

Approved

**TOWN COUNCIL MINUTES
Regular Meeting
Wednesday, September 8, 2004**

PRESENT: D. Belanger, M. DiBitetto, P. Fitanides, Chairman Jolin, P. Loiselle, G. Longfellow, M. Ruel (excused), P. Rueppel, D. St. Pierre, M. Sharma (Town Administrator)

CALL TO ORDER: Chairman Jolin called the meeting to order at 6:30 pm.

NON-PUBLIC SESSION:

D. Belanger moved at 6:31pm 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.**

D. Belanger moved at 6:52pm to exit nonpublic session. Motion seconded by D. St. Pierre. **Roll call vote carried unanimously.**

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

APPROVAL OF MINUTES:

July 28, 2004 (amendment) – P. Loiselle moved to amend the July 28, 2004 minutes. Motion seconded by G. Longfellow. **Motion carried unanimously.**

August 11, 2004 – G. Longfellow moved to approve the August 11, 2004. Motion seconded by P. Loiselle. **Motion carried.** M. DiBitetto abstained, not present at the meeting.

August 25, 2004 – P. Loiselle moved to approve the August 25, 2004 minutes. Motion seconded by G. Longfellow. **Motion carried.** M. DiBitetto and D. St. Pierre abstained, not present at the meeting.

NOMINATIONS/APPOINTMENTS:

Appointment of Chris Pearson to ZBA

G. Longfellow moved to appoint Chris Pearson to ZBA as an Alternate Fill-in member, exp. 6/2005. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

Appointment of Voting Delegate to NHMA Meeting

Council consensus was to appoint G. Longfellow as voting delegate to represent Hooksett at the NHMA Legislative Policy Conference scheduled for Friday, September 17, 2004.

P. Loiselle moved to authorize G. Longfellow to vote on behalf of the town. Motion seconded by D. Belanger. **Motion carried unanimously.**

SCHEDULED APPOINTMENTS:

Public Hearing, Emergency Management Acceptance of Emergency Grant

Chairman Jolin opened the public hearing at 7 pm.

Al Dionne, Emergency Management Director stated that this grant is a matching three-part grant for Emergency Management.

Chairman Jolin closed the public hearing at 7:02 pm.

P. Fitanides questioned the fact that the town does not have Drug Rehabilitation program available when they have been accepting grants.

H. Murray stated that he went through the whole checklist for accepting grants and it is the same as any other business. Labor laws are posted at the Town Hall and Fire Station.

D. Belanger moved to accept the emergency grant money for a total of \$1668.00 with matching money from the Administration Department in the amount of \$1,000.00 and \$668.00 from Emergency Management Mileage line. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

Adopting Procedures for Hiring Police Commissioners

M. DiBitetto stated that this matter was voted in June. The procedure requires nominees for the Police Commission to have a background check prior to appointment.

D. Belanger moved to adopt the draft dated July 24th, 2002, procedures for hiring Police Commissioners. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

Fire Chief Michael Williams – Purchase of New Self Contained Breathing Apparatus (SCBA)

Fire Chief Michael Williams presented the bids for the new SCBA. This was a warrant article from last year in the amount of \$211,059.91. He stated that this is a replacement for the entire unit and has a lifetime of 15 years.

The bids came from the following companies:

	SCBA	Fit Test Equipment	Flow Test Equipment
a. American Fire Equipment	\$176,192.00	\$7,900.00	\$10,099.00
b. Frontline Fire & Rescue Equipment	\$214,928.00	\$8,400.00	\$11,068.00
c. Scott Health & Safety	\$238,068.00		\$10,400.00
d. A.J. Abrams Company		\$7,800.00	

P. Loiselle asked why it was necessary to replace the entire unit and not just the tank. Chief Williams said it is because the unit has been updated once and cannot be updated again.

