanimously.**

AGENDA OVERVIEW:

Chairman DiBitetto stated there would be a scheduled appointment at 7pm.

P. Loiselle stated that Ken Rodgers of Vision Technologies would not be attending this meeting; they have already delivered their package to the Assessing Department.

PUBLIC INPUT:

H. Murray, Fire Warden and Emergency Management Deputy Director, stated that the Acting Town Administrator asked him if he would take the interim Fire Chief position. After being with the Hooksett Fire Department for 45 years and his military background he strongly believes in going through the chain of command, as it stands today, should be followed. He agreed to over see the department's activities and it's working quite well at this time.

H. Murray stated on another subject, going back over a year and a half ago when the fire department inquiry first started, there was a parent that allegedly broke the law and the entire family was placed in jail, and there were a few other unfortunate instances happening as well. During this period of time there were nine awards of valor presented to firefighters, two of them were the second highest honors that could be bestowed upon someone. There was absolutely no response from the Council. Also during this time there were articles in the paper about mutual aid improving with Manchester to which he received a negative call and he was able to work it out from a negative to a positive view. Then one of the Councilmen went to an Alderman in Manchester and suggested that Manchester could have an increase in revenue if they were to cover Exit 10. None of this was mentioned to either the Fire Chief or the Mayor of Manchester and this was also brought up at a board meeting in Manchester. The Chief felt that Hooksett was going behind his back and Manchester's Mayor felt that his Fire Chief was going behind his back and this created a real furor. Any time you try to out run or come in from the back way it creates other problems. Every time something happens every firemen in New Hampshire as well as New England knows about it. H. Murray would like to receive the Council's complete cooperation in what the Fire Department is trying to do. If Council wants to know anything, please come directly to the department any time, day or night, and he or any of the officers would make themselves available to answer your questions.

H. Murray stated that as for the Fire Department the department heads will not have any connection with the budget committee therefore he would like to ask that M. Ruel be assigned to the Fire Department for budgetary purposes so that they can discuss the budget back and forth. He wanted to make it very clear that he and M. Ruel do not see eye to eye on many, many issues but that is good because she does her homework, she doesn't take anything for granted and is not easily swayed. He would like her to be the budget liaison between the Fire Department and the Town Council so that they can sit, discuss and come up with a single direction to move forward on.

D. Duford stated that he sat on the Council for many years and the situation with the Fire Department was to approach it from the top down. The approach that was taken was to go by the rule of the Town Charter and call the department heads in and question their motives on the way they are operating their department. The over-runs continued to happen and he operated on his own, there was nothing wrong with the Fire Department, but unfortunately what happened trickled down through the ranks to the public. There has been nothing said about the Fire Department not being able to present their budget to the Budget Committee. The proper sequence is that the department heads present to the Council, the Council Representative presents to the Budget

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Committee. If there is something that the representative cannot answer they defer to the department head. M. Ruel is the Council's representative and has the opportunity to hear all the department heads and the Councilors and she is bound to defend, to the Budget Committee, what the Council approves. If this process were followed there would be no need to have any plans within the departments because the right process is now being followed. On the subject of hiring a new Fire Chief, he would like to know if Council is looking to hire some one locally, or hire from within to move someone up the ranks who has a great amount of experience or are they going to hire someone who has a two or four year degree in fire science technology.

Chairman DiBitetto stated on the search for hiring a Fire Chief, time permitting, he would like to put it on the agenda. When hiring it is important to look from within because you know the people, you have a track record with them and we should use this practice wherever it is practical to do so. Chairman DiBitetto stated in response to H. Murray's reference of the time frame that the Fire Department Inquiry was taking place, that no time did they ever intend to question the line firefighter. The Council recommended a new contract, which substantially increased the pay scale for the firemen. Council did recognize the good work that they were doing and they recognized the need to provide them with proper compensation. Council will address their accomplishments in the near future.

D. Duford stated that lately there was a lot of publicity on the replacement of the Town Administrator and he wanted to know the current status on the search.

Chairman DiBitetto stated Council will discuss it later on in the meeting and it may be during the nonpublic session. He declined to speak on behalf of the Council until they have an opportunity for further discussion amongst themselves.

