

TOWN COUNCIL MEETING MINUTES
Wednesday, August 26, 2015

CALL TO ORDER

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

ROLL CALL – ATTENDANCE

Marc Miville, David Ross, Robert Duhaime (arrived 6:32 pm), Donald Winterton, Adam Jennings (arrived 6:41 pm), Timothy Tsantoulis, James Levesque, Chair James Sullivan, Dr. Dean E. Shankle, Jr. (Town Administrator)

Missed: Nancy Comai

PLEDGE OF ALLEGIANCE

SPECIAL RECOGNITIONS

a. Hooksett Youth Achiever of the Month

D. Winterton: Mostly we have said the award recipient has done something special. I'm going to read a list to you of things that are all special: huge fundraiser for Salvation Army; cheerleader; track and field team; has performed in 20 theater productions; but most of all Macy Broderick was recognized nationally in San Diego as 1 of 35 cheerleaders in the country to receive the honor of Pop Warner First Team All-American Scholars and received, while in 8th grade, a \$1,000 college scholarship. We are very proud of you; your accomplishments at Cawley Middle School have been wonderful and I'm sure you are going to take them on to Bow and show the kids in Bow what a kid from Hooksett can do! Congratulations, you really deserve this.

Presentation of certificate and pin.

APPROVAL OF MINUTES

a. Public & Non-Public: August 12, 2015

M. Miville: As Council Secretary, I have reviewed the votes tallied and confirm that the votes are accurate.

J. Levesque motioned to accept the public & non-public minutes of August 12, 2015 with edits.

Seconded by T. Tsantoulis.

Vote unanimously in favor. J. Levesque abstained due to prior absence.

AGENDA OVERVIEW

Chair Sullivan provided an overview of tonight's agenda.

CONSENT AGENDA

TOWN ADMINISTRATOR'S REPORT

- Lilac Bridge – continue to move forward; you approved the engineering at your last meeting. There are a couple lines on the bridge now. We met with the town engineer and the engineering company regarding that and are starting that process.
- Spent quite a bit of time on preparing for a deposition for a personnel suit the town is involved in.
- We were at a ribbon cutting for a new dance studio in town; they had a good turnout.
- I attended a meeting sponsored by greater Manchester Chamber and Regional Planning Commission regarding economic development. They are trying to continue their efforts in regional economic development.
- At the previous meeting, Councilor Winterton asked an insurance question re: if one large claim will make a difference in premiums. From Health Trust, they said because of the way their pool works, claims over \$150,000 go into a pool with other people who have claims over \$150,000 so we need to watch that moving forward to make sure anything we get has something similar.
- Received 4 letters from Don Riley, the Town Moderator – thanking Todd Rainier, Billie Hebert, Diane Boyce and Chief Bartlett for their assistance in the election.
- Cable renewal franchise contract expires 12/15/2020.

R. Duhaime: There is no time frame from state on the bridge? Is the engineer able to move it along?

Dr. Shankle: The engineers do not see it going out to bid until next spring, and we are moving as quickly as we can.

- We did not get a successful contract with the firefighters so we are reopening negotiations with them. We are now waiting for the firefighters to come back with some dates in September to begin negotiations with their new team.

J. Sullivan: In the contracts from the other two unions from last year, there was a caveat pending their thoughts on the health insurance committee findings. Has there been official notification that they are happy with the changes so we will be able to proceed on the second year of those contracts?

Dr. Shankle: We are working with them to push it out past the September 18 deadline, until after you make a decision so they see what it looks like.

PUBLIC INPUT

Elicia Dowd: As a resident I do not have a good understanding as far as the fire department and trying to consolidate administration or what is going on there?

J. Sullivan: We are addressing that later on. The Charter allows Council to initiate any organizational changes and allows the Town Administrator to make suggestions and proposals. He has presented some information in previous meetings and has some more information to present tonight. These changes need to come through us for an official vote, and that is what is happening tonight. That is the process on any organizational changes.

E. Dowd: That's what I needed, is an understanding. So after the discussion tonight, it goes to a vote?

J. Sullivan: There will be a recommendation from administration on how to proceed. That will be discussed later on in the agenda. For him to proceed further, the Town Administrator will be asking for a motion to allow him to continue with that process.

E. Dowd: Is tonight's meeting the last opportunity for public input for this subject?

J. Sullivan: Public input is allowed at each meeting. There are also public hearings; whether we will have a public hearing on this subject is to be determined but we will be talking more about that later on when we get to that point in the agenda.

E. Dowd: Thank you, you have answered my question.

Harold Murray, 311 Hackett Hill Road, Hooksett: I want to speak on 2 subjects that are coming up later on. The first thing is emergency management. I have been the Assistant Emergency Manager since 1952. There was a statement in one of the letters from last June saying emergency management could be improved by putting in a new public safety administrator. I would like to point out that we have gone through hurricanes, floods and opened successful shelters, including a pet-friendly one. I'd like to thank the Town Administrator for his assistance. He came down to see how it was run so he would know what was going on with it. I'd like to also point out that when Al Dionne was emergency manager, he was picked as the head emergency manager of the year for the state. As far as this public safety administrator helping emergency management, I don't think it is necessary, but I think emergency management should be a stand-alone position. They do work before (not after or during) a disaster. If you recall the floods at K-mart, that was handled with emergency management funds so keep that in mind when you contemplate what you are going to do with this. Next is the fire department. I have only been on that 57 years. They have come a long way. It's a military-type organization – continuation of chain of command is extremely important and it seems like this will change that considerably. At the second public input, I'd like to ask: How is this going to save the town money, as was stated in one of the letters? I see a lot of personnel shifting but I don't see the financial end of this. The first letter said the fire department was doing a horrible job and the second letter said they were doing a fabulous job. If it's not broke, don't fix it. Thank you.

NOMINATIONS AND APPOINTMENTS

- a. Nomination: Todd Lizotte – Conservation Commission, Alternate

R. Duhaime nominated T. Lizotte to the Conservation Commission as Alternate. Seconded by M. Miville.

J. Sullivan: Nominations do not need a second but are appreciated. We will appoint at our next meeting.

b. Appointment: Mike Horne – Parks & Recreation Advisory Board, Alternate
M. Miville appointed Mike Horne to Parks & Rec Advisory Board as Alternate with a term expiring 6/2016. Seconded by A. Jennings.

J. Levesque: Why are we appointing to an alternate position when a full member is available?

A. Jennings: At the last meeting, we changed Jackie from alternate to full member which left an alternate opening.

Vote unanimously in favor.

