



**TOWN COUNCIL MINUTES - OFFICIAL  
Regular Meeting  
Wednesday, June 22, 2016  
6:30 PM  
Council Chambers**

**1. CALL TO ORDER**

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

**2. ROLL CALL #1**

In attendance: Councilors Donald Winterton, Timothy Tsantoulis, James Levesque, Adam Jennings, Robert Duhaime, Marc Miville, David Ross, and Chairman James Sullivan.

**3. PLEDGE OF ALLEGIANCE**

**4. SPECIAL RECOGNITIONS**

**5. APPROVAL OF MINUTES**

5.a Public: 06/08/2016

[TC Minutes 06082016-U.docx](#)

*Councilor Duhaime moved, second by Councilor Jennings, to approve the June 8, 2016 meeting minutes, as amended. Motion passed 7-0-1 [Councilor Ross abstained].*

5.b Non-Public: 06/08/2016

**6. AGENDA OVERVIEW**

**7. PUBLIC HEARINGS**

7.a Public hearing for the Town Council to accept 140 acres of conservation easement land from Pike Industries, Inc. to the Town of Hooksett located at Tax Map 7, Lots 23, 24 & 25 Off Hackett Hill Road & F.E. Everett Turnpike in Hooksett, NH per RSA 36-A & NH RSA 477:45-47

[062216 TC Pike ConCom Easement.doc](#)

[Staff Report 5-27-16 Accept 140 acre conservation easement from Pike Industries inc.pdf](#)

[041116 Minutes\\_O.pdf](#)

[Pike DES decision.pdf](#)

[P5047 EASEMENT PLAN - NORTH AREA.pdf](#)

[P5047 EASEMENT PLAN 2 SHEET 1.pdf](#)

[P5047 EASEMENT PLAN 2 SHEET 2.pdf](#)

[P5047 EASEMENT PLAN 2 SHEET 3.pdf](#)

[P5047 EASEMENT PLAN 2 SHEET 4.pdf](#)

Chairman Sullivan opened the public hearing at 6:46 p.m. indicating that the purpose of the public hearing is for the Town Council to accept 140 acres of conservation easement land from Pike Industries, Inc. to the Town of Hooksett located at Tax Map 7, Lots 23, 24 and 25 off Hackett Hill Road and Everett Turnpike in Hooksett. Compensatory mitigation includes a one-time stewardship payment of \$17,855 to the Hooksett Conservation Commission, a one-

time payment of \$200,000 into the Aquatic Resource Mitigation Fund (ARM), and management of 1.4 acres of turtle habitat within the preservation parcel. Ryan Crosbie of Pike Industries and Robert Dietel of Gallagher, Callahan & Gartrell Law came forward. Mr. Crosbie said that Pike Industries is proposing to provide the conservation easement land as part of a larger project and are now in the final stages of the mitigation package agreed to with the NH Department of Environmental Services (NHDES) and the Army Corps of Engineers and they are looking for Council approval. He said a couple of items that have remained pending include the environmental site assessment and blazing the entire perimeter of the property, and doing a title search. In response to the site assessment, Mr. Crosbie said Pike removed an old truck and tires that were sitting on the edge of the wetlands and blazing has been completed as of today. He said that Attorney Serge noted there was no surveyor's stamp on the electronic copies of the plan which they do have on the mylar.

Robert Dietel said his office prepared a title opinion of all the lots and a number of items were brought to the Conservation Commission. All of the exceptions were narrowed down to three . the boundary dispute referenced on a Superior Court document, and two un-discharged mortgages. After some research, they found a mortgagee and got the note discharged. There is a 1983 mortgage to Audley Company on the southern portion of the property that has not yet been discharged as reflected in the April 11, 2016 Conservation Commission meeting minutes.

