

**TOWN COUNCIL MEETING MINUTES**  
**Wednesday, October 22, 2014**

**CALL TO ORDER**

Chair Sullivan called the meeting to order at 6:30 pm.

**ROLL CALL – ATTENDANCE**

Donald Winterton, Nancy Comai, Todd Lizotte, James Levesque, Adam Jennings, David Ross (arrived 7:26 pm), Chairman James Sullivan, Dr. Dean E. Shankle, Jr. (Town Administrator)  
Missed: Robert Duhaime, Susan Orr

**PLEDGE OF ALLEGIANCE**

**SPECIAL RECOGNITIONS**

**APPROVAL OF MINUTES**

a. Public: October 8, 2014

***A. Jennings motioned to accept the public minutes of October 8, 2014. Seconded by T. Lizotte. Vote unanimously in favor.***

b. Non-public: September 24, 2014 and October 8, 2014

***T. Lizotte motioned to accept the non-public minutes of September 24, 2014 and October 8, 2014. Seconded by A. Jennings. Vote unanimously in favor.***

**AGENDA OVERVIEW**

Chair Sullivan provided an overview of tonight's agenda.

**PUBLIC HEARINGS**

a. Hooksett Hackett Hill Road and Rte. 3A intersection roadway improvement design(s)

J. Sullivan: We have 2 members of the NHDOT who will give us info on what is going on. *The purpose of the public hearing is to give the public input and get their comments on project alternatives for the roadway improvements design(s) at the Hooksett Hackett Hill Road and Rte. 3A intersection. Proposed plan designs are available for viewing in the Community Development Dept. I will declare this public hearing open.*

Nick Golon, Engineer, TF Moran and C.R. Willeke, Project Manager for NH DOT

N. Golon: We are here to provide an overview of the options we are proposing and get direction to move forward.

C. Willeke: We are funding and overseeing at the state level. State aid is 2/3 and the town's share is 1/3. The project is in design phase and we have a 3-step design process: engineering study, preliminary plans and final design. The state wants to see the town and engineers develop options with the public and come out of the engineering study with preferred alternative. Then we get into refining preferred alternatives to where we assess property impact to abutters to get exactly what the design is going to entail. We typically don't allow that type of work to happen until the preferred alternative is determined by the town and DOT.

N. Golon: 3 options are being presented: The first one is Alternative A5 - 4-Lane Signal (Dual northbound thru lanes and dual eastbound left turn lanes). This includes improvements to Hackett Hill Rd and Rt 3A with a signalized intersection. Pros: This alternative provides better levels of service and queuing than signal option A7, especially in future years. Cons: It is more expensive than the 3-lane signal, it requires extensions of the Brickyard Brook culvert on both sides, and has more environmental impacts. This option requires a section of retaining wall along the steep slope west of NH3A. There is some blocking of the heavy right turn movement by SBT queues during the 95th percentile am peak. However, it does accommodate the 50th percentile queue, and it is the longest practical storage bay length given the steep slope constraint to the south of Sta. 115+00. All proposed improvements require extensions of the Brickyard Brook culvert. The right hand turn lane gets obstructed and the queue would be too long for people to get into that lane. That is the first option. It cures the safety concern, but anytime you put in a light you are slowing down the main flow of traffic. Next is Alternative A6 -

Roundabout (Single circulating lane, with northbound and southbound slip lanes). Pros: Level of service and queue values are the most favorable in opening and future years in this scenario. Cons: It has a slightly higher cost than Alternative A5. It has slightly more private property impacts. Temporary traffic control will be more difficult during construction. This is the best bang for your buck. It addresses the safety issue and the queuing issue. It is about \$200,000 more than the next option. There are more property impacts, but mostly to DOT-owned land. Between 4,000 to 12,000 feet of impact to land owners impacted by project. The abutters are amenable to working up a temporary traffic pattern so if that comes to fruition, the negative may become a positive. The third and final option is Alternative A7- 3-Lane Signal (northbound left turn lane, southbound right turn lane, existing eastbound lanes). Pros: This is the least expensive of the three options considered. There are reduced property and environmental impacts due to the reduced width required along NH3A. Cons: The eastbound left turn from Hackett Hill Road does show a low F value (100 sec) in the 2034 pm peak hour, starting from a low D (39.1 sec) in 2014. Southbound and northbound queues are increased in comparison to the other alternatives. The dedicated turn pockets on 3-A and Hackett Hill would remain the same. It does not address the constraints of moving people through that intersection. It really only satisfies the safety issue, however it is more cost effective due to the smaller footprint. Those are the 3 options that we are evaluating and we are here to hear from Council and the public to see which option is the preferred one.

