

## Official

### **TOWN COUNCIL MINUTES Regular Meeting Wednesday, June 25, 2008**

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

**PRESENT:** David Dickson, William "Bill" Gahara, James Gorton, Jason Hyde, George Longfellow, David Ross, Patricia Rueppel, Stuart Werksman, Chairman Paul Loiselle, David Jodoin (Town Administrator)

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF MINUTES:**

June 11, 2008 – *G. Longfellow moved to approve the June 11, 2008 minutes as amended. Motion seconded by D. Ross. Motion carried.*

#### **PUBLIC INPUT:**

Nancy VanScoy (newly elected District 2 Councilor): I would like to introduce Michael and Lois Stachura, whom I met at the voting poll. In our conversation, I asked them if they have been to a Council meeting. Their reply was, "*We did not know we could attend*". They are looking for guidance from the Town Council.

Michael Stachura, 46 Benton Road: My wife Lois is legally blind. We moved to Hooksett three years ago. I'm thinking about selling my place because of issues we have to deal with. I live on the corner of Benton and Martins Ferry Road and no one obeys the speed limit of 25 mph. Benton Road is a dragster. The road is 20 feet wide with no sidewalks. Everyone speeds on that road. My main concern is safety. The other issue is the illegal exhaust system. Another issue is the water runoff coming down the hill on Benton Road. Every time it rains, it floods my lawn. I've called the Highway Department but nothing has been done. Can I put a drain in? I'm not here to cause problems. These issues need to be addressed. I just want someone to tell me what my options are.

Mr. Stachura provided pictures of his flooded lawn to the Council.

Stephen Agrafiotis, Police Chief: When we know there is a problem, we try to take care of it. I can't tell you how many tickets have been issued in that area.

Dale Hemeon, Highway Manager: The road is an open drainage road. Two years ago, a crew did put a slight burm. I'm not sure if it's worn down. I didn't want to put a high burm that would damage cars. I can put a burm high enough. I just don't want to get complaints about cars getting damaged.

The Highway Manager will meet with Mr. Stachura on Saturday to discuss possible solutions to the problem.

Mary Farwell, Library Trustee: The Library received the first payment of \$5,500 from 3A Development for the Library sign pursuant to the sign agreement.

Maura Ouellette, Police Commission nominee: I would like to take a moment to make a brief statement as to why I put my name in for the Police Commissioner position.

Ms. Ouellette read the following written statement:

*"I really am passionate about the Police Department and making it a great place to work. We have all seen the high turnover the department has experienced over the last several years. I believe there are things that can be done that would help to retain our officers and also entice new ones. Which is why I don't believe we can have a status quo. We need to see some changes. These changes don't*

*necessarily have to cost money. On the school side, we just hired an assistant principal who is currently an assistant principal in Manchester. He has agreed to a \$6,000 pay cut to work in Hooksett. Money, clearly, isn't the only motivating factor in attracting and keeping good help. I just discovered this weekend that all of the sergeants in Hooksett will receive a 1% pay increase as of July 1, 2008. Although I don't claim to know all the details, I can only imagine that it will lead to many disgruntled employees and we'll probably see more turnover as a result. There has to be a better way. As a taxpayer, I supported the Police increase of 6, 3 and 3 and while I realize this was for the unionized employees, I think there needs to be some equity. I have been a resident of Hooksett for 21 years and I have a clear vision of where I'd like to see my police department. I want to make it the best it can be. Thank you."*

Mike Sorel, Planning Board nominee: I'd like to clarify my statement at the last Council meeting, when I said I didn't have a goal to be on the Planning Board. My goal was to spend more time with my grandchildren. I didn't have a goal to be on any Town board, but I was asked. I have a firm conviction that the Council has the leadership in the Town and that they should decide which direction the Town should go. They should set the standard and give guidance to the boards. I have a standard that I follow in deciding to serve. Is it beneficial? I have over 40 years of experience in the field. I offer my services to the Town.