M. Ruel stated she would request that the Fire Inquiry, and the status of Fire Chief search and Town Administrator search be added to tonight's agenda for discussion.

NOMINATIONS:
CHARTER REVIEW ADVISORY COMMITTEE.

Chairman DiBitetto stated that Henry Roy's name had been inadvertently omitted from the posted agenda. He was nominated at the last Council meeting as a citizen member for the Charter Review Advisory Committee. The citizen nominees are - D. Duford, B. Williams, F. Bishop, R. Normandeau, J. Proctor, and H. Roy. Councilor nominees are - P. Fitanides, G. Longfellow, and M. DiBitetto.

Chairman DiBitetto stated the last time the committee had convened there were three citizen members and two Council members.

D. St. Pierre moved to have the Charter Review Advisory Committee consist of seven members, six town citizens and one Council member to be an advisory to the Council. Their charge would be to report on both the positive and the negative outlook. Seconded by P. Loiselle.

D. St. Pierre stated in speaking to the motion he would like the citizens to advise the Council, he prefers the hands off type of approach for the Council. That's why he moved for only one Council member to be on that board.

Chairman DiBitetto stated you are proposing a seven-person committee consisting of six public members and one Council representative. The committee would be charged with recommending charter revisions and producing minority and majority reports.

P. Loiselle stated he rescinded his 2nd to the motion because he feels it would be better to have a five-person membership.

Chairman stated since there is no second to any of the motions the committee will default to it's original membership consisting of three citizens and two Councilors, total of five members. Each Councilor will need to vote for thee for citizen membership.

SCHEDULED APPOINTMENTS:
PRIMEX: WORKERS COMPENSATION.

D. Savoie introduced Gary Stenhouse, Senior Consultant for Primex, workers compensation group.

G. Stenhouse stated he is here with Jonathan Kipp of loss prevention. They will review the results of the Town's participation in the Primex pool for the past three years. Those are the years that will be used for the experienced modifier for the year 2004. Hooksett has been a member of the pool since 1984 and he thanked Hooksett for their membership. He reminded the Council that on January 4, 2004 the Town would be entering into the final year of a three-year agreement with Primex. Every insurance company/pool always uses the last three completed and audited years to rate its members.

Member Risk Management Report.

G. Stenhouse stated that Hooksett has been one of the poorer performing members in the pool for the past three years. In terms of performance Hooksett is in the bottom of your tile in terms of performance. In a pool, poor performance hurts your Town as well as all other towns in the pool because in a sense the other towns underwrite Hooksett's risks. He developed a risk management report with statistical analysis that pertains to only Hooksett. (**Attachment #1**) Another words you are not being compared to other groups such as schoolteachers, or county nursing home workers. The comparison is for police, fire, public works, administrative and whatever class of workers there are in Hooksett. He developed a so-called report card that shows how Hooksett should be expected to perform and how actually any member performs. Performance means frequency and severity, frequency is number and severity is the money Hooksett pays out on behalf of those claims. Page one of the report shows worker's compensation claims showing actual number of claims, what would be expected for claims and actual percentage of claims, actual dollars incurred or paid out, the comparable dollars to pay out and the percent of comparable dollars paid out. Over a three year period of time Hooksett should have expected to have \$221,000 in losses and Hooksett had \$519,000 in losses. Hooksett's actual claims were 121 which is 123%, and actual incurred (paid out) was \$519,378 which is 235% of expectation. Also listed are claims with highest incurred values that were from Police, Fire, Solid Waste and Public Works Departments most of the injuries were of the back and knee. Police, Fire and Water Departments are 75% - 90% of the Town's exposure.

M. Ruel asked when you say \$519,000 was incurred is that what was actually paid out.

G. Stenhouse stated that Primex paid about half of it and half of it is still in reserve because there are still current claims. As the years go by the amount in reserve will get smaller and smaller and the amount that was paid out will get larger and larger. In the end, claims are often settled at less than the expected value and that's the money the Town gets back in the form of a dividend.

