

## TOWN COUNCIL MINUTES NOVEMBER 5, 2003

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

Chairman DiBitetto opened the meeting at 6:30pm.

### **AGENDA OVERVIEW:**

Chairman DiBitetto stated that the agenda is out of its usual order so that items that were not discussed at the last meeting would be first on the agenda for this meeting.

### **APPROVAL OF MINUTES:**

**October 22, 2003:** P. Loiselle moved to accept the October 22, 2003 minutes as amended. Seconded by G. Longfellow. **Motion carried.** D. Belanger abstained.

### **October 15, 2003 and October 29, 2003.**

P. Rueppel moved to table the October 15, 2003 and October 29, 2003 minutes because they just received them tonight. Seconded by D. St. Pierre. **Motion carried unanimously.**

### **TOWN ADMINISTRATOR'S REPORT:** Acting Town Administrator, P. Loiselle reported that:

1. This Monday there will be a meeting with the Fire Department to discuss the overtime line item in the budget.
2. Choice One has submitted a quotation to the Town relative to our phone system. They have prepared an analysis by department and came up with a cost savings of approximately \$1200 per month, which equates to about \$15,000 per year. They offer a five-year contract, there would be no changes in phone numbers, and the price would be fixed for five years. If prices go down the contract would be adjusted downward.

Joe Tunstall, Choice One Representative, stated the plan would include out of state long distance, in-state long distance, and local calls; they would be the Town offices' phone company.

D. Belanger asked if this would affect emergency communications dispatch.

Bill Dixon, Choice One representative, stated no it will not affect dispatch.

D. St. Pierre asked if they were different than the Vitts company.

Bill Dixon stated that some of the products were similar but they are not the same company.

M. Jolin asked if they could get out of the contract if the service is poor.

J. Tunstall stated it's under the client satisfaction part of the contract. If you have any outages or problems that are not corrected within 24 hours you can be switched back to Verizon if not satisfied with Choice One.

B. Dixon stated the Town's phone bill is currently around \$2,600 per month and under a new contract with Choice One the monthly bill would be around \$1,400 saving the Town around \$1,200 per month.

P. Loiselle stated this is his first try at looking into another phone company. He would like to have test pilot period where the Town could try Choice One for 6 months to a year as an evaluation period prior to or as part of the five-year commitment.

P. Fitanides asked is the current service not acceptable and has anyone gone to the current provider to see if they would drop their rates.

B. Dixon stated Verizon would not be able to drop their rates because their tariff is at a certain rate and they do not have the ability to drop their rates.

P. Fitanides stated that no one has approached Verizon to see if they would drop their rates. Sometimes when you ask things can be changed.

P. Loiselle stated he is in the preliminary stages of looking into better phone rates and realized that more research needs to be done, and he is in the process of surveying other towns on the issue.

Chairman DiBitto stated that in changing a phone carrier with a five year contract costing about \$15,000 - \$20,000 per year it would be subject to the bid requirements under Council's rules.

P. Fitanides requested that a copy of the contract be given to the Councilors for their review.

P. Loiselle stated he would provide that copy to the Councilors and he will also be looking into cell phone for cost reductions.

Council consensus was that this would be subject to bidding out per the Council's rules and for P. Loiselle to put together a proposal with three bids including the current phone carrier.

3. Council should have a copy of the letter that the Town sent to Visions on the revaluation regarding their penalty, the daily rate is \$300 for being late with the process; which totals \$9,600.

P. Loiselle stated he would address the issue of holding back payment until the retaining provisions have been clarified and he would report back to the Council.

4. In reference to Manchester's Developer R.J. Moreau with the curb cut on the Hooksett side of Hackett Hill Road, it has been taken care of thru legal and the amount of \$12,500 for four years totaling \$50,000 will be coming to highway earmarked for repairs to Hackett Hill Road.

D. Belanger asked if there has been a decision as to which side of the Town line the development is on, the Manchester or Hooksett side.

P. Loiselle stated there has been no decision at this time. The perambulation isn't complete. The surveyor is scheduled to be there this week and he is also expected to contact H. Murray as well.

M. Ruel asked how many surveyors were contacted for a bid and who were they.

P. Loiselle stated he contacted surveyor's from Derry, Bedford, and Hooksett and the 3 three bids varied from \$6,500, \$7,500 and Duval was \$4,000.