Chairman Sullivan asked Steve Couture, Chair of Hooksett's Conservation Commission, to come forward. Mr. Couture said the project has been in the works for four or five years. The Conservation Commission has been diligently working with NHDES and Pike. The property will abut existing conservation land and the Commission was able to negotiate a stewardship fee. He said the Conservation Commission strongly supports the acceptance of this easement.

Dr. Shankle said that following tonight's public hearing, the matter will be placed on the Council's next meeting agenda for a vote. In the meantime, he will have Administration and the Town Engineer review the plans and work with the Conservation Commission. Councilor Duhaime asked about the back of the lot, how the rest of the property will be developed, and how many acres are owned by Pike. In addition to the 140 acres, another 40-50 acres is already in conservation. Councilor Duhaime suggested taking a look at the Master Plan and including a timeline. Steve Couture said the project was identified as a high priority area. There were no public comments.

At 7:02 p.m. Chairman Sullivan opened a public hearing for a parking lot easement deeded to the town. *Chairman Sullivan moved, second by Councilor Ross, to table the matter. Motion passed unanimously, 8-0.*

## **8. CONSENT AGENDA**

8.a Release Bonds from White Mountain Cable Construction for excavation permit work performed on Joanne Drive and Smyth Road; Bond #016066105 for \$15,630 on Joanne Drive and Bond#016066104 for \$11,619 on Smyth Road.

Councilor Winterton pulled the issue from the Consent Agenda and asked the DPW staff about the drainage issues on Smyth Road which caused severe icing. Jim Donison, Town Engineer, and Assistant PW Director, said the drainage issue was not a result of White

Mountain Cable's work. Mr. Donison said he met with the contractor to outline the work performed and the restoration work done. Councilor Winterton said it would ice up before they did the work and he is concerned about the public safety and is hesitant to release the bond until there is confirmation that the issue has been addressed. *Councilor Ross moved, second by Councilor Winterton, to release bonds from White Mountain Cable Construction.* Councilor Tsantoulis asked if it might not be possible to vote on the two bonds separately; i.e., release one and keep the other in effect. Dr. Shankle said that would be possible. The sense of the Council was to hold off releasing the bond until staff has had a chance to evaluate the matter. *The motion failed unanimously, 8-0.*

## **9. TOWN ADMINISTRATOR'S REPORT**

Dr. Shankle reported the following information:

- The Granite Hammer legislation supported by the Council did pass and was signed into law.
- Today must have been a slow news day . two or three television stations reported the vandalism done of Farmer Road.
- He is continuing to work on personnel issues.
- He and Katie (Ambrose) are working with website provider on re-design to make the site easier to use and more current.

## **10. PUBLIC INPUT - 15 MINUTES – There was no public input provided.**

## **11. NOMINATIONS AND APPOINTMENTS**

11.a Nominations - Reappointment(s) and New Member(s) as of 7/1/2016

[June 2016 Noms Appts.pdf](#)

11.b Appointments - Reappointment(s) and New Member(s) as of 7/1/2016

*Councilor Ross moved, second by Councilor Winterton, to appoint Deb Miville as a full member, and re-appoint Philip Fitanides as a full member, to the Conservation Commission with terms to expire in June 2019. Motion passed 7-0-1 [Councilor Miville abstained].*

*Councilor Winterton moved, second by Councilor Duhaime, to re-appoint Thomas R. Prasol and Paul Scarpetti as full members, and Denise Grafton as an alternate member, to the Planning Commission, with terms to expire in June 2019. Motion passed unanimously, 8-0.*

*Councilor Levesque moved, second by Councilor Jennings, to re-appoint Richard Bairam as a full member, and Robert Schroeder as an alternate member, of the Recycling and Transfer Advisory Committee, with terms to expire in June 2019. Motion passed unanimously, 8-0.*

*Councilor Duhaime moved, second by Councilor Tsantoulis, to re-appoint Richard G. Marshall as representative to the Southern NH Planning Commission, with term to expire in 2020. Motion passed unanimously, 8-0.*

*Councilor Levesque moved, second by Councilor Jennings, to re-appoint Gerald Hyde as a full member to the Zoning Board of Adjustment with term to expire in June 2019.*

Chairman Sullivan thanked everyone for their willingness to serve.