J. Sullivan: Any public questions or comments?

M. Sorel, 54 Cross Rd: I'm at a disadvantage as a member of the public. We don't have what is in front of you so we can't read and understand what is in front of you. As a public hearing, shouldn't this be available for us to view this evening?

J. Sullivan: It is on the website, but for future reference, we may want to consider including hard copies of information. Thank you for that suggestion.

M. Sorel: There is extensive tractor trailer traffic at that intersection on both the north and south from the interstate. The Village fire station services the west side, and I hope that information has gone into the traffic study that has been done.

N. Golon: The evaluation of all options takes into account turns for those tractor trailers.

M. Sorel: Tractor trailers aren't always comfortable or friendly to roundabouts in NH. It would have to be a rather large one to handle the extensive tractor trailer traffic. I haven't had a chance to study the drawing but hope this input goes into what is the final decision of the town.

N. Golon: One of the design benefits is it incorporates slip lanes so instead of one round of travel, there are slip lanes to make less of an arduous turn and can continue unimpeded.

M. Sorel: The slip lanes would be on either side of the roundabout so it would allow a vehicle to avoid going into the roundabout if they choose to?

N. Golan: The northbound slip lane allows you to, but they do have to go through the roundabout on the southbound. The turn lane can easily accommodate those larger sized vehicles.

M. Sorel: The slip lanes are critical and needed and should be included if you are going to do a roundabout and you need them north and south for it to be effective, in my opinion.

J. Sullivan: If Mr. Sorel has more questions, he can speak with Joanne Duffy, the town planner.

M. Miville: How is this being funded on the town side, impact fees? If you decide on a roundabout, I would agree with Mr. Sorel, as far as the speed that cars and trucks would go through there. And since an island is there, something inevitably would have to go there, such as a statue or fir tree. I'd advise Council to keep it low so traffic has visibility all the way around the roundabout.

J. Duffy: When this started, it was 2 projects: Hackett Hill Rd and hourglass. The state decided to combine the two so it's one project in 2 phases. Total amount of both is \$3.2M estimated, and if we didn't have enough to do the Hackett Hill project, we'd take money allocated for the hourglass fund. We have

met with DOT and abutters and we probably won't address this intersection for another 20 years so it would be nice to do it right the first time while we have funds from the state. \$435,521 (zone 1 impact fees) is earmarked for these projects in impact fees and \$259,000 from Market Basket for the hourglass. If sewer comes in from Walmart, we will take in additional roadway impact fees to be used in the future if the hourglass needs to be done. There is a problem at Hackett Hill and the hourglass doesn't seem to need to be addressed right now. The town's share is \$491,525 for the roundabout. The total is \$1.4M plus some additional for engineering and land acquisition. The state's share would be \$983,050.

A. Beauchemin, abutter: My wife and I own one of the parcels at Hackett Hill Rd (the farm stand) and one across 3-A along the river. We really appreciate the efforts being taken by the state, town and TF Moran. *(Read attached letter)* We fully support the roundabout concept. There seem to be a lot of benefits. In the summertime we access our riverside property through the box culvert. As we get into further plans, we know there is a cost and are willing to pay our fair share of the design and installation of the pedestrian crossing. This is consistent with the town's master plan that has long talked about pedestrian connections between Exit 11 and the Village. I have approval for seaplane landing in the river. We have the ability to fly off the river. Approval from the state is in your packet. The current seaplane operator has been in business for 4 years, currently doing business out of Laconia, and looking to expand into charter flights. We'd like to see the easements for our future driveway any access under the highway.

N. Golon: We have been working closely with them through this process and they have been wonderful.

A. Beauchemin: Council needs to back us on pushing this pedestrian crossing. The engineers need to understand that. If there is an extra cost, we are prepared to own that.

J. Sullivan: All designs indicate the culvert needs to be repaired. Would it be more expensive to design one allowing for pedestrian traffic?

N. Golon: Yes, that is correct.

L. Lessard: We have been working with TF Moran and I think the roundabout is the way to go. They are doing a good job addressing the tractor trailers. We are trying to eliminate the cobble stones in the middle which will be easier for the plowing and the tractor trailers.

J. Sullivan: Since the state is contributing 2/3, if we happen to decide on the higher priced option, the state would still contribute 2/3?

C. Willeke: Yes, since they are similar in cost, I think, since this is municipally managed, as long as it's reasonable, we are willing to do that. These are still state highways so we will still maintain the infrastructure.

J. Sullivan: Does DOT have a preference on which option we choose?

C. Willeke: No.

J. Levesque: Is there another roundabout similar to this one in the state?

C. Willeke: Nothing I am aware of. There are a fair amount of single lane roundabouts. There is one in Keene on 101 towards Vermont; Winchester St. is the side road, but it is much bigger. It handles about 60,000 cars per day.

