



**TOWN COUNCIL MINUTES -- DRAFT**  
**Regular Meeting**  
**Wednesday, February 10, 2016**  
**6:30 PM**  
**Council Chambers**

**1. CALL TO ORDER**

Chairman James Sullivan called the meeting to order at 6:30 p.m.

**2. ROLL CALL #1**

In attendance: Councilors D. Winterton, N. Comai, T. Tsantoulis, J. Levesque, A. Jennings, R. Duhaime (arrived at 6:34 p.m.), M. Miville and Chairman Sullivan.

Absent: Councilor D. Ross

**3. PLEDGE OF ALLEGIANCE**

**4. SPECIAL RECOGNITIONS**

**5. APPROVAL OF MINUTES**

5.a Public 01/13/2016

Board Secretary, M. Miville, reviewed the vote tallies and confirmed their accuracy.

*Councilor Levesque moved, second by Councilor Winterton, to remove from the table the Council meeting minutes of January 13, 2016. Motion passed 7-0-1 (Councilor Duhaime abstained).*

*Councilor ??? moved, second by Councilor ???, to approve the January 13, 2016 Council meeting minutes, as amended. Motion passed unanimously, 8-0.*

Amendments: Page 5 under "scheduled appointments" change "need" to "needed" and change "Councils" to "Councilors".

5.b Public 01/27/2016

Board Secretary, M. Miville, reviewed the vote tallies and confirmed their accuracy.

*Councilor Duhaime moved, second by Councilor Tsantoulis, to approve Council meeting minutes of January 27, 2016, as amended. Motion passed 7-0-1 (Councilor Jennings abstained).*

Amendments: Page 5, 4<sup>th</sup> paragraph, change "SHU" to "SNHU". Page 8, 3<sup>rd</sup> paragraph, remove the word "take" and include "ask the taxpayers". Page 11, 7<sup>th</sup> paragraph, replace "the serve" to "they serve". Page 12, 6<sup>th</sup> paragraph, Dr. Shankle's comments should read "thank the members". Page 13, 6<sup>th</sup> paragraph, change "negation" to "negotiation". 7<sup>th</sup> paragraph, "as someone that" should read "as someone who". 10<sup>th</sup> paragraph, change

50 “exercises” to “exercising”. Page 14 under “subcommittee reports” change “20 surveys”  
51 to “22 surveys”.

52  
53 **6. AGENDA OVERVIEW**

54  
55 Chairman Sullivan provided an overview of the agenda.

56  
57 **7. PUBLIC HEARINGS -- None**

58  
59 **8. CONSENT AGENDA**

60  
61 8.a Donation of Drug Drop Box from CVS Pharmacy and the Partnership for Drug Free  
62 Kids to Hooksett Police valued at \$800.00 per RSA 31:95 e II

63  
64 8.b Donation of gates and labor (valued at \$6,000) from Blue Ribbon Fence for the  
65 Hooksett Clay Pond Stewardship Plan per RSA 31:95 e II

66  
67 8.c Donation of piano valued not to exceed \$5,000 from Rob and Patti Duhaime to the  
68 Hooksett Heritage Commission per RSA 31:95 e II

69  
70 8.d Donations of snack food and beverages from Hooksett businesses to the Town of  
71 Hooksett municipal offices to assist in nourishment of election day workers at the polls on  
72 February 9, 2016.

73  
74 *Councilor Levesque moved, second by Councilor Winterton, to approve consent agenda*  
75 *items as presented. Motion passed unanimously, 8-0.* Chairman Sullivan thanked  
76 Councilor Duhaime and his wife for their generous donation to the Heritage Commission.  
77 D. Fitzpatrick noted that the donation mentioned in 8.d totaled \$30 from Utz.

78  
79  
80 **9. TOWN ADMINISTRATOR'S REPORT**

81  
82 **Library Elevator:** Town Administrator Shankle stated that he has researched the town’s  
83 responsibilities in repairing the elevator at the library. The town must comply with  
84 relevant ADA state and federal regulations. The cost of repairs could run from \$50,000  
85 to \$150,000. An RFP will be out tomorrow. Councilors discussed what account the  
86 funds could be taken from. Councilor Miville asked whether an elevator in the old town  
87 hall could be used or removed. Dr. Shankle said that elevator was more of a lift than an  
88 elevator.