Nominations were presented as follows:

- 1) David Hess as a alternate member to the Conservation Commission, term to expire June 2017;
- 2) Kristen Payton as a full member to the Town Hall Preservation Committee; and
- 3) Roger Duhaime for re-appointment as a full member to the Zoning Board of Adjustment, term to expire June 2019.

Kristen Payton came forward to introduce herself to the Council. She said she was impressed with the progress made on the work done to the old Town Hall and she is pleased the building was not abandoned. Councilor Duhaime said at one time many events were held at the town hall. Chairman Sullivan explained that Ms. Payton's actual appointment will be made at the Council's next meeting [the Council later took action on all nominations].

Councilor Jennings pointed out that the Parks & Recreation Committee is down by three members -- two full members and one alternate. Councilor Miville said that the Budget Committee, too, is down two members and any interested residents should advise Lee Ann Moynihan or the Town Administrator of their interest in serving. The next Budget Committee meeting will be held on July 14<sup>th</sup>.

*Councilor Duhaime moved, second by Councilor Miville, to waive the rules and appoint the nominees tonight allowing them to have full voting rights at their next respective meetings, which will be held prior to the next Council meeting. Motion passed unanimously, 8-0.*

*Councilor Miville moved, second by Councilor Jennings to appoint David Hess, Kristen Payton, and Roger Duhaime, to committees as listed above. Motion passed 7-0-1 [Councilor Duhaime abstained].*

In response to Chairman Sullivan, Katie Ambrose stated that in the fall, one (of three) representatives to the SNHPC will be moving which will open up a position at that time. Chairman Sullivan re-emphasized the District 6 Council position that is open. Deadline for application is June 30<sup>th</sup>.

## **12. SCHEDULED APPOINTMENTS**

- 12.a Lee Ann Moynihan, Field Appraiser, to discuss various assessing items.

Ms. Moynihan said SNHU's assessment is pretty simple. All academic related buildings are exempt. They do assess dining halls, resident halls, and dormitories. Other vacant buildings or land used by the college is also assessed. She said anything up to \$150,000 is exempted from the taxable property. The town's exempt value in April equals \$38 million. Ms. Moynihan said that SNHU is the 2<sup>nd</sup> highest taxpayer in town following Eversource. She said that the \$150,000 exemption applies to all educational institutions. It is specific to education. Ms. Moynihan said the Council can choose to increase or decrease the exemption. Councilor Winterton indicated that of the three SNHU projects . the welcome center, athletic facility, and residents hall . the only building that is taxable is residents hall. Housing and food are taxable.

Ms. Moynihan said that revaluation is done every five years (half will be done in 2017 and half done in 2018) and if the Council is interested in looking at possibly changing any exemptions, now would be the time to do that.

Ms. Moynihan said that right now Hooksett has an elderly exemption for those over 55 and is based on income and assets. The premise is that people not lose their homes and %& you&e lived in NH most of your life+, the town gives you a certain amount, \$35,000 for singles in income and \$50,000 for married couples with \$350,000 in assets, which does not include one& home.

Ms. Moynihan provided figures on how many seniors Hooksett has and an elderly exemption comparison. Hooksett is the only town offering that high an asset. For residents ages 65-74, the town exempts \$68,800 off their assessment; for those ages 75-79, \$96,300, and a deduction of \$123,800 for those over 80 years of age. The minimum state asset limit is \$35,000 and is something the Council may want to think about in the future. She said the last time the exemption was adopted was in 2006 so it hasn& been adjusted for 10 years.