5. Charles Watson, Town Planner, and he met with Cigna to address some concerns with the Connector Road. The Town's attorney will be writing up a new contract addressing the four concerns. He requested that Cigna give 80 feet of width instead of 66 feet for the road. They have also asked that Cigna allow Three A, the Developers for North Campus, to start doing preliminary surveying.
6. Comcast meetings are moving along and they have given the Town a one-year extension on the contract. He met with representatives from the Town of Chester and they are operating a community access TV channel on a \$20,000 a year budget via fees from the average billing to customers. Hooksett receives approximately \$40,000 per year from customer fees paid to Comcast.

Chairman DiBitto asked if this would need to be addressed at the next Town Meeting as a financial issue, if so, it would need to be recommended before end of this calendar year.

P. Loiselle stated yes that's right and a public hearing would need to be held to see if the Town would be interested in a public access TV channel.

7. Would like to have a subcommittee formed to review pay scale policies relating to cola and merit issues.

8. He asked if a subcommittee should be formed to over see impact fees and disbursement of such fees. Money for the schools needs to be released soon.

Chairman DiBitto asked why would a subcommittee be needed, the Council could address the impact fees.

P. Loiselle state that the Council could address the impact fees but it must be done on a regular basis as there are time sensitive issues that must be strictly adhered to and watched over carefully. Funds that are not used must be returned to the contractor.

Chairman DiBitto stated that it seems to be a Finance Department and an Administration function to advise when funds need to be transferred; he doesn't feel a subcommittee would be necessary.

P. Fitanides asked what is the approaching deadline to disburse fees and what amount do we have in the impact fees, is there a chart on impact fees and if so who maintains it.

P. Loiselle stated there is over \$400,000 and fees must be used within the six years from when they were collected so the time to spend becomes a moving deadline. One must be aware of how much is in the till and how old it is.

Chairman DiBitto stated D. Savoie, in the Finance Department, maintains the tracking of the funds.

P. Loiselle stated there is around \$200,000 - \$300,000 that can be released to the Schools.

Chairman asked the Council if they feel it would require a Council vote for each transfer of impact fees or would it be an Administrative function.

P. Loiselle stated it should have Council approval for the transfer of funds.

D. Belanger stated that it was voted by Council to hold the money so he feels it would take another vote of Council to release the funds.

P. Loiselle stated he would report back to the Council on the amount of funds in the account and how much can be released and where it will be released to.

9. The Tax Anticipation Note needs to be signed by five Council members.

G. Longfellow asked of the \$ 9,600 that is expected to come to the Town would it go into the general fund to offset the interest costs on this loan or would it go back to the warrant article.

Chairman DiBitto stated it would go to the general fund.

10. The Allenstown - Pembroke - Hooksett Water Tower Agreement also needs Council signature this evening.

Chairman DiBitto stated the Council should also receive a copy of the agreement. This agreement is for Allenstown's Police Department to have access to Hooksett's radio tower. In researching the agreement it provides that Allenstown shall have the right of access with specific approval of the Pembroke water works. Plans and specifications have been submitted, Pembroke Waterworks has approved it, and Hooksett's communications people have approved it. Hooksett has also added a provision that Hooksett can bill Allenstown for maintenance of the grounds and premises since they are locating equipment there. It includes the maintenance of the tower for as long as they are the sole occupants.

H. Murray asked if Hooksett could lease out other space on that tower.

Chairman DiBitto stated under the original agreement Hooksett didn't have the right to lease out other space there is no provision to allow for any commercial leasing on that tower.

Chairman DiBitto stated that the Town Administrator could sign the lease modification agreement rather than the Town Council even though the Town Council signed the original lease.

P. Loiselle passed out the Tan Anticipation Notice for Councilors' signatures.

M. Jolin stated that the due date should to be revised before signing the agreement.

11. Employee merit bonuses are given in a one lump sum, which is an advantage to the Town. The employees feel this is not an advantage to them because the employee's base salary doesn't change. It is a once a year payment that doesn't impact their base pay scale. The employees would like the whole pay scale reviewed and readdress.

Chairman DiBitto stated the main concern is the way the merit is being paid as a one-time bonus as opposed to being added on to the base pay level.

M. Ruel stated is there any pay cap on Town positions. It seems that the pay scale keeps getting added on to, therefore, there is no cap.

P. Rueppel stated the merit bonus was a good idea when it was presented but it was not presented properly. It affects the older employees because it affects their pension, that's what the concern is about.

Chairman DiBitto asked if it would be timely to discuss insurance at the same time pay scales would be discussed.