89  
90 Councilor Tsantoulis asked what was wrong with the elevator. Dr. Shankle responded  
91 that it had to do with hydraulics. It is strictly a repair job, not replacing the elevator.  
92 Mary Farwell, a library trustee, came forward and said the elevator is 50 years old and  
93 has been a problem since 2002. Stanley Elevator came out to look at it. There are three  
94 components – hydraulics, pump, and control and parts can no longer be found. Library  
95 trustees and staff have looked at a number of alternatives and repairing the elevator will  
96 be the most cost-effective solution. Ms. Farwell said a lot of people in the building have  
97 been severely impacted and she is delighted that this will be taken care of. Ms. Farwell  
98 applauded Dr. Shankle for finding the ADA clause requiring the repair.

100 **Town Election:** Don Riley, Moderator, and Todd Rainier, Town Clerk, came forward to  
101 provide a debriefing on Election Day. Mr. Rainier thanked the Councilors for their  
102 assistance. Mr. Riley said that Councilor Jennings helped him take down about 50 signs,  
103 Councilor Ross helped with the clean-up and stayed until 11:15 p.m. along with  
104 Councilors Miville and Comai. Mr. Riley also thanked the school, the departments of  
105 Public Works and Police, the Board of Elections, town office staff, and over 60  
106 volunteers. It was a great team effort and everyone walked away with a great deal of  
107 satisfaction. The Town Clerk and Moderator reported the following:  
108

- 109 • vote count came in eight short of 6,000, or 64% of registered voters
- 110 • registered 727 new voters which is significant since the total number of registrants is  
111 now over 10,000
- 112 • handled five media crews
- 113 • someone from the Attorney General's office expressed concern about parking;  
114 according to statute, one space is required per 100 registered voters which would  
115 equal 93 in Hooksett; town had double that number – 126 space in front lot, 100 in  
116 back lot, and 10 handicapped.
- 117 • over the next several weeks the Town Clerk and Moderator will assess traffic flow  
118 and come up with a long range solution; stuck with traffic coming in one way and  
119 going out another.
- 120 • Mr. Riley is concerned that ballot clerks have to deal with seven pieces of  
121 information for every voter which amounts to 42,000 transactions, presenting  
122 significant opportunity for error; the time to process and focus on each voter is  
123 extreme even though ballot clerks work in shifts; if any dimension is added to their  
124 duties, it would be difficult to handle; and ballot clerks are asked to be vigilant and  
125 attentive to their surroundings
- 126 • booths may be an issue; had 101 booths that included three portable; may go to  
127 115-120 before thinking about adding booths
- 128 • had two wheelchairs that were used more than anticipated; a 90 year old sat for over  
129 20 minutes before being able to vote
- 130 • voter entrance - workers decided to open rear door for exiting but people started  
131 entering which may not have been a good decision
- 132 • post election reconciliation – looking for 99.6 percent accuracy; between voters  
133 checked in and the tape number there was a deviation of 24; there was an issue with  
134 non-machine counted votes; there were more write-ins than recorded on the tape;  
135 the machine malfunction was resolved; Mr. Riley erred in reporting to the State that  
136 Rick Santorum received 1174 votes and Donald Trump received one when the  
137 reverse was the case; the correction was made on the State form
- 138 • a number of staff were dedicated to counting 340 absentee ballots which can be a  
139 challenge and it was all done in four hours
- 140 • the deliberative session is scheduled for April 2nd and Mr. Riley will be back before  
141 the Council to go over anticipated issues and who will be making motions  
142

143 Councilor Tsantoulis asked how those in need of a wheelchair got to the polling place.  
144 Town Clerk Rainier said they came in on crutches and that the concern has more to do  
145 with the distance from the parked car to the polling place and the amount of time  
146 standing. Two wheelchairs were available and it worked out pretty well. In the future the  
147 town may want to consider renting another wheelchair but no one was unhappy.  
148 Councilor Jennings asked if it might be worth partnering with civic action groups to assist.