SCHEDULED APPOINTMENTS

OLD BUSINESS

a. 15-047 Establishing Speed Limit for Martin's Ferry Road

J. Sullivan: We had a public hearing at our last meeting. We should have a motion to post an official speed limit.

D. Ross motioned to establish a speed limit of 25 mph be posted on Martin's Ferry Road. Seconded by J. Levesque.

D. Ross: With the Planning Board definitions of a road, Martin's Ferry does not come near the requirements of any road in Hooksett. It has never been fully reconstructed. That was an issue that came up in 2006-2008. When the school was undergoing improvements, it came up that Martin's Ferry needed improvements. It's the same road that has always existed, it's just been ground up and repaved, but it's never been rebuilt. The width of any collector roads is supposed to be 60' and 100' for connecting highways. Martin's Ferry at best is 50' as it's laid out, but there are encroachments that make that road not a 50' right of way. The road is about 20' wide at its best places. It doesn't meet the requirements of our own codes; that is something I call into question with the engineering study. We seem to be missing a comparative study. I did my own personal study; I took pictures of roads in Manchester and Hooksett of other 30 mph roads. On Main St. in Hooksett, you can see from one end to the other, and that's not the case on Martin's Ferry Road; you can't see more than 100 yards if you're lucky. It's not as wide as Main Street; there is no real place to walk. On Hooksett Road, there is one section where it's 5 lanes wide, has a solid median and has a 30 mph speed limit. College Park Drive is 4 lanes wide with a solid median and is a 30 mph zone. Donati Road with sidewalks, curbs, guard rails, breakdown lane is 30 mph. How can you compare Martin's Ferry to that? On River Road in Manchester, sidewalks on both sides and far wider than Martin's Ferry, 30 mph. I have seen many 25 mph zones in Hooksett; those should be addressed first, not Martin's Ferry. The road is a hazard and is substandard to anybody's specifications. I see no reason it's rated the same as these other roads. The other issue has to do with enforcement. A concern was specified by the town attorney about a potential attorney coming in to defend a case against a speeding violation. I find that a bit of a stretch. I'd like to know how many speeding tickets in town are successfully contested. I don't see how, if that did become an issue, we couldn't settle through negotiation. As far as posting at 25, we've all come to the conclusion that posted speeds are not enforced at the limit, even though the letter of the law states that from 1-5 mph over the speed limit is a \$65 fine. Another suggestion is to put stop signs on Martin's Ferry Road. That is the most outrageously ridiculous idea; there is nowhere to put stop signs without impeding traffic. These studies occurred when schools weren't open. RSA 265:60 talks about potential hazards. These aren't addressed in the study; these are things we are supposed to address. We wouldn't need to vote on this if the traffic study determined speed limits. Underhill School abuts Martin's Ferry Road; I brought that up 14 years ago. They put up signs on Sherwood Drive, but there are no school signs on Martin's Ferry. There are school zone signs on Hooksett Road for Memorial School and they do not abut the road. The other issue with the engineering study is the average speed measured. Just because people break the law, doesn't mean it's OK, it just means it hasn't been enforced. I can count on one hand the number of times I have seen a cruiser sitting there waiting for speeders, in 14 years. Section 47:17, referred to by the attorney – we

have the authority to regulate all streets and public ways. The issue with having no authority over speeds has to do with highways, not local roads. It also refers to the latest edition of the manual on uniform traffic control devices. This is something distributed to Council when I was on Council previously. There should be some notes in the minutes as to all the discussions that did take place. This has been an ongoing issue that got dropped and needs to be reinvigorated. Later in the meeting we have another report where they do think 25 mph is an appropriate speed. I wish Martin's Ferry was in as good a shape as Whitehall Terrace. I'm not questioning much other than did anyone actually look or did they just take numbers from a machine. I can't see how anyone can consider raising the speed limit on Martin's Ferry Road to meet improvement of public safety in any sense of the word. RSA 265:62 and 63 seem to be the most pertinent parts to this.

J. Sullivan: Mr. Ross is referring to a letter from our town attorney (*see attachment "A"*). He did bring up some other issues – stop signs and posting of school zones. That certainly is part of the discussion but separate at this point. We can get to that on a future agenda.

R. Duhaime: I'm on your side. I think the new town engineer should look at how to improve that road going forward. I spoke to residents who were concerned with high rates of speed. It would be harder to lower it in the future if we did set it at 30 and wanted to reduce it to 25. It was mentioned that we don't have a safety cross walk – we don't have one in that area. If we put a cross walk do we need a sidewalk? Where does it go from there? We have one more to discuss tonight.

M. Miville: It's in my district as well as Councilor Ross's. At the last meeting, we were led to believe that the engineering study was state-ruled. Mr. Ross brought up that it's not the only thing to consider. I also did extensive research in the last 2 weeks as well. I have walked both sides of that road and did not go onto anyone's property. My observations are there are only 2 speed limit signs on Martin's Ferry heading east; there are no signs going up from Rt. 28. The first sign heading east is at the west entrance of Cemetery Rd; there are 2 signs on the east side and 1 on west. There is more than one location where there is protruding brush into the road and it's a hazard that needs to be cleared. It's the only time I was nervous while walking. The cars on the curve could not see me past the brush. I agree that it's not just about the speed limit; I am expanding my perspective to include the unique characteristics of this road. There are no paint lines on this road; it needs a lot of TLC. It needs some traffic mitigation, regardless of speed limit. I think a 3-way stop sign at Benton Rd. would help and a stop sign at Cemetery Rd. would help. I was told an island was going in and I think that would help. More signage would also help. That is a significant reason that drivers don't know what the speed limit is. I recommend sidewalks near the school; I am not in favor of speed bumps but that is another traffic mitigation option. Flashing signs – I don't know if we want to spend that kind of money; there is a sign in Derry that posts the speed limit and has an LED sign under it that flashes the speed drivers are traveling.

J. Sullivan: The purpose is to establish a speed limit so the police department can successfully enforce the speed limit. I think mitigation should be a separate motion requiring the Town Administrator to do more research.

M. Miville: I agree with Councilor Ross; it's not just about the speed limit. 25 is slow for that road but because of the uniqueness of that road, it needs mitigation regardless of what the speed limit is.

A. Jennings: I agree there are safety and upgrading concerns on that road. RSA 265:63 states we have to have a traffic study to back us up to give the police the right to enforce a 25 mph speed limit. I purposely highlighted "required" is section 2A of that same RSA. We cannot avoid listening to the engineering study. It took into consideration the curbs, the intersections, the pavement conditions, etc; after reading the RSA and Windham's 2012 decision to lower their speed limit (no traffic study to back them up), I think it's a disservice to our police department to lower it to 25.

J. Levesque: By lowering it to 25, and knowing the police are reasonable, if anyone was going 30 I wouldn't think there would be any citations given out. Residents want 25 mph; they have children and have a right to voice their opinion. I don't think it's unreasonable. There has to be some give and take; if you are doing a reasonable speed of 28 or 29 mph; instead of making it 30 and traffic is going 35 or more. It's a good move to establish it at 25.