Richard Marshall, present Planning Board Chair and nominee: I consider my years on the Planning Board an honor. It's great to watch the Town grow. I have a college education as a civil engineer. I have a Master's degree in Transportation Planning and Traffic Engineering. I have 35 years experience with the State DOT. To say that planning is a passion for me is putting it mildly. I thoroughly enjoy working with the Planning Board and other Town boards. Mike is absolutely right. The relationship between the Council and the Planning Board is extremely important. There is a need for increased communication and guidance. I appreciate your support.

Joanne McHugh, present alternate Planning Board member and nominee: I have been with the Planning Board for about 6 years. The last time my term came up for renewal, I was appointed as an alternate. I'd like to commend the previous Town Planner, Charles Watson and the current Town Planner Jo Ann Duffy. I'd like to continue with the Board and I'd like to be moved up to where I was. I treat people with utmost respect. It has been a learning experience for me.

#### **NOMINATIONS/APPOINTMENTS:**

##### **Appointments – Board Members for Fiscal Year 2008-2009**

D. Ross: Some of these positions have more than one candidate (nominee). Are we voting for one candidate at a time?

Chairman P. Loiselle: We will vote for one position at a time.

#### **Conservation Commission**

*G. Longfellow moved to appoint **James Walter as full member, exp. 6/2011.** Motion seconded by D. Ross. **Roll call vote carried unanimously.***

*J. Gorton moved to appoint **Steve Couture as full member, exp. 6/2011.** Motion seconded by G. Longfellow. **Roll call vote carried unanimously.***

*J. Hyde moved to appoint **Philip Fitanides as an alternate member, exp. 6/2011.** Motion seconded by G. Longfellow. **Roll call vote carried unanimously.***

#### **Heritage Commission**

*G. Longfellow moved to appoint **David Bernard as an alternate member, exp. 6/2011.** Motion seconded by J. Gorton. **Roll call vote carried unanimously.***

#### **Parks & Recreation Advisory Board**

*W. Gahara moved to appoint **Mike Horne as full member, exp. 6/2011.** Motion seconded by S. Werksman. **Roll call vote carried unanimously.***

**Planning Board**

There are more nominees than open positions. There was a discussion on how the vote should be done. In the past, the Council made a motion to appoint the slate and each Councilor voted. The nominees with the most votes were appointed. Council consensus was to vote for one position at a time.

*D. Ross moved to appoint **Mike Sorel as full member, exp. 6/2011.** Motion seconded by J. Hyde.*

P. Rueppel stated she would support Mr. Sorel as an alternate but not as a full member for a learning term.

Roll call

D. Dickson	No	D. Ross	Yes	
W. Gahara	Yes	P. Rueppel	No	
J. Gorton	Yes	S. Werksman	Yes	
J. Hyde	Yes	Chairman P. Loiselle	No	<b><u>5:4 Motion carried.</u></b>
G. Longfellow	No			

*P. Rueppel moved to appoint **Joanne McHugh as full member, exp. 6/2011.** Motion seconded by J. Gorton.*

Roll call

D. Dickson	Yes	D. Ross	No	
W. Gahara	Yes	P. Rueppel	Yes	
J. Gorton	Yes	S. Werksman	No	
J. Hyde	No	Chairman P. Loiselle	Yes	<b><u>5:4 Motion carried.</u></b>
G. Longfellow	No			

There was a discussion on the way the vote was done.

***D. Dickson moved to waive the rules and rescind the votes on Planning Board appointments. Motion seconded by S. Werksman.***

Roll call

D. Dickson	Yes	D. Ross	No	
W. Gahara	Yes	P. Rueppel	No	
J. Gorton	No	S. Werksman	Yes	
J. Hyde	No	Chairman P. Loiselle	Yes	<b><u>5:4 Motion failed (need 2/3 votes).</u></b>
G. Longfellow	Yes			

***J. Hyde moved to waive the rules of waiting period between nomination and appointment. Motion seconded by G. Longfellow.***

The Council took a 10-minute break.