Council consensus was to have a workshop on November 12<sup>th</sup> at 6:30pm with employee increases, insurance issues and the Town Administrator search on the agenda.

H. Murray asked if the workshop would be open to the public.

Chairman DiBitto stated that employee increases and insurance issues would be open for the public and that the Town Administrator search would be discussed during nonpublic since specific candidates will be discussed.

#### **SUBCOMMITTEE REPORTS:**

**BORD OF ASSESSORS:** M. Jolin reported that there have been a few big cases that they voted to settle on to avoid going to the Board of Land and Tax Appeals (BTLA), There are two cases filed with the BTLA one is scheduled for a hearing and the other is scheduled for interrogatories.

**BUDGET COMMITTEE:** M. Ruel reported that at the last meeting the Budget Committee had asked for information on legal expenses for the prior year. She received the spreadsheet from the Finance Department and removed the names and referred to them as case numbers so that it could be a public document. She also received the current year to date legal expenses and no case names were shown. Both of these items were presented to the Budget Committee. She noted that in the first quarter of this fiscal year we spent \$18,000 on Legal Fees. The School Budget will be reviewed next. At the February 5th Budget Committee's meeting she will give another presentation of year-to-date expenditures that will include a spreadsheet on major expenses. She will see that the Council also receives a copy of the same information that will be distributed to the Budget Committee.

D. Belanger stated that he was not at the last Council meeting and he asked for an explanation in reference to the October 22<sup>nd</sup> Council meeting where H. Murray commented during the Public Session that the Fire Department doesn't have any connection with the Budget Committee and he requested that M. Ruel be the Budget liaison between the Fire Department and the Town Council. He asked if it meant that the Budget Committee doesn't review the Fire Department's budget because that's how he reads it in the minutes.

M. Ruel stated that the concern was that the Fire Chief couldn't present his own budget and that she was presenting his budget.

Chairman DiBitto stated what was typically done in the past was to have Finance and an Administration representative present at the Budget Committee meeting so that they may offer significant information when needed. M. Ruel will be presenting the Council's version of the budget.

D. St. Pierre stated for further clarification he asked if it is a conflict of interest for a CIP member to be on the budget committee.

M. Ruel stated it is not a conflict. It was requested that a person on the Budget Committee not be on the CIP. This is not a requirement and the appointment was not a condition but was an assumption.

CONSERVATION COMMISSION: P. Rueppel reported that the last two meetings were at the same time as the Town Council's meeting therefore she was unable to attend the Conservation meetings.

COUNCIL NEWLETTER: P. Rueppel stated they are waiting for the tax figure to come in then they will draft a newsletter.

FACILITIES: M. Ruel stated that it has been a long time since the committee has met and she would like to see the committee meet to look at future needs.

P. Loiselle stated he would call a meeting and that date would be announced.

HERITAGE COMMISSION: P. Rueppel reported that the Commission would be giving a tour on November 15, 2003 and thanks to the Singer family at Merchant Motors in Hooksett they will be lending a van to see the Historical Sites in Town. She is very please with the progress of this Commission.

PARKS AND RECREATION LIAISON: M. Jolin reported that there was a change in meeting location and he was notified too late for him to attend the meeting.

Dagmar Arruda, Parks and Recreation member, stated that she attended the last meeting and she offered to report. She reported that the Parks and Recreation Advisory Board met at the David R. Cawley Middle School. They approved the minutes; the meeting was very short because they wanted to attend the School Board meeting at the Cawley Middle School.

PERAMBULATION: Chairman DiBietto reported that a surveyor has been hired to do the surveying of the Town line on the Hooksett – Manchester border.

PLANNING BOARD: D. St. Pierre reported that there would be a joint meeting with the Zoning Board of Adjustment next Monday night. He has requested that Council members sit in on this meeting. The CIP had their first meeting and addressed the Police and Fire Departments. Their next CIP meeting will be November 13<sup>th</sup> and CIP should be done by November 25<sup>th</sup> to give it to the Planning Board and then pass it on to the Town Council in early December.

POLICE COMMISSION: Chairman DiBietto reported that in preparing for a new budget it should be noted that there are a few water leaks at the safety center that appear to be coming from the windows and the walls.

M. Ruel asked if there is insurance coverage or warranty coverage on the building.

P. Loiselle stated there were insurance claims for the damage but it didn't meet the deductible. The quote on repairs for sealing the windows for one segment is about \$6,000.

