

Approved

**TOWN COUNCIL MINUTES
Regular Meeting
Wednesday, January 26, 2005**

PRESENT: Chairman M. Jolin, P. Fitanides, P. Loiselle, G. Longfellow, P. Rueppel, M. Sharma
(Town Administrator)

D. St. Pierre (arrived at 6:10 pm)
M. Ruel (arrived at 6:12 pm)
M. DiBietto (arrived at 6:14 pm)
D. Belanger (arrived at 6:15 pm)

CALL TO ORDER: Chairman M. Jolin called the meeting to order at 6:10 pm.

NON-PUBLIC SESSION:

P. Rueppel moved to enter non-public session at 6:15 pm 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. Loiselle. **Roll call vote carried unanimously.**

G Longfellow moved to exit non-public session at 7:20 pm. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

The Council voted not to divulge the minutes of the non-public session.

APPROVAL OF MINUTES:

January 8, 2005 – G. Longfellow moved to approve January 8, 2005 minutes. Motion seconded by D. Belanger. **Motion carried with D. St. Pierre abstained.**

January 12, 2005 – G. Longfellow moved to approve January 12, 2005 minutes. Motion seconded by P. Loiselle. **Motion carried with D. St. Pierre and P. Rueppel abstained.**

PUBLIC INPUT:

Peter Farwell, 24 Grant Drive, expressed his concerns regarding the proposed renovation of the former Village School. He said he is very much in favor of the Village School renovation but is concerned about CEDCOH's involvement in the project. He would vote for the \$1.5 million warrant article but he does not think the voters would like the fact that portion of the renovated school would be rented out. He added that CEDCOH's involvement should be explained to the voters. On another matter, he said there are stipulations on the new Comcast contract to include Public Access TV. He asked the Council to add a \$40,000.00 warrant article on the ballot for Public Access TV.

SCHEDULED APPOINTMENTS:

Arc IMS – Jo Ann Duffy, Planning Coordinator did a demonstration of the Arc IMS system, a GIS Internet program, which the town is currently using. This allows for any property in town to be viewed. It also includes information such as parcel number, owner's name and address, assessing information, property information (ex. number of bedrooms, etc.), zoning, population density, elevation, topography, property measurement, abutters, etc. All information is based on the town's tax cards. It also offers aerial photography for individual parcels. This can be zoomed in and out. She suggested adding a link on the town's website and making the system available to the public.

Harold Murray, Emergency Management Deputy Director stated that he was involved with the Arc IMS system from the time it was first introduced to the town and added that the system would be useful to all town departments.

M. Sharma suggested checking with other towns, which are currently using the program prior to making the system available to the public. He added that some information should not be made public for security reasons.

Council consensus was to table the matter until more information is available.

Purchase of new Sprinkler System for Fire Station 1

Deputy Fire Chief Dean Jore presented 3 bids for a new sprinkler system for Fire Station 1. The bids came from the following:

Metro-Swift Sprinkler Corp.	\$11,004.00
Superior Fire Protection, Inc.	\$15,900.00
John L. Carter Sprinkler Co., Inc.	\$23,145.00

He recommended accepting the bid from Metro-Swift Sprinkler Corp. for \$11,004.00. He said not only did they give the lowest bid; his department has worked closely with the company in the past.

P. Fitanides expressed concerns regarding the significant difference between the highest and the lowest bids. He added that Metro-Swift's bid is not as detailed as the other two bids. Chairman M. Jolin and D. St. Pierre agreed with P. Fitanides.

P. Loiselle moved to table the matter and ask for a more detailed and comparable estimates from the companies. Motion seconded by D. Belanger. **Motion carried unanimously.**

NEW BUSINESS:

Solid Waste/Skid Steer Loader Warrant Article

Diane Savoie, Finance Director explained that the \$32,000.00 Solid Waste/Skid Steer Loader would be reimbursed from a Special Revenue Fund, therefore it needs to be taken out of the operating budget and placed in a warrant article.