**Roll call vote on the motion to waive the rules of waiting period between nomination and appointment carried unanimously.**

J. Hyde nominated Richard Marshall as alternate member, exp. 6/2011.

P. Rueppel nominated Robert Ehlers as alternate member, exp. 6/2009.

P. Rueppel nominated Robert Sullivan as alternate member, 6/2011.

***J. Hyde moved to appoint Richard Marshall as alternate member, exp. 6/2011. Motion seconded by S. Werksman.***

Roll call

D. Dickson	Yes	D. Ross	Yes	
W. Gahara	Yes	P. Rueppel	No	

J. Gorton	No	S. Werksman	Yes
J. Hyde	Yes	Chairman P. Loiselle	Yes
G. Longfellow	Yes		

**7:2 Motion carried.**

***P. Rueppel moved to appoint Robert Ehlers as alternate member, exp. 6/2009. Motion seconded by D. Dickson.***

**Roll call**

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

**6:3 Motion carried.**

For the record, Chairman P. Loiselle apologized to Mr. Richard Marshall for the way the voting took place. D. Ross also apologized for the record.

**Police Commission**

***S. Werksman moved to appoint Henry Roy as full member, exp. 6/2011. Motion seconded by J. Gorton.***

***W. Gahara moved to appoint Maura Ouellette as full member, exp. 6/2011. Motion seconded by J. Hyde.***

There is a motion and second on the table making the second motion out of order. Discussion on the matter ensued.

The motions and seconds (to appoint Henry Roy and Maura Ouellette) were withdrawn.

**Roll call vote for the Police Commission position.**

D. Dickson	H. Roy	D. Ross	H. Roy
W. Gahara	H. Roy	P. Rueppel	H. Roy
J. Gorton	H. Roy	S. Werksman	H. Roy
J. Hyde	M. Ouellette	Chairman P. Loiselle	H. Roy
G. Longfellow	H. Roy		

**Henry Roy was appointed as full member of the Police Commission, exp. 6/2011.**

**Recycling & Transfer Advisory Committee**

G. Longfellow moved to appoint ***Roger Duhaime and Martin Cannata as full members, exp. 6/2011.*** Motion seconded by J. Gorton. **Roll call vote carried unanimously.**

**SNHPC Representative**

W. Gahara moved to appoint ***Richard Marshall, exp. 6/2011.*** Motion seconded by S. Werksman. **Roll call vote carried unanimously.**

**Zoning Board of Adjustment**

***W. Gahara moved to appoint the slate (Tracy Murphy-Roche, Chris Pearson, Gerald Hyde and James Levesque). Motion seconded by P. Rueppel.***

Note: There are 2 full positions available, term exp. 6/2011.

**Roll call**

D. Dickson	C. Pearson & J. Levesque
W. Gahara	C. Pearson & J. Levesque
J. Gorton	C. Pearson & J. Levesque
J. Hyde	J. Levesque, G. Hyde
G. Longfellow	C. Pearson, J. Levesque
D. Ross	G. Hyde, J. Levesque

P. Rueppel C. Pearson, J. Levesque  
S. Werksman T. Murphy-Roche & J. Levesque  
Chairman P. Loiselle C. Pearson, J. Levesque

**Chris Pearson (6 votes) and James Levesque (9 votes) were appointed.**

***D. Ross moved to waive the rules of waiting period between nomination and appointment. Motion seconded by G. Longfellow. Roll call vote carried unanimously.***

D. Ross nominated Tracy Murphy-Roche.

***D. Ross moved to appoint Tracy Murphy-Roche as alternate member, exp. 6/2011. Motion seconded by G. Longfellow.***

**Roll Call:**

D. Dickson	Yes	D. Ross	Yes	
W. Gahara	No	P. Rueppel	Yes	
J. Gorton	Yes	S. Werksman	Yes	
J. Hyde	No	Chairman P. Loiselle	Yes	<b><u>7:2 Motion carried.</u></b>
G. Longfellow	Yes			

W. Gahara: We need to train the board members for facilitative skills, collaboration, anger management and enhancing inter-personnel skills, to name a few, especially for those who are going to be elected as board officers.

