

Official

**TOWN COUNCIL MINUTES**  
**Regular Meeting**  
**Wednesday, June 28, 2006**

**CALL TO ORDER:** Chairman M. DiBietto called the meeting to order at 6:30 pm.

**PRESENT:** Daniel Belanger (excused), Philip Fitanides (arrived at 6:35 pm), Jason Hyde, Mike Jolin, Paul Loiselle, George Longfellow, Doug St. Pierre, Stuart Werksman, Chairman Michael DiBietto, David Jodoin (Town Administrator)

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES:**

June 14, 2006 – D. St. Pierre moved to table. Motion seconded by P. Loiselle. **Motion carried unanimously.**

**PUBLIC INPUT:**

Mary Farwell, Library Trustee stated that Brady Sullivan submitted an application for variance for their property at Mount St. Mary's Apartments. They are asking to add 70 units behind the building. If they are not allowed to do this, they will consider putting the buildings on the front lawn. The Library Trustees are opposed to any attempt to put anything on the front lawn.

Michael Pischetola, Police Commissioner candidate questioned Mr. Oliver's comments at the last Town Council meeting where he stated that former police officers should not be on the Police Commission. Councilor St. Pierre made the same statement. Mr. Pischetola stated that without explanation, these comments are not fair.

Vincent Lembo, 56 Main Street thanked the 3 Councilors (D. Belanger, P. Fitanides & D. St. Pierre) who are leaving. He commented on an article on the Banner about the TIF District and Councilors putting roadblocks on the project. The newspaper somehow obtained copies of e-mails involving a Councilor. He asked if the taxpayers could count on the Council to negotiate the best possible deal for the Town of Hooksett.

J. Hyde explained that any communication he has with citizens in this Town, which was requested of him to be kept in confidence will be held in confidence. His comments were taken out of context without knowledge of what the whole conversation was about. He was frustrated with the vote results but will try to do his best as a Councilor to negotiate for the best interest of this Town.

**NOMINATIONS/APPOINTMENTS:**

**Building Board of Appeals**

D. St. Pierre moved to appoint the slate. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

The following were appointed:

John Ciempa and Yervant Nahikian as full members, exp. 6/2011.

Mike Jolin and Lee Belanger, Jr. as alternate members, exp. 6/2011.

**Conservation Commission**

P. Loiselle moved to appoint Cindy Robertson as a full member, exp. 6/2009. Motion seconded by P. Fitanides. **Roll call vote carried unanimously.**

Heritage Commission

S. Werksman moved to appoint Kathleen Northrup and Carolyn Schroeder as full members, exp. 6/2009. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

Library Trustees

D. St. Pierre moved to appoint Tammy Hooker and Linda Courtemanche. Motion seconded by J. Hyde.

G. Longfellow moved to appoint Tammy Hooker and Barbara Davis. Motion seconded by P. Loiselle.

**Roll Call:**

P. Fitanides, B. Davis & L. Courtemanche	G. Longfellow, B. Davis & T. Hooker
J. Hyde, T. Hooker & L. Courtemanche	D. St. Pierre, B. Davis & T. Hooker
M. Jolin, B. Davis & T. Hooker	S. Werksman, B. Davis & L. Courtemanche
P. Loiselle, B. Davis & T. Hooker	Chairman M. DiBitetto, B. Davis & T. Hooker

Barbara Davis and Tammy Hooker were appointed as Library Trustees, exp. 6/2007.

Parks & Recreation Advisory Board

G. Longfellow moved to appoint the slate. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

The following were appointed:

Cori Hillhouse & Roger Hebert as full members, exp. 6/2009.

Joanne C. Burwell as fill-in full member, exp. 6/2007.

Planning Board

**Roll call vote to appoint full members:**

P. Fitanides, Robert Duhaime & Daryl Dreffs	G. Longfellow, J. Gryval & J. McHugh
J. Hyde, R. Duhaime & Gerald Hyde	D. St. Pierre, R. Duhaime & D. Dreffs
M. Jolin, Joanne McHugh & John Gryval	S. Werksman, R. Duhaime & D. Dreffs
P. Loiselle, J. Gryval & D. Dreffs	Chairman M. DiBitetto, G. Hyde & D. Dreffs

Daryl Dreffs and Robert Duhaime were appointed as full members, exp. 6/2009.