N. Comai: Plymouth has a small one.

C. Willeke: Meredith has one as well.

M. Sorel: Didn't DOT replace a light in Penacook, west of the Merrimack River (Boscawen) with a roundabout?

C. Willeke: That one doesn't have slip lanes.

M. Sorel: I think it's a good idea; do it right, do it once, but I think slip lanes on both sides is critical.

J. Sullivan: On the slip lanes, going north on the river side, the slip lane would make more sense. Can you explain the one going up the Hackett Hill side?

N. Golon: The slip lane allows you to go through with some change in direction for the purposes of slowing traffic down. You'd have one to exit on Hackett Hill Rd on the south; you enter the roundabout and continue through heading southbound. I think it's fair to say there are slip lanes on both sides just serving different purposes.

J. Sullivan: What is the next step?

N. Golon: The town would provide a letter to DOT with the preferred option and the DOT would respond with a letter giving approval to move forward with the next step.

C. Willeke: Final version of the engineering study would be submitted with the proposed alternative.

J. Sullivan: Are we waiting to make a decision? When should it be made, tonight?

Dr. Shankle: Is there a big rush?

N. Golon: We move as fast as you want us to.

Dr. Shankle: Given the nature of this, I'd say we discuss again at our next meeting in 2 weeks to give people time to look at it and ask questions of Joanne. We're not going to work on this intersection while the state has the Main St. Bridge closed down.

J. Sullivan: You are working on Rt 3, then the bridge, then this and then the hourglass. Based on Dr. Shankle's suggestion, we will put this on our next agenda and will be looking for a motion.

### **CONSENT AGENDA**

- a. Hooksett Community Profile Event(s) 2014 Donations

***T. Lizotte motioned to accept the consent agenda as written. Seconded by A. Jennings. Vote unanimously in favor.***

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

- I'd like to mention that next month the meeting schedule is different due to Thanksgiving. We will meet on 11/12 and 11/19.
- There is an election before that meeting we will need your help with. Keep that in mind.
- Friday night is the Conservation Commission Dinner. I will be in attendance.
- I got an email from Carolyn Cronin (Read Letter of Support for Recreational Trail Program 2015, Merrimack Riverfront Project – see attached)

***T. Lizotte motioned to authorize the Chair to sign, on behalf of Council, the letter of recommendation for the Merrimack Riverfront Project Trails Program Grant. Seconded by A. Jennings.***

***Vote unanimously in favor.***

- NH Municipal Association is having a conference on 11/12 and 11/13. The theme is "Local Government Making It Happen." If you'd like to go, we'd be happy to pay for you.
- Received a letter from XFINITY stating XFINITY 3-D is no longer available as of 12/18/14
- Received notice from UNH Cooperative Extension announcing Forest Laws for Municipal Officials Workshops. This workshop is 11/6 in the Community Building in Enfield, NH or 11/18 in Chesterfield, NH.
- Community Profile event is coming up; Mark Miville will be on Rich Girard's radio show tomorrow morning at 7:20 am.
- I mentioned last time that fire station 1 wasn't being staffed at night because of the work being done; it is now fully operational. I'd suggest you stop by and I'm sure they'd be glad to give you a tour.

- Trainings we've had: Federal Aid Training - Jessica Call; National Traffic Incident Management Responder Course - Doug Urquhart; Snow Plow Operator Safety - Public Works staff; Environmental Hazards (working outdoors in the winter months) - Public Works staff
- Economic Development Advisory Committee met and they are going to be coming in to give you an update. They have a new program, like Community Development, also aimed toward helping update the Master Plan. One of the members resigned, Daryl Dreffs, can't make meetings due to work commitments.

***T. Lizotte motioned to accept the resignation of Daryl Dreffs from the Economic Development Advisory Committee. Seconded by D. Winterton.  
Vote unanimously in favor.***

J. Sullivan: Our thanks to Daryl. Are they looking to us for direction?

Dr. Shankle: They are going to ask for your support and give them that direction. They felt it would give them the direction they have been looking for.

- Continuing to work on budgets and union negotiations.

**PUBLIC INPUT: 15 Minutes**

D. Riley, Town Moderator: November 4 is state general election. *Read from NH Constitution, part 2, article 32.* It came up in the primary and fortunately Councilor Winterton was there. The AG's office auditor called us on the fact that a quorum of Council was not present. That was a shock to me and to Councilor Winterton. What I have learned is that for a primary, the NH Municipal Association does not agree with the AG that this article does not pertain to a primary, only to a state general election. November 4 is a state general election, and according to the NH Constitution, a quorum is committed to attending. The more the merrier. The number of ballots we have received from the Secretary of State is 7100. They keep track of data to determine the amount to send to each community. Secretary Gardner anticipates a big turnout, as that represents about 70% of the registered voters in town. We are working hard to define the process of conducting an election. We have a draft that is detailed and supported by exhibits. We are working to formalize that at some point so we have continuity going forward.