149 Mr. Rainier said that staff was there and helped recognize who was coming through the  
150 door. **[Note: Councilor Duhaime left at 7:05 p.m. and returned at 7:37 p.m.]**  
151

152 Councilor Winterton asked if there was any way to purge voters so that the town doesn't  
153 go over any state imposed barriers, nor bear the cost of adding booths, parking spaces,  
154 and the like. Town Clerk Rainier said that it will be a few weeks before Supervisors of  
155 Checklists reconcile their tallies but he is certain Hooksett does not have over 10,000  
156 registered voters today. If a voter votes in another State, some will let the Secretary of  
157 State's office know who in turn let the town know. If a voter hasn't voted in six years,  
158 they get removed from the list. Every ten years, vital records do report on deceased  
159 individuals. Mr. Riley said there is an agreement between New Hampshire, Maine, and  
160 Vermont that identifies voters from one State to another but there is no national system  
161 that identifies whether a person has voted more than once. Supervisors of the Checklist  
162 can best answer the question.  
163

164 Councilor Miville commended everybody involved. He said citizens coming out "were  
165 very complimentary, so kudos to all". Councilor Miville also said that the exit ramp could  
166 have used more salt and might have been difficult to navigate for an elderly or  
167 handicapped person. Mr. Riley said the ramp is not ADA compliant; the handicapped  
168 exit was to the left. Regarding the number of voting booths, Councilor Miville said he  
169 observed a whole row not used. Mr. Riley said the issue with booths is that it is State  
170 mandated. Mr. Rainier added that in November the ballot will be longer, requiring voters  
171 to be in the booth for a longer length of time.  
172

173 Councilor Miville suggested not having to share books. Town Clerk Rainier said that the  
174 list of "undeclared" votes has been an issue for years in that when the State went to the  
175 Election Net program, the program would not alphabetize the entire town by last name,  
176 but rather was alphabetized by district so there were six books. Brian Williams, a  
177 Supervisor of the Checklist, invested a fair amount of time designing a program that  
178 merged and alphabetized everything. This was the first year using that list and it went  
179 very well and was much better than ever.  
180

181 Councilor Comai expressed gratitude to everyone for all of the hours of work. There  
182 were no lines, no waiting, and many people commented on it being a very positive  
183 experience. Councilor Comai also appreciated food being put in the teachers lounge.  
184

185 Dr. Shankle continued his report as follows:  
186

- 187 • he will leave with the town clerk a notice received from Eversource who are planning  
188 to do a lot of work on the dam
- 189 • moving forward with agenda packets being automated once tablets are distributed
- 190 • old town hall project is moving ahead
- 191 • budget committee has started meeting; one last week and one tomorrow night
- 192 • Katie and I are looking to upgrade technology in the Council room to include a couple  
193 of 70 inch televisions and overhead cameras
- 194 • Councilor Winterton will talk later about creating a TIF District along Route 3A. More  
195 information will be forthcoming at the Council's next meeting

- 196 • Reminder that next Wednesday there will be a workshop on the Lilac Bridge and he  
197 hopes all Councilors will be able to attend. **[Councilor Comai said she would not**  
198 **be able to attend.]**  
199

200 **10. PUBLIC INPUT - 15 MINUTES -- None**

201

202 **11. NOMINATIONS AND APPOINTMENTS -- None**

203

204 **12. SCHEDULED APPOINTMENTS**

205

206 12.a Carrie Hyde, Hooksett Old Home Day Chairperson

207

208 Carrie Hyde came forward to provide an update on the Old Home Day plans. As always,  
209 the celebration is scheduled on the third Saturday of September. This year's Old Home  
210 Day is scheduled on September 17<sup>th</sup>. The committee is playing with the parade start time  
211 being 10:30 a.m. and the opening ceremony at 10:00 a.m. instead of 11:00 a.m. They  
212 will have a clown/magician and are changing the line up for music. They are also  
213 planning to bring back the Bektash mini cars. Councilor Duhaime said he likes the layout  
214 for tents, etc. Ms. Hyde said that they try to arrange rows so that there is enough space  
215 for emergency vehicles to go through. She is expecting 80 to 100 vendors.  
216

217 **13. 15 MINUTE RECESS – Not Taken**

218

219 **14. OLD BUSINESS**

220

221 14.a 15-092 Budgets, CIP and Warrant Articles

222 [Council Articles FY 2017.pdf](#)

223

224 [Back up for Council Articles FY 2017.docx](#)

225

226 Chairman Sullivan asked if the Council had already voted on the operating budget. D.  
227 Fitzpatrick stated that the Council had indeed approved an operating budget of  
228 \$17,261,292 million by unanimous vote. The default budget will be taken up on the  
229 Council's February 24<sup>th</sup> meeting.  
230

231

232 Councilor Winterton suggested that a reduction should be made in the Fire Department's  
233 benefits and pension lines in light of the fact that the new Fire Chief will not be receiving  
234 these benefits. Councilor Winterton moved to authorize the Council's Budget Committee  
235 representative to recommend and vote in favor of reducing up to \$25,000 from the  
236 benefits and pension budget lines since the new Fire Chief will not be receiving the  
237 benefits. Councilor Comai seconded but would like to see the exact number included.  
238 Councilor Winterton said "you never know how much health insurance will cost  
239 depending on the plan chosen so we always plug in the higher number." Councilor  
240 Winterton said his goal is to take advantage of the fact that the new Fire Chief will not be  
241 receiving health insurance or a pension. After some discussion, Councilors Winterton  
242 and Comai withdrew their motion.

