

Official

TOWN COUNCIL MINUTES Regular Meeting Wednesday, September 22, 2010

CALL TO ORDER: Vice Chair J. Gorton called the meeting to order at 6:30 pm.

PRESENT: David Boutin, James Gorton, Vincent Lembo, Jr., James Levesque, George Longfellow, Michael Pischetola, Nancy VanScoy and Carol Granfield (Town Administrator)

EXCUSED: Chairman William Gahara, Daniel Paradis

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

September 8, 2010 – *J. Levesque moved to approve the September 8, 2010 minutes. Motion seconded by N. VanScoy. Motion carried.*

September 8, 2010 Non-Public – *V. Lembo moved to approve the September 8, 2010 non-public minutes. Motion seconded by J. Levesque. Motion carried.*

NOMINATIONS/APPOINTMENTS

Available Board Positions

Heritage Commission – Alternate Member, exp. 6/2012
Town Hall Preservation Committee

Appointments

Planning Board, Alternate Member, exp. 6/2011 – *D. Boutin moved to appoint Tom Walsh. Motion seconded by N. VanScoy.*

Tom Walsh introduced himself to the Council.

Motion carried unanimously.

CIP Council Representative

N. VanScoy was appointed as CIP Council Representative.

Budget Committee Council Representative

There were some concerns with the Council appointing two representatives (one for Town and one for School) to the Budget Committee is not in accordance with the RSA. The RSA states there should be one Council representative and an alternate.

V. Lembo moved to clarify that D. Boutin was appointed as the Council Representative to the Budget Committee and V. Lembo as the alternate. Motion seconded by J. Levesque.

Discussion on the matter ensued.

The motion and second were withdrawn.

M. Pischetola moved to table the issue until the full board is available. Motion seconded by J. Gorton. Motion carried unanimously.

Charter Review Committee

J. Gorton was appointed to the Charter Review Committee.

SCHEDULED APPOINTMENTS

IT Study Presentation

The Town has been experiencing issues with its IT system. Mainstay Technologies was contracted to conduct a review of the IT system.

Ryan Barton, President of Mainstay Technologies presented the findings.

Primary findings:

- Lack of planning, policies and documentation.
- Back up and security concerns, protecting data.
- Age of the equipment, very dated. A computer system is normally replaced every 5 years.
- Server needs to be engineered.
- Software is not licensed.
- Current support is done by part-time IT personnel, which is not ideal.
- Catch up needs to be done from previous years.
- Rectify the support issue; make sure right procedure is in place.

R. Barton recommended implementing effective support system to bring the Town into compliance with the option of hiring a full-time employee or outside contractor. Based on the size of the Town, it would be cost effective to hire an outside contractor. Support should be resolved first. Rectifying the licensing issues should be a priority as well as replacing outdated computers (about 30% of all Town computers). He also recommended implementing a rolling replacement cycle. He estimated \$85,000 to bring the IT system up to date and \$30,000/year for maintenance. .

N. VanScoy moved to accept the report. Motion seconded by J. Levesque. Motion carried unanimously.

C. Granfield stated that based on the report, an RFP will be issued. Proposals will be coming back to the Council for final approval.

N. VanScoy moved to authorize the Town Administrator to issue an RFP for IT Services. Motion seconded by V. Lembo. Roll call vote carried unanimously.

N. VanScoy moved to authorize the Town Administrator to rectify the software licensing issues. Motion seconded by J. Levesque. Motion carried unanimously.

OLD BUSINESS

Right-of-Way Request – Corriveau Drive

The Town received a request from Mr. Dennis Demers to use the Town right-of-way on Corriveau Drive for logging purposes. This portion of the roadway is not built.

D. Demers: I am the owner of approximately 26-acre land that is land-locked behind the eastern side of Corriveau Drive. I am requesting access through an existing right-of-way owned by the Town to cross an abutter's land onto my land. I have requested through my logger the use of right-of-way.

Dale Hemeon, Public Works Director: I met with the logger and the owner. It would affect roughly 160 feet of Town right-of-way off the cul-de-sac. I told them that I don't approve. If the Town Council did approve it, my recommendation would be not to let them cut more than 20-feet wide, put in a 50-foot stone entrance, all stumps removed, at least 17 white pines, 4-6 feet in height put back in place at the entrance, one every 10 feet going down. In 2-3 years, I think it will fill back into natural state. I'll make them post a bond, walk or even videotape the road before and after logging. Currently, the Town has no regulations for logging. That is being addressed right now. The most we could ask for a bond is \$5,000.

Mike Carter, MBC Timber: Dale's recommendations are typical for this type of request. We expect there will be some remediation. There will be no degradation to the site other than aesthetics. We are required by state law to use best management practices while timber harvesting. The purpose is to prevent any run-off.

M. Pischetola: If there is run-off that affects surrounding property owners, who would be responsible and how would you take care of it?

D. Demers: The owner would be responsible. I've done this before. It has to be taken care of prior to leaving. The land slopes away from the abutters. We won't do a clear cut.

M. Carter: I will add for the record, none of the homes are even reasonably close to Mr. Demers' property line. Most of them are close to the road.