In response to Councilor Ross, Ms. Moynihan provided copies of comparison sheets. Ms. Moynihan said the town also has a veterans&tax credit -- \$250 -- which was adopted in 2004. She said the Governor signed a bill recently that the tax credit is available only to those who have served over 90 days during a time of conflict. Dr. Shankle said they were trying to cut out the reservists. In response to Councilor Ross, Ms. Moynihan said that veterans must be honorably discharge. She also said the range of credits runs from a minimum of \$50 to a maximum of \$500. Most towns, 56.37%, give the \$500. She said the disabled veteran& exemption credit is \$2,000. Ms. Moynihan presented a breakdown showing that Hooksett falls in the 5.79 percent of towns providing a \$250 veterans tax credit.

### **13. 15 MINUTE RECESS**

### **14. OLD BUSINESS**

14.a Comparison of Town of Hooksett Manual and Automated Collection Systems  
[Staff Report - Comparison Manual Automated Collection Programs.pdf](#)  
[Recycle Comparison Data.xls](#)  
[Recycling and Transfer Transportation Cost.xls](#)  
[Recycling and Transfer Transportation Cost \(2\).xls](#)

Diane Boyce, DPW Director, said that in 2011, by vote, the town supported establishing a curbside recycling program and to purchase automated trucks and barrels for the collection of trash and recycling. Recently, the Council requested information on how the automated collection system was working. Director Boyce gathered up six years of data . three years prior to automated collection and three years since. Director Boyce went through the data slide-by-slide. Director Boyce provided information on Trash and Recycling Disposal Fees, expenses and revenues for automated and manual collection, transportation costs, and the cost to transfer trash per ton and the tons of material hauled per year, fuel used and labor costs. Council members discussed the data that revealed the following information:

- Town is producing the same amount of trash as ten years ago but are recycling more
- Two trucks were purchased in 2012
- They are still taking in metal and still making revenue off it

- Demand for recycled material has gone down
- Market is getting better for recycling
- More mileage is being put on the trucks

Councilor Ross said recycling is done to protect the environment so the question becomes a matter of fuel costs versus pollution; one is as dangerous as the other. In response to Councilor Jennings on how much fuel could be saved if the truck goes down the street just once. Director Boyce said this has been discussed and there are a couple of roads where that has to be done. Labor costs include three people when done manually; now there is need for one person for trash and one for recycling. No laborers, just drivers. Director Boyce said they are saving one position.

Councilor Winterton pointed out that insurance rates and Workmen's Compensation rates showed improvement because the dangerous job of riding on the back of a truck has been eliminated. Director Boyce said fortunately no one has been hurt. Councilor Ross said drivers are driving more miles in a bigger truck.

Regarding transportation costs, Councilor Ross said they are moving less material now so there is an automatic savings regardless of how the material is moved. The savings, however, are not related to recycling; it is related to the amount moved. Councilor Tsantoulis asked if overall the program was saving money. Director Boyce said, yes, she feels the town is saving a bit and automated collection is safer. She thinks the commodity will change and more savings can be expected. She said private companies, too, are not going backwards.

Councilor Ross said the cost of the truck has to be amortized; the town will never get its money back. Director Boyce said trucks would have had to be purchased whether the town automated or not. Chairman Sullivan said every ton saves the town approximately \$31. Dr. Shankle pointed out that the level of service provided is important as well. Hooksett provides some of the best service in the state. Councilor Ross said the voters were assured ~~we'd~~ be saving money+. He said he would be surprised if the trucks last 10 years. Councilor Winterton said what use to be considered luxury is now a necessity and Hooksett has created a culture where people like having their trash picked up and people like to recycle. He'd be willing to examine privatizing this service to an outside contractor and see, pricewise, if they can do it better. He said ~~it's~~ hard now to go backwards+.

