

**TOWN COUNCIL MEETING MINUTES**  
**Wednesday, February 11, 2015**

**CALL TO ORDER**

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

**ROLL CALL – ATTENDANCE**

Donald Winterton, Todd Lizotte, James Levesque, Susan Orr, David Ross, Chairman James Sullivan, Dr. Dean E. Shankle, Jr. (Town Administrator)

Missed: Nancy Comai, Adam Jennings, Robert Duhaime

**PLEDGE OF ALLEGIANCE**

**SPECIAL RECOGNITIONS**

- a. ~~Hooksett Youth Achiever of the Month~~ (postponed until February 25 meeting)

**APPROVAL OF MINUTES**

- a. Public: January 28, 2015

***T. Lizotte motioned to accept the public minutes of January 28, 2015 with edits. Seconded by J. Levesque.***

***Vote unanimously in favor.***

- b. Non-public: January 28, 2015

***J. Levesque motioned to accept the non-public minutes of January 28, 2015. Seconded by T. Lizotte.***

***Vote unanimously in favor.***

**AGENDA OVERVIEW**

Chair Sullivan provided an overview of tonight's agenda.

**PUBLIC HEARINGS**

- a. Town Charter Changes Sections 5.9 Independent Audit & 9.1 Town Report

J. Sullivan: *"The Hooksett Town Council will be holding a public hearing on Wednesday, February 11, 2015 @6:30pm at the Hooksett Town Hall Council Chambers, 35 Main Street, Hooksett, NH. The purpose of the public hearing is to consider amendments to the Hooksett Town Charter in accordance with NH RSA 49-B:5." On behalf of the Council, the public hearing is now open. The first item is Amendments Relative to Independent Audit (Article 5, Section 5.9). We are eliminating the sentence "At least once every five (5) years the Council shall request that such audits be made by Certified Public Accountants other than those involved in such audits during any of the previous four years" and replacing with proposed "Council shall request a new auditing firm perform an Independent Audit of the Town every five (5) years."*

Dr. Shankle: The way it's written, we need to change auditors every four years and the idea is to move it out one year. It may have been the original intent, and as the Finance director explained previously, the industry standard is 5 years. This keeps us in line with the general best practices on the subject.

***OPEN FOR PUBLIC INPUT***

J. Sullivan: Seeing no comments, we will move on to the other item, Amendments Relative to Town Report (Article 9, Section 9.1). The request is to add *"(5) the prior year's audited financial statements; (6) a summary of the updated capital improvement plan with estimated costs and (7) the warrant from the annual meeting."* Why are we adding this?

Dr. Shankle: State law says we need to put them in; we have always put them in and are adding them to the Town Charter so there is no question. According to RSA 49-B:5, there is a requirement it be reviewed by Council, and I have a letter from the law firm Hage Hodes stating these proposed amendments are not in conflict with general laws or the constitution.

J. Levesque: The old statement that was in here regarding the audits every 5 years, it states the auditing firm can't be involved with any audits for the previous four years. I don't know why we didn't just change

the amount of years because a separate firm needs to be hired. This five-year audit will be done by a different firm.

Dr. Shankle: There is an annual audit; this is saying that after five years we need to change where it currently states we need to change after four years.

J. Levesque: I like the previous wording that states they can't be involved with the town for the last four years.

Dr. Shankle: That's why it says "new" auditing firm.

J. Sullivan: We will close this public hearing at the end of the second public input and vote on it at our next meeting.

### **CONSENT AGENDA**

- a. Donation of two (2) used printers from Town of Weare, NH to Hooksett Tax/Town Clerk office (\$684.00 total replacement cost)
- b. Donation of \$1,794.57 from The Friends of Kids Kaboose to the Hooksett Parks & Recreation Division
- c. Donation of \$25.00 from resident Edna Hemeon to Hooksett Family Service's Holiday Assistance Program
- d. Donation of \$1,990.36 from the Hooksett Police Association to the Hooksett Family Services Dept.

