

Official
HOOKSETT TOWN COUNCIL
MINUTES
Wednesday, January 9, 2008

CALL TO ORDER

Chairman Loiselle called the meeting to order at 6:31 pm.

ATTENDANCE

Chairman P. Loiselle, G. Longfellow, D. Dickson, D. Ross, W. Gahara, P. Rueppel, J. Gorton, J. Hyde
S. Werksman excused

Staff: Town Administrator D. Jodoin, and Business Administrator C. Soucie

APPROVAL OF MINUTES

G. Longfellow motioned to approve the minutes of December 12, 2007 as written. Seconded by B. Gahara.

Vote unanimously in favor

PUBLIC INPUT

H. Murray: There was a group formed in relation to Cabalas with local businessmen. Have they ever met or put out any minutes of their meetings?

D. Jodoin stated that the committee has not met for some time and minutes of the meetings will be made available.

L. Nepveu: 65% turn out for the Primary elections. Councilors as election officials and are responsible for the location, which was excellent. The cooperation from the police was outstanding.

G. Longfellow also stated that it was very well organized.

P. Rueppel recommended that a letter of appreciation be sent to all departments involved in the election including Leslie Nepveu, the Police Department, Highway Department, the volunteers, the Hooksettites, the Fire Department, G. Longfellow and S. Werksman, and Supervisors of the Checklist.

NOMINATIONS AND APPOINTMENTS

Budget representation is needed. There has been a lack of consistency with attendance. J. Hyde stated that he had informed the Council that it would be difficult for him to attend meetings on weekends because of work.

SCHEDULED APPOINTMENTS

Economic Development – Bill Sirak

The proposal was submitted from SNHP to the Council. The EDC met today and supported the concept of the plan. It provides the tools to give the relative information for the town. The goals will be to update the Economic Development Plan. It includes a 10-step program, which breaks down the work tasks, and the cost associated.

B. Sirak gave an overview of the Economic Development Committee. The minutes of the December meeting were provided and committee was established to look at Affordable Housing, which is chaired by T. Barrett. The committee lacks the time and resources to develop this plan. The primary goal is to update the economic development plan and build a database. This would begin with your approval in July and take about 1 year to complete.

The total cost to the town is \$22,500 and we suggest an additional \$5,000 for postage and printing. This will give the town a tremendous base to start. The Route 3A corridor is another area of concern due to the potential for development.

J. Hyde expressed concern regarding the development of Affordable Housing and felt that the market will dictate the growth. He was not in support of expending money to develop an Economic Development Plan.

B. Sirak stated that there is a need for affordable housing to support the workforce in town.

P. Loisel supported the need for Affordable housing for those individuals in low-income jobs such as Target and Wal-Mart.

B. Sirak referenced the work done in Manchester by Neighborhood Works and believes they could do similar projects in Hooksett.

J. Gorton had a concern that this is just a rehash of the Master Plan and the concepts of the Planning Board. He did not feel this committee should be looking at Affordable housing but rather they should be going to look at business that would be a benefit for the town.

B. Sirak stated that they need to look at growth within existing businesses. It is important to control the growth. The goal is to have controlled growth and it is important to have a plan to move these initiatives forward. Affordable housing is the reality.

D. Ross supports the concept but not the expenditure of money and recommended that this be placed on a warrant article.

B. Sirak explained that this recommendation came from a group of volunteers along with your Town Administrator and Town Planner to bring this information forward in a manageable way.

J. Duffy: The EDC has met four (4) times since this committee has been formed and they are trying to educate themselves with what's going on in the town. They have invited speakers such as Neighbor Works and SNHP. At the next meeting, we are hoping to get the president of SNU to see how we can facilitate what is being done in their area. We would like to also speak to GE in the future. There was talk of direction and the decision was to work with existing businesses to keep them here. Before we can get to that point, we need to know where these businesses are, how large they are, where they are located, etc. You could get that from existing data, but we don't have staff available to put that information together as well as GIS. We have the GIS, but we don't have that incorporated as a layer. At one time, Charles Watson and I drove up and down Hooksett Road and looked at every business and tried to put a description to inventory the businesses. This will give some direction for the EDC. If you want true Economic Development managed, you will have to spend some money.