D. Winterton: I don't think there is anyone in the room or in town that doesn't have the safety of the people on Martin's Ferry Road at the front of their mind in this decision. If we set it at 25, would that hinder any prosecutions any higher than 30? From the input of the residents, the most important thing is enforcement. We plow over 80 miles of roads in town and we are talking about .7 miles of road in a police department that is stretched incredibly thin. There was a DWI grant we had to send back because we didn't have enough staff to conduct the DWI check. The citizens want officers out there protecting, and arresting when need be, the town. I clearly support 25 if it doesn't hinder the police doing their job. If it does, then I support 30. I'd ask the citizens to look at what their priorities are in terms of spending public safety dollars.

Dr. Shankle: The law is clear to me; the default speed limit on local roads in NH is 30. In order to get off of that one way or another, 265:63 says an engineering study or traffic investigation needs to be done by someone qualified. We did not have a town engineer when we did these. We hired the person who does them all over the state and is highly qualified. We got an opinion from the town attorney saying the same thing. You have a recommendation from the police chief to post it at 30.

T. Tsantoulis: We have established that Martin's Ferry Road is in poor condition. I have gleaned that from a police enforcement point of view, following the engineering study's assessment of the road, there are a lot of other issues – striping road which has a tendency to slow traffic down. I am big on supporting local law enforcement and to give them the opportunity to do what they need to do. In that case, we post it at 30. Word will spread and perhaps the problem gets solved.

D. Ross: The town attorney writes that his opinion is not universally agreed upon. We have a certain level of jurisdiction. If we write a ticket for 28, we can't enforce that. If they are going 30 we can, they are going over the 5 mph over the limit. I wonder what the percentage of successful speeding ticket defenses is. On the outside chance we get sued, how much money are they going to sue us for over a 25 mph speed limit sign? The police department is under our authority as specified by the town attorney. If someone is going 35, you can write it for 10 or 5 over the speed limit. It's been 25 since the day it was paved, probably. We are talking about maintaining what is grandfathered into that road. The painted lines aren't there but the engineering study indicates they are. I find that a flaw worth looking at. The condition of the paving isn't addressed in that study; the walk that Councilor Miville took – school is not open yet. And wait until it snows. I think it's our obligation to protect our residents and if people going through want to fight speeding tickets, so be it. We have the authority to do it so let's do it and be done with it.

A. Jennings: We don't have authority; a state RSA trumps what we have. I want to give the police department the best chance of winning cases and getting the speeds down, and then get with Public Works to find ways to improve the road. Let's not fly in the face of the state RSA.

R. Duhaime: We have a letter from the town attorney that says Public Works should take a look at this; I would love for the town engineer, a licensed PE, to take a look at it. If we want to wait for him to take a look I am in no rush, we can wait a while. If he can help validate us then maybe that's the way we should handle it.

***R. Duhaime motioned to table until information from the Town Engineer is received. Seconded by D. Winterton.
Vote 5-3 in favor.***

Consensus to have the Town Administrator ask the Town Engineer and Public Works Director to inspect Martin's Ferry Road.

Dr. Shankle: Leo Lessard was looking into CMAC money for sidewalks before he left, but it's really expensive.

J. Sullivan: If we can have that done for our next meeting so we can officially set the speed limit on that road that would allow the police department to do what they need to do to enforce the speed limit.

D. Ross motioned that Council establish a policy for the police department to enforce traffic violations in excess of 31 mph on Martin's Ferry Road. Seconded by J. Levesque.

D. Ross: We are worried about the letter of the law and we aren't paying attention to the letter of the law. Speeding is enforceable at 1 mph over the speed limit. It seems this is going to go on for another 14 years, because that is when I first brought this up. Maybe everyone needs to re-read these articles as well as the letter from the town attorney as to what our authority and jurisdiction is in this town, and that we do have the authority and we have the ability to defend that authority and we should. For something that has been on many people's minds and people don't go 25 mph on that road and that during school you can't walk safely on that road. That is why I am putting forth this motion.

M. Miville: There are a lot of roads in town not backed up by official studies. They were arbitrarily posted and currently are not enforceable. This is not the only road. If we are following the letter of the law, it should be 30 right now. I feel the list of mitigations I listed is just as important as the speed limit. I am more interested in helping the safety of that road, in addition to the speed limit. Let's change all the speed limits in town that are not properly posted.

R. Duhaime: We have to take a lot of things under advisement, not just this one. As much as I enjoy the debate, we need to move on.

J. Levesque: I can't see people getting tickets for 31 mph, but it might solve the problem. I think the residents would be satisfied with that and we wouldn't have to make a decision.

D. Winterton: I also enjoy the passion; the reason I am anxious to wait 2 weeks is because we now have expertise in our administration and I'd like to hear from that expertise. Safety is most important but we are pulling a community into the laws of the 21st century and we need to do it right. I appreciate the arguments that are being made.

J. Sullivan: I think we are getting into the administration of the town, but that is my opinion. I don't think the Charter wanted us to get into directing the police department to enforce things it is their job to enforce. I understand the motion on the table.

Roll Call –

D. Winterton – No
T. Tsantoulis – No
J. Levesque – Yes
A. Jennings – No
R. Duhaime – No
D. Ross - Yes
M. Miville – No
J. Sullivan – No

Motion fails 2-6

b. 14-050 Departmental Oversight Committee Charge

Dr. Shankle: When this came up last year with Councilor Jennings, it seemed like it's what Council was looking for at the time and I see no reason to change it.

A. Jennings: The idea was to give a fresh set of eyes to the functions of the departments and work with them, not against them, to see what we could do to help them out. Councilor Miville, myself and the Town Administrator will get together. I'd like to know which department we should start with first.

R. Duhaime: Alphabetically? It doesn't matter to me. The point is to make it through all the departments.

M. Miville: I assume Budget Committee would not be included?

J. Sullivan: Correct.

Dr. Shankle: Administration is before assessing, alphabetically. I'd suggest that since we combined some departments, Public Works seems like a good place to start. You are really looking at if there is any need for a change in policies

J. Sullivan: Your thought is to look at policies in Public Works first?

Dr. Shankle: When you put two departments together, there may be some policies that conflict. We looked at it when we put them together and this would check to see if we missed anything.

A. Jennings: We will focus on policies and see what else there is.

D. Ross: I thought we had to establish and form the committee. If I read this, it seems like we are layering work that is already being done. I thought data was being accumulated by administration. Departments are disappearing, we have divisions and directors now. We remanufactured town government. I find it a little not right you would have a committee formed by the Council to include the Town Administrator as a member – it goes against the line of authority we gave him and our authority, which we really don't have in dealing with department heads. I think we need to reevaluate the way things are working – how is the budget going to work and be reallocated? I see this as time being spent and having no value to the town.

J. Sullivan: There is nothing restricting an administration member being a part of a committee as an advisory member, i.e. Board of Assessors. They provide information but do not make decisions. Without someone from administration providing info, the committee can't do their job.