G. Longfellow: While we're on the subject of town boards, I believe we should set terms for the Historical Society officers to give other people a chance, if they are interested.

Jo Ann Duffy, Town Planner suggested sending letters to board members who served as chairs and re-appointed as alternate members.

**New Code Enforcement Officer**

D. Jodoin introduced Peter Rowell, the new Code Enforcement Officer / Building Inspector to the Council. He will start on Monday, June 30<sup>th</sup>. There will be a "meet and greet" session at the Council Chambers at 9 am on Monday.

**SCHEDULED APPOINTMENTS:**

**Public Hearing - Acceptance of various donations to the Heritage Commission for erection of a historic marker at Martin's Corner School per RSA 674:44(b).**

Chairman P. Loiselle opened the public hearing at 7: 15 pm.

Kathie Northrup, Heritage Commission Chair: A month ago I requested for the Council to accept donations for the Martin's Corner marker. The money just kept on pouring in. I am here to ask the Council to accept an additional donation of \$575.

***S. Werksman moved to accept the donation of \$575 per RSA 674:44(b). Motion seconded by W. Gahara. Roll call vote carried unanimously.***

**4-Wheel Drive Tractor Bids**

D. Hemeon presented the following bids to the Council.

MB Tractor for \$58,130; Rosencrantz for \$57,549 and T&T Power for \$54,836.

He recommended accepting the bid from T&T Power for \$54,836.

**J. Gorton moved to accept the bid from T&T Power in the amount of \$54,836. Motion seconded by S. Werksman. Roll call vote carried unanimously.**

**72" Laser Mower Purchase**

D. Hemeon presented the following bids to the Council.

MB Tractor & Equipment for \$11,950; Ackerman Equipment, Inc. for \$12,450 and Norfolk Power Equipment, Inc. for \$12,500.

He recommended accepting the bid from MB Tractor & Equipment for \$11,950. He stated that the money is coming out of their current budget.

***W. Gahara moved to accept the bid from MB Tractor & Equipment in the amount of \$11,950. Seconded by S. Werksman. Roll call vote carried unanimously.***

**OLD BUSINESS**

Historical Society

Tina & David Paquette of the Historical Society have expressed interest in using the old town hall building (16 Main Street).

K. Northrup: This is a private organization. Members pay their dues and they used to meet regularly. There has been no communication for over a year. We should set up a re-use committee (for 16 Main Street). I don't think it should be a museum.

This matter will be discussed at the next meeting.

Encumbrances

Christine Soucie, Finance Director presented the first part of encumbrances. These are encumbrances from on-going project of previous years.

<b>1 GIS Phase II &amp; III - Community Development</b> - 2003-04 Warrant Article #17 for \$47,000 non lapsing 5 years	21,811.80
<b>2 GIS Utility Layers - Community Development</b> - Encumbered from 2006-07 operating budget - Utility Layers for sewer department	17,000.00
<b>3 Tax Mapping - Community Development</b> - Encumbered from 2006-07 operating budget	677.75
<b>4 Water Resource Management and Protection Plan - Community Development</b> - Encumbered from 2006-07 operating budget	1,286.06
<b>5 Opti-Com Traffic Light Control System - Fire</b> - There is a crushed conduit at the intersection of Mammoth Road and Route 3 - The State of NH DOT Should be replacing the conduit and then the opti-com system will be installed - 1997-98 Warrant Article #24 for \$21,599	2,351.00
<b>6 Health Savings Account Study - Town Administrator</b> - Encumbered from 2006-07 operating budget	2,500.00
<b>7 Benton Road Grant - Town Administrator</b> - Encumbered from 2006-07 operating budget	85,456.88
<b>8 Repairs to Heads Fence - Cemetery Commission</b> Per Tina Paquette project complete	-
<b>Total Encumbrance from prior year - No money to be taken from operating budget</b>	<b>131,083.49</b>