Councilor Miville congratulated DPW and said ~~we've~~ come a long way+. Councilor Ross said ~~we~~ are not saving the taxpayers money+. Councilor Miville said he does see the savings. Councilor Duhaime said it is the future and today it would be difficult to find two people willing to hop onto the back of a truck. Councilor Tsantoulis did not feel the matter could be resolved this evening. Councilor Ross said many of his constituents live on fixed incomes and were told this would save them money and it does not. Chairman Sullivan said the elderly population live in everyone's district and ~~we~~ did lower their taxes by 11 cents+. Town Administrator Shankle was directed to provide additional data on the total per ton cost of recycling versus manual collection.

14.b Hiring of a temporary full time temporary Recreation Director  
[Staff Report - Hiring of temporary full time Recreation Director.pdf](#)  
[Job Description Recreation Director 6-6-16.docx](#)  
[6-6-16 Recreation Director Contract.docx](#)

Dr. Shankle referred to a 2013 survey indicating residents' opinions about recreational programs offered by the town: 11% poor, 45% fair, 39% good and only 6% excellent. He said that he and Diane Boyce, Director of Public Works, have been trying to move more of the numbers into the %good+category, recognizing that the program must be self-funding. Dr. Shankle said the only way to do that is to have a program that will pay the cost of the program and the cost of hiring a full time Recreation Director. The after-school program is a way to get enough revenue for the Recreation Revolving Fund (RRF). This was put together at Dr. Shankle's and Director Boyce's request and they would like to post the Recreation Director position and give everyone a chance to apply, vet the position, and hire the best person available.

*Councilor Duhaime moved, second by Councilor Tsantoulis, to move forward in hiring a temporary, one-year contracted, full time Recreation Director to be paid for through the Recreation Revolving Fund.*

Dr. Shankle said the position is temporary because they do not generally add a position without it going to the Town Meeting. Councilor Miville said he was against the proposal. He said the Community Profile survey has been mentioned several times, and having headed up the project, is aware that %not once did the profile say that we needed a full time recreation director+. He said somebody came into town and thought they could create a job for themselves. He said the town doesn't need a full time recreation director and he will vote %no+ on the proposal. Councilor Tsantoulis felt that authorizing the position was a means to address some of the things discussed in the community profile and the intent is that the program and position be self-funded. Dr. Shankle pointed out that it is not possible to have a program without a director; someone to keep moving the program along. He reminded the Council that they authorized moving forward with the school program and that program cannot be run without the position being filled. Councilor Ross said people love %Fun in the Sun+ and that should be continued but this proposal gets into other venues that he voted against. He said %we're creating a position that was done away with many years ago that got folded into DPW and now we're creating another division director position that should be put to the voters+. He said %we should be filling positions that are empty rather than creating new ones+.

Chairman Sullivan said the voters did not approve %Fun in the Sun+ or the ambulance service. Dr. Shankle said they could have waited to take to the town meeting before going to the school but he chose to bring it to the Council first.

Councilor Miville said the result of the Community Profile includes 40 pages of good ideas that are just left there. Another citizen survey was done at a cost of \$13,000. He said the matter becomes a self-fulfilling prophecy. He said the Council needs to decide whether the town needs a full time director and he says %no+.

Dr. Shankle said that he doesn't have the staff currently to handle what needs to be done with the recreation program and it doesn't make sense to start things that we don't have time to do. Dr. Shankle assured Council members that staff hasn't forgotten the results of the survey and the money spent on the survey has not been wasted. Until resources are available, he does not bring matters to the Council's attention.

Councilor Miville said they were given a packet tonight that includes a job description and a contract and asked to rubber stamp and move it along without a lot of research. It's a fait accompli. Chairman Sullivan said the matter should be a topic for the Council's workshop.

*Roll Call #2 – Councilor Duhaime-yes, Councilor Miville-no, Councilor Ross-no, Councilor Levesque-yes, Councilor Jennings-yes, Councilor Winterton-yes, Councilor Tsantoulis-yes, Chairman Sullivan-yes. Motion passed 6 to 2 [Councilors Miville and Ross opposed].*

14.c 16-031 Hooksett Recreation - Approval of Job Descriptions for Town of Hooksett Recreation School Aged Before and After School Program

Diane Boyce distributed copies of two separate job descriptions for the After School Program . one position for a Site Coordinator and the other for a Program Assistant.