Dr. Shankle: I didn't see this as a committee that would be voting on things, but just gathering information. I pushed to have myself and someone from Planning Board on this committee. I saw this as information-gathering to bring back to the Council. Someone from admin needs to be there to provide the information. I didn't see this as a voting committee.

R. Duhaime: When was the last time this Board met with committees? According to the Charter we are supposed to meet with them every year. We have a lot of things to cover.

J. Sullivan: The Charter says we need to meet with committees on an annual basis. If we have missed someone, we will be sure to get them in.

M. Miville: As far as I know, all committees have met with this Board in the last fiscal year. I think we are good.

Consensus to direct the Oversight Committee to start with Public Works.

5 MINUTE RECESS

c. 15-043 Public Safety Administrative Consolidation

Dr. Shankle: Council has talked about this in the past. We don't want to add more people, but we are looking at this since we have an opening at Fire Chief. If you look at the 2 handouts, you will see the present administrative structure and the proposed structure. Currently there are 7 administrators between the two; the new proposal would still have 7 administrators just be restructured so that the basic administrative functions would be under the Public Safety Director. There would be no reduction in the administrative structure, just reorganized. The other thing I brought in is the Director of Public Safety, primarily administrative in nature. We are trying to increase efficiencies where we can and gather more data. One of the things inherent in police and fire is administration and is not their first priority. This would put someone over there to gather information, coordinating resources for emergency management. I need to know if Council is interested in moving toward this. I think it's a good plan and I think it will work. I also know there are some people who might not agree with it. If we are not going forward with this, we are down one person in the fire department and I need to address that.

J. Sullivan: I have some specific information I would like if we agree to proceed to continue on.

R. Duhaime: I agree; I see that there is no increase to staff, just different positions. I don't see any cost savings, but it's not going to cost me more.

T. Tsantoulis: How will we be able to "sell" this to public? It looks like another layer of government. What is it going to cost the tax payer and what effect is it going to have on the overall operations? I looked at the qualifications – good luck finding that person. If that individual were to be found and considered for that position, I suspect they would demand quite a salary for all the qualifications we are asking of them.

J. Sullivan: I need more pieces of information too. If the plan looks good, I would need the information to support it. I would need cost and pay grade for this position also. That would be information he will provide at our next meeting if we agree to continue.

D. Winterton motioned to task Town Administrator to further investigate to answer questions from the Council and bring back answers for discussion. Seconded by A. Jennings.

D. Winterton: Currently we have a fire department and police department reporting to our Town Administrator who is in a separate building and who has little experience in public safety. If we have a director of public safety that can keep both departments completely separate with no integration but has experience in budgets, personnel, and union negotiations, it takes the burden off the police chief and fire chief to focus on public safety. It really frees up a huge portion of the job from those administrators now and places it in the hands of someone in the building to help that building function. Our Town Administrator does it now, who has other things to focus on. We have the opportunity since we have an opening in terms of administrative positions within those two departments to consolidate without adding expenses to the town and to pull these departments to a leader in the 21st Century.

D. Ross: I am more opposed to this than I was to the last redefinition of town departments into divisions, that isn't even addressed in the Charter. This consolidation – there hasn't been any overt effort to find another chief and the other reorganization just raised the pay grades. We are creating a top heavy environment to do what his job is – he is the Administrator. I find us creating one big pyramid in town. You have one department in charge of all of Public Works, he is in charge of this building and now we are going to have one person in charge of public safety. As far as these 2 departments, it's like a military organization - you have the guy at the top and their subordinates. Now you have someone at the top who can go between those 2 departments and assign projects, work plans, evaluate assigned personnel. This is what the chief and his subordinates do, in both departments. The fire department isn't the police department and the police department isn't the fire department. I don't get it at all other than creating another high-paying position in town. Our fire department is exemplary; likewise with the police department. As far as I see, we are fixing something that definitely doesn't need to be fixed. We are reinventing town government without the voters having a say in it. We are reps of the people, this is their decision. I would hope there is a public hearing on this. I think we have already reinvented the town enough. Let's get a fire chief in that position.

J. Sullivan: We do have an acting fire chief, doing the job. We are not without a chief or a deputy chief.

A. Jennings: From day to day ops, if we compare it to the military, each branch does their own thing but there is a central figure at the top before you get to the Commander in Chief. If we proceed, I want to know how it improves processes and services for the town and how it will save money and/or time.

R. Duhaime: We have an open position and this is something that our Town Administrator said other towns are doing by consolidating. I remember when they built the Safety Center. How much has changed in town since that was built? They are together in the same building, now you are asking us not to join them together. We should at least ask him to investigate. If other towns are doing it, it can't be all that bad. If we are looking out for the tax payers and for the bottom line, that is information that we are all looking for. I assume he will bring us all that information and then we can make a better decision.

M. Miville: What functions done by the present positions are going to be taken over by the public safety director, what is the shift of tasks going to be? Will all required job duties be handled by the director, provided they have the qualifications for it? Will there be a method to get the new safety director qualifications they may need? Does a police person know enough about fire to administrate effectively and vice versa? I am totally for improving processes as well and what is the bottom line cost/savings? It's not always about the money, it's more about accuracy, accountability, qualifications and efficiencies.

J. Levesque: I am concerned about a public safety director. The 2 chiefs are doing a good job and everything is running smoothly. This person is going to have to be an expert as a fire department manager and a police department manager. If they are working on budgets, fine. But the day to day ops of the department goes to the chief of each department. This is going to be a \$100,000 job and what are we getting for it? I am not sold on this idea at all. I think we should tread lightly and find out how this is going to work much better. It seems like we have a lot of chiefs. What are the duties of the chief,

assistant chief and the administrative captain vs. the 3 chiefs we have now? We are going to be eliminating one and his salary can go toward the public safety director. The Administrative Assistant – is that for chief of police, public safety director or is the chief still going to have his admin assistant? I have a lot of questions but I'm open to listen.

J. Sullivan: I don't have enough info at this point to say yes or no. I'd like to know cost and impact on services, day to day ops in both departments. Job descriptions – how what they do now will change as well as the job description for the admin assistant. I'd like a list of pros and cons on this type of set up; how is it working now vs. the new set up. You mentioned other towns set up this way and how it works for them. Until I get this information, I can't make a proper decision.

Dr. Shankle: All I am asking is that if this motion passes and I bring back something reasonable that you consider it.

D. Ross: I think suggestions, comments and opinions from the people currently doing these jobs in the fire and police departments would be valuable. These are the people doing the job and I think it would be important.

J. Sullivan: Dr. Shankle has been communicating with the current chiefs, so maybe at our next session, it would be important to hear from them.

Vote unanimously in favor.