M. Ruel asked under incurred does the value mean reimbursement to the Town for someone out on workers comp.

G. Stenhouse stated it's medical and indemnity those are the two parts of a workers compensation claim. The insurance carrier automatically pays for medical bills. The indemnity is where the carrier pays the employee for lost time at work at rate of 2/3 of one's pay. Some Town's supplement the 1/3 balance of one's pay and it's entirely up to the Town is they wish to do this.

M. Ruel stated workers comp pays 2/3 of an employee's salary, that comes back to the Town and an employee may be getting full salary from the Town. So this actually includes the medical costs and 2/3 of one's salary and settlement costs.

G. Stenhouse said yes settlements are included. Indemnity can be a legal settlement, lost wages for a period of time, and medical expenses and on a serious grievous injury all three items can apply.

P. Fitanides asked why is Hooksett a poor performer, and who is responsible for the poor performance.

G. Stenhouse stated there is a poor culture of risk management in Hooksett. The only conclusion for any demographic analysis is that the Town is 250% above expectation. It has not been going on for the past 20 years but there has been poor performance for the last three years.

Chairman DiBietto stated that what he believes P. Fitanides is asking is, can the Council see the Towns claims by department.

G. Stenhouse stated yes and he presented a list of claims by department.

Chairman DiBitetto stated that the Council would like to understand where our problem areas are and how to improve them. The goal is to get the claims rating down and keep our people healthy.

J. Kipp stated he is the Loss Prevention and Training Consultant Manager at Primex. The Town Council has the right idea in recognizing that Hooksett needs to be a safe place to work and it starts at the Council level. The Joint Loss Management Committee is a great liaison between you and the department heads and the employees. That Committee has equal representation of what the State Department of Labor calls employer and employee representatives, which can also be thought of as labor and management. In safety culture it is most important to have commitment from the top.

G. Stenhouse stated that to have a successful safety culture, resources of time, people and money would need to be allocated. Primex can help by assessing what the Town has now and advise on what the Town would need to do to keep costs down and employees safer. He suggested a high loss initiative program where they work with the members to get Hooksett to make a turn-around. Once your new Town Administrator is hired this may be an ideal initial project for him/her. In reviewing your records over the last 20 years Hooksett had a pretty good loss experience except over a period of 2-3 years until the last three years. He would provide more historical data at a later date.

D. Savoie stated that this is the first time that she is involved in this part of the insurance and this is due to the Town currently not having a Town Administrator who normally would be dealing with this issue.

G. Stenhouse stated your experience modifier is set by the last three audit years. So for example for 2003 the last three experience years were 1999, 2000 & 2001. So for 2004 the experience years would be 2000, 2001 & 2002. The reason your premium will change drastically is because in 1999 it was one of your best performing years ever. Primex paid out \$16,000 that is 12% of the Town's contribution. In 2002 Hooksett paid \$65,000 to Primex in form of loss fund premiums and Primex incurred (paid out) \$189,000 on behalf of Hooksett. Your experience modifier for this year is .93, which means that you are paying 93 cents for every dollar of coverage you get from the pool, next year you will be paying 1.26 for every dollar's worth of coverage because in essence you have used some of the money in the pool that has come from other member towns. The last page of the member risk management report shows the benefits of being in a pool. If the Town had engaged a private insurer for the past 19 years the cost would have been \$2,799,806 and the Town did in fact pay that amount to Primex however Primex wrote off the administrative costs of \$1,396,532 thus the return to Hooksett was \$1,403,274. Another words, for every dollar Hooksett had paid Hooksett received 50 cents back. That's something you would not see unless you participate in a pool. You will be receiving a contribution return again, this year, but it does not include the recent bad years. He would like consideration to be given in participating in the high loss program. If the Town participated in a high loss program it would take a commitment of three years because it takes time to see the results. Numerous staff hours would be used in the commitment of those three years.

P. Loiselle asked what is the next step to move forward.

G. Stenhouse stated they would send a set of requirements and draft up a letter of commitment for signature. Then they would come in and speak with the employees to survey them to gather data. He could provide the Council with a copy of the letter for their review.

Council consensus was to pursue this type of program.

Chairman DiBitetto asked that G. Stenhouse work with Hooksett's Finance Director and Acting Town Administrator to move this forward to present something to the Council.