H. Murray said that an independent roofer has looked at the building and taken photographs. He has asked that the roofer work on one third of the building at a time and see if the situation is resolved after each third is completed. The total work would come to approximately \$11,000. Before the money is spent he would like to meet and discuss the situation with Councilor Jolin.

P. Fitanides stated when the safety center was built the air intake system was located facing the exhaust therefore fresh air and carbon monoxide waste is being drawn into the facility. That system needs to be fixed and he asked if the insurance would cover it. The intake in the building is too close and should have been reviewed by the Building Department when it was built. The stairway in the building may be in need of repair because the bricks are crumbling.

H. Murray stated that is part of the bid; a rain gutter needs to be installed to eliminate the water problem.

Chairman DiBitetto stated this would be a job for the facilities committee to make an assessment on the issues.

SEWER LIAISON: P. Rueppel reported that Alex Vailas attended their meeting and he proposed a 60-room hotel for business class in the area of Route 3 and Alice Avenue the former Maple Grove site next to the Firebird Motel. He came in to see if there is any gallonage available at the sewer plant. The Town will soon be running out of gallonage. Some Hooksett homeowners are suing the Sewer Department because of the composting orders. If the ruling would be in favor of the Sewer Department they will continue with the composting and use the natural bio-filter that she mentioned at a recent Council meeting.

Chairman DiBitetto stated that in January the Sewer Commission would take a fact-finding trip to Nova Scotia where they are composting their municipal trash. Apparently Nova Scotia has a technique that is worth seeing. Council stated that Council members are invited to attend the trip as well.

SOUTHERN NH PLANNING COMMISSION: M. Jolin reported that at the last meeting SNPC presented their project which is a plotter on a disk that is an interactive CD ROM being developed for a master plan organization on how to go about doing a master plan from year to year and updating them. They are about halfway thru the project.

SOLID WASTE MANAGEMENT ADVISORY BOARD: G. Longfellow reported that they are looking to rebuild the scale and have received two of the three bids to date. The cost to rebuild will be \$30,000 to \$35,000. The warrant is the same if new or rebuilt. There is \$35,000 in the warrant article.

Chairman DiBitetto stated that Solid Waste Department had requested that the Town Council send a notice to the residents of Oak Hill Road indicating that as of January 1, 2004 the Town will not be able to pick up trash unless it is brought to the end of the road.

P. Loiselle stated that's right and Administration will make sure the letter is sent.

ZONING BOARD OF ADJUSTMENT: D. Belanger reported that there would be a joint meeting with the Planning Board. Two ZBA members attended a workshop on zoning rules and regulations and other members plan on attending future workshops.

CENTRAL WATER PRECINCT: Chairman DiBitetto stated that at the last meeting the major issue was the issue related to fluoridation of Manchester water and they are trying to ascertain if Hooksett residents needs to have a vote on whether or not they would like to have their water fluoridated. There may be a need for an election in the spring.

VILLAGE WATER PRECINCT: D. St. Pierre reported that he has attended all the meetings to date. The precinct is looking to purchase a wellhead on the Belisle property on Hackett Hill and they are having a hard time coming up with the funding. He suggested asking if the Hooksett Conservation Commission would be willing to buy the land as a green space. A wellhead wouldn't interfere with the conservation area.

H. Murray stated there might be funds though the State Fish and Game.

D. St. Pierre thanked him.

**PUBLIC INPUT:**

**TIF DISTRICT BOARD.**

Joanne Pernerian, 13 Scott Avenue, stated she would like to be on the TIF District Board her property is about a mile from the District.

Chairman DiBitetto requested that she send some background information about herself to the Council and thanked her for her interest in serving.

**NUISANCE NEIGHBOR:**

Ron Hebert, 21A Highland Street, voiced a complaint about an abutting neighbor's condition of their property. He stated it was unsightly and this neighbor's tires are on the backside of R. Hebert's fence. He has complained to the Building Department a few times but he is not satisfied with the results.

D. Belanger stated that he spoke to Ken Andrews, Building Department, and the Building Department has sent numerous letters. D. Belanger would like this to be on the next Council agenda under new business for code enforcement to take further action

**LICENSING TO SELL PISTOLS AND FIREARMS:**

Dick Marple, 11 Dartmouth Street, stated that the last time the Town granted him a license to sell Pistols and firearms was in 1999. He has been denied a license to sell since 1999. He submitted a request to the District Court on an ex parte motion that has been filed with the Secretary of State. Under RSA 59 the license is an automatic renewal for three years. He requested a renewal and M. Farrell denied the request.