243

244 *Councilor Winterton moved to recommend that the Council's representative to the Budget  
Committee support a reduction in the Fire Department budget based upon the fact that*

245 *Hooksett has a new part-time Fire Chief. Councilor Comai seconded and the motion*  
246 *passed unanimously, 8-0.*  
247

248 Article 4: To see if the town will vote to approve the reconstruction of the Town Roads at  
249 a cost not to exceed \$1,500,000.00 payable over a term of five years with an annual  
250 appropriation of \$300,000.00, and further to raise and appropriate \$300,000.00 for the  
251 first year's payment. In each of the following four years the appropriation of \$300,000.00  
252 will be contained in the operating budget and the default budget. A 3/5<sup>th</sup> majority vote is  
253 required for passage. Estimated tax rate impact is \$0.19. *Councilor Winterton moved,*  
254 *second by Councilor Duhaime, to recommend Article 4 to the ballot. Roll Call #2 –*  
255 *Duhaime-yes, Miville-yes, Levesque-yes, Jennings-yes, Comai-yes, Winterton-yes,*  
256 *Tsantoulis-yes, Sullivan-yes. Motion passed unanimously, 8-0.*  
257

258 Article 5: To see if the town will vote to raise and appropriate the sum of \$200,000.00 to  
259 be added to the Public Works' Vehicles Capital Reserve Fund previously established.  
260 Estimated tax rate impact is \$0.13. *Councilor Winterton moved, second by Councilor*  
261 *Duhaime, to recommend Article 5 to the ballot. Roll Call #3 – Comai-yes, Jennings-yes,*  
262 *Miville-yes, Duhaime-yes, Tsantoulis-yes, Levesque-yes, Winterton-yes, Sullivan-yes.*  
263 *Motion passed unanimously, 8-0.*  
264

265 Councilor Jennings asked about the estimated tax impact of \$0.13 which was included in  
266 last year's total tax rate. Councilor Winterton noted that if Article 5 is voted down the tax  
267 rate will be \$0.13 less. If Article 5 passes, the tax impact amount is already included.  
268 Dr. Shankle stated that last year's tax rate included the operating budget and all warrant  
269 articles. Councilor Winterton stated that the Department of Revenue Administration  
270 (DRA) gives the town a new figure every year so it cannot be compared to last year's tax  
271 rate. Warrant articles allow voters to decide on matters that are not funded in the  
272 operating budget. The police cruisers, for example, are not a choice of voters; it is in the  
273 operating budget. Councilor Levesque confirmed that last year's tax rate was \$24.72.  
274 Dr. Shankle suggested taking last year's default budget and including all warrant articles  
275 that get passed by the voters and that will provide an estimate of what this year's tax rate  
276 might be. Councilor Winterton also pointed out that the discussion relates to the town  
277 portion and not the school share. Councilor Miville said that the tax rate increases by one  
278 cent for every \$15,000 appropriated. Chairman Sullivan stated that the Council will look  
279 to Dr. Shankle to explain the tax rate in the Voter Guide.  
280

281 Since Steve Couture, Chair of the Conservation Commission, was in attendance,  
282 Chairman Sullivan moved to consider Articles 13 and 14.  
283

284 Article 13: To see if the town will vote to raise and appropriate the sum of \$25,000.00 to  
285 be placed in the Conservation Fund, said funds to come from the sale of timber on  
286 conservation land. No amount to be raised from taxation. *Councilor Winterton moved,*  
287 *second by Councilor Duhaime, to recommend Article 13 to the ballot.*  
288