14.d 16-031 Hooksett Recreation - Approval of Contract Agreement with Hooksett Schools and the Town of Hooksett for the Recreation School Aged Before and After School Program

[Staff Report - Contract Agreement for Before and After School Program.pdf](#)

[Hooksett Recreation Extended Care Agreement \(revised\).docx](#)

[Before and After School Program Estimated revenues and expenditures.xlsx](#)

14.e 16-043 FY 2015-16 Budget Encumbrances

[Encumbrances - 2016.pdf](#)

[Encumbrance List.pdf](#)

Finance Director, Christine Soucie, referred to the nine encumbrances presented at the last Council meeting. She indicated that #8 was removed from the list because the product, five sets of personal protective gear, was received. Nos. 10, 11, and 12 were added to the list as follows:

10. Replace server for PD \$11,634

11. Update traffic impact fee matrix \$5,800

12. Sewer tax increment finance (TIF) district study \$14,000

Councilor Winterton said that at Monday night's meeting, the Planning Board received a good presentation on sewer TIF which resulted in the Planning Board's decision to create a committee that would move forward with the TIF district with the guidance of the Arnett Development Group. Councilor Winterton and Paul Scarpetti will serve on the committee as representatives of the Planning Board. They would like to include representatives from the Economic Development and Finance committees and two people from staff. Councilor Winterton urged the Council to approve encumbering the contract cost of \$14,000 to the Arnett Development Group. Discussion ensued. One suggestion was to pull the matter off the encumbrance list and do the work later and decide whether impact fees are the way to go before entering into a contractual obligation. Councilor Levesque understood that the Master Plan was to keep the west side somewhat rural. Councilor Winterton said the way TIF is designed today, there would be no residential hookup unless they want it. Dr. Shankle indicated that the costs of permitting software for Community Development will be adjusted to move monies into administration. He said staff has no objection to pulling #11 but thought it was something the Planning Board wanted.

Councilor Ross said funds should not be encumbered if we're not contractually obligated. Dr. Shankle noted that if the town enters into a contract before the Council votes, the Council



is trapped by the staff's decision. Councilor Miville felt that Councilor Ross was correct in that obligations must be in effect prior to the end of the fiscal year.

There was discussion on whether Arnett Development Group's work (#12) was completed. Jim Donison said part work covered by the encumbered \$11,700 was done and they are asking for an additional \$14,000 to continue.

*Chairman Sullivan moved, second by Councilor Ross, to approve as submitted encumbrances no. 1 through 10 totaling \$615,333. Roll Call No. 3: Councilor Ross-yes, Councilor Jennings-yes, Councilor Miville-yes, Councilor Duhaime-yes, Councilor Tsantoulis-yes, Councilor Levesque-yes, Councilor Winterton-yes, Chairman Sullivan-yes. Motion passed unanimously, 8-0.*

*Chairman Sullivan moved, second by Councilor Jennings, to extend the meeting. Motion passed unanimously, 8-0.*

*Chairman Sullivan moved, second by Councilor Winterton, to remove no. 11 from the encumbrance list. Motion passed unanimously, 8-0.*

Councilor Ross said he doesn't believe in use it or lose it. He said it is not the Council's money and shouldn't encumber money because we want to keep it. Councilor Winterton stated that the Council approved the \$11,000 and is not at the next step. Without the contract available to view, the Council decided not to consider the matter but instead schedule a Special Meeting prior to June 30<sup>th</sup>. Chairman Sullivan suggested the matter be discussed further during the Council's workshop. Dr. Shankle will post the Special Meeting notice immediately.