P. Loiselle moved to authorize the Fire Department to purchase the new SCBA from American Fire Equipment for a total of \$209,989.59 (includes cost for EVACpro emergency escape respirators). Motion seconded by M. DiBitetto. **Motion carried unanimously.**

Dale Hemeon, Highway Department – Purchase of 35,000 lb. Truck

(Dale Hemeon was not present) D. St. Pierre moved to table the matter until clarification was obtained. Motion seconded by G. Longfellow. **Motion carried unanimously.**

D. Hemeon came in at 8:15 pm.

P. Loiselle moved to remove the matter from the table. Motion seconded by P. Rueppel. **Motion carried unanimously.**

D. Hemeon presented the bids they received to purchase a 35,000 lb. truck. The bids came from the following companies:

<u>35, 000 lb. Cab & Chassis Six Wheel Truck</u>		<u>Body & Plow</u>	
Liberty International	\$54,230.00	Howard P. Fairfield, Inc.	\$46,200.00
Freightliner	\$51,449.00	Donovan Equipment Co., Inc.	\$43,771.00

Manchester Mack	\$54,864.00	E.W. Sleeper Co., Inc.	\$44,425.00
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He recommended accepting the bids from Freightliner for \$51,449.00 and for the body and plow to be purchased from E.W. Sleeper at \$44,425.00 for a total price of \$92,874.00, with \$3,000.00 trade-in value for the old truck. The warrant article was approved for \$90,000.00. Highway Department would take the balance out of their budget.

P. Loiselle moved to authorize the Highway Department to purchase a 35,000 lb. truck with plow from Freightliner and E.W. Sleeper for a total price of \$92,874.00 (with trade-in value of old truck for \$3,000.00) to come from the warrant article in the amount of \$90,000.00 and the balance of \$2,874.00 to come from the Highway Department's budget. Motion seconded by G. Longfellow.
Roll call vote carried unanimously.

OLD BUSINESS:

TIF 10% Retainage Release

M. Sharma informed the Council that he met with Arleigh Green, Jimmy Watkins (Arleigh Green's partner), Chuck Irving, Frank Dougherty, Charles Watson, Fire Chief Michael Williams, Asst. Fire Chief Dean Jore and Harold Murray. The final word was to consider three options. The first option is for the town to purchase the DOT land on Route 3A for Arleigh Green and he will give the town 2 acres. The second option is for the town to accept the original land on Technology Drive. Jimmy Watkins will arrange to fill the land and bring water to the property. The third option is the 2 acres of land on Quality Drive. M. Sharma stated that the Fire Department prefers the land on Route 3A, second choice would be Quality Drive and their last choice is the land on Technology Drive. P. Loiselle asked if they are proposing to fill the land, why not give the town another piece of land. The land on 3A is questionable because of archeological aspects. M. Sharma stated that the state asked for their archeologists to be involved when construction begins. D. St. Pierre asked if Arleigh Green could purchase the state owned land as an individual broker. M. Sharma said it is possible but he would have to pay more.

D. Belanger moved to pursue the second option for the town. Motion seconded by D. St. Pierre.

M. Sharma informed the council that after consulting with the Town Counsel, Bart Mayer, the town was advised not to hold the retainage for the land for too long. They would meet again on the morning of September 22nd to finalize the matter. He said he would have a recommendation to the council at the next meeting.

D. Belanger withdrew his motion. D. St. Pierre withdrew his second.

Hiring New Assessor

M. Sharma informed the council the position would be advertised soon.

NEW BUSINESS:

Budget Calendar Approval

Council consensus was to have a budget hearing on Saturday, January 8th 2005 (snow day, January 15th)

M. DiBitetto moved to approve the budget calendar. Motion seconded by D. Belanger. **Motion carried unanimously.**

Release of Protective Covenant

David Campbell stated that this matter came up from title searches with regards to Huttig development. In 1957, before zoning was established in Hooksett, the land was put under protective covenant. The Town of Hooksett is one of the owners on the list. He added that the protective covenant is not practical, as it has not been enforced.