D. St. Pierre moved to appoint Gerald Hyde as an alternate member, exp. 6/2009. Motion seconded by J. Hyde.

P. Loiselle moved to appoint Joanne McHugh. Motion seconded by G. Longfellow.

**Roll Call:**

P. Fitanides, G. Hyde	G. Longfellow, J. McHugh	
J. Hyde, G. Hyde	D. St. Pierre, G. Hyde	
M. Jolin, J. McHugh	S. Werksman, J. McHugh	
P. Loiselle, J. McHugh	Chairman M. DiBitetto, G. Hyde	<b><u>Tie.</u></b>

**2<sup>nd</sup> Roll Call:**

P. Fitanides, G. Hyde	G. Longfellow, J. McHugh
J. Hyde, G. Hyde	D. St. Pierre, G. Hyde
M. Jolin, J. McHugh	S. Werksman, J. McHugh
P. Loiselle, J. McHugh	Chairman M. DiBitetto, J. McHugh

Joanne McHugh was appointed as an alternate member, exp. 6/2009.

Police Commission

There are 3 nominees, Dana Argo, Mary Anne Maksalla & Michael Pischetola. Daryl Dreffs withdrew his nomination.

G. Longfellow moved to postpone the appointment. Motion seconded by S. Werksman.

Discussion ensued.

D. St. Pierre stated that it is irresponsible for the Council not to make the appointment when there are 3 nominees to fill the position.

P. Fitanides agreed.

**Roll call vote on the motion to postpone the appointment:**

P. Fitanides	No	G. Longfellow	Yes		
J. Hyde	No	D. St. Pierre	No		
M. Jolin	No	S. Werksman	Yes		
P. Loiselle	Yes	Chairman M. DiBietto	No	3-5	<b><u>Motion failed.</u></b>

**Roll call vote to appoint:**

P. Fitanides, Mary Anne Maksalla	G. Longfellow, M. Maksalla
J. Hyde, Michael Pischetola	D. St. Pierre, M. Maksalla
M. Jolin, Dana Argo	S. Werksman, M. Maksalla
P. Loiselle, M. Maksalla	Chairman M. DiBietto, M. Maksalla

Mary Anne Maksalla was appointed as Police Commissioner, exp. 6/2009.

**Solid Waste Management Advisory Board**

D. St. Pierre moved to appoint Merrill Johnson as full member, exp. 6/2009. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

**Trustee of the Trust Funds**

D. St. Pierre moved to appoint Cindy Motta as full member, exp. 6/2009. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

**Zoning Board of Adjustment**

D. St. Pierre moved to appoint Ronald Savoie as a full member and Roger Duhaime as an alternate member, exp. 6/2009. Motion seconded by P. Fitanides.

**Roll Call:**

P. Fitanides	Yes	G. Longfellow	Yes		
J. Hyde	No	D. St. Pierre	Yes		
M. Jolin	Yes	S. Werksman	Yes		
P. Loiselle	Yes	Chairman M. DiBietto	Yes	7-1	<b><u>Motion carried.</u></b>

**SCHEDULED APPOINTMENTS:**

**Public Hearing, Acceptance of Summerfare Street and Sunburst Lane**  
Chairman M. DiBietto opened the public hearing at 7:20 pm.

Dale Hemeon, Highway Department Manager, recommended to accept the roadways and release the bond completely. Normally, the bond is reduced to 10% upon completion of the project and held for 2 years. When the project was completed 2 years ago, the developer did not request for a bond reduction.

No public input.

Chairman M. DiBietto closed the public hearing at 7:22 pm.

P. Loiselle moved to release the bond completely. Motion seconded by M. Jolin. **Roll call vote carried unanimously.**

D. St. Pierre moved to accept Summerfare Street and Sunburst Lane per RSA 674:40-a. Motion seconded by S. Werksman. **Roll call vote carried unanimously.**

**Historic Markers**

A year ago, the Heritage Commission was assigned the project of installing historic markers.

Kathie Northrup, Heritage Commission Chair recommended the style and the vendor for the Historic markers, Sewah Studios of Marietta, Ohio. Each marker would cost \$1,570.00 - \$1,660.00 depending on the size of the lettering. There is a one-time charge of \$250.00 for creating the town seal mold. Heritage Commission has pledges from corporate sponsors to pay for the markers. \$250.00 is still needed for the town seal. She asked for the Council's approval to go forward with the project.

S. Werksman moved to approve the design and authorize the Heritage Commission to move forward with the project at no cost to the Town. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

Mr. Michael Sorel offered to pay for the town seal mold. The Council thanked Mr. Sorel for his generosity.

**GASB 34 Fixed Asset Policy**

Diane Savoie, Finance Director informed the Council that the Government Accounting Standards Board (GASB) statement number 34 requires the Town to establish a Fixed Asset/Capital Asset and Depreciation Policy. Any item more than \$10,000.00 is considered a depreciable item and will depreciate to zero in 8 years. Items less than 10,000.00 will be considered as an immediate expense and will be included in a separate schedule. There was no amount specified on GASB #34. The auditors suggested \$10,000.00. A poll was also done and found \$10,000.00 was a manageable figure.