D. Belanger moved to change the line item to a warrant article and reduce the budget by \$32,000.00. Motion seconded by M. Ruel. **Motion carried unanimously.**

Approval of Warrant Articles

Article #3 - Shall the town vote to rescind the \$3,500,000 bond per Warrant #4 passed on May 14, 2002 to authorize the Town Council to enter into an agreement with the State Revolving Loan Program for the purpose of construction, replacement and expansion of a portion of the Wastewater Treatment Plant and add a composting operation to the existing plant. Passage of this article is contingent upon an affirmative vote of Article #4.

Article #4 - To see if the Town will vote to raise and appropriate the sum of \$3,500,000 (three million five hundred thousand dollars) for the purpose of construction, replacement and expansion of a portion of the Wastewater Treatment Plant and add a composting operation to the existing plant and to authorize the issuance of not more than \$3,500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33, and to authorize the Town Council to issue and negotiate such bonds or notes, and to determine the rate of interest thereon. This loan will be paid for by sewer system development fees and sewer ratepayers. **NO MONEY IS TO BE RAISED BY TAXATION.** Passage of this article is contingent upon an affirmative vote of Article #3. (3/5 ballot vote required)

D. St. Pierre stated he is concerned with how the warrant article is worded because of the group of residents (CACO) opposed to having composting operation.

Sid Baines, Sewer Commission Chair suggested adding the following language to the warrant article: ***"This is a housekeeping warrant article that will give the Town more options and flexibility to secure the best bonding and/or loan opportunities."***

M. Sharma offered the following revised wordings, which were acceptable to Mr. Baines:
“Passage of this article will provide the Town more flexibility in securing the most advantageous interest rate for either bond and/or other loan opportunities.”

M. DiBitetto moved to approve as revised with the above additional language. Motion seconded by D. St. Pierre. **Motion carried unanimously.**

Article #5 - To see if the Town will vote to raise and appropriate the sum of \$1,500,000 (one million five hundred thousand dollars) for the purpose of construction/renovation including architectural and engineering of the new town offices and to authorize the issuance of not more than \$1,500,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act RSA 33, and to designate the Town Administrator as agent to issue and negotiate such bonds or notes, and to determine the rate of interest thereon.

P. Loiselle moved to approve as revised. Motion seconded by D. St. Pierre.

G. Longfellow asked what the tax impact would be if the warrant article was passed. M. Sharma said for a 10-year bond, it would be \$0.19 per \$1,000.00 assessed value down to \$0.14 per \$1,000.00 assessed value on the last year. For a 15-year bond, it would be \$0.15 down to \$0.09 on the last year. For a 20-year bond, it would be \$0.13 down to \$0.07 on the last year.

Dawn Stanhope, Village School Re-Use Advisory Committee member asked if it is possible to offer two construction options on the warrant article. Chairman M. Jolin said no and that it would be hard to do. It may also be confusing.

Mike Horne, Village School Re-Use Advisory Committee member suggested adding another amount on the warrant article to cover expenses other than just the architectural and engineering costs. Chairman M. Jolin said warrant articles have to be specific and worded, “for renovations of Town Offices...”.

Frank Kotowski, Village School Re-Use Advisory Committee stated that if we present two separate warrant articles, voters would more than likely vote for the lower amount. A better choice would be to go for the total amount of \$1.5 million.

M. DiBitetto moved to strike Article #16 (To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for Architectural and Engineering cost for the new town offices (former Village School), raise and appropriate the sum of \$100,000.00 (one hundred thousand dollars) to be placed in said fund and to name the Town Administrator as agent to expend.). Motion seconded by D. St. Pierre. **Motion carried unanimously.**

Motion to approve Article #5 as revised carried unanimously.

Article #6 - Shall the Town of Hooksett raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$13,519,155**? Should this article be defeated, the default budget shall be **\$13,034,453**, which is the same as last year, with certain adjustments required by previous action of the Town of Hooksett or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Note: This Article does not include special warrant articles #3 through #17.

D. St. Pierre moved to approve. Motion seconded by M. Ruel. **Motion carried unanimously.**

Article #7 - To see if the Town will vote to raise and appropriate the sum of \$32,000 (thirty-two thousand dollars) to purchase a Solid Waste skid steer loader. Said funds to be withdrawn from the Solid Waste Disposal Special Revenue Fund, with no funds from current year taxation.