Chairman DiBitetto asked that he submit a request to the Administrator for a renewal of licensure.

D. St. Pierre stated assuming that a criminal action was taken, he would suggest that Town Council review this before it is discussed any further.

Chairman DiBitetto asked that D. Marple provide a letter to the Town Administrator on what he is looking for.

**HERITAGE COMMISSION:**

Dagmar Arruda, 19 Maple Street, stated she would like to be on the Heritage Commission in the Alternate, Fill-in position.

**FIRE DEPARTMENT BUDGET:**

H. Murray stated in reference to the budget, he would like to eliminate coming back and hashing things out, he would like assistance and attention. He would like to satisfy needs, one on one, before dollars are requested.

Chairman DiBitetto asked M. Ruel to spend some time with H. Murray on behalf of the Fire Department.

Council consensus was that M. Ruel could meet with H. Murray to offer assistance and guidance in the Fire Departments budget process.

**NOMINATIONS & APPOINTMENTS.**

P. Rueppel nominated Dagmar Arruda, for the Heritage Commission, Alternate, Fill-in, exp. 6/2005.

D. St. Pierre nominated Ron Latouche for the Building Board of Appeals (Plumbing), Fill-in, exp 6/2005. R. Latouche will be notified that a letter of intent is required.

P. Loiselle nominated Joanne Pernerian for the TIF District.

**CHARTER REVIEW COMMITTEE:**

G. Longfellow asked that his resignation be accepted for the Charter Review Committee.

G. Longfellow nominated P. Rueppel to the Charter Review Committee.

P. Fitanides will schedule a meeting and advise on the date, time and place.

**OLD BUSINESS:**

**NOISE ORDINANCE:**

D. St. Pierre stated on the revised Noise Ordinance that is before you, the requested changes have been made on page 3 under construction and repair of buildings the changes were made from Monday through Friday to Monday through Saturday and footnotes 1 & 2 were removed.

P. Rueppel move to hold a public hearing on the noise ordinance. Seconded by M. Ruel.

**Roll call vote:**

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

**Motion carried.**

P. Fitanides stated, in reference to the Criminal Code Title LX 62 Chapter 644:2-a on disorderly conduct, that everything is completely covered in the State Statute and he is against creating another ordinance in the Town of Hooksett; there are enough ordinances in the Town.

D. St. Pierre appreciated Phil's point but the ordinance is asking to be quiet without making it a criminal offense. One doesn't need to go to prison for making noise and the Criminal Code you refer to makes it a criminal offense. A Town ordinance would provide for a violation with a fine as opposed to a prison term.

G. Longfellow stated he's in favor of any kind of rule that can be used without going to the State.

D. St. Pierre stated the ordinance does have a grandfather clause in it and again he would like to know what the Council wants in this ordinance before he brings it to the citizens of the Town. Hooksett's Chief of Police and the Town prosecutor will be at the Public Hearing. He was unable to locate the grandfather clause and he stated he would look into making sure that it is in place.

Chairman DiBitetto stated he would request that Chief Agrafiotis attend and D. St. Pierre would request for the Town Prosecutor be present.

### **PROCEDURE PROPERTY DISPOSITION.**

Chairman DiBitetto presented an edited version of the procedure.

D. Belanger moved to adopt the Policy on Sale, Riddance and Disposal of Town Property. Seconded by G. Longfellow. **Motion carried unanimously.**

P. Fitanides asked if there is any procedure in place to safeguard the Town so that computers are not sold or given away with any Town data on them.

M. Ruel stated that might be something for the new computer person to do.

### **OLD BUSINESS:**

#### **TOWN ADMINISTRATOR SEARCH:**

M. Ruel stated thus far she has reviewed 16 applications, two are repeats, and she has just received 20 more. She presented a proposed schedule and would like to have a workshop next Wednesday, November 12<sup>th</sup>, to review applications. Dec 2<sup>nd</sup> will be another workshop to discuss candidates. December 13<sup>th</sup> to conduct an assessment center event. December 14<sup>th</sup> meet the Department Heads. M. Ruel would let the consultant know where the Council stands for his services.

P. Fitanides stated that the Consultant was experienced in searching for Fire and Police Chiefs but has little to no experience in selecting a Town Administrator.