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

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

- Received letter of resignation from Jacqueline D. Roy from her appointed position on the SNHPC. She is preparing to move out of town; there may be another letter coming to address her position on the ZBA.

***T. Lizotte motioned to accept the resignation of Jacqueline D. Roy from her position on the Southern New Hampshire Planning Commission. Seconded by J. Levesque. Vote unanimously in favor.***

J. Sullivan: We thank her for her service.

- Update on Lilac Bridge: The Coast Guard previously provided a letter stating the state was supposed to tear it down when they built the other bridge. They are now mooted that condition requiring demolition; what they now say is "*construction of the new pedestrian bridge will be covered under the auspices of the Coast Guard Authorization Act of 1982 which will not require application for a formal bridge permit.*" We are willing to take the bridge down before it falls down, but we are still waiting for state government to say can move ahead on any of it. Until that happens, we are still waiting.

D. Ross: Do we have that letter? If the state was required to take it down, why should the townspeople be paying for it?

Dr. Shankle: We received a letter from the Coast Guard that they are mooted the previous condition. We can still talk to the state about it. I just wanted to pass along what we received so you were aware. The state still has not said we can do anything with it either.

D. Ross: If the state knowingly gave the bridge to us with this previous stipulation being known to them, the state should bear the responsibility of tearing it down. There should be some push back that the state should be held liable for some of this cost (even if it's not tearing down the abutments). I'd like to see if the town attorney could put his hands on that letter.

***D. Ross motioned to direct the Town Administrator to look into the possibility the state may be liable for some of the cost of the Lilac Bridge demolition. Seconded by J. Levesque.***

***T. Lizotte amended the request to convey the fact that we are ready to move as fast as the state in this matter. Seconded by D. Winterton.***

***Vote unanimously in favor of amendment.***

***Vote unanimously in favor of motion with amendment.***

J. Levesque: I think even if they did give us the bridge, if they were required to take it down, we should pursue the fact that they didn't do it. It might save us \$1M – the cost of the foot bridge.

D. Winterton: Somewhere in the documentation in the transfer of bridge to town, if that was in full disclosure then that should be investigated.

- We talked about NH National Guard getting ready to purchase some property on Route 3 and it was going to the Governor & Council. Executive Councilor Pappas stopped it and they gave us 2 weeks to discuss. National Guard was very responsive. We met with Senator Boutin and they are willing to come to the next Planning Board meeting. They did purchase it because they were on a time limit. There is a special meeting of the Planning Board next Wednesday and Colonel Mikolaities will be there, so if you are interested in learning more, that would be your opportunity.
- Received a letter from our contact at the state regarding the Main Street Bridge. Contractors plan on starting work the last week of Feb (replacing bearings only, with no impact to traffic). They hope to implement the traffic control plan as of third week of April.

J. Levesque: Robie's Store closed again. I have been trying to get in touch with Tom Walsh to see what happened.

J. Sullivan: I know the Preservation Corp is meeting tonight. I assume they are aware of that situation and we will find out more about that.

**PUBLIC INPUT: 15 Minutes**

Marc Miville, 42 Main Street: I want to advise Council that a member of the Budget Committee resigned this past week, Nicholas Haas. The Committee has found an interim replacement in JR Ouellette for the remaining 4 or 5 meetings; he will be sworn in tomorrow. He already has the budget book and has been reviewing in preparation for tomorrow's meeting.

**NOMINATIONS AND APPOINTMENTS**

None

**SCHEDULED APPOINTMENTS**

- a. AFSCME (Public Works and Recycle & Transfer) Union – Harriett Spencer and Scott Marshall

J. Sullivan: Council voted to approve this contract as did the locals so we are in agreement. Tonight we will sign the contract. Dr. Shankle explained the key changes at our last meeting.