P. Rueppel motioned to put \$30,000 in the Economic Development Line of the Operating Budget. Seconded by G. Longfellow.

D. Ross stated that money should first be spent to repair our town buildings.

J. Hyde did not feel this was something government should be spending money on.

J. Gorton motioned to amend the motion to add that his should be placed on a warrant article. Seconded by D. Ross.

ROLL CALL

Chairman P. Loisel	No	G. Longfellow	Yes
D. Dickson	No	D. Ross	Yes
W. Gahara	No	P. Rueppel	No

J. Gorton Yes J. Hyde Yes

Motion failed

ROLL CALL

Chairman P. Loiselle	Yes	G. Longfellow	Yes
D. Dickson	Yes	D. Ross	No
W. Gahara	Yes	P. Rueppel	No
J. Gorton	Yes	J. Hyde	No

Motion carried 5:3

OLD BUSINESS

Finalize 2008-2009 Budget

J. Duffy: On Saturday, I requested \$20,000 for professional services for the Village Overlay District and the Route 3A Performance Zone. I now have the actual proposals, which came in at \$22,000. I would like to request \$25,000. This starts at Exit 10 with Mixed Use then changes to MDR and Commercial near the turnpike. As you head north to Bow, it becomes Industrial and finally High Density Residential with the apartments. We would like to establish a zone, similar to Route 3 Performance Zone. The other project is to develop the Village area to become more vibrant area. These increases would not increase the Planning Budget beyond 2%.

P. Rueppel motioned to open the Planning Budget. Seconded by G. Longfellow.

D. Ross: Since this is predicted on Cabelas, they've been very quiet lately and this issue is out of our hands. For that reason, I'm inclined not to reopen the budget. We need to look at the revenue side as well and how that will affect the tax rate.

G. Longfellow: That is one budget that was much lower than last year's budget. Even if we add this money, it will still remain below last year's budget.

J. Hyde: You can't have growth management and economic development at the same time.

ROLL CALL

Chairman P. Loiselle	Yes	G. Longfellow	Yes
D. Dickson	Yes	D. Ross	Yes
W. Gahara	Yes	P. Rueppel	Yes
J. Gorton	Yes	J. Hyde	No

Motion carried 7:1

D. Dickson motioned to increase the professional line from \$20,000 to \$25,000 in the Planning. Seconded by G. Longfellow

ROLL CALL

Chairman P. Loiselle	Yes	G. Longfellow	Yes
D. Dickson	Yes	D. Ross	Yes
W. Gahara	Yes	P. Rueppel	Yes
J. Gorton	Yes	J. Hyde	No

Motion carried 7:1

Conservation Commission - \$50,000 in the CIP for future land purchases

D. Ross motioned to approve a \$50,000 CIP request for the Conservation Commission. Seconded by G. Longfellow.

D. Hess: Hooksett received \$550,000 in LCHIP money. That is about 9% of what is around the State and more than any other town has received. To get these grants approved, you must prove you can leverage the money. We got \$300,000 LCHIP for the Clay Pond off the old Candia Road, (276 Acres for 1.2 million). Conservation will put \$300,000 up for that. They have \$700,000 in that fund. The second is 160 acres of MS&G land that contains significant threatened habitats. The proposed price is 1.5 million. We received \$250,000 from LCHIP. The proposal to LCHIP is that the town will commit \$500,000 for town or private.

A third issue is the Conservation Commission, with the blessing of the Council, has an Open Space Committee and is looking at areas for conservations. We don't want to discuss specifics in public but we are looking at three pieces. Land in Hooksett will never be as affordable as it is now. The Vice Chair of the Conservation Commission after discussions with D. Jodoin, recommended \$25,000.

G. Longfellow: There is \$714,000 in the sinking fund as of September, which doesn't include the Ravinia money for \$250,000. The Board of Assessors approved a Current Use change for \$300,000 from Berry Hill. These are the current use fees we know you have. When you add the LCHIP money, you will have 1.25 million. This town has donated enough.

ROLL CALL

Chairman P. Loiselle	No	G. Longfellow	No
D. Dickson	No	D. Ross	No
W. Gahara	No	P. Rueppel	Yes
J. Gorton	No	J. Hyde	No

1:7 failed

P. Rueppel motioned to put \$25,000 in the Conservation Commission CIP. Seconded by B. Gahara

ROLL CALL

Chairman P. Loiselle	No	G. Longfellow	No
D. Dickson	No	D. Ross	No
W. Gahara	Yes	P. Rueppel	Yes
J. Gorton	No	J. Hyde	No

Motion failed 2:6

Library

M. Farwell: We were asked to look at two (2) line items, wages and utilities. \$17,454 went in the wage line and the benefits. We contacted Key Span and PSNH for a prediction of future use and cost. Pauline Greene at PSNH looked at the history and forecast \$31,000 for the next fiscal year. Key Span refused to look at a projection. We looked at the bills over the past 12 months, and applied a rate of 5% over today's rate. The rate lock is 1.674 and we are paying 1.675 so the difference is minimal. The rate lock ends in April. The increase is \$51,585 from \$47,086. Total budget increase is 10%.