NEW BUSINESS

a. 15-059 Financial Risk Assessment Questionnaire

J. Sullivan: We have been asked by the finance director to fill in the questionnaire; we need to answer #1, #2, and #11.

“No” to #1(a); “No” to #1(b); “No” to #2; “No” to #11 (see attachment “B”)

A. Jennings motioned to authorize the Chair to sign the updated risk assessment questionnaire. Seconded by R. Duhaime.

D. Ross: As far as the term “fraud” as it pertains to this document, perhaps it would be helpful if we had a copy of the definition as it applies here. It should be something we all have a copy of; fraud is not always a monetary thing.

J. Sullivan: If we can get a definition for our next meeting and hopefully we won't need to change anything.

M. Miville: In the interest of full disclosure, #4 – there is a Councilor that is identified as doing business with the town and it is mentioned in this report.

J. Sullivan: Yes, it is security monitoring services.

Vote unanimously in favor.

b. 15-060 Purchase of Public Works One Ton Diesel Dump Truck (F550) with plow & sander

R. Duhaime motioned to authorize the purchase of the F550 plow truck & sander using the state bid through Grappone for at total of \$70,279.00. Seconded by M. Miville.

D. Boyce: I sat with my crew chiefs and experienced plow truck drivers to figure out the next best step to get through this winter and future winters. It is actually a 2-ton, not a 1-ton. It's going to have a bigger sander so we can keep it out longer.

J. Sullivan: Since we are using a state bid, we don't need the traditional 3-bid process.

D. Ross: Is it an error where it states the town originally had 3 one-ton trucks?

D. Boyce: We did have 3 one-ton trucks. This is a step up and will be more effective for plowing. The 1-tons are good, but this will be heavier.

D. Ross: I presume there is still a need to have these smaller trucks in some areas. It sounds like we are going to be without this little truck?

D. Boyce: The one-tons are mostly being used in Parks & Rec. With this one step up, they will still be able to get through the gates but this is more effective on the roads for plowing.

J. Sullivan: This is coming from the Capital Reserve fund, previously authorized by voters.

R. Duhaime: This is a heavy duty truck. You wouldn't be able to put a 9' blade on a standard truck because it is much heavier. This is the in-between truck; it will still cover the one-ton but is as heavy duty in that chassis as you can get.

M. Miville: It says the town originally had 3 one-ton trucks. How many do you need?

D. Boyce: We only have one left; we decided that our next best step instead of replacing a one-ton is to go one step higher.

T. Tsantoulis: When the one-ton you currently have breaks down, what are your plans moving forward? Would you look at another vehicle of this type?

D. Boyce: They talked about building a flatbed on the back of that. It's going to depend on cost; we don't want to spend too much money on it. It might be the next step we take instead of the one-tons.

M. Miville: This money is coming out of the CIP Capital Reserve fund, already established?

D. Boyce: Correct.

Roll Call –

R. Duhaime – Yes

M. Miville – Yes

D. Ross – Yes

J. Levesque – Yes

A. Jennings – Yes

D. Winterton – Yes

T. Tsantoulis – Yes

J. Sullivan – Yes

Vote unanimously in favor.

c. 15-061 Street Name Approval – Water Works Drive

Dr. Shankle: There was a loop on Industrial Park Drive and Council allowed GE to expand and cut off part of the loop. There is a stub that goes past the water company. Although I concur, I would not discourage you if you wanted to have a public hearing, only as a matter of process. Normally you would have a public hearing on a road name change.

***J. Sullivan motioned to table. Seconded by R. Duhaime.
Vote unanimously in favor.***

J. Sullivan: I'd like to request we have a posted official hearing on the street name change from Industrial Park Drive to Water Works Drive, or other, to be scheduled within our requirements.

D. Ross: And possibly an amendment to that to notify any other businesses on that road should be notified.

Dr. Shankle: The only business on this stub is the water precinct. We will notify abutters on that road of the public hearing as well.

d. 15-062 Discussion – Whitehall Terrace Speed Limit

Dr. Shankle: The only reason these 2 roads came up is because we had specific complaints from people on those roads. We don't go looking for trouble, it comes to us. All we need to do is make a motion to set up a public hearing and discuss after a public hearing.

**J. Sullivan motioned to hold a public hearing on whether the speed limit on Whitehall Terrace should be posted at 25 mph. Seconded by R. Duhaime.
Vote unanimously in favor.**

e. 15-063 Advanced Life Support Intercept Agreement with City of Concord NH Fire Dept. (see attachment "C")

D. Ross motioned to accept the agreement and authorize the Town Administrator to sign on behalf of the town of Hooksett. Seconded by R. Duhaime.

Acting Chief Jore: I'd like to thank you for the voiced respect for both police and fire this evening. I truly appreciate that so thank you very much. Concord Fire provides service when requested. They provided services to surrounding towns before Hooksett began transport service. The agreement is only for transport to Concord Hospital. Historically, it is something they have always requested; there is a fee involved with this, because it is outside of regular mutual aid, which is recovered through billing. It lists specific reasons for requiring paramedics, gives definitions, and has a signature page for the contract. I can sign on behalf of fire service but it also needs an authorized town signature. This isn't our first contract with them, and it is valid until 2018. We haven't had an intercept with Concord in recent memory. It's a rare occurrence.

D. Ross: It's a 0 fiscal impact and recovered through billing. It's on an as-needed basis which is becoming more rare.

J. Levesque: This is for a paramedic you said?

Acting Chief Jore: We have times when our guys are at another call; we still have the ambulance and need to request a paramedic, or if we don't have a paramedic on staff at the time, and only if they are going to Concord.

A. Jennings: You said you used 3 other services in the last 18 months. Do you know what towns and what they charge?

Acting Chief Jore: One with Bow and 2 with Tri-Town. Their fees are very similar; I can't remember exactly. Since Bow instituted this 15 years ago, they have only increased their fee \$50.

T. Tsantoulis: If you are dealing with someone who doesn't have the means to pay the transport fee does that fall back on the town?

Acting Chief Jore: Yes we would still be responsible for that fee.

T. Tsantoulis: Has that happened?

Acting Chief Jore: I don't know but I can find that out if you'd like.

J. Sullivan: There is a process with the ambulance service that a person can appeal to the Council and there have been some cases where we have waived that. I don't know if it applies to the intercepts.

A. Jennings: And there is a collections process before we write it off.

M. Miville: I believe there is a significant amount of money that we are trying to constantly collect.

R. Duhaime: We have to pay the bill in 30 days, whether we collect it or not.

Acting Chief Jore: That is exactly right; we pay Concord Fire and we bill the patient.

Vote unanimously in favor.

f. 15-064 Technology – Tablets for Chambers Meeting Room (*see attachment "D"*)

K. Rosengren: Planning Board and Council have expressed interest in tablets; I have a quote from our IT vendor. Unit price is \$324/tablet. They would be Wi-Fi only so we would only need that service. They have capability for Silverlight or PowerPoint plug-in. You could pull up a presentation from your email and follow along. The quote does not include a case, but I have quotes for that as well.

