

OFFICIAL

TOWN COUNCIL MINUTES Regular Meeting Wednesday, July 14, 2010

CALL TO ORDER

B. Gahara called the meeting to order at 6:30 pm.

ROLL CALL

B. Gahara, J. Gorton, V. Lembo, D. Boutin, G. Longfellow, D. Paradis, and N. VanScoy
Excused: M. Pischetola

Staff: Carol Granfield, Town Administrator

Appointment of Town Councilor District 3

D. Boutin motioned to approve the appointment of J. Levesque as Town Councilor for District 3. Seconded by J. Gorton. Vote unanimously in favor. N. VanScoy abstained.

J. Levesque was sworn into office by Town Clerk Leslie Boswak

APPROVAL OF MINUTES

June 2, 2010 Non-Public (Tabled from 6/23/10 Meeting)

D. Boutin motioned to accept the minutes of June 2, 2010 as presented. Seconded by J. Gorton. Vote unanimously in favor.

June 23, 2010

D. Boutin motioned to approve the minutes of June 23^d as presented. Seconded by G. Longfellow. Vote unanimously in favor. N. VanScoy abstained.

June 23, 2010 Non-Public

D. Boutin motioned to approve the non-public minutes of June 23^d as presented. Seconded by J. Gorton. N. VanScoy abstained

PUBLIC INPUT

M. Sorel, 55 Cross Road: In January a House Bill was introduced to see if the residents wanted an expanded Police Commission. On March 17th, the House voted inexpedient to legislate so it died. Later, House Bill 626 was brought to vote. The Senate voted it inexpedient to legislate. There was an amendment to change the language back to the original Bill. The election law committee recommended, on May 19th, to non-concur that Bill. The House so voted and that Bill died.

Dick Sullivan, Morgan Drive: I was not aware that we were losing our very capable Town Clerk. I wanted to state that since I've lived here, I have found her helpful and I wish her good luck in her new job.

M. Miville, 42 Main Street: I want to echo Mr. Sullivan's sentiments regarding Leslie Boswak.

I want to comment on the Farmer's Market, which was well attended. I was impressed with the attendance and the ribbon cutting ceremony.

I want to respond to Mr. Sorel's comments that Bill 1126 and 626 were democracy being served. This Council voted 7:0 to move that Bill as enabling legislation. The legislation was to be looked into to see if the voters had the ability to look into the article and if the voters could decide on the merits. It became a political football and now the citizens did not get a chance to express their vote. 289 people voted to

abolish the commission, never mind to expand it. This is a clear message to the Council from the voters and that is democracy. The enabling legislation was not allowed to go through.

NOMINATIONS/APPOINTMENTS

Council Officers

Chairman: J. Gorton motioned to appoint B. Gahara as Chairman. Seconded by D. Boutin. Accepted – Vote unanimously in favor

Vice Chairman: D. Boutin motioned to appoint J. Gorton as Vice Chairman. Seconded by J. Levesque. Accepted – Vote unanimously in favor

Secretary: D. Boutin motioned to appoint V. Lembo as Secretary. Seconded by N. VanScoy. Accepted – Vote unanimously in favor

Council Boards Representatives

SNHPC Representative

At a prior meeting, an appointment was made to appoint Planning Board member Robert Duhaime, as the SNHPC Representative. After further investigation, the Town of Hooksett should have 3 representatives. The Planning Board had already nominated Mike Jolin as an appointment. Per the RSA, the Planning Board has to make the recommendation to the Council.

N. VanScoy motioned to appoint M. Jolin as representative to the SNHPC. Seconded by D. Boutin.

D. Boutin: We are also supposed to have two (2) alternates. If that is the case, I would like to clarify the number of appointments and I suggest we remand this back to the Planning Board.

I would like this tabled so we can have three (3) regular members and two (2) alternate members.

J. Gorton: I don't see the need to postpone this appointment. The appointment was made at the last meeting and we have a recommendation. We can make the appointments for alternate at a future time. We do not know if anyone has an interest. We should move forward with this appointment tonight.

D. Boutin withdrew this motion to table

Roll Call Vote unanimously in favor.

Town Council Sub-Committees

The following were appointed.

Board of Assessors – J. Gorton, D. Paradis, G. Longfellow, D. Boutin, L. Levesque

Budget Committee – D. Boutin (Municipal), V. Lembo (School)

Conservation Commission – N. VanScoy

Economic Development Committee – Chair Gahara

Heritage Commission – D. Paradis

Parks & Recreation Advisory Board – D. Paradis

Perambulation – G. Longfellow, V. Lembo (Alternate)

Planning Board – N. VanScoy

Police Commission – J. Gorton

Recycling & Transfer Advisory Committee – G. Longfellow

Sewer Commission – M. Pischetola

Town Hall Preservation Committee – M. Pischetola

Union Negotiations – Chair Gahara, D. Boutin

Zoning Board of Adjustment – J. Levesque

Raymond Bonney – Appointment, Recycling & Transfer Advisory Committee Alternate Member, exp. 6/2012

***D. Boutin motioned to appoint Raymond Bonney as an alternate member of the Recycling & Transfer Advisory Committee. Seconded by J. Gorton.
Roll Call vote unanimously in favor.***

Appointment of Tax Collector

As a result of the resignation of the Town Clerk, the Deputy Town Clerk will take the position until the next election.