D. Jodoin: Life and disability insurance was transferred to the library's budget.

J. Hyde: Do you buy is supplies in bulk with the town?

M. Broderick: A lot of our purchases are specific to the Library operations.

D. Ross motioned to accept the Library budget for \$457,869. Seconded by B. Gahara

ROLL CALL

Chairman P. Loiselle	Yes	G. Longfellow	No
D. Dickson	Yes	D. Ross	Yes
W. Gahara	Yes	P. Rueppel	Yes
J. Gorton	Yes	J. Hyde	Yes

Motion carried 7:1

M. Farwell: We understand you received a letter from a patron. We have responded and invited her to our next Trustee meeting.

Police

D. Jodoin: There was a question on the phone expenditures. The Council was wondering why all the other budgets had decreased and the Police didn't. Last year we moved the Comcast expense for the Internet to each respective budget for Police, Fire and Highway. Highway and Fire set up separate lines and the PD charged the expense to their phone line so you won't see a significant reduction. Police Telephone line now includes, phone, cell phone, pagers, and Comcast. I asked the Chief to come back tonight in case there were other questions.

CIP –

Town Wide Computer Development - \$10,000 (ongoing replacement for everyone except police) - Yes

Certification Update – \$50,000 - Yes

Feasibility Study - \$50,000 – No

Master Plan - \$20,000 – Change to \$10,000 Yes

Road Impact Fee - \$33,000-Yes

Scott Air - \$20,000-Yes

Engine # 1 \$0 - NA

Capital Reserve for Fire Vehicles - \$70,000 – No

Highway 1 ½ ton Crew Cab Truck w/ dump - \$65,000-Yes

Plow Dump Truck - \$135,000 -Yes

Parks Facility Development Fund \$10,000 -Yes

¾ ton pick up for Park & Rec. \$35,000 -Yes

Jon Deere 110 Tractor/Loader/Backhoe \$50,000 -Yes

Emergency Radio Communication System \$30,000 -Yes

G. Longfellow motioned \$95,000 of capital funds be expended for three (3) trucks. That money must be reduced from the default. You could move three (3) trucks into the operating budget so that it would be secure in the default for the following year.

\$65,000 highway – to operating budget

\$35,000 parks – to operating budget

\$353,000 Warrant Articles (9 items)

\$135,000 For a Highway 10 Wheeler could be lease purchase for \$30,000 for 5 years at 4.5%.

J. Gorton motioned to lease purchase for \$30,500. Second by B. Gahara

Roll Call Vote unanimously in favor

B. Gahara motioned to increase the operating budget \$100,000 for CIP with the highway and park vehicle. J. Gorton seconded.

Roll Call Vote unanimously in favor

Balance will go on warrant articles

G. Longfellow motioned to approve the budget \$3,662,057. Seconded B. Gahara.

J. Hyde motioned to remove the Economic Development Line.

Failed to get a second.

G. Longfellow motioned to add \$400 to the volunteer appreciation line. Seconded by D. Ross

Roll Call vote unanimously in favor.

C. Soucie: This budget reflects a 4% increase over last year.

Amended budget to be approved \$3,662,457.

J. Hyde motioned to move 2 firefighters for \$129,548 to a warrant article. Seconded by B. Gahara.

J. Hyde: Traditionally, we have done all hires in a warrant article.

G. Longfellow: If we move this to a warrant, you have the overtime in the budget, which if passed, will not be needed.

D. Jodoin: I suggest this be done in a warrant article so there will be no confusion with regards to staffing of the ambulance.

C. Soucie will check if you can word the warrant article to say, if this passes, the operating budget will be reduced \$99,672 from the overtime line.

J. Hyde motioned to amend as stated above.

J. Hyde withdrew his motion to place in a warrant article. B. Gahara withdrew second.

\$1.00 to be added for Public Access

New total **\$3,662,458.00**

Roll Call vote unanimously in favor

C. Soucie: Two new warrant articles for \$9,000 for the scale management out of the special revenue fund

**D. Dickson motioned to place this on a warrant. Seconded by J. Gorton.
Vote unanimously in favor**

D. Ross motioned to present a warrant article for maintenance and repairs of buildings for \$50,000. Seconded by J. Gorton.

Roll Call vote unanimously in favor

It was the consensus of the Council to place one warrant article for two new highway employees.

NEW BUSINESS

Street Name Approval – Commerce Drive

Wal-Mart Lowes at Bemis and Route 3A - This road will run east and west off of Route 3A.