***D. Dickson moved to encumber \$131,083.49. Motion seconded by J. Gorton. Roll call vote carried unanimously.***

C. Soucie presented the second part of encumbrances.

	Contract	No Contract
<b>1 Town Hall Air Conditioning - Town Administrator</b>		200,000.00

	- Town Building Maintenance & Repair Line		
<b>2</b>	<b>Town Hall Repairs - Town Administrator</b> - Town Building Maintenance & Repair Line - Main entrance \$7,052; Fire block 16,000; Fencing 7,500; Lettering XXXXX	30,552.00	7,500.00
<b>3</b>	<b>NPDES Permit Phase II - Town Administrator</b> - Town Administration budget (\$28,000 & \$5,000)	33,000.00	
<b>4</b>	<b>Traffic Impact Study - Community Development</b> -Community Development Professional Service line	31,500.00	
<b>5</b>	<b>HCPP Grant Application - Community Development</b> -Community Development Professional Service line	1,000.00	
<b>6</b>	<b>Village Overlay District - Community Development</b> -Community Development Professional Service line	7,000.00	
<b>7</b>	<b>Impact Fees for Solid Waste - Community Development</b> -Community Development Professional Service line	4,500.00	
<b>8</b>	<b>Development Regulation Update - Community Development</b> -Community Development Professional Service line	3,200.00	
<b>9</b>	<b>Engineering Services - Community Development</b> -Community Development Professional Service line	5,000.00	
<b>10</b>	<b>Economic Development Plan - Town Administrator</b> - Economic Development Line	22,500.00	
<b>11</b>	<b>Health &amp; Property Insurance - Town Administrator</b> - Town Administration Health Insurance Line - Additional monies requested (Health \$1,500 and Property contract amount \$5,000)	6,500.00	
<b>12</b>	<b>Employee Desks - Town Administrator</b> - Town Administration New Equipment Line	10,766.00	
<b>13</b>	<b>Safety Center Repairs - Town Administrator</b> - Town Building Maintenance & Repair Line	12,082.70	
<b>14</b>	<b>Web Page Design - Town Administrator</b> - Computer External Tech Support	5,000.00	
<b>15</b>	<b>Web Hosting - Assessing</b> - Computer External Tech Support	2,800.00	
<b>16</b>	<b>Martins Ferry Storm Damage - Highway</b> - Highway Construction Materials Line	60,000.00	
<b>17</b>	<b>Salt/Sand - Highway</b> - Highway will be purchasing in the current year		
<b>18</b>	<b>Diesel Fuel</b> - Fire, Highway, Parks and Solid Waste	82,000.00	
<b>Total new request for encumbrances with contract</b>		<b>317,400.70</b>	
<b>Total new request for encumbrances with out contract</b>			<b>207,500.00</b>

There was a discussion as to which items are actually contracted and which are not.

***J. Gorton moved to encumber items #2, 3, 4, 5, 6, 7, 8, 9, 13, 14, 16 and 18 for a total of \$274,834.70. Motion seconded by P. Rueppel. Roll call vote carried unanimously.***

G. Longfellow moved to enter into an agreement and authorize the Town Administrator to sign the contract on Economic Development Plan in the amount of \$22,500. Motion seconded by P. Rueppel.

A motion is needed to waive the rules to authorize the Town Administrator for purchases not to exceed \$7,500.

The motion and second were withdrawn.

**W. Gahara moved to waive the bid rules on purchases over \$7,500. Motion seconded by J. Gorton. Motion carried.**

**G. Longfellow moved to authorize the Town Administrator to enter into an agreement with SNHPC for the Economic Development Plan in the amount of \$22,500. Motion seconded by P. Rueppel.**

Roll call

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

**6:3 Motion carried.**

**J. Gorton moved to authorize the Town Administrator to enter into an agreement for the Health and Property Insurance Consulting and encumber \$6,500. Motion seconded by D. Ross. Roll call vote carried unanimously.**

**G. Longfellow moved to authorize the Town Administrator to enter into an agreement and encumber for ergonomically correct desk in the amount, not to exceed \$10,766. Motion seconded by D. Dickson.**

Roll call

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

**8:1 Motion carried.**

D. Jodoin suggested holding off on Web Hosting (item #15). The Town may be able to make an arrangement with UNH's T2 Company. If not, funds may be taken out of Assessing Department line item.