289 Councilor Comai asked if \$25,000 was the right amount. Mr. Couture said the matter had  
290 been discussed at the last Council meeting. Christine Soucie, Finance Director,  
291 explained that there was no responsibility to go up to the \$25,000. If sales from the  
292 harvest come in at \$15,000 or \$25,000 that is the amount that will be appropriated. The  
293 current estimate is \$15,000. The \$25,000 amount provides a buffer. Councilor Jennings  
294 confirmed that if sales reach \$26,000, \$1,000 would go to the General Fund and \$25,000

295 to the Conservation Fund. Councilor Miville wondered if there should not be an  
296 explanation that monies would normally go to the General Fund. Dr. Shankle will include  
297 an explanation in the Voter Guide. Mr. Couture stated that they had received an estimate  
298 from the town engineer for the development of Clay Pond of \$17,500. Another item that  
299 has not been approved by the Conservation Commission yet is a 108 acres parcel that  
300 has an easement on it and is town property to be harvested, proceeds of which would go  
301 to the General Fund. The property also has ten acres set aside for active recreational  
302 use. Chairman Sullivan questioned the difference between Article 13 referencing the  
303 Conservation Fund, and Article 14 establishing a Conservation Land Improvement  
304 Capital Improvement Fund (CRF). Conservation funds can be used to purchase land  
305 while funds from the Conservation Land Improvement CRF cannot. Funds from the CRF  
306 can only be used for the improvement of existing land. Chairman Sullivan asked that the  
307 Conservation Commission be prepared to address any related questions during the  
308 deliberative session.

309  
310 Councilor Levesque asked who would oversee the work. Mr. Couture said that he had  
311 contracted with a timber harvest consultant who will oversee logging and ensure that  
312 rules and regulations are being met and that accounting aspects of the project are taken  
313 care of. Dr. Shankle said the State oversees operations in order to get their timber tax.  
314 Councilor Miville felt that including the verbiage “no amount to be raised from taxation” on  
315 the warrant is not necessarily accurate since funds going to the Conservation Fund rather  
316 than the General Fund, in effect, results in lost revenue to the taxpayers. Councilor  
317 Comai said that speaks to her original question of whether the \$25,000 was a correct  
318 amount. It was repeated that the best estimate on the sale of timber is \$15,000.  
319 Councilor Comai wanted to propose an amendment to the Article but could not while a  
320 motion was pending.

321  
322 Chairman Sullivan moved the question. *Roll Call #4 – Levesque-yes, Duhaime-yes,*  
323 *Winterton-yes, Tsantoulis-yes, Sullivan-yes. Motion passed, 5-3 (Councilors Jennings,*  
324 *Miville and Comai opposed).*

325  
326 Councilor Comai said it could have been unanimous had she been allowed to propose  
327 her amendment. Councilor Winterton pointed out that the warrant was for this year only  
328 and “must be done yearly so the amount doesn’t make much difference”. Councilor  
329 Miville said he voted no because he believes the funds should go to the General Fund  
330 and not the Conservation Fund and feels voters have a choice. Dr. Shankle said that  
331 there is no tax impact as the tax rate is defined. It was also pointed out that funds raised  
332 through timber sales were never intended to offset the tax rate.

333  
334 Article 14: To see if the town will vote to establish a Conservation Land Improvements  
335 Capital Reserve Fund under the provisions of RSA 35:1 for infrastructure improvements  
336 on Conservation easements or property and to raise and appropriate the sum of  
337 \$10,000.00 to be placed in this fund. Further, to name the Town Administrator as the  
338 agent to expend from said fund. Estimated tax rate impact is \$0.01. *Councilor Winterton*  
339 *moved, second by Councilor Duhaime, to recommend Article 14 to the ballot. Roll Call*  
340 *#5 – Tsantoulis-yes, Duhaime-yes, Jennings-yes, Levesque-yes, Winterton-yes, Comai-*  
341 *yes, Sullivan-yes. Motion passed 7-1 (Councilor Miville opposed).*

342  
343 Article 6: To see if the town will vote to raise and appropriate the sum of \$194,293.00 for  
344 the salaries, overtime, benefits, including uniforms and equipment to hire two (2) new full-

345 time police officers. *Councilor Comai moved, second by Councilor Jennings, to*  
346 *recommend Article 6 to the ballot. Roll Call #6 – Levesque-yes, Winterton-yes, Comai-*  
347 *yes, Tsantoulis-yes, Jennings-yes, Duhaime-yes, Sullivan-yes. Motion passed, 7-1*  
348 *(Councilor Miville opposed).*  
349