Discussion on the matter ensued.

M. Jolin moved to accept the policy. Motion seconded by P. Fitanides. **Roll call vote carried unanimously.**

**OLD BUSINESS:**

**Encumbrances**

D. St. Pierre moved to encumber \$7,500.00 for Health Account Survey. Motion seconded by G. Longfellow.

**Roll Call:**

P. Fitanides	Yes	G. Longfellow	Yes		
J. Hyde	No	D. St. Pierre	Yes		
M. Jolin	Yes	S. Werksman	Yes		
P. Loiselle	Yes	Chairman M. DiBitetto	Yes	7-1	<b><u>Motion carried.</u></b>

D. St. Pierre moved to encumber \$1,203.00 for Telephone System upgrade in EOC Center. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

M. Jolin moved to encumber up to \$272,000.00 for Paving and Street Repairs. Motion seconded by P. Loiselle.

**Roll Call:**

P. Fitanides	Yes	G. Longfellow	Yes		
J. Hyde	Yes	D. St. Pierre	No		
M. Jolin	Yes	S. Werksman	Yes		
P. Loiselle	Yes	Chairman M. DiBietto	Yes	7-1	<b>Motion carried.</b>

#### Traffic/Speed Study

A letter was received from Southern NH Regional Planning Commission, which stated that the Hooksett town roads speed limit project would require approximately 80 additional staff hours at an estimated cost of \$2,200.00. This project will be completed under the Town's current contract, therefore, at no extra cost to the Town. SNHPC is working on the study, which would be completed in a month and presented to the Council.

#### **NEW BUSINESS:**

##### Current Town Pay Scale

D. Jodoin stated that the current pay scale has not been updated for some time. Currently, 3 employees have maxed out on the 20 steps plan. Next year, another 3 or 4 employees will max out. The voters passed a warrant article, which gave employees 2% COLA and 2% step increase. He recommended working on a full-blown pay scale study this year. In the meantime, he requested creating step 21 with 2% and another step (step 22) for another 2% for successful evaluation.

D. St. Pierre stated that pay scale should not be an endless step process. There is a plateau everyone reaches. They could either get additional education/training or move on to another company. Pay grades should be reclassified instead of just adding steps.

Discussion on the matter ensued.

M. Jolin moved to increase all steps to reflect 2% COLA. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

##### Resolution for Declaration of Disaster (Attached)

D. Jodoin asked for a resolution to be signed and approved in order for the Town to get reimbursed by FEMA for Salary workers' overtime pay.

M. Jolin suggested striking paragraph 2. The Governor and the President declaring the community a disaster should be sufficient.

M. Jolin moved to adopt the resolution with paragraph 2 to be stricken. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

Total salaries to be paid, \$11,745.96. FEMA to pay 75% (\$8,809.47) and the Town to pay 25% (\$2,936.49). Expense to be recorded as an account receivable from FEMA.

G. Longfellow moved to approve payment of \$11,745.96 for overtime. Motion seconded by S. Werksman.

#### **Roll Call:**

P. Fitanides	Yes	G. Longfellow	Yes		
J. Hyde	No	D. St. Pierre	Yes		
M. Jolin	No	S. Werksman	Yes		
P. Loiselle	Yes	Chairman M. DiBietto	Yes	6-2	<b>Motion carried.</b>

##### Resolution for Signing Approval for Abatements (Attached)

D. Jodoin asked for a resolution to be approved and signed in order for the Town Administrator to sign off on abatements, which would include property taxes and motor vehicles fees refunds. This is to make sure proper documentations are kept as back up.

G. Longfellow moved to adopt the resolution. Motion seconded by S. Werksman. **Roll call vote carried unanimously.**

**TOWN ADMINISTRATOR'S REPORT:**

D. Jodoin reported on the following:

1. The Town received a check for \$6,300.00 for the 2 Fire Department vehicles that were auctioned off. St Jean's Auction received 10% of the purchase price.
2. Lt. Christopher Ladue of the Fire Department will be retiring as of July 31<sup>st</sup>, 2006 at age 45 after 17 years of service.
3. The construction work on Route 27/By-pass 28 would cost SAU, \$212,400.00 (\$207,400.00 bid amount and \$5,000.00 for contingency costs).
4. The Zoning Department sent out zoning violation letters to several people in Town for unregistered junk vehicles, tires, etc.
5. The City of Manchester will continue working on perambulation as soon as the summer surveys are done.
6. He asked for the Council's authorization to sign off on the contract with Camp, Dresser & McKee, Inc. (CDM) for \$17,000.00. This is to continue the ongoing GIS plan project started in 2001.