C. Granfield: We also recommend all funds from the timber cut from right-of-way be given to the Town.

Discussion on the matter ensued.

Jennifer Forkey, 98 Corriveau Drive: I don't know the boundaries of my properties. If it is approved, a survey should be done to determine the property boundaries. There are many concerns. I don't think it's unreasonable to require a survey and bond for any possible damage done to properties to make sure we, the owners are protected.

Don Hoy, 90 Corriveau Drive: The property is not marked. I don't know how anyone could tell where the property boundaries are. Erosion run-off would be a problem because of the wetlands. I don't think they should be allowed to do anything that would harm other properties. If I could make one suggestion, is the issue of transparency, the way we found out about this is when we saw people in our property. I think they need to be severe restrictions, if he is allowed to log.

Paul Kenney: My property abuts Mr. Demer's. I monumented my boundary lines. They logged in back of me about 5 yrs ago. I was assured they will selective cut. They surveyed the entire property prior to cutting even though my property was well monumented.

Phil Carl, 35 Corriveau Drive: I have a couple of concerns. One is the condition of the road. Seeing the affects on the old Goffstown Road. The weight of a logging truck puts stress on the road and can develop small cracks. Pavement deteriorates during the winter. Simply to look at the road after the logging may not be a true evaluation of the total effect on the road. Another thing is, what would be the long-term effect on the water table? How is that going to effect the water table down the road?

M. Pischetola moved to table the issue until all concerns are addressed. Motion seconded by G. Longfellow. Motion carried with N. VanScoy opposed.

Library Water System

At the last meeting, the Council authorized to install a new water main to the Library to be funded out of the Building Maintenance account along with \$6,000 from the Library.

Work will start Thursday, September 23rd. D. Hemeon presented the cost of the project, \$83,144 to go 1,000 feet (up to Mr. Neville's property line) or \$67,954 to go 600 feet. He asked for direction whether to go 600 feet or 1000 feet, to Mr. Neville's property line. Village Water Precinct agreed to take ownership of the line and will maintain the pipes.

M. Pischetola moved to authorize to install the new water main up to Mr. Neville's property line (1,000 feet). Motion seconded by D. Boutin.

Barry Neville: We asked our own engineer to take a look at it. We had a legal opinion from our attorney. The easement deed states, "that Grantee shall not be responsible for the cost of maintenance, repair or replacement of the Access Easement."

Roll call vote carried with J. Gorton opposed.

Beauchesne Development Drainage Update

D. Hemeon gave an update on the issue.

Wells are being monitored regularly by Stantec and lately, they are all dry. The area has poor drainage to begin with. Public Works has been pecking away at small sections of the pipes. There is no money for the drainage upgrades in this development. The pipes need to be upgraded. D. Hemeon asked for guidance from the Council. CIP budget requests are due soon.

N. VanScoy moved for Stantec to continue monitoring the existing wells. Motion seconded by G. Longfellow.

The motion and second were withdrawn.

N. VanScoy moved for Public Works to continue monitoring the existing wells. Motion seconded by M. Pischetola. Motion carried unanimously.

V. Lembo moved to add the cost of upgrading the pipes as a CIP item. Motion seconded by J. Levesque. Motion carried with N. VanScoy and G. Longfellow opposed.

Street Lights on Connector Road and Main Street

The Town is still waiting for PSNH to add these lights. The Town Administrator will follow-up.

NEW BUSINESS

International Existing Building Code (IEBC) Code

The matter was brought up by D. Boutin to possibly address issues at the old Town Hall.

Peter Rowell, code Enforcement Officer stated that the State Building Code Review Board made a decision not to adopt the IEBC code. It does not eliminate some requirements, in fact, it actually adds levels of repairs to the building. A couple of municipalities have adopted the code. It may benefit big cities like Manchester or Concord that has a large inventory of underutilized multi-story commercial and industrial buildings in a dense downtown area. P. Rowell recommended following the lead of the State Building Code Review Board and not to adopt the code. He also recommended monitoring issues that may arise in other communities as a result of their adoption.

D. Boutin stated this does not address the issues at the old Town Hall.

J. Levesque moved not to adopt the code at this time. Motion seconded by V. Lembo. Motion carried with D. Boutin, M. Pischetola and N. VanScoy opposed.

NH Police Standards & Training Grant

The Police Department received two Police Standards & Training Council grants in the amount of \$2,000 for two Patrol Sergeants, one to attend First Line Supervisor Training and another to attend Command Training Series: Mid-Management Course at Roger Williams University. Total amount of the courses is \$6,460. The Town's share is \$4,460 to come out of the Police Department budget.

V. Lembo moved to accept the grant in the amount of \$2,000 per RSA 31:95-b, III (b). Motion seconded by J. Levesque. Motion carried unanimously.

Parking on Smyth Road

A resident requested a “No Parking” sign be installed at 1293 Smyth Road due to the restricted view of the corner. Two “No Parking” signs are already installed across the street from 1293-1297 Smyth Road.

D. Hemeon stated the road is narrow with a sharp corner and when cars are parked on this corner, no one can see the traffic coming from the opposite direction.