C. Soucie stated that depending on the remaining expenses for the current fiscal year, there is a possibility funds would be short by about \$100,000 by end of year if Town Hall Air Conditioning for \$200,000 is encumbered. This shortage could be covered with a generous return of funds from the Police Department.

D. Jodoin presented the bids for the town hall air conditioning system. He stated that the bids were originally sent out in March while construction was still on going. He asked for revised bids and received the following.

Complete central air conditioning system:

123 Contracting	\$319,183
Al Terry Plumbing & Heating	\$164,800 (electrical work not included)
G&O Heating	\$185,984.50

D. Jodoin stated he received a quote for \$59,790 just to do the electrical work to install window units. The units will only be used for short term.

Discussion on the matter ensued.

D. Jodoin suggested offering the contract to G&O Heating for \$185,984.50. Have them do the electrical work for the entire building and start the a/c from the south side. By the time this is done, the Town should know the bottom line at year-end. Then continue with the rest of the building by next fiscal year.

S. Agrafiotis: If everything goes well in the next two weeks, the Police Department should have about \$100,000 left in the budget that we could return. I can't make any guaranty until we know what we have to pay out in the next two weeks.



***W. Gahara moved to authorize the Town Administrator to enter into an agreement, contingent upon available funds in the amount of \$185,984.50 with G&O Heating. Motion seconded by J. Gorton. Roll call vote carried unanimously.***

#### Ethics Policy

Chairman P. Loiselle is still in the process of receiving and reviewing comments. So far, there is a consensus that the policy needs to be fine-tuned. The department heads need to be brought into the discussion to finalize the policy. The Council may have to assign a sub-committee to review the policy.

Council consensus was to establish two separate documents, ethics policy and code of conducts.

J. McHugh suggested forming a committee to enforce the policy and to decide whether the policy has been violated.

#### **NEW BUSINESS:**

##### Webster Woods Phase 1 Bond Reduction

Stantec, Town Engineers have inspected the project and recommended releasing the bond.

***W. Gahara moved to release the bond in the amount of \$110,000. Motion seconded by J. Gorton. Roll call vote carried unanimously.***

##### Town Boards and Council joint meeting

P. Rueppel suggested inviting the Town boards to the Council meeting or setting up a joint meeting with the boards on a regular basis.

#### **TOWN ADMINISTRATOR'S REPORT:**

1. D. Jodoin asked the Council to send out "Thank you" notes to Stephen Buckley and David LeFevre. They presented an informational session on Thursday on legal issues involving Town boards.
2. Fire Chief, Michael Williams received a letter from a Ralph Costa from Reading, MA commending firefighters, Earl Lincoln and Ian Tewksbury for assisting him at the Red Sox game.
3. The Town Administrator will be on vacation the week of June 30<sup>th</sup> and will be back on July 9<sup>th</sup>.

***D. Dickson moved to extend the meeting. Motion seconded by P. Rueppel. Motion carried.***

##### Outgoing Councilors – Jason Hyde and Stuart Werksman

Plaques of appreciation were presented to Councilors Hyde and Werksman. The Council thanked them for all their time and hard work.

#### **PUBLIC INPUT:**

Harold Murray, Hackett Hill Road commended the Highway Department crew for the run-off repair on Hackett Hill. This has been a problem for a long time.

M. Sorel suggested that the boards communicated with each other at least, every 90 days. He added that the Council should lead the volunteers and ask them to take on-going education on their respective boards.

#### **ADJOURNMENT:**

The meeting adjourned at 9:49 pm.

Respectfully submitted,

Evelyn F. Horn  
Administrative Assistant

David F. Dickson  
Town Council Secretary