HEALTH TRUST: INSURANCE – HEALTH & DENTAL.

D. Savoie introduced Melissa Briggs the Town's Health and Dental insurance carriers.

Melissa Briggs of Health Trust's stated she is the Marketing Representative for the Town and she introduced Kevin Flannigan the Health Promotion Representative both of Health Trust. Judy Yeaton is their underwriter and she will give a detailed review of the medical rating process and how the rate is determined. M. Briggs gave an overview of Health Trust that is a non-profit organization that was created in 1984 to assist local governments in New Hampshire in meeting the rising costs of health insurance.

Judy Yeaton reviewed the medical rating summary stating that Hooksett's renewal is in January and they look at 12 months worth of claims data, and data that has occurred from 5/1/2002 to 4/30/03 with two months of paid run-out meaning paid through 6/30/03 (**Attachment #2**) and the total payments by Health Trust would be approximately \$656,000. If you add the \$656,000, and the \$180,000, and the \$126,000 the premium is expected to be \$1,010,035. Compare that one million to what they have collected with the current premium in place for 12 months of enrollment it comes to \$811,000 thus the group deserves a 24.5% increase. Hooksett's group is 34.2% credible, which means that they will believe that 34.2% of the 24.5% increase, then the remaining 65.8% of the overall health trust January renewal would be 17.7%. Your credible rate change is 20%. The sheet marked BlueChoice Claims Data (**Attachment #3**) has the most current claims information on the top half and the bottom half is Hooksett's utilization one year prior. The next page is the Medicomp, over 65 years of age, retirees. The next page is the pharmacy Rx Group. These pages were presented so that the Council could see the rise in claims from last year to this year.

D. Savoie stated the retirees are on our experience rate but they have an opportunity to pay their premium in full. The advantage for the retiree is a better premium rate.

M. Briggs stated retirees under and over 65 years of age are included in the data on the BlueChoice Claims Data. The retirees are also on the prescription plan. She would also be able to provide the number of actual claims that were made. They can show the areas of increase utilization such as emergency service utilization. K. Flanigan can show life style utilization such as someone with a heart condition.

P. Fitanides asked if a copy of the contract could be provided to the Council.

P. Loiselle stated he has a copy.

G. Longfellow asked why the date shows 14 months instead of 12 months.

J. Yeaton stated that they allow for two extra months for payments to come in for medical claims that happened within the last few months within that 12-month period; it's a lag time for payments.

M. Briggs stated in the packet there is also prescription drug information in the form of a listing of the top 20 drugs and the cost of them for 2002 and 2003 and this is specific to the Town. Both the use and cost of prescription drugs has increased and the top indicates generic and brand percentage of utilization. The prescription usage is no different that what she's seen with other towns; Hooksett's usage is not unique.

M. Briggs stated they insure approximately 90% of the towns and cities in New Hampshire. The rate sheet in the packet is for January 1, 2004 – December 31, 2004 and it includes the Health Plan Options of BlueChoice and Medicomp 3 for those over age 65. In the Key at the bottom of the page are options that are available through Health Trust for Council consideration. (**Attachment #4**) Prescription drug co-payments by mail could be increased from the \$1.00 they are now paying to \$10 for generic, \$20 for preferred brand, and \$30 non-preferred brand. There is also the idea of self-insuring a high deductible program with a choice of \$100, \$500 and \$1000 deductible. Self-insured would mean that the Town would pick up the cost of the deductible. If the Town doesn't pay the deductible then the employee would be responsible for the deductible. These are some of the options available to keep costs down. The Medical Plan Comparison Chart shows a new program effective November 1st, 2003. This shows all the options that are available from Health Trust and there are several Anthem Blue Cross and Blue Shield options and a Matthew Thornton Blue option. The final option is the Lumenos Health Care Program that is consumer driven. The rates may not look that attractive but the goal is to stabilize premium costs. They are a nation wide carrier that Health Trust has recently contracted with. It works much differently that going to a primary care and paying a co-payment.

P. Fitanides asked if Council could receive a list of towns that Health Trust provides this service for.

M. Briggs stated she could provide such a list. They represent New Hampshire in the public sector, school districts and towns. Their parent organization is the New Hampshire Municipal Association and they insure approximately 90% of the Towns and Cities and about 75% of the school districts.