J. Sullivan: I think this would work and it would not require any printing. At the meeting, we wouldn't get hard copies delivered to us. How much is the average cost to mail the packets for each meeting?

D. Fitzpatrick: Smaller packets are about \$3.75 and the larger packet is about \$8.00 and there are 10 packets for each meeting.

J. Sullivan: We would save money in postage and staff time.

R. Duhaime: Planning Board requires referencing information from several months ago. This would make it much easier.

J. Sullivan: I assume other departments would use them as well.

K. Rosengren: The packets would be emailed to you in advance and the tablets would be here at the meeting rather than have the paper packet in front of you.

J. Sullivan: I would encourage covers to help them last longer.

D. Winterton: Would these be tablets we take home or leave here?

K. Rosengren: We would lock them up in chambers so they would be available for other meetings.

D. Winterton: Would the data on a tablet from a Council meeting be available to a Planning Board member? It might not be advantageous to share that with a Planning Board member.

K. Rosengren: You would access the information through the web browser and you would log out. During any public meeting, anything on the table in front of you is public knowledge and is accessible. Because you don't have a private log in, you won't have personal settings either.

D. Ross: It sounds great, but my concern is with security. You are using a web browser to log into email. It remembers what you do. I understand the thought process, however I wouldn't feel comfortable using it. I use my own secure email server. Sharing an electronic device, you are sharing info whether you realize it or not. I see it as a potential flaw with this.

K. Rosengren: Your hooksett.org emails are public and you can get a right to know request for them too.

A. Jennings: If we decide to approve these, I would still like printed packets until we get used to the tablets. The other thing is naming conventions – follow the agenda perhaps, especially if Planning Board is using it, to make it easier to find files later on. Maybe a shared drive connected to the Wi-Fi that we could access documents securely. Android 4.0 has multiple accounts on tablets and this is 4.4.

D. Winterton: Maybe we test this with 2 or 3 Councilors since there is no advantage to buying them in bulk. Just something to consider.

D. Ross: Price assumes purchase of all line items?

K. Rosengren: I confirmed that \$324 is the unit price for any quantity.

Dr. Shankle: I think testing it with a few of you is a great idea. It gives us a chance to look at different ways to do it. As long as you can agree who of you will get them.

J. Sullivan: I would use it and I will volunteer to test it.

M. Miville: I prefer the paper copy. I have a tablet at home for work and I prefer to have my email on a bigger screen. Looking at a \$14M budget on a little screen isn't feasible to me. I prefer to have it on a large printed page. It would not work for the Budget Committee. Would you honor a request for hard copies?

K. Rosengren: I don't think you would have to use them; they would be available for you to use.

Dr. Shankle: The question here is if Council wants them. We aren't going to make anyone do it. We will buy them for the ones who want them and see how it works.

D. Winterton: I think if they were available for Planning Board, if someone was making a presentation, we could follow along on a tablet. Retrieving older info would be easier also.

Dr. Shankle: We spend money as we have it but one of the long term goals for this room is a big screen because some big plans don't make sense for that. This is part of a plan.

M. Miville: I write on every page of the hard copy. Can I highlight or write on the tablet?

Dr. Shankle: If we set it up on individual drives, you can do it. It depends on how we set it up.

J. Levesque: Can we still access our email or website for prior information? Can we use our own tablets if we wanted to?

K. Rosengren: Yes.

R. Duhaime: When I was on the Planning Board, they tried to get me on email and once I got on it was so much easier. It makes sense. You can replace the hard copy packet.

M. Miville: And we can specify what files we want on it going forward.

T. Tsantoulis: Tablets would save postage; I have received a lot of mail since I have been on Council. If we are going to get tablets, I think it would be redundant for some to have paper and some to have tablets. We aren't really saving money. We should take a good look at if we are going to use them and make a decision based on that.

J. Sullivan: If only 1 person is going to use it, it might not be a good idea. I would use it.

R. Duhaime: The open volunteer positions could be on the tablet and not be printed every time it gets updated.

D. Ross: We can access all of this on the website already. It's not a big expense for anyone to get your own tablet. It is the most secure method. It only costs me a monthly fee; they rebate you the cost of the device. That is my opinion; having them available for Councilors who don't want to buy one is a good idea.

**A. Jennings motioned to have the Town Administrator move forward with the purchase of 3 meeting tablets. Seconded by D. Winterton.
Vote unanimously in favor.**

J. Sullivan: It is coming out of the equipment line.

K. Rosengren: Do you want cases or wait until after you test them?

J. Sullivan: You might as well get the cases too.

K. Rosengren: There are 2 options – one is \$28.99 with a Bluetooth keyboard the other is \$12.99.

g. 15-065 Town Charter Changes

M. Miville motioned to extend the meeting to 9:45 pm. Seconded by R. Duhaime. Vote unanimously in favor.

Dr. Shankle: One of the things you've talked about is ways to get more people out to vote. This is one way to do that. I am recommending a public hearing to see what the public has to say.

A. Jennings motioned to move the process forward by having a public hearing on the proposed changes to move the Town Meeting from May to March. Seconded by D. Winterton.

M. Miville: If we move everything up 2 months, when do we start? The first Budget Committee meeting is Sept. 16. Does that mean Administration and the town and the school district need to have budgets done by September? Budget has to review the school and town budget at the same time. When does the town start? Can the Budget Committee get it a little earlier than we do now?

Dr. Shankle: State law spells out the process. We will do whatever we need to. It impacts the Budget Committee the most.

J. Sullivan: You will be getting everything together. Before 1989, that was the process.

M. Miville: The budget has to be ready by January 30 when typically it's the end of February or beginning of March.

Vote unanimously in favor.

h. 15-066 Applying Stipends to Boards & Committees

M. Miville: We talked about whether stipends should be attached to attendance. I have an attendance report for information (*see attachment "E"*). With all things being equal, when everyone does all their work, what is not equal for the stipend we receive is the attendance. You see there are some Councilors who attend less meetings than others. At 30 meetings, that is \$50/meeting. If we are looking to save money and accountability, we spent \$2,000 for stipends on Councilors who did not attend meetings. I did the same report for Planning Board – on average, each member misses about 4 meetings.

J. Sullivan: The only stipend mentioned in the Charter is \$1500 and \$2000 for Council. It does not refer to assigning that to participation. If we change it, it would require a Charter change. The other ones may be a little easier. I don't necessarily have a problem with that.

M. Miville: Rules require if a Board member misses 3 consecutive meetings, there is the potential to remove them from the Board. Nobody has missed 3 in a row, so they are not breaking any rules but they are missing a lot of meetings.

Dr. Shankle: It's 25% of regularly scheduled Council meetings in a calendar year cannot be missed.

J. Sullivan: No one is in violation since there were some special meetings.

i. 15-067 Old Home Day – Town Council Booth 09/19/15

D. Fitzpatrick: Old Home Day is scheduled for 9/19; the field opens at 8 am and break down is at 6 pm. I have a sign-up sheet to pass around. I also need a Councilor to help me coordinate beforehand.