**G. Longfellow motioned to accept the street name - Commerce Drive. Seconded by B. Gahara.
Vote unanimously in favor**

Proposed Changes to Personnel Plan - Change in Personnel Plan for Sick Leave change.

D. Dickson suggested getting some employee feedback. The Personnel Plan will be overhauled. This would be a good way to involve Department Heads. The overhaul has been done by legal and is being review by the Administrator and then it will go to the Departments before coming to the Council for adoption. The goal of the overhaul was for a general housekeeping to insure that the plan complied with any changes in laws.

It was the consensus of the Council that this plan be brought to the employees.

TOWN ADMINISTRATOR'S REPORT

D. Jodoin reviewed the repairs being done to the Safety Center with the Council though the dollar amount does not require their approval. The front entry way is in need of repairs for wood that has been damaged due to water leaks. That will cost \$2,085.

There will be lighting added to the entry way/overhang to light up the lettering that will be placed on the building. However, the walkway lighting will have to wait until spring. The cost for this is currently \$6,000.

To install a door from Dispatch to the Fire Bays will cost \$4,300 with another \$3,200 for the hardware and controllers.

Chief Agrafiotis: The Police Department will take care of the door out of their budget's miscellaneous line. The Police Commission has taken a stand that if it is an emergency or safety issue, it will be taken out of the miscellaneous line. If it is general maintenance, it will come out of the building repair. D. Jodoin stated that he appreciated the offer but in order to show an actual cost of Building Repairs, it would be better if it were charged to the Town Building Repair line and the Police reserved the cost out of their Budget. He will get together with the Chief when the work is to be completed.

A letter was received from the Police Commission stating that the Kiwanis Club membership will be removed from the Police budget as requested.

Audit Letter

G. Longfellow motioned to authorize the signature of the financial audit. Seconded by B. Gahara. Vote unanimously in favor

Deed correction

In June 2005 the Town took a tax deed on a parcel of land and should not have. A letter was received by an Attorney stating that his clients had been incorrectly billed over the years and it went on to state who the actual owners were. For some reason the change was not made and the property was deeded. Research was done and the correct owners were located. An agreement was worked out between the actual owners and the buyer to secure the rights to the parcel. By law, the Town has to offer the property back to the original owner within 3 years from the tax deed if they choose to repurchase it for all interest, back taxes and attorney fees. This is now the case. In order to clean this up, the town must make a motion to revoke it back to the last known owner or their designee.

G. Longfellow motioned to authorize the Town Administrator to sign the transfer of deed back the original owner. Seconded by D. Dickson.

Roll Call vote unanimously in favor

Link to New Web Page

J. Gorton motioned to accept Mission Station #4 and include that on the Town Web Site. Seconded by P. Rueppel.

J. Hyde motioned to amend to statement #2. Seconded by D. Ross

ROLL CALL

Chairman P. Loiselle	No	G. Longfellow	No
D. Dickson	No	D. Ross	No
W. Gahara	No	P. Rueppel	No
J. Gorton	No	J. Hyde	Yes

1:7 failed amendment

B. Gahara motioned to amend to statement #1. Seconded by D. Ross.

ROLL CALL

Chairman P. Loiselle	Yes	G. Longfellow	Yes
----------------------	-----	---------------	-----

D. Dickson	Yes	D. Ross	Yes
W. Gahara	Yes	P. Rueppel	Yes
J. Gorton	Yes	J. Hyde	No

Motion to amend carried 7:1

Vote on amended motion (#1)

ROLL CALL

Chairman P. Loiselle	Yes	G. Longfellow	Yes
D. Dickson	Yes	D. Ross	Yes
W. Gahara	Yes	P. Rueppel	Yes
J. Gorton	Yes	J. Hyde	No

Motion carried 7:1

P. Rueppel motioned to extend. Seconded by D. Ross

Vote unanimously in favor

NON-PUBLIC SESSION

D. Dickson motioned to go into non-public session under RSA 91-A: 3 II (e) at 9:35 pm. Seconded by B. Gahara,

Roll call unanimous.

G. Longfellow motioned to exit non-public at 9:44 pm. Seconded by Ross

Vote unanimous

P. Rueppel motioned to unseal the minutes of December 12, 2007. Seconded by D. Ross.

Vote 0:8 Motion failed

ADJOURNMENT

G. Longfellow motioned to adjourn at 9:50 pm. Seconded by J. Gorton

Vote unanimously in favor

Respectfully submitted,

Lee Ann Moynihan

David F. Dickson
Town Council Secretary