TAX ANTICIPATION NOTE BIDS.

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D. Savoie stated that if we are unable to send out the tax bills in a timely manner the Town will run out of money in the month of December 2003 and will need to borrow funds for about 6 weeks. The County bill will be \$2.4 million and the school bill will be \$1.4 million. We need to make these payments because the school is counting on the payment and the County will charge the Town a penalty rate of 10% per annum charged on a per diem basis. The banks interest charge is for what we use and when we use it and the tax anticipate note is essentially a line of credit that means you have a maximum you can borrow but you only pay interest on the amount you use not the entire amount that you requested to borrow. Currently Bank of New Hampshire's rate is 1.49% and Citizens Bank's rate is 2.25% until January 31, 2004. D. Savoie and Linda Courtemanche, the Town's Treasurer, would like an approval from the Town Council to enter into a Tax Anticipation Note with the Bank of New Hampshire in the amount of \$5 million.

D. St. Pierre asked if they would need all \$5 million.

D. Savoie stated no that would be the max that could be borrowed if needed.

P. Loiselle moved to approve the Finance Director enter into a Tax Anticipation Note with Bank of New Hampshire for a maximum amount of \$5, 000, 000 (Five Million Dollars) with an interest rate of 1.49% to be paid back by no later than January 31, 2004 and that P. Loiselle, Acting Town Administrator be authorized to sign the note. Seconded by G. Longfellow.

Roll call vote:

P. Fitanides	yes	M. Ruel	no	
M. Jolin	yes	P. Rueppel	yes	
P. Loiselle	yes	D. St. Pierre	yes	
G. Longfellow	yes	M. DiBitetto	yes	<u>Motion carried.</u>

M. Ruel asked what role does the Council have to approve before they actually borrow the money.

D. Savoie stated that she is not the sole person borrowing the money for the Town. In the past, the procedure has been that D. Savoie takes the approved request to the Town Treasurer and affirms what will happen and then she would approach the Town Administrator with her information and graphs and explain what needs to be done and with the Town Administrator's approval she will make the call to the bank. Advanced notice to the bank is needed, therefore, she would need to give the bank at least two weeks notice. Once she receives solid figures for the note then she will come back to the Council with the dollar amount on the cost of interest.

M. Ruel stated this is what she understands the motion to be – to authorize to enter into a line of credit agreement to borrow up to \$5 million with an interest rate of 1.49%. It is not to actually borrow the money. She made the statement due to poor administration management in the past, she would not feel comfortable giving someone permission to borrow, for example, three million dollars if they really only need two million dollars.

Chairman DiBitetto stated we are authorizing to enter into the note with the anticipation of borrowing up to \$5 million.

D. Savoie stated that Diane couldn't borrow money by herself; the Town Treasurer has some control on the borrowing. The Treasurer and the Town Administrator have final approval. D. Savoie can only borrow what the Treasurer says she can borrow; she's the appointed official.

M. Ruel asked if the Town Treasurer would make all the decisions in the best interest of the public to minimize any expenses on the taxpayers.

D. Savoie stated absolutely. Both the Town Treasurer and the Town Administrator will sign off on the note.

NEW BUSINESS:

**CONSERVATION COMMISSION: MEMORANDUM OF UNDERSTANDING (MOU) -
CURRENT USE LAND TAX FUND**

Steve Couture stated the Town of Hanover's MOU was used as a guide and they came up with a simplified version in that they are only looking at the land use change tax percentage that comes back to the Town and then bring that money to the Conservation Fund.

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Chairman DiBitto asked if the Town's legal counsel has reviewed it.

S. Couture stated no. This MOU, in part, was created to clarify how funds could be spent. He would like to stress that item number one refers to the process before there would be any capital expenditures for purchases of land. They must develop open space priorities, create an acquisition plan in conjunction with the Town staff, be reviewed by the Planning Board and the Town Council. It's a very inclusive process. This is another way for the Conservation Commission to come before the Council and be a part of the overall scheme for what's going on in Town and spell it out in detail so that there are no questions.