D. Winterton: Regarding the Municipal Association not agreeing with the AG on the primary, but they do agree on the general election?

D. Riley: Steve Buckley provided that information and was silent on that issue and I would assume based on his silence, he takes no exception to the way the AG is interpreting that for the state general election.

D. Winterton: If we are required to be there, what are our requirements under 91: A?

D. Riley: I don't know.

Dr. Shankle: We would post it as a meeting.

D. Riley: The way the constitution is written, the election is a meeting.

D. Ross: It's like town meeting; we're not voting on things. We are there to assist and inform voters. We are officiating and making sure things are operating the way they should be. It's our responsibility to operate elections in the town.

D. Riley: I need 3 at the end so we can sign the sealing of the ballots. It's nice to have at least one of you there during the day, so the more that come, I'll appreciate every one of you.

J. Sullivan: We will ask staff to send a sign up email to Councilors and strive to get at least 3 at the end.

Dr. Shankle: If people have specific times you are going to be there, just let us know. It sounds like constitutionally you are required to be there.

J. Sullivan: We should all be there and if for some reason if you can't, please let us know.

T. Lizotte: Can you look into, legally, if this is a meeting where we are not voting, can we form a quorum by proxy? Can we rewrite our bylaws?

Dr. Shankle: My guess is it would be somewhat problematic, but it won't happen between now and the next election.

D. Ross: Did we get the tape to seal the boxes?

D. Riley: I'm not sure but I will have to check. This is to provide the chain of evidence. It's tamper proof tape.

M. Miville: I'm not sure what you authorized for donations for Community Profile on the Consent Agenda because I'm still working on it. Was this in general?

J. Sullivan: Yes, Dr. Shankle suggested we approve it in general to accept any we receive.

M. Miville: We are seeking door prizes from local businesses. We have worked hard to get food and we are going to be calling it A Taste of Hooksett – we have trays from the 99, Back Room, Applebee's, Tucker's Restaurant. There will be some good food sampling for residents. Hooksettites – I was there for 90 minutes and signed up 24 people. I'll be on the radio with Charlene Baxter from UNH Cooperative Extension; we are working on potential fireworks for this event. I spoke to the police Chief today – it's not official, but we are still working on it. Next meeting is tomorrow night and we hope to finalize these plans. Budget Committee is meeting on October 30 for our first meeting. I have a comment about the election quorum – several Councilors could be on the election line at some point. What is the guidance for that? If Councilors are holding signs outside – does the quorum have to be inside our can they be considered part of the quorum while outside on the line?

D. Ross: We can discuss this at a later time, as that's been proven to be problematic during public input.

## **NOMINATIONS AND APPOINTMENTS**

### **SCHEDULED APPOINTMENTS**

#### **OLD BUSINESS**

##### a. 14 – 066 Village (Lilac) Bridge Update

Dr. Shankle: We have information from the engineer. There are various options anywhere from \$1.6M to \$7M. This is going to the state committee on Cultural Resources. We are telling them you would like them to consider giving us permission to tear down the bridge. We are hoping they will say any of these is OK and will come back to Council for a final decision. There are some interesting possibilities (pedestrian bridge, use for the sewer line). We are waiting to hear if the bridge can be demolished or not.

D. Ross: Have we heard from sewer on their thoughts?

Dr. Shankle: No more than when they were here.

N. Comai: It's my interpretation they were waiting for us.

D. Ross: Relocating the pipe now or soon onto the pilings would be a more secure way to deal with this, regardless of what we do with the bridge. Those pilings aren't going anywhere.

Dr. Shankle: If the purpose is to not have the pipes go into the water, if the bridge falls on the pipe that would go in the water. If we relocate the pipes, they would still be under the existing bridge.

D. Ross: The likelihood is far less if the pipe is attached to the pilings. The bridge is sitting on the pilings and the pipe is hanging off the bridge, as opposed to if it was on the pilings.

Dr. Shankle: Everyone is waiting to see what our options are and presuming the bridge is not going to fall down in the next month.

D. Ross: My concern is what happens if the bridge does fall? What is the worst case scenario? Do we have insurance to cover such a loss (sewer line failing)?

Dr. Shankle: They have said they have a plan in place to divert it if they need to do that. They keep saying that the amount of sewer we put in there is no more than what happens in Manchester when they have a large storm and their sewer overflows. We're talking about more than we want to put in the river but this would not be an ecological disaster. I don't think they want to spend \$1M right now.