M. Ruel moved to approve. Motion seconded by G. Longfellow. **Motion carried unanimously.**

Article #8 - To see if the Town will vote to raise and appropriate the sum of \$90,000 (ninety thousand dollars) to be placed in the Library HVAC System Development Capital Reserve Fund already established. **RECOMMENDED BY CIP COMMITTEE**

D. St. Pierre moved to approve. Motion seconded by M. Ruel. **Motion carried unanimously.**

Article #9 - To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for feasibility study, land acquisition and associated costs for the southern leg of the alternate north/south highway (as proposed in the 1971 Metcalf and Eddy comprehensive plan and 1989 town master plan) and raise and appropriate the sum of \$150,000 (one hundred fifty thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend.

D. Belanger moved to approve. Motion seconded by P. Loiselle.

G. Longfellow asked about funds, which were supposed to come from SNHU and the developers. Town portion may only be \$50,000.00. M. DiBitetto suggested decreasing the amount of the warrant article to \$50,000.00 and making an amendment, if needed, during the deliberation. M. Ruel commented on discussions in the past if the road was to be built, that the Town could give the road to SNHU. She is absolutely opposed to that. She added that there is big price on the value of that road and it should not be given away for free.

M. DiBitetto moved to amend the amount to \$50,000.00. Motion seconded by P. Fitanides.

Roll Call

G. Longfellow	Yes	P. Loiselle	No		
D. Belanger	No	Chairman M. Jolin	No		
M. DiBitetto	Yes	P. Fitanides	Yes		
M. Ruel	Yes	D. St. Pierre	No	5-4	<u>Motion carried.</u>
P. Rueppel	Yes				

Roll Call (on the motion to approve the warrant article with \$50,000.00)

G. Longfellow	Yes	P. Loiselle	No		
D. Belanger	No	Chairman M. Jolin	Yes		
M. DiBitetto	Yes	P. Fitanides	Yes		
M. Ruel	Yes	D. St. Pierre	Yes	7-2	<u>Motion carried.</u>
P. Rueppel	Yes				

Article #10 - To see if the Town will vote to raise and appropriate the sum of \$15,000 (fifteen thousand dollars) to be placed in the Police Computer System Development Capital Reserve Fund already established. **RECOMMENDED BY CIP COMMITTEE**

D. St. Pierre moved to approve. Motion seconded by D. Belanger. **Motion carried unanimously.**

Article #11 - To see if the Town will vote to raise and appropriate the sum of \$10,000 (ten thousand dollars) to be placed in the Parks and Recreation Facilities Development Fund already established. **RECOMMENDED BY CIP COMMITTEE**

G. Longfellow moved to approve. Motion seconded by P. Loiselle. **Motion carried w/ M. Ruel opposed.**

Article #12 - To see if the Town will vote to authorize the Council to enter into a five year lease/purchase agreement for the purpose of purchasing a vacuum sweeper/catch basin cleaner for the Highway Department and to raise and appropriate the sum of \$35,198 (thirty-five thousand one hundred and ninety-eight dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted. This lease agreement contains an escape clause. **RECOMMENDED BY CIP COMMITTEE**

M. Ruel moved to approve. Motion seconded by D. Belanger. **Motion carried unanimously.**

Article #13 - To see if the Town will vote to raise and appropriate the sum of \$78,564 (seventy-eight thousand five hundred and sixty-four dollars) for pay increases for non-union Town personnel. The pay increase will include a 2% cost of living adjustment and a 2% step merit increase based on a successful performance evaluation.

<u>Type</u>	<u>Salaries</u>	<u>Taxes & Retirement</u>
2% COLA	\$33,980	\$4,914
2% Merit Step	\$34,660	\$5,011

D. St. Pierre moved to approve. Motion seconded by M. Ruel.

Roll Call

G. Longfellow	Yes	P. Loiselle	Yes		
D. Belanger	Yes	Chairman M. Jolin	No		
M. DiBitetto	No	P. Fitanides	Yes		
M. Ruel	Yes	D. St. Pierre	Yes	7-2	<u>Motion carried.</u>
P. Rueppel	Yes				

Article #14 - To see if the Town will vote to raise and appropriate the sum of \$25,000 (twenty-five thousand dollars) to be placed in the Solid Waste Containment/Enclosures fund already established. This money will help the town comply with the Environmental Protection Agency's National Pollutant Discharge Elimination System (NPDES) Storm Water Phase II Rules. **RECOMMENDED BY CIP COMMITTEE**

G. Longfellow moved to approve. Motion seconded by M. Ruel. **Motion carried unanimously.**

Article #15 - To see if the Town will vote to raise and appropriate the sum of \$44,802 (forty-four thousand eight hundred and two dollars) for the salaries, benefits, taxes of a full-time employee for trash collection.