D. St. Pierre stated he really likes the MOU but would like the Conservation Commission give the Town's attorney an opportunity to review is so that the Town Council can feel that they are not doing anything out of the norm.

P. Rueppel stated this came about when S. Couture and T. Johnson came before the Council at a meeting and they found out that the Conservation Commission has the total right to buy land. They do not want to do that; they want to work in conjunction with the Town Council to buy land.

Chairman DiBitto asked if item number three would have to be on the ballot annually to appropriate 100% of the Land Use Change Tax; it appears to read that way.

D. Savoie stated that the agreement between the Conservation Commission and the Council would be signed annually. The percentage increase they are looking to change is a one-time issue. If the percentage change takes place, by an affirmative vote of the Town, it would be permanent and would not need to be voted upon yearly. What the Finance Department would need to do is annually take the money the Town has received and put it into the Land Use Change Tax line. D. Savoie stated that when she read item number three it didn't seem to be worded correctly and she felt legal counsel should review it as well.

Chairman DiBitto stated that the Acting Town Administrator would forward the MOU to the Town's legal counsel for review on its form and general concept.

P. Rueppel moved to authorize Diane Savoie to draft a warrant that will encompass the intent for 100% Land Use Change Tax to go to the Conservation Commission's Land Use Change Tax fund per their MOU as presented. Seconded by P/ Loiselle.

Roll call vote.

M. Jolin	yes	P. Rueppel	yes
P. Loiselle	yes	D. St. Pierre	yes
G. Longfellow	yes	P. Fitandides	no
M. Ruel	yes	M. DiBitto	yes

Motion carried.

NOMINATIONS AND APPOINTMENTS (CONTINUED).

CHARTER REVIEW ADVISORY COMMITTEE.

M. Jolin stated on September 24th the Council voted unanimously that membership would consist of three public members and two Council members.

Votes for Citizen Members (vote for 3):

<u>D. Duford -4</u>	<u>B. Williams -6</u>	<u>F. Bishop -4</u>	<u>R. Normandeau -2</u>	<u>J. Proctor -3</u>	<u>H. Roy -5</u>
PF	PF				PF
MJ	MJ				MJ
	PL	PL	PL		
		GL	GL	GL	
PR	PR				RP
		DSP		DSP	DSP
MD	MD				MD
	MR	MR		MR	

The appointment for Citizen membership is B. Williams and H. Roy. Due to a tie vote between D. Duford and F. Bishop the vote must be taken again.

Revote for Citizen Member:

<u>D. Duford</u>	<u>F. Bishop</u>
PF	
MJ	
	PL
	GL
	MR
PR	
	DSP
MD	Due to a 2 nd tie vote the vote must be taken again.

<u>D. Duford</u>	<u>F. Bishop</u>
MR	
PF	
MJ	
	PL
	GL
PR	DSP
MD	The appointment for the 3 rd Citizen member is D. Duford.

Votes for Council Membership:

<u>P. Fitanides -6</u>	<u>G. Longfellow -6</u>	<u>M. DiBitetto -4</u>
PF	PF	
MJ	MJ	
	PL	PL
GL		GL
	PR	PR
DSP		DSP
MD	MD	
MR	MR	

The appointments for Council members are: P. Fitanides and G. Longfellow.

TAX INCREMENT FINANCE DISTRICT

P. Rueppel moved to appoint the slate as nominated: R. Aero, A. Deluca, R. Letendre and I. Darrah. Seconded by D. St. Pierre. **Motion carried unanimously.**

G. Longfellow move to nominate Harry Rollins to the Solid Waste Management Advisory Committee, Alternate, Fill-in, exp. 6/2004.

Chairman DiBitetto closed nominations.

OLD BUSINESS:

DRAFT LETTER ON LATE TAX BILLS/ESTIMATED PAYMENTS.

M. Ruel stated that she thought the intent of the letter was not to just say please pay your tax bill but please pay your tax bill to help the Town reduce the amount of interest it may need to pay or to reduce the need to borrow funds. The letter does not say that.

Chairman stated the letter could be dealt with at the next when Council meeting when they discusses the reval acceptance.

BOND RELEASE: FARRWOOD ESTATE.