***D. Boutin motioned to appoint Jacqueline Marsh as Town Clerk effective July 19, 2010. Seconded by J. Gorton.
Roll Call unanimously in favor.***

SCHEDULED APPOINTMENTS

Public Hearing re: Acceptance of FEMA Funds per RSA 31:95(b)

To accept FEMA funds to repair the Martins Ferry Wall that was damaged in 2008 by heavy rains and flooding per RSA 31:95-b. FEMA will reimburse 50%.

**Open Public Hearing at 7:07 pm
Close Public Hearing at 7:08 pm**

***D. Boutin motioned to accept FEMA funds in the amount of \$24,192.48. Seconded by V. Lembo.
Roll Call Vote unanimously in favor.***

Manchester Mayor Ted Gatsas re: Fire Station Proposal

Mayor Gatsas presented a proposal for a joint Fire Station that would be located on Hackett Hill Road. If Hooksett agrees to join Manchester, a municipal agreement would be drafted. If any additional staff were needed and added, voter approval would be required.

Mayor Gatsas: After my election, we sat down and spoke with Hooksett. We moved quicker than expected. The location on Hackett Hill was put out to open bid. We had a developer that came forward and we incorporated an exchange of lots, which included the existing Fire Station Lot. We are now in the process of signing the documents and closing within a week. We met in February with your Chief and discussed an inter-municipal agreement. The architect did two plans, one with Hooksett and one without. But for us to be in the ground by August, we would like a decision as soon as possible. The Chief ran numbers on 3000 sf to be added for Hooksett plus the cost of heat and electricity. On the construction, we are looking at a \$65,000/year lease for 20 years and then \$5000 for another 20 years. We would like an answer no later than the first meeting in August. We need to decide how to move those plans forward.

N. VanScoy: This would be a 20-year lease \$65,000/year plus the heat and utility billed and separate sleeping quarters.

James Burkush, Manchester Fire Chief: There would be a three (3) bay station and accommodations for both Hooksett and Manchester. It would be a three bay whether this was a joint venture or not. So it is just whether we add sleeping quarters and accommodations for personnel for both municipalities.

V. Lembo: What apparatus would be housed?

Chief Burkush: We currently have a station on Hackett Hill with a pumper. Chief Williams would put one ladder or engine at that station. No ambulance would be housed there.

Chief Burkush: The space would be large enough for two (2) pieces of Hooksett equipment. You could put a staff or forestry unit as well. We have a need for response in that area. There is a shared station

like this in Massachusetts (Malden and Revere). We propose to roll out together on a structure fire. If it is Hooksett, Hooksett would be the incident commander and we would be back up and visa versa.

Chief Williams: We are working on having them do our dispatching, which would also be a savings. What do you anticipate for personnel at this station?

Chief Burkush: We would stay at three (3). In the future, it looks like that area will be developed and we would possibly put a ladder truck with three more firefighters.

G. Longfellow: I don't think this town can afford a third fire station. The Village station is in the wrong location. It belongs at the Transfer Station.

Chief Williams: That was addressed in the Study. That would just move the problem to the Village area.

Chief Williams recommended going forward with this joint venture.

N. VanScoy requested more time to study the reports provided.

B. Gahara thanked Manchester for coming and committed to a response by August.

OLD BUSINESS

Under Expended Budget – Public Works, Recycling & Transfer & Police Commission

C. Granfield gave an updated budget summary as of July 14th. The report shows 95.57% expended.

Public Works - result of less overtime due to a mild winter

Transfer – result of less trash disposal and fuel in addition to long-term absences

Police - result of applicants not meeting standards and could not be hired, thus vacancies are unfilled.

Currently, the revenue shortfall is \$332,000, which was predicted by the Finance Director.

When the tax rate is set, the Council may decide on how much to apply.

M. Farwell, Library: The Library under expended by \$3842.00 due to the overage in the health insurance line as a result of change in personnel.

Acceptance of Used Oil Collection Grant

The Town received a \$2500 grant from the Department of Environmental Services for Used Oil Collections

***D. Boutin motioned to accept the grant in the amount of \$2500 under RSA 31:95-b III (b). Seconded by N. VanScoy
Roll call vote unanimously in favor.***

D. Boutin stated that the "Blind" sign that was approved to be erected on South Bow Road has not been erected.

Dale Hemeon stated that those signs were ordered and should be in this week.

D. Boutin asked what is happening on Londonderry Turnpike with the removal of trees.

D. Boutin asked why a small business would be required to bring their building up to code if they are adding a 12 x 12 addition. Is this a Code requirement and can the Council waive those requirements?

D. Boutin: I asked for information on the personnel plan and the pay schedule for the Police Department, which I received. If you are fifth year officer, you are at 20.06/hr. A similar time of service for an executive assistant is \$30.00/hr. There seems to be something out of balance. That is over \$60,000/year

for an assistant. Is that contractual? That is out of line when you look at what an officer for six (6) years makes. I would like that addressed.