350 Article 7: To see if the town will vote to raise and appropriate the sum of \$170,000.00 to  
351 be added to previously established Capital Reserve Funds and to apportion the sum  
352 among several funds as listed:

353		
354	Automated Collection Equipment	\$ 30,000.00
355	Drainage Upgrades	\$ 50,000.00
356	Parks & Recreation Facilities Development	\$ 15,000.00
357	Town Building Maintenance	<u>\$ 75,000.00</u>
358		
359	Total	\$170,000.00
360		

361 *Chairman Sullivan moved, second by Councilor Comai, to recommend Article 7 to the*  
362 *ballot. Roll Call #7 – Winterton-yes, Levesque-yes, Duhaime-yes, Jennings-yes, Miville-*  
363 *yes, Tsantoulis-yes, Comai-yes, Sullivan-yes. Motion passed unanimously, 8-0.*  
364

365 Article 8: To see if the town will vote to raise and appropriate the sum of \$70,000.00 to  
366 be added to the previously established Capital Reserve Funds and to apportion the sum  
367 among several funds as listed:

368		
369	Fire Apparatus	\$ 50,000.00
370	Air Packs & Bottles	<u>\$ 20,000.00</u>
371		
372	Total	\$ 70,000.00
373		

374 *Councilor Tsantoulis moved, second by Councilor Winterton, to recommend Article 8 to*  
375 *the ballot. Roll Call #8 – Levesque-yes, Duhaime-yes, Tsantoulis-yes, Jennings-yes,*  
376 *Miville-yes, Comai-yes, Winterton-yes, Sullivan-yes. Motion passed unanimously, 8-0.*  
377

378 Article 9: To see if the town will vote to raise and appropriate the sum of \$60,000.00 to  
379 purchase a Live Bottom Trailer for the Recycling and Transfer Division of Public Works  
380 with said funds to come from the Solid Waste Disposal Special Revenue Fund. No  
381 amount to be raised from taxation. *Councilor Levesque moved, second by Councilor*  
382 *Winterton, to recommend Article 9 to the ballot. Roll Call #9 – Miville-yes, Comai-yes,*  
383 *Duhaime-yes, Winterton-yes, Jennings-yes, Tsantoulis-yes, Levesque-yes, Sullivan-yes.*  
384 *Motion passed unanimously, 8-0.*  
385

386 Article 10: To see if the town will vote to raise and appropriate the sum of \$50,000.00 to  
387 purchase a new command style 4x4 vehicle for the Fire Rescue Department. Estimated  
388 tax rate impact is \$0.03. *Councilor Jennings moved, second by Councilor Tsantoulis, to*  
389 *recommend Article 10 to the ballot. Roll Call #10 – Winterton-yes, Tsantoulis-yes,*  
390 *Levesque-yes, Comai-yes, Miville-yes, Jennings-yes, Sullivan-yes. Motion passed 7-1*  
391 *(Councilor Duhaime opposed).*  
392  
393



394 Article 11: To see if the town will vote to raise and appropriate the sum of \$40,000.00 to  
 395 be added to previously established Capital Reserve Funds and to apportion the sum  
 396 among several funds as listed. Estimated tax rate impact is \$0.03.

397		
398	Revaluation	\$30,000.00
399	Master Plan	<u>\$10,000.00</u>
400		
401	Total	\$40,000.00
402		

403 Councilor Miville pointed out that revaluation must take place every five years so if the  
 404 Article is voted down funds must be taken from the General Fund. Chairman Sullivan  
 405 asked why the expense is not included in the Operating Budget. It was mentioned that  
 406 the full expense of \$200,000 would have to be expensed in one year rather than spread  
 407 out over five years.

408  
 409 *Councilor Miville moved, second by Councilor Comai, to recommend Article 11 to the*  
 410 *ballot. Roll Call #11 – Tsantoulis-yes, Levesque-yes, Miville-yes, Winterton-yes,*  
 411 *Jennings-yes, Duhaime-yes, Comai-yes, Sullivan-yes. Motion passed unanimously, 8-0.*

412  
 413 Article 12: To see if the town will vote to establish a Sidewalk Capital Reserve Fund  
 414 under the provisions of RSA 35:1 for installing and maintaining sidewalks and to raise  
 415 and appropriate the sum of \$25,000.00 to be placed in this fund. Further, to name the  
 416 Town Administrator as the agent to expend from said fund. Estimated tax rate impact is  
 417 \$0.02. *Councilor Duhaime moved, second by Councilor Miville, to recommend Article 12*  
 418 *to the ballot. Roll Call #12 – Comai-yes, Jennings-yes, Miville-yes, Winerton-yes,*  
 419 *Levesque-yes, Tsantoulis-yes, Duhaime-yes. Motion passed, 7-1 (Chairman Sullivan*  
 420 *opposed). Councilor Winterton indicated that this warrant must be approved yearly.*

421  
 422 Article 15: To see if the town will vote to discontinue the following Capital Reserve Funds  
 423 with said funds and accumulated interest to date of withdrawal, to be transferred to the  
 424 town’s general fund.