H. Spencer: With me is Scott Marshall, the unit chair here in Hooksett. We are looking forward to working with the insurance committee, and hopefully we can come out with something that will benefit both sides to keep the costs within a level we can all afford.

J. Sullivan: We will be discussing that insurance committee further on in the agenda.

Dr. Shankle: The dollar values on the warrant that the voters will see are: (2) 3% raises – one in the first year and one the second year; also, for the first year the employee contribution on health insurance premiums will go from 10% to 12% and the second year it will go from 12% to 15%. Depending on what happens with the health insurance committee, the union has the option of opting out of the second year and opening negotiations.

H. Spencer: We hope the committee is successful and we don't have to reopen negotiations. Everyone felt comfortable with approving this contract. We had good negotiations, and found it refreshing that both sides could be open, honest, and straightforward with their opinions.

D. Winterton: As a member of that committee, I'd like to thank Harriett for her professionalism. I was really satisfied with the professionalism that was displayed by your union.

**OLD BUSINESS**

- a. AFSCME (Public Works and Recycle & Transfer) Union Contract Signing
- J. Sullivan: We just signed the contract so we are moving on to the recommendation of the warrants.
- b. 14-101 Warrants (Recommendations)
- J. Sullivan: All items that have a monetary figure require a vote and a recommendation. If it isn't a monetary item, no recommendation is necessary but would be up to our discretion.

***D. Winterton motioned to recommend the following article: "To see if the town will vote to raise and appropriate the sum of \$200,000.00 to be added to the Public Works Vehicles Capital Reserve Fund previously established." Seconded by D. Ross.***

**Roll Call**

S. Orr – Yes  
D. Ross – Yes  
J. Levesque – Yes  
D. Winterton – Yes  
T. Lizotte – Yes  
J. Sullivan – Yes

***Vote 6-0 in favor of recommending.***

***D. Ross motioned to recommend the following article: "To see if the town will vote to raise and appropriate the sum of \$194,293.00 for the salaries, overtime, benefits, including uniforms and equipment to hire two (2) new full-time police officers." Seconded by T. Lizotte.***

**Roll Call**

D. Ross – Yes  
S. Orr – Yes  
T. Lizotte – Yes  
J. Levesque – Yes  
D. Winterton – Yes  
J. Sullivan – Yes

***Vote 6-0 in favor of recommending.***

***T. Lizotte motioned to recommend the following article: "To see if the town will vote to raise and appropriate the sum of \$160,000.00 to be added to previously established Capital Reserve Funds and to apportion the sum among several funds as listed: Automated Collection Equipment - \$20,000.00; Drainage Upgrades - \$50,000.00; Parks & Recreation Facilities Development - \$15,000.00; Town Building Maintenance - \$75,000.00." Seconded by J. Sullivan.***

**Roll Call**

J. Levesque - Yes  
D. Ross - Yes  
S. Orr - Yes  
D. Winterton - Yes  
T. Lizotte - Yes  
J. Sullivan - Yes

***Vote 6-0 in favor of recommending.***

Dr. Shankle: For next article pertaining to the non-union raise, the sum of \$88,423.00 is the net of the 3% raise with the increase in employee health insurance contributions from 10% to 12%.

***D. Winterton motioned to recommend the following article: "To see if the town will vote to raise and appropriate the sum of \$88,423.00 for salaries and benefits for non-union full-time and part-time Town and Library personnel at the current staffing level." Seconded by D. Ross.***

**Roll Call**

T. Lizotte – No  
D. Ross – Yes  
J. Levesque – Yes  
D. Winterton – Yes

S. Orr – Yes  
J. Sullivan – Yes

**Vote 5-1 in favor of recommending.**

**T. Lizotte motioned to recommend the following article: “To see if the town will vote to raise and appropriate the sum of \$70,000.00 to be added to the previously established Capital Reserve Funds and to apportion the sum among several funds as listed: Air Packs & Bottles - \$20,000.00; Fire Apparatus - \$50,000.00.” Seconded by D. Winterton.**