B. Gahara will draft a letter to the Police Commission.

NEW BUSINESS

Approval of Council Meeting Schedule

The meeting schedule was reviewed by Council.

***D. Boutin motioned to adopt the schedule as presented. Seconded by V. Lembo
Vote 7:1 (N. VanScoy) motion carries***

Berry Hill Estates Bond Release

***N. VanScoy motioned to release the bond for Berry Hill Estates. Seconded by D. Boutin
Roll call vote unanimously in favor***

Introduce Hawkers & Peddlers Ordinance

A Public Hearing will be scheduled for July 28th, 2010

“No Parking” Signs on Smyth Road

A resident request a parking sign be installed at 1293 Smyth Road due the restricted view of the corner. This is a sharp corner and when cars are parked on this corner you cannot see traffic coming in the opposite direction. The proposal is to have three (3) “No Parking” signs installed from 1293 – 1297 Smyth Road.

***D. Boutin motioned to approve the signs for Smyth Road. Seconded by J. Levesque
Vote unanimously in favor.***

TOWN ADMINISTRATOR’S REPORT

C Granfield:

Farmer’s Market held it’s opening ceremony tonight with a ribbon cutting by Governor Lynch.

N. VanScoy stated a concern with traffic backed up beyond Hackett Hill Road at peak commuting hours.

C. Granfield:

The last of the employee meetings will be held tomorrow

The Town will see savings in energy as a result of locking in Electric and Natural Gas rates.

Security issues have been addressed and new locks have been installed at the Town Hall.

Discussion with the Cawley Middle School to incorporate government in the school curriculum. They will coordinate that with some town departments to co teach and culminating with a mock government day.

SUB-COMMITTEE REPORTS

N. VanScoy

A letter of thanks from the Hooksett Library Board of Trustee to J. Duffy, the Town Planner was read.

Planning Board – The Board would like the Council’s input regarding sidewalks and park features. C.

Granfield will schedule a meeting between the two groups.

The SNHU has plans to put in a new operation center. The Planning Board would welcome the Council’s input regarding stonewall removal. This plan is to remove two (2) stonewalls and I think it would be worthwhile for the Council to discuss.

Park and Rec – no report

Town Hall Preservation Committee: I submitted my resignation and will no longer be able to serve on that Board. At the last meeting, there was concern with the Town Hall Preservation Commission being left out of a lot of discussion with the plans for the Town Hall, specifically with the EDC. The only information received is through the Banner or minutes. The EDC's idea is to get it off the tax roll and joking it should be blown up on the Fourth of July. The Council charged the Preservation Committee to preserve the Town Hall. There may be other committees who do not feel it should be preserved and are moving away from that charge.

G. Longfellow

Perambulation is meeting next week to discuss the Manchester Hooksett Line.

J. Gorton

There was a rehearing for a minor subdivision, which was denied by the ZBA.

PUBLIC INPUT

H. Murray: We try to get people to come to these meetings and then you can't hear. Tonight's presentation was only half heard by the audience. Please take the time prior to each meeting to make sure that everyone can hear and the microphones work.

M. Miville: Regarding the presentation by Mayor Gatsas, are there processes, which must be followed? Do the hiring of firefighters require a warrant article? Should you agree to the station, and if the station goes up, pending a warrant article, you would spread out staff over the addition stations?

TOWN COUNCIL ORIENTATION WORKSHOP

- Roles
- Administrator Directs Departments
- Attorney – Hage and Hodes/LGC
- Operations and Policies better organized
- Working on a template for RFP
- Codification in process for all ordinances

Charter

- There are two articles that were amended at this year's town meeting. Section 3.2 for Town Council. Once updated, you will be sent a new copies
- The Council should consider establishing a Charter review committee
- Administrative Code (Ordinance) defines the functions and duties of all departments. Should be review at the beginning of each year and recommendations for change brought to Council each year

Rules and Procedures of Council

- Procedures were reviewed and modified this year
- Riggins Rules were adopted

Meetings Workshops and Non-Public

- Meeting schedule adopted at the beginning of the year
- Minutes are taken at workshops and public may attend but do not participate
- Non-Public: RSA address public vs. non-public (information available on Right to Know)

Departmental Information

- General information

Goals

- Council jointly agreed on the goals for the Town and the Administrator for the coming year. Those can be modified by the Council each year.

Upcoming Programs and Town Activities

- Monthly meetings are held with the management team where minutes are taken
- Brief information updates are sent bi weekly
- Monthly reports are received by some departments
- Programs: Beautify Hooksett

- September 10th is the Employee Appreciation Picnic in the afternoon.
 - Volunteer appreciation was held recently
- Project Summaries
- Departments update project status quarterly.

NON-PUBLIC SESSION per RSA 91-A:3 (a), (d) and (e)
D. Boutin motioned to enter non-public. Seconded by N. VanScoy.

ADJOURNMENT

Respectfully submitted,

Lee Ann Moynihan

Vincent Lembo, Jr.
Town Council Secretary