425	<u>Name of Capital Reserve</u>	<u>Established</u>	<u>Balance</u>
426	HVAC System Development (Library)	2003	\$ 15.04
427	Plow Dump Trucks	2012	\$ -0-
428	Police Computer System Development	2003	\$ 13.91
429	Road Impact Fee Traffic Study	2009	\$ 33,046.68
430	Town Wide Computer Development	2006	\$ 23.79
431	Town Wide Opti-Com System	1996	\$ -0-
432	Upgrading Diesel Tank & Fuel Dispenser	2012	\$ 9,531.67
433			

434  
 435 *Councilor Comai moved, second by Councilor Winterton, to recommend Article 15 to the*  
 436 *ballot. Roll Call #1 – Winterton-yes, Comai-yes, Tsantoulis-yes, Levesque-yes,*  
 437 *Jennings-yes, Duhaime-yes, Miville-yes, Sullivan-yes. Motion passed unanimously, 8-0.*

438  
 439 **15. NEW BUSINESS**

440  
 441 **16-005 Review of Town Council Future Agenda Items**

DRAFT

Agenda Date	S. B.	Agenda Item	Other Information as needed
?	DF	Public Hearing	Donation of \$20,027.20 from Hooksett Happy Helpers, Hooksett individuals and a Memorial Park to the Hooksett Safety Center on \$
?	DF	Consent Agenda	Acceptance of donation of \$20,027.20 from Hooksett Happy private individuals and a Memorial Park to the Hooksett Safety
?	DF	non-public	ambulance write-off tabled pending more info.
?	DF	New Business	Support for Eliminating Adequate Education Grant Cap
?	DF	New Business	FY 2015-2016 Town Council & Town Administrator Goals
?	DF	Old Business	Recycling Analysis (Councilor Ross)
?	DF	Old Business	Berry Hill Bond Release - Thibault (Public Works Director)
?	DF	New Business	ICMA RC 457 Plan - Council resolution to adopt
?	DF	New Business	Town Departments - Sewer and Library
?	DF	Consent Agenda	SNHU furniture donation replacement value of \$ ? To Hooksett Library Trustees) ???
?	DF	Warrant Article	Councilor Winterton (renewable energy)
		Amended Other Ordinance	
?	DF	00-25	Councilor to move forward amendment to 00-25 Winter Burn
?	DF	Public Hearing 00-25	Other Ordinance amendment to 00-25 Winter Burn Permits
?	DF	Personnel Plan Change	Fire-Rescue O.T. pay for probationary employees (Christine
?	DF	New Business	Petersbrook Fields (DPW Director)
?	KR	Scheduled Appointment	Moderator (address mandated purchasing of additional votes)
?	DF	New Business	Bi-weekly payroll (Council request)
		Nominations &	
?	KR	Appointments	Economic Development Advisory Committee - David Coburn
?	KR	Scheduled Appointment	Community Profile/Action Groups (HARMONY)
			Obligation of \$100,000 Recreation Impact Fees to Conservation
?	DF	New Business	Riverfront Project (no public hearing required)
?	DF		Condo reimbursement - billing 2x annually & 90-day notice
?	DF	New Business	Cable Franchise Agreement (Councilor Ross)
?	DF	Old Business	15-047 Martin's Ferry Road - Mitigation/Safety Committee
?	DF	Old Business	Coop Extension Survey - next steps
?	DF	New Business	Job Descriptions - Departmental Updates (inventory complete)

## **Boards & Committees**

**Budget Committee**

**Cemetery Commission**

**Conservation Commission**

**Economic Development Advisory Committee**

**Heritage Commission**

**Library Trustees**

**Board of Election/Moderator**

**Parks and Recreation Advisory Board**

**Planning Board**

**Recycling & Transfer Advisory Committee**

**Sewer Commission**

**Supervisors of the Checklist**

**Town Hall Preservation Committee**

**Trustees of the Trust Funds**

**Zoning Board of Adjustment**

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The Council went over the status of a number of future agenda items. The following Board and Committees still need to come before the Council as required by Charter: Budget Committee, Cemetery Commission, Conservation Commission, Economic Development Advisory Committee, Heritage Commission, Library Trustees, Parks and Recreation Advisory Board, Planning Board, Recycling and Transfer Advisory Committee, Town Hall Preservation Committee, and Zoning Board of Adjustment.