**Roll Call**

S. Orr – Yes  
J. Levesque – Yes  
D. Winterton – Yes  
D. Ross – Yes  
T. Lizotte – Yes  
J. Sullivan – Yes

**Vote 6-0 in favor of recommending.**

**S. Orr motioned to recommend the following article: “To see if the town will vote to raise and appropriate the sum of \$30,000.000 to be added to the Revaluation Capital Reserve Fund previously established.” Seconded by D. Winterton.**

**Roll Call**

D. Ross - Yes  
D. Winterton - Yes  
J. Levesque - Yes  
S. Orr - Yes  
T. Lizotte - Yes  
J. Sullivan – Yes

**Vote 6-0 in favor of recommending.**

**T. Lizotte motioned to recommend the following article: “To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Hooksett Town Council and the Public Works\Recycling Union Local 1580, AFSCME Council 93 which calls for the following increase in salaries and benefits at the current staffing level:**

<u>Estimated increase over prior year</u>		
Salaries	Benefits	Estimated Increase
\$22,631.00	(\$2,601.00)	\$20,030.00
\$23,310.00	(\$6,345.00)	\$16,965.00

**and further to raise and appropriate \$20,030.00 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels.” Seconded by S. Orr.**

**Roll Call**

J. Levesque – Yes  
T. Lizotte – Yes  
S. Orr – Yes  
D. Ross – Yes  
D. Winterton – Yes  
J. Sullivan - Yes

**Vote 6-0 in favor of recommending.**

**T. Lizotte motioned to recommend the following article: “To see if the town will vote to raise and appropriate the sum of \$18 657.00 for the purpose of hiring a part time clerk/receptionist in the police department to work no more than twenty four (24) hours per week.” Seconded by J. Levesque.**

**Roll Call**

S. Orr – Yes

D. Ross – Yes  
D. Winterton – Yes  
T. Lizotte – Yes  
J. Levesque – Yes  
J. Sullivan – Yes

**Vote 6-0 in favor of recommending.**

**J. Levesque motioned to recommend the following article: “To see if the town will vote to raise and appropriate tile sum of \$10,000.00 to be added to the Master Plan Capital Reserve Fund previously established.” Seconded by D. Ross.**

**Roll Call**

D. Winterton – Yes  
T. Lizotte – Yes  
J. Levesque – Yes  
D. Ross – Yes  
S. Orr – Yes  
J. Sullivan – Yes

**Vote 6-0 in favor of recommending.**

**D. Ross motioned to recommend the following article: “To see if the town will vote to raise and appropriate the sum of \$71,997.00 for the salary, benefits, taxes and equipment for a full time Firefighter/EMT for the Fire-Rescue Department. If this article passes the operating budgets will be reduced by \$72,454.00 in overtime costs for the Fire Rescue Department which will create a savings in our daily operating costs.” Seconded by T. Lizotte.**

D. Winterton: Do we still have to recommend since the estimated tax rate impact is \$0.00?

J. Sullivan: Even though it's a wash, let's just play it safe and follow our rules.

**Roll Call**

T. Lizotte – No  
J. Levesque – Yes  
S. Orr – Yes  
D. Ross – Yes  
D. Winterton – No  
J. Sullivan – Yes

**Vote 4-2 in favor of recommending.**

J. Sullivan: Are we voting on the bottom line on the operating budget or do we do that at our next meeting?

Dr. Shankle: You won't vote on the operating budget until after the public hearing and you get a number from the Budget Committee.

J. Sullivan: Then we will vote prior to the deliberative session and then any changes will come back.

Dr. Shankle: You need to vote on this prior to March 20<sup>th</sup> since that is when the warrant needs to be posted. The Budget Committee public hearing is on March 5<sup>th</sup>. If they vote on a recommended number that night, you can deal with it at the March 11<sup>th</sup> meeting; if they wait until the following week (March 12<sup>th</sup>), you are going to need to have a special meeting on March 18<sup>th</sup> since the regular meeting on the 25<sup>th</sup> would be too late. We need to make sure there is a quorum since that only gives you one day to get it done.