David Goyotte, 16 Beacon Hill: This is a one-lane road and only one car can get through at a time.

J. Levesque moved to approve installing (3) “No Parking” signs. Motion seconded by M. Pischetola. Motion carried unanimously.

Approval of New Street Name – Campus Drive

This new street is located at University Heights development.

G. Longfellow moved to approve the street name, Campus Drive. Motion seconded by J. Levesque. Motion carried unanimously.

“No Outlet” Sign Request for Beacon Hill

A resident requested a “No Outlet” sign be installed on Beacon Hill.

D. Boutin moved to approve installing a “No Outlet” sign. Motion seconded by M. Pischetola. Motion carried unanimously.

Repairing Tennis Courts Bid Award

The tennis courts at Donati Field and Fraiser Park have been closed to the public for the past two years.

D. Hemeon requested to use funds from the Parks & Recreation Facilities Trust Fund to pay for the repairs to re-open the courts to the public.

D. Boutin moved to approve using funds from the Parks & Recreation Facilities Trust Fund for the project. Motion seconded by N. VanScoy. Roll call vote carried unanimously.

Bond Releases - Coastal Partners

P. Rowell requested the release of Coastal Partners landscaping cash surety in the amount of \$32,644.

N. VanScoy moved to release the cash surety in the amount of \$32,644. Motion seconded by D. Boutin. Motion carried unanimously.

Hooksett Chamber of Commerce

The Hooksett Chamber of Commerce, headed by Richard Sullivan was recently formed.

V. Lembo moved for the Council to endorse the newly formed Hooksett Chamber of Commerce. Motion seconded by N. VanScoy. Motion carried unanimously.

MRI Planning/Zoning/Code Enforcement Study

The Town contracted with MRI to provide consulting services in the area of Community and Economic Development.

D. Boutin asked where the money is coming from. C. Granfield stated the money is coming out of Economic Development budget.

TOWN ADMINISTRATOR’S REPORT

C. Granfield informed the Council of the following:

1. The workshop with the Planning Board regarding sidewalks is scheduled on Wednesday, October 6th.
2. Old Home Day is Saturday, September 25th. It starts at 10 am.

3. Emergency Management office has moved to the Town Hall. The new telephone number is 268-0365 and fax number is 268-0392. All calls to the old numbers will be forwarded indefinitely.
4. The Town recently awarded the Office Supplies bid to WB Mason. The telephone service will also be put out to bid. RFP for Assessing Services was issued.
5. Working on consolidating some of budget line items.

SUB-COMMITTEE REPORTS

ZBA

They met on September 14th.

- Two applicants (Burl Land and Vilela) asked for continuance.
- Paul Mitchell of Northern New England was granted a sign variance.

Budget Committee

New officers were elected.

School Committee

There was a presentation on the new Math curriculum.

Planning Board

- Kathie Northrup, Heritage Commission Chair made a presentation on Stone Walls with regards to a proposed ordinance to protect stonewalls in Hooksett.
- More discussion on Auto Zone parking concerns.
- Webster Woods Phase II asked for an extension. There are some concerns from the public that Phase 1 was not done properly including some State permits not being obtained. This issue is delaying the repairs on Phase 1.

Old Home Day

Still looking for volunteers from 7 am to 9 am to check in and from 12 noon to 2 pm for the booths.

Town Hall Preservation Committee

David Ross took over the chairmanship of the committee. His first meeting will be October 6th. The committee should have a recommendation by end of the year or early next year.

PUBLIC INPUT

Marc Miville, 42 Main Street (Budget Committee Chair): Regarding the IT issue, there was a lot of discussion at the Police Commission meeting that the current computer system is very antiquated (DOS system) about 20-25 years old.

I am the Chair of the Budget Committee. Mr. Tom Keach is the Vice Chair and Mr. Matt Comai is the Secretary for this year. We had a very productive first meeting establishing ground rules. Both the Town Administrator and the School Superintendent, Dr. Littlefield will attend the meeting on October 21st to present budget overview. We are also in contact with other boards.

I don't see any confusion with the Budget Committee regarding the Town Council representative/s. Either way we look at it, the interpretation of the RSA is still being followed. I don't see any confusion, as long as one Councilor is there to vote. My concern is when no Councilor is present to vote. I have not heard from any constituents with these concerns. There was only one Budget Committee member who expressed concerns. I thought we clarified the issue at that meeting. There was no other confusion after that.

NON-PUBLIC SESSION

G. Longfellow moved at 10:30 pm to enter into non-public session per RSA (c) "Matters which if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant." and;

(e) "Consideration or negotiation of pending claim or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph."

Motion seconded by N. VanScoy. Roll call vote carried unanimously.

N. VanScoy moved at 10:50 pm to exit the non-public session. Motion seconded by D. Boutin. Roll call vote carried unanimously

The Council made a statement that they voted not to divulge the minutes of the non-public session.

ADJOURNMENT

The meeting adjourned at pm.

Respectfully submitted by,

Evelyn F. Horn
Administrative Assistant

Vincent F. Lembo, Jr.
Town Council Secretary