M. Ruel stated the Council was aware of the Consultants extent and areas of expertise.

Chairman DiBitetto stated that at the next meeting they would discuss the need for a consultant.

M. Ruel stated that she has created a spreadsheet with data on each candidate that includes where they are located, highlights of work experience, and there are some pluses and minuses in certain areas. She created the spreadsheet to speed up the process and all applications will be available for Council's review as well.

### **BROADBAND MERTON GROUP.**

M. Jolin asked what the status was on the Broadband Merton Group.

Chairman DiBitetto stated they failed to show up at a scheduled meeting with the Town Administrator and himself. He asked that P. Loiselle contact them to see if they are interested in pursuing their venture in Hooksett.

### **FIRE DEPARTMENT INQUIRY:**



D. St. Pierre stated he is very appreciative of what's going on in the Fire Department; he feels very positive about it but would like to know if the inquiry is ever going to be completed.

Chairman DiBitetto stated we owe a resolution to all parties and should make a final report.

D. Belanger stated as one of the biggest proponents of the issue, it's time to move forward and recognize that most of the problems have disappeared and a final report should be rendered. We have an Acting Chief who is more than willing to work with Council and the Town Administrator to move the Fire Department forward. We owe them gratitude for what they have been through.

Chairman DiBitetto stated it does require a final report. The entire Fire Department needs to be recognized for taking immediate remedial action with issues that needed to be dealt with.

P. Fitanides stated that he agrees with D. Belanger and the Chairman but there are issues, not personal to him, that need to be discussed and perhaps should be done in a closed session.

M. Ruel stated that her thoughts are that the fire Inquiry's final report should detail what the Council's concerns were, what information they did obtain and a conclusion that says what was addressed and how they are moving forward which would also show all the work that was done in the process.

H. Murray stated if you include the truck committee report he advised being very careful in using that because tanker three has a leak problem and this issue was never addressed with the Heavy Equipment Committee. The truck's mileage has nothing to do with the condition of the vehicle, it is the hours used that must be considered. The Heavy Equipment Committee Report did not contain hours of usage, the pumps, the piping or anything to do with the fire suppression issues. This was explained to the CIP and that there are trucks with over 200,000 miles and 18,000 hours of pumping. Those are the items you want to look for.

P. Loiselle and M. Ruel to work on finalizing the inquiry report.

M. Ruel asked what the process would be to attend a seminar such as a Land Use Seminar that costs \$269.

D. St. Pierre stated that the Planning Board has funds for classes related to zoning, planning, and land use.

P. Loiselle stated he would look into locating funds for that seminar.

### **NEW BUSINESS:**

#### **CITIZEN COMPLAINT.**

D. Belanger stated he received a request from Mr. Hebert in reference to a junkyard that needs to be cleaned up adjacent to his property. He would like to have the Acting Town Administrator look into what the Building Code Enforcement Officer has done and what can be done. He understands that many letters were sent and there has been no improvement so maybe now its time to take the next step.

P. Loiselle stated the next step would be to have legal counsel send a letter or look into what fines could be imposed. He would report back to Council and advise if there is a fine schedule.

#### **TRI-TOWN AMBULANCE – BILLING PRACTICES.**

D. Belanger stated he would like Council to review Tri-Town Ambulance's billing method by having one of Tri-Town's representatives attend a Council meeting to discuss how they bill for services.

Chairman DiBitetto stated that we are members of Tri-Town's Board so we should be aware of how the billing is done.

P. Fitanides stated there is talk about building a new fire station in the future so maybe Council could have an exploratory workshop on the Town having it's own ambulance service.

Several Council members stated that a survey was sent out a few years back and extensive work was done in looking into the Town having it's own ambulance service.

M. Ruel stated there are Council minutes that can be read to review that issue.

D. Belanger stated the results were that the Town was overwhelmingly in favor of keeping Tri-Town Ambulance Service as their provider.

**NONPUBLIC SESSION:**

P. Loiselle moved at 9:20pm 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 D. Belanger. **Motion carried unanimously.**

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

P. Rueppel moved at 9:28 to exit nonpublic session. Seconded by D. Belanger. **Motion carried unanimously.**

M. Jolin moved that the use of all impact fees be brought to the Town Council for approval. Seconded by P. Rueppel. **Motion carried unanimously.**

Chairman DiBietto adjourned the meeting at 9:30 pm.

Respectfully submitted,

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Tina M. Paquette  
Administrative Assistant

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Mary A. Ruel  
Town Council Secretary