D. Belanger moved to release the protective covenant and authorize the Town Administrator to sign. Motion seconded by M. DiBitetto. **Motion carried unanimously.**

Wetland Permit Application for the Connector Road

Jeff Byrd, Brown Engineering, stated that they are moving forward with the connector road. They would need a representative from the town to submit an application for wetland permit and attend a meeting at NHDES.

M. DiBitetto moved to authorize the Town Administrator to sign permits and attend meetings with regards to the connector road. Motion seconded by D. Belanger. **Roll call vote carried unanimously.**

TOWN ADMINISTRATOR'S REPORT:

M. Sharma reported on the following:

1. Updated the council about the budget as of August 2004.
2. He received a letter from the Town of Allenstown regarding Water Tower Agreement. There were some maintenance issues with the tower and according to the agreement Hooksett and Allenstown were to share the costs. There is no action needed at this time.
3. Ken Andrews, Code Enforcement Officer gave his notice. October 1st would be his last day. The position was advertised at various web sites and would be advertised in The Sunday Union Leader.
4. The Supervisors of the Checklist suggested reinstating the town census. There is enough data from the US census to do re-districting but the census would be useful to determine age groups. Council consensus was for the Town Administrator to look into the most cost-effective way of doing the census and figure into the budget for next year.
5. He asked when Trick or Treat would be held this year. The Council voted last year to schedule Trick or Treat on October 31st, from 6 pm until 8 pm every year.
6. Comcast Cable contract negotiation will be wrapped up by next week.

SUB-COMMITTEE REPORTS:

Village Re-Use Advisory Committee

Chairman Jolin read the charge: to recommend the way(s) in which the Village School facility should best be utilized in 2004 and beyond to satisfy the short and long-term needs of the Hooksett community. It would have 11 members consisting of the (5) Facilities Committee members (P. Rueppel, M. Jolin, D. St. Pierre, Code Enforcement Officer and the Town Administrator), (3) At-Large members (Private Sector Taxpayers), (2) member from Hooksett-ites and CEDCO and (1) member from the Parks & Recreation Advisory Board. Members would be nominated at the next meeting.

D. Belanger moved to authorize the committee as presented. Motion seconded by P. Loiselle. **Motion carried unanimously.**

M. DiBitetto moved to appoint Chairman Jolin as chairman of the committee. Motion seconded by D. Belanger. **Motion carried unanimously.**

Chairman Jolin tentatively scheduled the first meeting on Monday, September 20th at 4 pm.

Dissolving Inactive Sub-Committees

D. St. Pierre moved to dissolve the connector road sub-committee. Motion seconded by G. Longfellow. **Motion carried unanimously.**

M. DiBitetto suggested assigning the Council Newsletter to the Administration Department.

D. St. Pierre moved to eliminate the council representative to the Hooksett Central Water Precinct. Motion seconded by G. Longfellow. **Motion carried unanimously.**

G. Longfellow moved to eliminate the council representative to the Commerce Alliance. Motion seconded by D. St. Pierre. **Motion carried unanimously.**

M. DiBietto suggested merging the Historical Society with Heritage Commission. The Town Administrator would look into the possibilities of merging the committees.

M. DiBietto suggested restructuring Parks & Recreation Advisory Board's charge. The Chairman said it could not be restructured since it is charged by an RSA. This matter would be discussed at another meeting.

G. Longfellow moved to eliminate the council representative to the Sewer Commission. Motion seconded by P. Rueppel. **Motion carried unanimously.**

G. Longfellow moved to eliminate the council representative to the Village Water Precinct. Motion seconded by P. Loiselle. **Motion carried unanimously.**

P. Loiselle suggested charging a sub-committee to monitor impact fees. This would be discussed at another meeting.

Perambulation

M. DiBietto stated that this matter should be addressed and resolved as soon as possible. He suggested having a consensus as to where the line should be and go to the legislature to settle the matter. Council consensus was to ask the Perambulation Committee for a proposed course of action.

ADJOURNMENT:

The meeting was adjourned at 9:27 pm.

Respectfully submitted,

Evelyn F. Horn
Administrative Assistant

Michael J. DiBietto
Town Council Secretary