J. Sullivan: The option is to meet on March 18<sup>th</sup> for a special meeting to deal with that and then we could cancel the meeting on the 25<sup>th</sup> meeting if we have a special meeting on the 18<sup>th</sup> correct?

Dr. Shankle: That is a possibility; we will have to make sure there are no public hearings posted on the 25<sup>th</sup>. We will know by the 11<sup>th</sup>.

J. Sullivan: Prior to the meeting we will vote on who will present these at the deliberative session.

**NEW BUSINESS**

a. 15-003 Auditor Contract Extension

C. Soucie: This is a one-year extension with our current auditors. They have been our auditors for the last 3 years and they have done a good job. Library and Sewer are also happy with their work, so we are recommending a fourth year.

***T. Lizotte motioned to approve the Town Council Chair and the Town Administrator to engage with Plodzick and Sanderson, PA. to perform the Town's independent audit for FY ending 2015. Seconded by J. Levesque.***

D. Ross: Any idea why there is such a disparity in the bids?

C. Soucie: Graham & Graham is out of Vermont and are trying to get into NH. I'm not sure why they would be so high if they are trying to get into NH. There are very few auditing firms; some need the work, and some don't, but I don't know why the range is that way.

D. Ross: If we need to change every 5 years, perhaps we need to reach out further in anticipation of finding a firm other than these people in another year.

C. Soucie: There is another company that did not bid who were our prior auditors; because they were our prior company they weren't allowed to participate in the bid process. There are other companies out there. We put it in the paper and on the website to get as broad a reach as we can.

Dr. Shankle: There are 3 or 4 who tend to do most of the auditing and they seem to trade around. They seem to come in at the right price at the right time. They watch the market closely and know which towns are coming up on their five years, as most towns do.

C. Soucie: Hooksett has a good reputation so they want to do business with us.

J. Levesque: This is the annual audit until we have to hire another firm at the end of the 5 years?

C. Soucie: Yes, correct.

**Roll Call**

S. Orr – Yes

D. Winterton – Yes

J. Levesque – Yes

T. Lizotte – Yes

D. Ross – Yes

J. Sullivan – Yes

***Vote unanimously in favor.***

b. 15-004 Public Works Department – Highway Division – Assistant Crew Chief job description

***T. Lizotte motioned to approve the Assistant Crew Chief position for the Highway Division to help in management, as with Parks & Rec Division. Seconded by D. Winterton.***

D. Winterton: Is there any issue with this job not being union?

L. Lessard: The union operator position was vacant and will not be filled.

D. Winterton: Are there any issues with the union losing a position?

Dr. Shankle: They are not losing a position; we are moving money from one position to another. We have that position in Parks & Rec and Highway is a bigger division. To have extra help in a management position will be good.

J. Levesque: This position answers to you or the Crew Chief in Highway?

L. Lessard: For daily operations he will answer to the crew chief but essentially will report to me.

**Vote unanimously in favor.**

T. Lizotte: I saw the Bobcat with the snow blower unit. What is the crew's impression?

L. Lessard: The operator likes it since it is better in higher snow elevations. He ran the old machine and he is doing fine with this new one.

T. Lizotte: I noticed the quality is so much better than previously. It's night and day comparison.

c. 15-005 Town of Hooksett Safety Manual – new policy “Hot Works (Contractor)”

**T. Lizotte motioned to approve the new policy and permit on Cutting, Welding and Hot Work Operations for projects that are performed by outside contractors within the town, which will be added to the current Town of Hooksett's Safety Manual. Seconded by J. Levesque.**

L. Lessard: Travelers Insurance recommended we add this to include outside contractors.

**Vote unanimously in favor.**

d. 15-006 Town of Hooksett Personnel Plan – new policy “Motor Vehicle Records”

**T. Lizotte motioned to adopt the Town of Hooksett Personnel Plan Section 4 “Workplace Conduct” new policy Employment Driver's Records Checks effective February 11, 2015. Seconded by D. Winterton.**

D. Winterton: Since there is an added cost to this, would we expect our insurance rates to go down or is this to keep them level so they won't go up?