G. Longfellow moved to authorize the Town Administrator to sign off on the contract with CDM for \$17,000.00. Motion seconded by P. Loiselle.

M. Jolin questioned if this should be a different contract and put out to bid.

D. Savoie explained that the original contract was put out to bid. The contract was a multi-year layout including layers but no specifics. The proposal was a phase proposal.

M. Jolin moved to table the matter. Motion seconded by P. Loiselle. **Motion carried unanimously.**

**PUBLIC INPUT:**

M. Farwell asked for the Council's support to keep the property in front of the Library an open space in perpetuity. Since the Council will not be appointing board representatives until their first meeting on July 12<sup>th</sup>, she requested for the Council to appoint an interim Council representative for the first ZBA meeting on July 11<sup>th</sup>.

D. St. Pierre stated that he believes the agreement with Brady Sullivan when the property was sold was to keep the front lawn an open space. He supports that the space be kept an open space.

P. Loiselle also stated he would support for the space to remain open.

M. Farwell asked for a vote.

Chairman M. DiBitetto stated it is not in order for the Council to vote on the matter without knowing the details. The Planning Board and the Zoning Board will ultimately decide on what is permitted.

M. Jolin moved to appoint P. Loiselle as an interim Council representative to the ZBA for the July 11<sup>th</sup> meeting. Motion seconded by G. Longfellow. **Roll call vote carried unanimously.**

Michael Sorel, 154 Cross Road stated that a few years ago, he served on the pay scale study committee for five years. He suggested for the Council to appoint a study committee.

The Town Administrator would look into the matter and inform the Council.

**NON-PUBLIC SESSION:**

G. Longfellow moved at 9:05 pm to enter into non-public 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. Fitanides. **Roll call vote carried unanimously.**

D. St. Pierre moved at 9:51 pm not to divulge the minutes and to exit non-public session. Motion seconded by P. Loiselle. **Roll call vote carried unanimously.**

M. Jolin moved to table the matter regarding the NH College property. Motion seconded by P. Fitanides.

**Roll Call:**

P. Fitanides	No	G. Longfellow	No		
J. Hyde	No	D. St. Pierre	No		
M. Jolin	Yes	S. Werksman	No		
P. Loiselle	No	Chairman M. DiBitetto	No	1-7	<b><u>Motion failed.</u></b>

D. St. Pierre moved to recommend to the Board of Assessors a current use abatement not to exceed 1.4 million dollars when other portions of the North Campus of New Hampshire College property is developed, in accordance with the memorandum of Understanding that was entered into by the Hooksett Town Council and New Hampshire College dated May 28, 1997. Motion seconded by G. Longfellow.

**Roll Call:**

P. Fitanides	No	G. Longfellow	Yes		
J. Hyde	Yes	D. St. Pierre	Yes		
M. Jolin	No	S. Werksman	Yes		
P. Loiselle	Yes	Chairman M. DiBitetto	Yes	6-2	<b><u>Motion carried.</u></b>

**ADJOURNMENT:**

The meeting was adjourned at 10:00 pm.

Respectfully submitted,

Evelyn F. Horn  
Administrative Assistant

Philip Fitanides  
Town Council Secretary



**HOOKSETT TOWN COUNCIL**  
**Resolution # FY 06-07**

**Declaration of a Disaster**

**WHEREAS**, in the event the Governor of New Hampshire and the President of the United States declare the community as a natural disaster site eligible for federal funding;

**WHEREAS**, employees had to work over and above their normal scheduled hours to handle the disaster.

**NOW, THEREFORE, BE IT RESOLVED** By Hooksett Town Council that all employees who had worked over and above their normal scheduled hours be entitled to compensation.

This 28<sup>th</sup> day of June, 2006.

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Philip Fitanides  
Hooksett Town Council, Secretary





## **HOOKSETT TOWN COUNCIL**

### **Resolution # FY 06-08**

#### **ABATEMENT REQUESTS, TAXES / FEES REFUNDS**

**WHEREAS**, abatement requests must be approved by the Board of Assessors and/or Board of Tax Appeals.

**WHEREAS**, the Hooksett Town Council voted to authorize the Town Administrator to sign off on all abatement requests and property taxes/motor vehicle fees refunds on behalf of the Council.

**NOW, THEREFORE, BE IT RESOLVED** By Hooksett Town Council that the Town Administrator be authorized to sign off on all abatement requests, overpayment refunds on property taxes and motor vehicle fees on behalf of the Town Council.

This 28<sup>th</sup> day of June 2006.

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Philip Fitanides  
Hooksett Town Council, Secretary