T. Lizotte: All indications are that the bridge needs to be stabilized before you can do any work. Even if we were moving the pipe, it would have to be stabilized. *"Since the tension chord has failed construction crews would first have to temporarily repair the bridge prior to placing any loads on it or removing it."*

N. Comai: I believe the Commission mentioned they would divert from land, not going on the bridge.

T. Lizotte: I was saying if you had to go under the bridge to take the pipe out.

D. Ross: I was thinking of putting a new pipe and having it there.

J. Sullivan: NH Historical Resources I think is the group. Do we know when they are meeting next?

Dr. Shankle: It's November 13 – it will be that group and Cultural Resources. There are several of us planning on going.

### **NEW BUSINESS**

a. 14 – 087 Ebola/Enterovirus Briefing

Dr. Shankle: There was a statewide briefing and they are reporting back to the local board of health.

Matt Lavoie, Code Enforcement and Health Officer: NH RSA 128:3 states, *"Secretary of Local Board – The health officer shall be the secretary and executive officer of, and, with the selectmen, shall constitute the local board of health for the town."* Ebola – first found in 1976 and there are 4 cases currently in the US. 2 have survived. There is no cure. In Africa, there is a 10% survival rate and in the US it's about 50/50. The vaccine was derived from tobacco plants (which is all used up now). They inject Ebola into these plants and harvest antigens. The state of NH has designated Dartmouth Hitchcock in Lebanon as the hospital for any kind of outbreak in NH. There are 600,000 people in patient care throughout the US, and only 4 Ebola cases. The state of NH is taking steps to prepare for an outbreak. Symptoms are similar to flu/cold and Enterovirus is similar to that. The CDC has put out guidelines for contact with the virus, but the chances are rare. Coming in contact with bodily fluids of a patient or touching the patient and touching a mucous membrane – you cannot catch it by sneezing. It takes 5-7 days for symptoms to present and there is an incubation period of 2 to 21 days while they quarantine the patient. The state has said they narrowed down where it came from – a fruit bat came into contact with a 2-year old in Africa.

N. Comai: If you come across something suspicious, what is your first course of action?

M. Lavoie: I don't think Hooksett has a concern, but if there was, I'd call the state and they would come down to test right away. They provided emergency personnel with emergency protocols for any kind of situation in regards to this. Enterovirus D-68: There are over 100 different kinds of viruses, and they typically attack children from 2-16. It is not taken care of by hand sanitizer; bleach is the only way to cure it. Wash hands for 20 seconds, avoid touching hands, nose and mouth, and stay home if you are sick. I have flyers I will be posting and can provide to the schools if necessary. It's similar to common cold and hard to identify. There are currently about 17 or 18 cases in the US. There are 1 or 2 cases in NH.

D. Ross: Do we know for certain the schools have been provided with this information? As well as any daycare in town, they may not have the same access as schools.

A. Jennings: Is there a rapid test for Enterovirus?

M. Lavoie: They are getting better. Once they confirm that it is Enterovirus, there is another to determine which type.

A. Jennings: What is the mortality rate?

M. Lavoie: Relatively low; higher in children who have a respiratory illness prior to contracting the virus.

b. 14 – 088 Naming of Driveway into Donati

J. Sullivan: This idea started from Town Hall Preservation Committee. There was a need to change the number or assign a new street name to the buildings at Donati Park and it was suggested to use this as a fundraiser to give street naming rights to that road and the funds raised would go to Town Hall Preservation Commission. Dr. Shankle received info from the fire department indicating it didn't have to be changed. If Council thought it was a good idea, it should be a one-time name change. We want to get your guidance and suggestions.

N. Comai: It's a great idea and the school has taken advantage of that (Cawley). Could it be the number is on the street sign (Main St) and underneath put the new name so you could follow through with this idea and satisfy the 9-1-1 requirements?

Dr. Shankle: That was one of the reasons they suggest we not do it because it's a problem. They have had issues because it's not shown as a street in Hooksett.

J. Sullivan: If we're going to allow it, we will not change it.

D. Ross: I don't like the idea at all. The tradition of naming streets, bridges, tunnels are an honor to someone, not something you buy. I think it sets a bad precedent that the town is for sale. There are other ways to do fundraising (brick walkway, plaque, etc).

T. Lizotte: I agree. I think it sets a bad precedent. The Cawley street naming isn't money driven. Once we do this, another group will come forward and want to do it for fundraising.

J. Levesque: We should leave it as a Main St. number.

D. Winterton: I agree. We talk about public safety and if the fire chief says the Cawley street name is a problem, I'd rather have everyone know where they are going.

N. Comai: Should Council ask Cawley not to do it anymore? The problem is it's been done for many years.

T. Lizotte: The difference is I'm not sure what the premise is and how it came about for the school.

J. Sullivan: I understand the precedents, but if this is going to be done, it would be permanently named that so 911 would register it as the new street name. It would not change annually. That would be the requirement.