D. Fitzpatrick: We just met with our Travelers representative and he said that by doing these preventive measures this might be a cost effective measure for our premiums in the future. It won't bring down our current contract but in quoting premiums in the future.

**Vote unanimously in favor.**

e. 15-007 Vote to adopt Other Ordinance #2015-1 Trustees of Trust Fund

J. Sullivan: We held that public hearing as required 2 weeks ago. According to our policy, we can now vote to authorize and approve that ordinance.

**J. Levesque motioned to accept the Trustees of the Trust Fund Ordinance 2015-1. Seconded by T. Lizotte.**

**Vote unanimously in favor.**

f. 15-008 Health Insurance Review Committee

Dr. Shankle: The Chair asked me to come up with a draft charge for the committee. *“The committee is charged to take whatever steps it deems necessary to review the current coverage and cost of town health insurance offerings and bring back to the Council options that would address both potential cost reductions while maintaining an appropriate level of coverage for all who are presently covered under town plans. It is expected that this will include a range of plans.”*

**T. Lizotte motioned the Town Council to direct the administration with moving forward in forming a new health insurance review committee for 2015 based on the committee charge and at the direction of the Town Administrator. Seconded by D. Winterton.**

T. Lizotte: We have gone through this once before; in regards to the union negotiation teams this is one of the stipulations we have put forward. I think the majority of the staff (finance, human resources, etc.) understands the requirement going forward so we can leave it in the hands of Dr. Shankle to bring this committee to fruition and carry out the charge without any problems.



***Vote unanimously in favor.***

**SUB-COMMITTEE REPORTS**

- J. Levesque: No ZBA meeting this month; we should have a heavy load next month.
- D. Ross: Nothing to report.
- D. Winterton: Economic Development met and the next meeting is the last week of February which I am unable to attend. Planning Board has not met due to snow but scheduled a special meeting on the 18<sup>th</sup>. Budget Committee is moving forward and will look at the Town Council's budget tomorrow in part; the Committee was satisfied with the work Council had done in preparing the budget for them.
- J. Sullivan: We thank the Budget Committee for their work as well. Old Town Hall received architectural plans breaking down all aspects in different divisions on what we want to do. When we do proceed in taking one step at a time, we have to see which aspect(s) the funds will come from and may appear in different divisions (i.e., repair of the tin ceiling – one aspect would be the repair and the other aspect would be the painting). We are very careful on which aspects of the project we proceed. We have plans for making a presentation to Council and will put that on a future agenda, but otherwise it continues to move along at a good pace.
- S. Orr: Tiffany did her part for Hooksett Youth Achiever outreach mailing. I have the list to send out emails (hopefully this week) and she sent out notices to physical addresses.
- T. Lizotte: Nothing to report, Conservation was canceled due to snow.

**PUBLIC INPUT**

None

J. Sullivan: On behalf of the Council, I am going to close the public hearing on the Town Charter changes Sections 5.9 and 9.1.