## **15. NEW BUSINESS**

### 15.a FY 2017-18 Budget Goals [SR Budget Goals \(3\).doc](#)

Director Soucie went over a Budget Summary that was included in the Council packet. She said that not a lot has changed. Revenue was slightly down, long term debt looks good, and the fund balance is at eight percent. Also, they've had three years of large returns primarily due to health insurance. All Council members agreed to continue to work with previously established budget goals:

- 1) Construct budgets that provide a cost effective government to achieve level or enhanced services.
- 2) Explore all opportunities to enhance non-property tax revenues.
- 3) Explore potential contracting service opportunities.

### 15.b Technology Services RFP [Staff Report 62216 Tech Services RFP.pdf](#)

Katie Ambrose came forward and stated that the town's current contract for technology services with Spaulding Hill Networks expires on June 30, 2016. The town received six bids for the Technology Services RFP. Information was provided on all six bids. Although

Spaulding Hill Networks is not the lowest bidder, staff recommended their bid based on their municipal experience, CJIS compliance, cost of services, personnel and the fact that staff has been satisfied with their current services. Since they are current providers, staff time transferring administration of servers, networks, would not be necessary. Ms. Ambrose also recommended approval of a two year agreement to secure the same price for FY2017-18.

Councilor Miville asked why Acapella Technologies, a Hooksett business, would not have been favored given the slight price difference. Ms. Ambrose said Acapella has no municipal experience. Dr. Shankle said Spaulding has been very good over the last two years. He understands the desire to vend with local vendors when possible, but ~~we~~ we need to make sure what we need done will be done+. Ms. Ambrose said Spaulding Hill provides unlimited remote support. Another thing Dr. Shankle likes about Spaulding is the same person reports every week on-site.

*Councilor Jennings moved, second by Councilor Winterton, to award the technology services bid to Spaulding Hill Networks at \$35,700 per year for a 2-year agreement. Motion passed, 7-1 [Councilor Miville opposed].*

15.c Annual Town & School Report  
[Staff Report 62216 Town Report.pdf](#)

*Councilor Jennings moved, second by Councilor Winterton, to authorize Chairman Sullivan to draft the Annual Report. Motion passed unanimously, 8-0.*

15.d Town Personnel Plan - Remove Section 4 Workplace Conduct "Firearms and other deadly weapons"  
[TPP Firearms.pdf](#)

The Council was provided with a copy of the Workplace Conduct policy. Dr. Shankle said the section that talks about workplace violence needs to be updated so that it complies with state law.

*Councilor Ross moved, second by Councilor Levesque, to remove the 2<sup>nd</sup> sentence of the relevant portion of the policy to comply with state statute. Motion passed unanimously, 8-0.*

Chairman Sullivan asked what prompted the change. Dr. Shankle said that a number of employees were concerned about their own security.

15.e Authorize Town Administrator to negotiate and execute a sidewalk easement with SNHU.

This agenda item will be considered at the next Council meeting.

## **16. SUB-COMMITTEE REPORTS**

Councilor Levesque said the Zoning Board of Adjustments met and granted residential easements and one commercial easement.

Councilor Ross had nothing to report.

Councilor Winterton said Sand and Gravel has asked the Planning Board to give back their easement to build an parkway to divide a huge piece of industrial property.

Councilor Miville said the Economic Development Committee met last night. TIF and impact fees were discussed.

Councilor Duhaime said that landscaping is not maintained at Aroma Joes and thought the Site Plan should be pulled.

Councilor Jennings said a presentation of disc golf will be provided soon and indicated that the Parks and Recreation Committee is missing two full time members and one alternate.

Councilor Tsantoulis had nothing to report.

Chairman Sullivan closed the public hearing on the Conservation Easement Land at 10:10 p.m.

**17. PUBLIC INPUT -- None**

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

**19. ADJOURNMENT**

Chairman Sullivan moved, second by Councilor Tsantoulis, to adjourn the meeting at 10:20 p.m. Motion passed unanimously, 8-0.

**NOTE:** The town website 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,

Suzanne Beauchesne  
Recording Clerk