T. Lizotte: Let's not set a precedent on the municipal side.

J. Sullivan: We will not pursue that anymore. We do have other fundraising ideas.

D. Ross: Reserved parking spaces are a fundraising item. Towns rent parking spaces all the time.

c. 14 – 089 Newsletter

K. Rosengren: Traditionally Council has voted to allow a newsletter to be included with the tax bill.

***N. Comai motioned to allow the town newsletter to be inserted along with the November 2014 tax bill. Seconded by T. Lizotte.***

K. Rosengren: At the latest, we hope they will go out the first week in November.

J. Sullivan: If it doesn't come in time, will we still include it?

K. Rosengren: Yes.



***Vote unanimously in favor.***

J. Sullivan: Are there any changes?

D. Winterton: Can we add "per ton" under Mandatory Recycling? (Saves \$66.00 *per ton* in trash disposal fees.)

J. Sullivan: Thank you Katie.

**SUB-COMMITTEE REPORTS**

J. Levesque: I didn't make ZBA last Tuesday, there was no assessors meeting and transfer is next week.

D. Ross: Nothing to report.

D. Winterton: There was a short planning meeting on Monday and I couldn't make the Economic Development meeting yesterday. Dr. Shankle talked about the UNH program. Andre from UNH Cooperative Extension came to make a presentation. It sounds like it will do what the committee is looking for as guidance.

J. Sullivan: Old Town Hall is meeting on 10/24 at 12:00 with UK Architects – via Skype. Discussing 3 initial reports (existing plans, project program summary and project program detail); historical aspects and how to approach (original windows, flat arch window, tin ceiling – moose plate grant, expose SW corner and remove aluminum siding?). Do we modify the roof to expose windows on the south? We may have a new member but nothing is confirmed yet. Heritage Commission – 3 events were successful for History Week – Sunday, 10/19 was the historical marker dedication at Mt. St. Mary's. We had 100 in attendance, including Sister Amy (last president of Mt. St. Mary's, which was the first women's school in state, Mr. Shapiro and Dick Anagnost, the developer, Councilor Lizotte spoke and a reception followed. There were many members from St. A's and past students, including a 90-yr-old attendee. I'd like to thank everyone for coming, including Councilor Lizotte. The 7<sup>th</sup> historical marker has been placed; a handful have been donated. 2 more are planned for 2015 – Old Hooksett Manchester Airport and one for Elm House. Sales of souvenirs (Mt. St. Mary's) are good; we are ordering quite a few of those. There is an article in the town newsletter.

N. Comai: Union negotiations for DPW, police and fire are ongoing.

A. Jennings: Parks & Rec met last night and discussed updating the 5 year plan and the letter of support for the Merrimack Riverfront Project.

T. Lizotte: Nothing to report.

**PUBLIC INPUT**

J. Sullivan: Seeing none, I am going to close the public hearing on the roadway improvement designs at the Hackett Hill Road and Rte. 3A intersection.

**NON-PUBLIC SESSION**

**NH RSA 91-A:3 II (a)** The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her.

**NH RSA 91-A:3 II (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.

**NOTE:** The Town website [www.hooksett.org](http://www.hooksett.org) may have attachments to these Town Council minutes for documents referred to in the minutes, reading file material, and/or ancillary documents that the Town Council Chair has signed as agent to expend as a result of the Council's prior approval of the documents.

***J. Sullivan motioned to enter non-public session at 8:15pm. Seconded by T. Lizotte.***

**Roll Call**

D. Ross-yes  
J. Levesque- yes  
A. Jennings- yes  
N. Comai- yes  
D. Winterton- yes  
T. Lizotte - yes  
J. Sullivan -yes

***Vote unanimously in favor.***

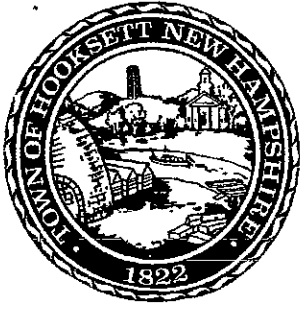
***J. Sullivan motioned to exit non-public at 8:50pm. Seconded by T. Lizotte.  
Vote unanimously in favor.***

***T. Lizotte motioned to seal the non-public minutes of 10122114. Seconded by A. Jennings.  
Vote unanimously in favor.***

***T. Lizotte motioned to adjourn at 8:50pm.  
Seconded by A. Jennings. Vote unanimously in favor.***

Respectfully Submitted,

Tiffany Verney  
Recording Clerk



# *Town of Hooksett*

OFFICE OF THE TOWN COUNCIL

James Sullivan  
Chairman

October 22, 2014

NH Bureau of Trails  
RTP Coordinator  
172 Pembroke Road  
Concord, NH 03301

**RE: Recreational Trails Program 2015, Merrimack Riverfront Project**

To the RTP Coordinator:

The Hooksett Town Council is writing on behalf of our support for the Hooksett Conservation Commission's application for the Recreational Trails Program funds that your department recently announced.