**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.

**Roll Call**

S. Orr – Yes  
D. Ross – Yes  
J. Levesque – Yes  
D. Winterton – Yes  
T. Lizotte – Yes  
J. Sullivan - Yes

***Vote unanimously in favor.***

***J. Sullivan motioned to exit non-public at 8:00pm. Seconded by S. Orr.  
Vote unanimously in favor.***

***J. Sullivan motioned to seal the non-public minutes of 2/11/15. Seconded by T. Lizotte.  
Vote unanimously in favor.***

***S. Orr motioned to adjourn at 8:00pm. Seconded by T. Lizotte.  
Vote unanimously in favor.***

**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.

Respectfully Submitted,

Tiffany Verney  
Recording Clerk

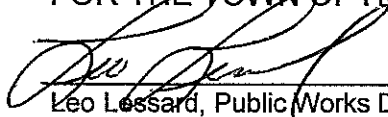
**Article 34**

**Duration**


34.1 This Agreement shall be in full force and effect from July 1, 2015 through June 30, 2017 except as specified in individual articles. Should either party desire to cancel or terminate the Agreement, written notice shall be served by either party upon the other at least one hundred twenty (120) calendar days prior to the date of expiration.

34.2 Where no such cancellation or termination notice is served and the parties desire to continue said agreement but also desire to negotiate change and/or revisions in this Agreement, either party may serve upon the other a notice at least one hundred twenty (120) calendar days prior to the budget submission date of any subsequent year, advising such party desires to revise or change terms or conditions of such Agreement and specifies the Article(s) to be renegotiated.

**FOR THE TOWN OF HOOKSETT**

  
Leo Lessard, Public Works Director

Diane Boyce, Recycle & Transfer Superintendent

  
Dr. Dean E. Shankle, Jr. Town Administrator

  
James Sullivan, Town Council Chair

Nancy Comai, Town Council Vice-Chair

  
Todd Lizotte, Town Council Secretary

  
James Levesque, Town Councilor

  
David Ross, Town Councilor

  
Donald Winterton, Town Councilor

  
Susan Lovas Orr, Town Councilor

Robert Duhaime, Town Councilor

Adam Jennings, Town Councilor

**FOR AFSCME LOCAL 1580**

  
Harriett Spencer, Coordinator

  
Scott Marshall, Union President

Union Negotiator

Union Negotiator

Union Negotiator

Union Negotiator

Union Negotiator

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Union Negotiator

Union Negotiator

Date: February 11, 2015

Date: February 11, 2015

## ORDINANCE 2015-1

### An Ordinance to Authorize the Hooksett Trustees of Trust Funds to Pay Fees for Banks, Brokerage Firms, Portfolio Management Firms, and / or Investment Advisors Related to the Management of Capital Reserve Fund Income.

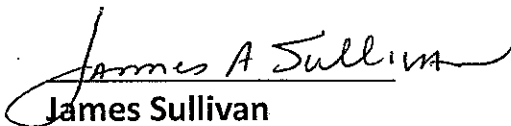
WHEREAS, the State of New Hampshire amended RSA 34 by inserting Section 34:16 effective July 26, 2014, which allows the governing body, which is the Town Council, to authorize the Trustees of Trust Funds to charge fees for banks, brokerage firms, portfolio management departments, and/or investment advisors against the capital reserve funds involved; and

WHEREAS, such authority shall remain in effect until rescinded, and no vote by the governing body to rescind shall occur within 5 (five) years of the original adoption of this article; and

WHEREAS, the Trustees of Trust Funds held a meeting on October 14, 2014, and agreed to support the adoption of this article,

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF HOOKSETT ORDAINS THAT the Hooksett Trustees of Trust Funds are hereby authorized to pay fees for banks, brokerage firms, portfolio management departments, and/or investment advisors from capital reserve income.

Adopted February 11, 2015



James Sullivan

Town Council Chair

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Todd Rainier

Town Clerk

We appreciate the opportunity to be of service to the Town of Hooksett and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy, and return it to us.

Sincerely,

*Plodzik & Sanderson*  
PLODZIK & SANDERSON  
Professional Association

RESPONSE:

This letter correctly sets forth the understanding of the *Town of Hooksett*:

Management signature: *Don E. Shohl, Jr.*  
Title: *Town Administrator*  
Date: *1/11/2015*

Governance signature: *James A. Sullivan*  
Title: *Chair*  
Date: *2/11/2015*