J. Sullivan: Mr. Duhaime will volunteer. We will be participating as we have previously.

j. 15-068 Employee Appreciation Picnic 2015

D. Fitzpatrick: This is the one date and time I can get the majority of employees together. We are having our flu clinic at the same time and there will be a table for health and safety. Previously Councilors Lizotte and Winterton have provided donations for food and gotten donations from the community.

D. Winterton: I will take the lead on that again.

J. Sullivan motioned to approve the 2015 Employee Appreciation Picnic as presented. Seconded by A. Jennings.

D. Fitzpatrick: It has been a successful year for employees; I will also work with you on an appreciation letter.

Vote unanimously in favor.

D. Ross motioned to extend the meeting to 10:00 pm. Seconded by A. Jennings. Vote unanimously in favor.

A. Jennings: Do we need to motion on Old Home Day?

D. Fitzpatrick: You made a previous motion to participation, and I have reserved a booth; the date is already set.

SUB-COMMITTEE REPORTS

J. Levesque: Board of Assessors met tonight and we reviewed some abatements. Most of them were denied. We made an offer to someone and negotiated back and forth on the abatement they wanted and what we expected to get.

M. Miville: Economic Development met last Tuesday; we are trimming down the business list and still recruiting volunteers to interview business for about an hour. There will be training on 9/16 for volunteers; one is at 10 am and another at 6 pm. There was a ribbon cutting this week at the opening of a new dance studio and another at the 99 Restaurant tomorrow at 5 pm.

PUBLIC INPUT

Harold Murray, 311 Hackett Hill Rd, Hooksett: If you recall the Police Commission and problems you have when you had that level of management between the police chief and Town Administrator. I spoke to police chief and he says it works fine without it. This system with a public safety manager would add a level back in, also for fire. I'd also ask what the authority is going to be at an incident. Will they have any authority at an incident? Job description - I happen to sit on the oral boards for the state forestry and they now carry guns. They have to go through the police academy and that is about a \$10k cost. You hire a police officer and make them a forestry person or vice versa. You are looking at totally different things. I'd like to let Mr. Duhaime know that Hampton is the only town in NH that has this, and I understand that is going out when the chief goes to Florida in a couple of months. There is one at Waterville Valley because the police chief was also a fireman and grew up with that whole system. Thank you.

J. Sullivan motioned to adjourn at 9:50 pm. Seconded by D. Ross. Vote unanimously in favor.

NOTE: The Town website 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

August 19, 2015

Dean E. Shankle, Jr., Ph.D
Hooksett Town Administrator
Town of Hooksett
35 Main St.
Hooksett, NH 03106

RE: Altering Speed Limits

Dear Dean:

I have reviewed NH RSA 265:63 and NH RSA 265:60. It appears to me that in order for a speed limit to be altered, the justification for the same must be based upon an engineering or traffic investigation.

The law in New Hampshire is that a person must drive at a speed that is reasonable and prudent under the conditions and having regard to the actual and potential hazards then existing. This is per NH RSA 265:60. The statute goes on to say that where no hazard exists which requires lower speed limitations, then the limits are as follows. In Section II (b), 30 miles per hour is prescribed as the speed limitation in a business or urban residence district. I believe that Martins Ferry Road would be considered to be in the urban residence district. Thus, the starting point is that the prima facie speed limit is 30 miles per hour.

NH RSA 265:63 states that when the local authority (Town Council) in their respective jurisdiction, determine on the basis of an engineering or traffic investigation that the prima facie speed permitted...is greater or less than is reasonable...the local authority may determine and declare a reasonable safe prima facie limit as provided in subsection I. The statute then goes on to say in subsection II, that the local authority in their respective jurisdiction shall determine, by an engineering or traffic investigation, the proper prima facie speed for all arterial streets. I think it is hard to ignore the language contained in NH RSA 265:63 which uses the word "shall" in it. Furthermore, in section I, it states that whenever local authorities in their respective jurisdictions determine on the basis of "an engineering or traffic investigation", that the prima facie speed permitted should be greater or less, they then may determine and declare what a reasonable and safe prima facie limit is. In that case, the Town Council can reduce the limit to 25 miles per hour in an urban district. However, again, the language used there says that whenever local authorities "determine by an engineering or traffic investigation" that the speed is improper, they may act. Thus, it would appear to me that if the Town has had an engineering or traffic investigation, that the same would set the standard for the speed limitation and any deviation therefrom.

Dean E. Shankle, Jr., Ph.D
Hooksett Town Administrator
Page 2
August 19, 2015

I understand the other factors involved in this decision making process. For instance, I understand that residents on the roadway feel that traffic travels at a high rate of speed and that the same causes unsafe conditions. I think the Town Council can take that into consideration in trying to remedy this situation through other means. For instance, I think the Town Council could clearly establish a series of stop signs if they felt that was an appropriate remedy. In fact, that may be a better remedy in that stop signs at one or more of the intersections on Martins Ferry Road would, in all probability, significantly reduce the speeds upon which the traveling public use Martins Ferry Road.

The other problem with lowering the speed limit to 25 miles per hour, is that it really ties the hands of the police in the enforceability of the same. If someone is cited for travelling over 25 miles per hour, the question would be, was that a "speed greater than is reasonable and prudent under the conditions"? See NH RSA 265:60. A defense lawyer could cite to the fact that the Town had a traffic and engineering study performed and that study found that the proper speed limit was 30 miles per hour. Thus, I think it would be hard to realistically enforce a speed limit of 25 miles per hour. I think the Town would end up using a lot of its Police Department resources in defense of these types of cases with little satisfaction. On the other hand, stop signs would definitely be available to slow the traffic and might be a better remedy for the residents of Martins Ferry Road.

Dean, I cannot tell you that my opinion is universally agreed upon. We called the Municipal Association and they felt that input from the Department of Public Works, the Police Department, etc., could be taken into account regarding establishing speed limits. The Municipal Association also felt that the views of residents could be considered. However, I just cannot advise the Town to take that position based upon the mandatory language contained in NH RSA 265:63.

In general, the Town Council has the power to regulate the use of vehicles upon the highways located in the Town, except as to speed, which is regulated by the statutes noted above. Under NH RSA 47:17, VII, VIII and XVIII, the Town Council is granted broad discretion in this sphere. That is where the issue of stop signs, yield signs, etc., can be utilized as traffic control devices. If you have further questions about this or need for us to conduct more extensive research on this topic, please advise.

Sincerely yours,

HAGE HODES PROFESSIONAL ASSOCIATION

By: Jay L. Hodes
e-mail: jhodes@hagehodes.com

If yes, please describe below, and note dollar amount of the activity. Council Ross, is the owner of D. P. Ross Home Electronics and provide building security systems to the Town's building.