<u>Fiscal Year</u>	<u>Salaries</u>	<u>Taxes</u>	<u>Benefits</u>
2005-06	\$25,189	\$1,927	\$17,686

G. Longfellow moved to approve. Motion seconded by M. Ruel. **Motion carried unanimously.**

Article #17 - To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for aerial photography and to raise and appropriate the sum of \$9,000 (nine thousand dollars) to be placed in said fund, and to name the Town Administrator as agent to expend. **RECOMMENDED BY CIP COMMITTEE**

D. St. Pierre moved to approve. Motion seconded by G. Longfellow. **Motion carried unanimously.**

Article #18 - To see if the Town will vote to authorize the Council to enter into a seven year lease/purchase agreement for the purpose of purchasing a replacement Fire Pumper (engine) and to raise and appropriate the sum of \$51,846 (fifty-one thousand eight hundred and forty-six dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted. This lease agreement contains an escape clause. **RECOMMENDED BY CIP COMMITTEE**

P. Loiselle moved to approve. Motion seconded by D. Belanger.

Deputy Fire Chief Dean Jore asked to include a footnote that says which engine is to be replaced on both warrant articles #18 & 19.

The motion was changed to approve as revised.

Motion carried unanimously.

Article #19 - To see if the Town will vote to authorize the Council to enter into a seven year lease/purchase agreement for the purpose of purchasing a replacement Fire Pumper (engine) and to raise and appropriate the sum of \$51,846 (fifty-one thousand eight hundred and forty-six dollars) as the first year's payment. This is a non-lapsing appropriation per RSA 32:7,VI and will not lapse until the truck is delivered and accepted. This lease agreement contains an escape clause. **RECOMMENDED BY CIP COMMITTEE**

P. Loiselle moved to approve as revised. Motion seconded by P. Fitanides. **Motion carried with G. Longfellow opposed.**

M. Ruel moved to move Articles 13 & 15 before Article 10. Motion seconded by D. St. Pierre.

There was a discussion as to how it was written on the ballot in previous years. Warrant Articles approved by the council unanimously have always been written first on the ballot.

D. St. Pierre withdrew his second.

Council consensus was to write the warrant articles in the order based on the number of council votes such as warrant articles approved by the council unanimously would be written first on the ballot. (Attachment 1)

P. Loiselle moved to add a warrant article for \$40,000.00 for Public Access TV. Motion seconded by D. St. Pierre.

Roll Call

G. Longfellow	No	P. Loiselle	Yes		
D. Belanger	Yes	Chairman M. Jolin	Yes		
P. Rueppel	Yes	M. DiBitetto	No		
M. Ruel	Yes	P. Fitanides	Yes	7-2	<u>Motion carried.</u>
D. St. Pierre	Yes				

SUB-COMMITTEE REPORTS:

Solid Waste Advisory Committee – G. Longfellow informed the Council that one of the drivers for the Solid Waste Department has been out since November and is expected to be out for three more months on disability. The department cannot hire a replacement because of budget constraints. Chairman M. Jolin wondered if the department could hire a temporary personnel. Discussion ensued on the matter.

Court Lease Advisory Committee – P. Fitanides informed the Council that the 12 acres land where the courthouse is situated is worth about \$600,000.00. He requested for an expense report on the courthouse.

PUBLIC INPUT:

Dawn Stanhope announced that CEDCOH is having their second annual meeting on January 27th, 2005. She invited the Council to attend.

ADJOURNMENT:

Meeting was adjourned at 9:35 pm.

Respectfully submitted,

Evelyn F. Horn
Administrative Assistant

Michael J. DiBitetto
Town Council Secretary