D. Hemeon stated that in July the Council released the bond and they accepted Farrwood Drive as a Town road. In reviewing their files, the Highway Department came across another bond for Farrwood Realty that they were not aware of that he would like to have it released tonight.

M. Jolin stated he doesn't see the paperwork from the engineer indicating the bond could be released.

D. Hemeon stated that was given to the Council in July when one of the bonds was reduced.

P. Rueppel moved to release Farrwood Realty Bond no. GB 3320 in the amount of \$47,417.00 as presented tonight. Seconded by P. Loiselle.

Roll call vote:

M. Jolin	no	P. Rueppel	yes
P. Loiselle	yes	D. St. Pierre	no
G. Longfellow	yes	P. Fitanides	yes
M. Ruel	yes	M. DiBitetto	yes

Motion carried.

P. Loiselle moved at 9:30 to extend the meeting for 15 minutes. Seconded by M. Ruel.

Roll call vote:

P. Fitanides	yes	M. Ruel	yes
M. Jolin	no	P. Rueppel	no
P. Loiselle	yes	D. St. Pierre	yes
G. Longfellow	yes	M. DiBitetto	yes

Motion carried.

SOLID WASTE COLLECTION: OAK HILL ROAD.

G. Longfellow stated that it is the opinion of the Solid Waste Department that it is not safe for the packer truck to go up Oak Hill Road. Solid Waste Department would like a letter sent to the residents of Oak Hill Road stating that until that road is safe enough for the packer to travel on they will have to arrange another way to have their trash picked up.

P. Loiselle stated they could bring their trash down to the end of Oak Hill Road.

G. Longfellow stated that if that's what they agree to, it's up to them to make the decision.

P. Loiselle stated he would draft a letter for the Solid Waste Department to send out.

Chairman DiBitetto stated Council made it clear that the roads have to be passable or acceptable or there would be no trash collection.

SECURITY.

Chairman DiBitetto stated he received correspondence from a Councilor who has concerns about a security matter. Please note that there was a police officer here this evening. The question is one of security and finances. He asked if the Council would be supportive of expending funds to have an officer present during the Town Council meetings. This would mean having an officer present at time and a half for a detail.

Council Poll:

G. Longfellow yes
M. Jolin no concerns
P. Rueppel no concerns
P. Fitanides no concerns
M. Ruel yes
M. DiBitetto yes
P. Loiselle yes
D. St. Pierre yes

Council consensus was in favor of having an officer present during Town Council meetings.

FIRE DEPARTMENT: COMPLIMENTARY LETTER.

P. Rueppel stated that she had planned to ask that the Town Council to send a complimentary letter to the Fire Department Employees recognizing the awards received this year, the time put in toward the firemen's challenge, and the recent fire training of an old home in Town.

P. Loiselle would also like the letter to contain that their support with an interim Fire Chief is excellent.

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Council consensus was to draft a letter for Council approval.

H. Murray, Fire Warden, stated that the Fire Department never took sides and never came to Council on the issues; therefore, he would like to see that the letter also contains a mention on their professionalism.

FIRE DEPARTMENT INQUIRY:

Chairman DiBietto stated the Fire Department inquiry should to be finalized. We have received different information such as the equipment report that should be received by the Council and should be incorporated into the final report.

NOISE ORDINANCE:

D. St. Pierre stated that he would like to have the Noise Ordinance under, old business, on the next Council agenda. He asked if the police prosecutor should attend the next meeting.

Chairman DiBietto stated it would not be necessary to have the prosecutor here for the next meeting but he would like her to attend the public hearing.

NONPUBLIC SESSION:

P. Loiselle moved at 8:40pm 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. Seconded by M. Ruel. **Roll call vote carried unanimously.**

M. Jolin moved that no information would be divulged at this time. Seconded by P. Loiselle. Motion carried unanimously.

D. St. Pierre moved at 9:50pm to exit nonpublic session. Seconded by M. Jolin. Motion carried unanimously.

Chairman DiBietto adjourned the meeting at 9:52pm.

Respectfully submitted,

Tina M. Paquette
Administrative Assistant

Mary A. Ruel
Town Council Secretary