5. Does the Board formally authorize all disbursements, both vendor and payroll, prior to the release of funds? Yes ___ No X

If the answer to the above is No, please describe your knowledge of how disbursements are approved within the system. Department head's approve invoices/timesheets stating the good and services are valid Town expenses and record the budget line item to charge. Then the invoices/timesheets and backup documentation are sent to Finance to process. Finance reviews and produces a check manifest and sends the manifest along with the invoices/timesheets to the Town Administrator for his signature indicated approval. The signed check manifest is then provided to the Treasurers for approval to sign the checks.

6. Describe how the Board stays informed of the latest changes in the laws and regulations pertaining to the Town. Town Administrator's updates, staff reports, publications and personal research.

7. Does the Board review comparative reports of estimated and actual revenues and appropriations and expenditures? Yes X No ___ If yes, how often are reports reviewed? Monthly reports are provided to the board which details budget to actuals for both revenue and expenses. Quarterly the Finance Director reviews with Council the budget to actuals for both revenue and expenses.

What procedures does the Board follow in reviewing or using these reports? For example, does the Board normally meet with the department heads as part of this process? Also, does the Board review BOTH the revenue and expenditure reports? Yes, Council meets with departments during the year and with the Finance Director each quarter.

8. Has the Board approved a Disaster Recovery Plan in the event of loss or interruption of the IT function? Yes X No ___ If yes, please provide a copy.
9. Is there a written investment policy adopted? Yes X No ___ If yes, please provide a copy. When was the policy last reviewed and approved? 9/24/2014
10. Have you adopted the use of either debit or credit cards by employees? Yes X No ___ If yes, please provide a copy of policy covering same.
11. Does the Board have knowledge of any funds or bank accounts that are not in the custody of the Treasurer? Yes ___ No ___ If yes, provide the name and custodian of account.

12. Has the Board approved a fund balance policy in compliance with GASB No. 54? Yes X No ___

Signed by James A Sullivan Date: 8/26/2015
Chairperson on behalf of the Board

FOR SERVICE PROVIDER

HOOKSETT FIRE DEPARTMENT

Name of Organization, City, or Town

Authorization to enter into this agreement was given by a vote of _____
on _____, 20____. (Governing Jurisdiction)

IN WITNESS WHEREOF, the parties have executed this Agreement effective the date first written above.

Witness

By: _____
(Administrator/Manager/Chairperson of the Governing Board-duly authorized)

Witness

By: _____
(Authorized Agent for Service/Fire Department)

FOR SERVICE RECEIVER

HOOKSETT FIRE DEPARTMENT

Name of Organization, City, or Town

35 Main St. Hooksett, NH 03106

Billing Address

Authorization to enter into this agreement was given by a vote of _____
on _____, 20____. (Governing Jurisdiction)

IN WITNESS WHEREOF, the parties have executed this Agreement effective the date first written above.

Witness

By: Dean E. Shankle Jr.
(Administrator/Manager/Chairperson of the Governing Board-duly authorized)

Witness

By: Acting Chief Dean [Signature]
(Authorized Agent for Service/Fire Department)



Spaulding Hill Networks, LLC
 91 Amherst Street
 Unit A
 Nashua, NH 03064

 603-689-0111
 www.spauldinghill.com

QUOTATION

Date 08/19/2015
 Quote # SHNQ13036
 Sales Person **Thomas Roy**
 603-821-0028
 taroy@spauldinghill.com

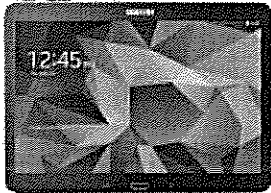
Customer:

Town of Hooksett
 35 Main Street
 Hooksett, NH 03106

Customer Phone: (603) 624-1560

Terms Net 10

Qty	Description	Manufacturer	Part Number	Unit Price	Ext. Price
10	Samsung Galaxy Tab 4 SM-T530 16 GB Tablet - 10.1" - Wireless LAN - Quad-core (4 Core) 1.20 GHz - Black - 1.50 GB RAM - Android 4.4 KitKat - Slate - 1280 x 800 16:10 Display - Bluetooth - GPS - 1 x Total USB Ports - Front Camera/Webcam - 3 Megapixel Rear Camera	Samsung	SM-T530NYKAXA R	\$324.00	\$3,240.00



Meet the Samsung Galaxy Tab® 4 - an affordable tablet designed to be everything to everyone. Endless entertainment options, new multi-user mode and a brand new design will make this tablet hard for anyone to put down.

TOTAL \$3,240.00

This Quotation is valid for 30 days.
 Pricing assumes purchase of all line items.
 Quotation does not include any applicable sales tax.
 Price and availability subject to change without notice.
 Quotation does not include wiring or cabling unless specified
 Shipping costs are not included in this quotation unless specified
 Returns: Only new unopened Merchandise, 15% restocking fee.

Accepted By: _____
 Date: _____

Thank You for your business.

Town Council -- meetings & attendance absences July 2014 - June 2015

7/09/14 -- Todd Lizotte
7/23/14 -- No Absences
7/30/14 -- Todd Lizotte, David Ross
8/13/14 -- Adam Jennings
8/27/14 -- Adam Jennings, Susan Lovas-Orr
9/10/14 -- David Ross
9/24/14 -- No Absences
10/8/14 -- Rob Duhaime, Jim Levesque
10/22/14 -- Rob Duhaime, Susan Lovas-Orr
11/12/14 -- Adam Jennings
11/19/14 -- David Ross
12/10/14 -- No Absences
12/17/14 -- Adam Jennings
1/07/15 -- Nancy Comai
1/14/15 -- Jim Levesque
1/21/15 -- Adam Jennings, David Ross, Todd Lizotte
1/28/15 -- Rob Duhaime
2/11/15 -- Rob Duhaime, Adam Jennings, Nancy Comai
2/20/15 -- Susan Lovas-Orr, Adam Jennings, David Ross (Special Meeting)
2/25/15 -- Don Winterton, Todd Lizotte
3/11/15 -- David Ross
3/25/15 -- No Absences
4/04/15 -- David Ross, Jim Levesque (Special meeting)
4/08/15 -- Todd Lizotte, Susan Lovas-Orr
4/22/15 -- Adam Jennings, Susan Lovas-Orr
4/29/15 -- Adam Jennings, Susan Lovas-Orr, Don Winterton
5/13/15 -- No Absences
5/27/15 -- Adam Jennings, David Ross, Todd Lizotte
6/10/15 -- David Ross, Todd Lizotte
6/24/15 -- No Absences

Total absences for 2014-2015

Adam Jennings -- 10
David Ross -- 9
Todd Lizotte -- 7
Susan Lovas-Orr -- 6
Rob Duhaime -- 3
Nancy Comai -- 2
Don Winterton -- 2
Jim Levesque -- 2
Jim Sullivan -- 0