Councilor Comai suggested hosting a “thank you” volunteer lunch or continental breakfast on April 2, the date of the deliberative session. Councilor Winterton liked the idea but was concerned about the perception of paying people to come vote. All Council members thought this was a good idea.

Councilor Tsantoulis asked that the Code Enforcement Officer be dispatched to take a look at #30 Londonderry Turnpike in Councilor Winterton’s district. It seems a resident is running a dumpster business in a residential area, and the dumpsters are continually over-filled. Dr. Shankle will follow-up.

**16. SUB-COMMITTEE REPORTS**

Councilor Levesque said the transfer station lost its best driver. The price of recycling went up a bit. Price is now \$40/ton to recycle versus \$60/\$65 to get rid of trash.

Councilor Winterton said the Hooksett Youth Achiever meeting is scheduled for February 24<sup>th</sup>. The Planning Board got a volunteer application but did not make a recommendation. SNHU continues to grow and is looking at a storage facility at University Heights. ProCon is expanding. Most of the meeting was about ordinances for chickens which will be discussed at the next Council meeting.

Tying into the Planning Board, Councilor Winterton has visited with the Sewer Commission and discussed the potential for a TIF district on the west side of the river. Engineering has been done and will be presented to the Planning Board on the 22<sup>nd</sup>. Good economic potential could be realized by having sewer there. Discussions have been held on how large the TIF district should be and whether work should be done in segments. Consultants are good and have established TIF districts in other towns and this is a very positive step for Hooksett. Also, Walmart came in for an extension. They had approval to build their own treatment plant. The permit expired and they were given a 60-day extension. It seems they don’t want to do that and would like to have sewer available. The Council may get a presentation on the 24<sup>th</sup> following a presentation made to the Planning Board on the 22<sup>nd</sup>

In response to a question by Chairman Sullivan on the Exit 10 TIF District, Councilor Winterton said there was \$90 million of taxable property that came out of the Exit 10 TIF District. Part of the evaluation process now is determining the potential for the sewer TIF and whether it will pay for itself or not which will come from the consultants. Councilor Winterton also stated that part of the reason Exit 11 has not been developed is because of the sewer. “No restaurant will be built there without sewer”. Councilor Miville asked that the Economic Development Committee be kept apprised of developments.

494 Councilor Comai had nothing to report.

495  
496 Councilor Miville said the school budget was done and citizens added in additional  
497 monies. The budget is over \$32 million plus warrant articles. There were two  
498 openings on the Budget Committee. The Committee appointed Brian Tilton who wants  
499 to become more involved. Last Thursday Dr. Shankle provided a budget review and  
500 the Committee will start tomorrow with the DPW budget.

501  
502 *Councilor Levesque moved, second by Councilor Winterton, to extend the meeting by*  
503 *ten minutes. Motion passed unanimously, 8-0.*

504  
505 Councilor Duhaime referenced materials that were in the reading file.

506  
507 Councilor Jennings attended the Parks and Recreation meeting. It was a full house.  
508 The Director of Public Works was in attendance and there was discussion about the  
509 MasterPlan. They are moving forward on developing an area behind Walgreens to be  
510 used for passive recreation next summer.

511  
512 Councilor Tsantoulis had nothing to report.

513  
514 Councilor Winterton noted that while it is not reflected in the budget process, having a  
515 town engineer to facilitate all these projects moving forward and attending meetings and  
516 working with engineers has been very valuable.

517  
518 **17. PUBLIC INPUT -- None**

519  
520 **18. NON-PUBLIC SESSION -- None**

521  
522 **19. ADJOURNMENT**

523  
524 Chairman Sullivan moved to adjourn the meeting at 9:35 p.m. Motion was seconded by  
525 Councilor Levesque and passed unanimously, 8-0.

526  
527  
528 Respectfully Submitted

529  
530 Suzanne Beauchesne  
531 Recording Clerk