The Town Council considers the Merrimack Riverfront project to be one of our top five priorities for 2014-15 and we believe this project fulfills several key criteria for RTP (quality public trails, community partnerships and financial commitment).

First, this project will be of foremost benefit to the community by providing a major addition to NH's Granite State Trail System and connecting southern NH to Lebanon through Manchester. These proposed trails use the abandoned Concord & Portsmouth railroad corridor in Hooksett and provide a connector to the Heads Pond Trail System already developed (and supported by State Trail Grants and matching funds totaling \$70,000 to date). Secondly, the proposed trails are within a half-mile of both the Village of Hooksett and the Village of Suncook and will eventually provide a connector to these two locales that currently only have motorized access.

Because of its central location off of I-93 at exit 11, we believe this area provides optimal benefit for anyone seeking access to the undeveloped areas of the Merrimack River. This property is within walking distance of Robie's Country Store, which is on the National Register of Historic Places. It was built in 1822 and is a favorite stop-over for political candidates. And finally, this area is part of Hooksett's deep cultural heritage and history. The land includes the former site of the Head & Son Brickyard (1850-1930) and is depicted on our town seal.

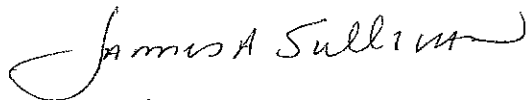
Identified in the Town's Master Plan of 2004, the acquisition and management of conservation properties continues to be a long-term focus for the community. We have made significant progress in fulfilling our vision of providing quality conservation lands for public access, enjoyment, education, and preservation of our valuable wildlife through conservation efforts at Quimby Mountain, Pinnacle Park, Clay Pond, and the Merrimack River.

The first phase of the Merrimack Riverfront project has been accomplished through fundraising and land acquisition of 130 acres, and the donation of easements to the Society for the Protection of NH Forests. We are now ready to fulfill the second phase of this project with the addition of connecting trails, access points, and signage. Our commitment includes 20% funding which has already been allocated through the HCC Conservation fund for project engineering, design, and construction.

It is for these reasons and more that the Hooksett Town Council unanimously and enthusiastically supports the Merrimack Riverfront project through volunteers, town staff, contractors, and funding to see this project through completion in 2015-16. If you have any questions, please do not hesitate to contact me directly.

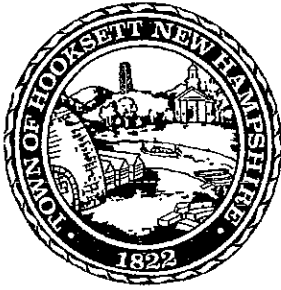
Thank you for your time and consideration.

Respectfully submitted,

A handwritten signature in cursive script that reads "James A. Sullivan". The signature is written in dark ink and is positioned above the printed name.


James Sullivan

Town Council Chair



# Town of Hooksett

## FINANCE MEMORANDUM

To: Linda Courtemanche, Town Treasurer  
From: Christine Soucie, Finance Director   
Date: October 20, 2014  
Subject: Transfer from the Ambulance Service Fund  
Copy: Michael Williams, Fire Chief

---

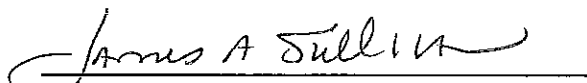
Please transfer from the People's United Bank Ambulance Service account \$36,173.98 to the Citizens General Fund to reimburse the Town of Hooksett for the following:

July 2014 expenses	\$ 12,228.25
August 2014 expenses	12,361.53
September 2014 expenses	12,084.20
Revenue Received Town of Pembroke	<u>(500.00)</u>
Total	\$ 36,173.98

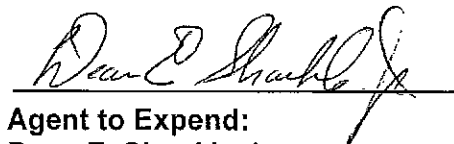
Attached is a detail breakdown of each month's expenses and copies of all invoices can be found in the Council's read file.

The Town of Hooksett uses Comstar Inc. to issue bills to the users of this service. Comstar has billed \$98,931.01 for the 3rd Quarter of 2014 and collected payments in the amount of \$62,658.87. The total uncollected balance is \$345,156.02 as of September 30, 2014.

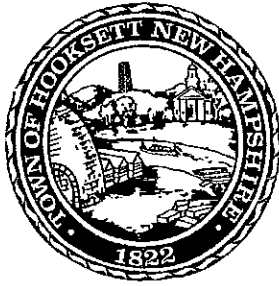
If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.



Agent to Expend:  
James Sullivan  
Town Council Chairman



Agent to Expend:  
Dean E. Shankle Jr.  
Town Administrator



# Town of Hooksett

## FINANCE MEMORANDUM

To: Trustees of Trust Fund  
From: Christine Soucie, Finance Director  
Date: October 2, 2014  
Subject: Sanitary Landfill Capital Reserve

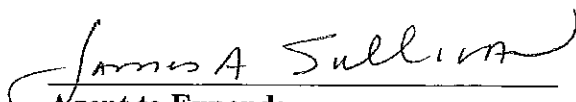
---

A recent reconciliation shows that \$2,034.72 has been expended from the Sanitary Landfill Capital Reserve Fund. A copy of the invoice is attached and listed below:

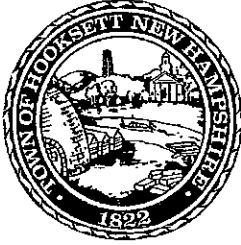
Cardno ATC	Inv 1822137	\$1,334.72
Bartlett Tree Experts	Inv 35911483-0	<u>700.00</u>
Total		\$2,034.72

Please issue from the Sanitary Landfill for the above stated amount.

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.

  
**Agent to Expend:**  
**James Sullivan**  
**Council Chairman**

10-22-14  
**Date:**



# Town of Hooksett

## FINANCE MEMORANDUM

To: Fire Impact Fee File  
From: Christine Soucie, Finance Director  
Date: October 20, 2014  
Subject: Transfer from the Fire Impact Fees

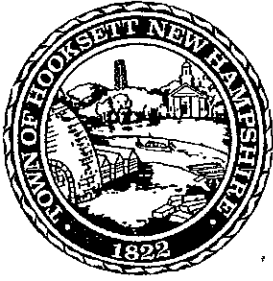
The following invoice has been paid out of the Fire impact fees for Renovations to Fire Station 1 authorized by Town Council on July 23, 2014:

SMP Architecture	Inv 14860	\$3,163.00
------------------	-----------	------------

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.


Agent to Expend:  
James Sullivan  
Council Chairman

10-22-14  
Date:



# Town of Hooksett

## FINANCE MEMORANDUM

To: Public Recreation Impact Fee File  
From: Christine Soucie, Finance Director   
Date: October 20, 2014  
Subject: Transfer from the Public Recreation Facilities (aka Parks) Impact Fees

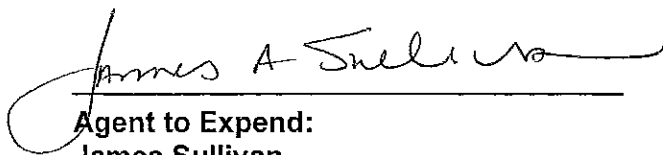
---

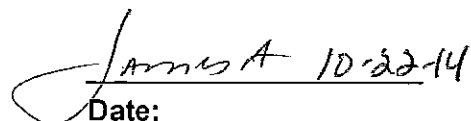
The following invoice has been paid out of the Public Recreation Facilities impact fees:

Petersbrook  
Manchester Sand, Gravel & Cement Inv A7152014 \$5,181.00

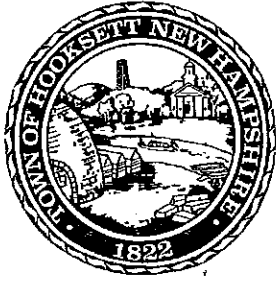
Town Council vote to expend \$20,000.00 of Public Recreation Facilities Impact fees for the Petersbrook Field on December 28, 2011. An additional \$60,000.00 was voted on September 26, 2012. As of 9/30/2014, the Town has spent \$30,391.25 on this project.

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.

  
Agent to Expend:  
James Sullivan  
Town Council Chairman


  
Date: 10-22-14





*Town of Hooksett*  
FINANCE MEMORANDUM

To: Dean E Shankle, Town Administrator

From: Christine Soucie, Finance Director 

Date: October 20, 2014

Subject: Transfer from the PD Special Details

Copy: Police Department

---

The following has been paid out of the Police Special Details account for the quarter. Attached is the detail breakdown for each month.

Details paid in July 2014	\$ 24,856.79
Details paid in August 2014	18,999.59
Details paid in September 2014	<u>16,828.48</u>
Total	\$ 60,684.86

If you should have any additional questions, please do not hesitate to call me. Thank you for your assistance in this matter.

  
Agent to Expend:

James Sullivan

Town Council Chairman

10-22-14  
Date: