



**TOWN COUNCIL MINUTES - OFFICIAL
Regular Meeting
Wednesday, November 16, 2016
6:00 PM
Council Chambers**

1. CALL TO ORDER

Chairman James Sullivan called the meeting to order at 6:00 p.m.

2. ROLL CALL #1

In attendance: Councilors Donald Winterton, John Giotas, Timothy Tsantoulis, Robert Duhaime [arrived at 6:02], Marc Miville, D. Ross, and Chairman James Sullivan.

Missing: Councilors James Levesque and Adam Jennings

3. PLEDGE OF ALLEGIANCE

4. SPECIAL RECOGNITIONS

Chairman Sullivan said the agenda order for %Scheduled Appointments+ will be changed for the next Council meeting.

Chairman Sullivan, on behalf of the Council, wished Councilor Levesque the best and a speedy recovery, having recently been hospitalized.

5. APPROVAL OF MINUTES

6. AGENDA OVERVIEW

7. PUBLIC HEARINGS

8. CONSENT AGENDA

8.a accept the donation of a \$40,000.00 grant from the Department of Justice, Division of Public Protection, to the Town of Hooksett for the Hooksett Police Department per RSA 31:95-b, III (a).
[AG DTF Staff Report.pdf](#)

Councilor Winterton moved, second by Councilor Miville, to accept the Consent Agenda, as presented. Motion passed unanimously, 7-0.

9. TOWN ADMINISTRATOR'S REPORT

Dr. Shankle reminded the Council that there were no minutes to approve because the last meeting was held just a week ago.

Dr. Shankle read a letter received from Samatha Brigham from Eversource regarding Sergeant Valerie Lamyc's professionalism and how she appreciated the Police Department sending someone out.

Dr. Shankle referenced a staff report on funds to be used for the purchase of a new police Ford Explorer, and invited Chief of Police Peter Bartlett to come forward. The Chief said "the sooner we get approval, or not, to go forward, the sooner we can get on the list to place the order." Councilor Miville asked if there was a hardship by not having the vehicle. Chief Bartlett said they are down three cars right now.

Chief Bartlett said on October 7, 2016 a police officer was involved in a motor vehicle crash at the intersection of Hackett Hill Road and the Exit 11 off ramp. The other driver failed to yield and struck the police vehicle on the passenger side. There was extensive damage to the other person's car and to Car No. 5, a 2014 Ford Explorer SUV that was fully outfitted with emergency equipment. The insurance company said the car was a total loss. The total loss to the town is \$48,964.87. Through the Finance Director, a settlement of \$11,913 less the town's \$1,000 deductible was yielded for the car. The equipment was depreciated over a two year period from 5% to 8% with an insurance total settlement on all emergency equipment of \$16,375.26. The car and equipment value equals \$27,288.26 in insurance funds but in order to replace the car the police department will require an additional \$21,676.61.

Councilor Ross asked how many miles were on the vehicle and was told 94,000. He said it cost \$10,000 a year to run the vehicle. The Chief thought the vehicle was purchased in 2013 and said the settlement was made while he was out of town. Councilor Ross said "a little push back doesn't hurt" sometimes. The chief explained the vehicle replacement schedule. Councilor Winterton noted that the purchase was being made from Irwin Motors instead of Londonderry Ford where the other two PD vehicles were purchased. Chief Bartlett said Londonderry Ford "doesn't have any". Councilor Tsantoulis said he has a family member who is a Ford dealer and if 65 percent of a vehicle is damaged, it is considered totaled and 90,000 plus mileage is considered high mileage. Councilor Miville felt the town should have recouped its loss and had the other driver pay for equipment loss as well.

Finance Director, Christine Soucie said she merely serves as the mediator. She does not negotiate, and the last time there was a total rollover was in 2008. Councilor Duhaime felt "we should have gotten 100 percent". Director Soucie said the town doesn't have full coverage on any vehicles, with the exception of a few fire vehicles. She said you have to weigh the value of getting full coverage and there has only been two accidents in the last ten years.

Councilor Ross moved, second by Councilor Tsantoulis, to allow the Police Department to purchase one new Ford police explorer vehicle from Irwin Motors and the related emergency equipment through Ossipee Mountain Electronics, Patrol PC, Kustom Signals, Motorola Solutions and BTA Graphics and Lettering in the amount of \$48,964.87. The fiscal impact will be \$21,676.61 that will be funded from the police budget. Roll Call #2: Councilor Duhaime-yes, Councilor Miville-yes, Councilor Ross-yes, Councilor Giotas-yes, Councilor Winterton-yes, Councilor Tsantoulis-yes, Chairman Sullivan-yes. Motion passed unanimously, 7-0.

Dr. Shankle indicated that DuBois & King will be ready to come to the Council in December and will have bridge bid out in January.

10. PUBLIC INPUT - 15 MINUTES

11. NOMINATIONS AND APPOINTMENTS

In response to the question of how many representatives the town has, or is suppose to have, on the Southern NH Planning Commission, Nick German said it was three.

12. SCHEDULED APPOINTMENTS

13. 15 MINUTE RECESS

14. OLD BUSINESS

14.a 2017-18 Budget and Warrant Articles

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$200,000 to be added to the Public WorksqVehicles Capital Reserve Fund previously established. Estimated tax rate impact is \$0.13. *Councilor Duhaime moved, second by Councilor Ross, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Hooksett Town Council and the Hooksett Permanent Firefight4ers Association Local 3264, IAFF which calls for the following increases in salaries and benefits at the current staffing level:

| Estimated Increase Over Prior Year | | | |
|------------------------------------|-----------|----------|--------------------|
| Fiscal Year | Salaries | Benefits | Estimated Increase |
| 2017-18 | \$151,550 | \$22,442 | \$173,992 |
| 2018-19 | \$97,960 | \$32,442 | \$130,402 |

And further raise and appropriate the sum of \$173,992 for the current fiscal year; of this amount \$15,578 is authorized to be withdrawn from the Ambulance Revenue Fund, and the balance of \$158,414 to be raised from general taxation. Such sum represents the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels. Estimated tax rate impact is \$0.10. *Councilor Winterton moved, second by Councilor Duhaime, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$142,819 for an increase in salaries and benefits for non-union full-time and part-time town personnel. Fiscal Year: 2017-18; Salaries: \$118,173; Benefits: \$24,646; Total: \$142,819. Estimated tax impact is \$0.09. *Councilor Winterton moved, second by Councilor Duhaime, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$140,000 to be added to previously established Capital Reserve Funds and to apportion the sum among several funds as listed:

Drainage Upgrades

\$ 50,000.00

| | |
|---|--------------|
| Parks & Recreation Facilities Development | \$ 15,000.00 |
| Town Building Maintenance | \$ 75,000.00 |
| Total | \$140,000.00 |

Councilor Winterton moved, second by Councilor Tsantoulis, to recommend the article be placed on the ballot. Councilor Miville said members of the Budget Committee do not like ~~bundling~~ and this may get no votes. Councilors Winterton and Tsantoulis withdrew their motion. *Chairman Sullivan moved, second by Councilor Duhaime, to recommend the Drainage Upgrades portion in the amount of \$50,000 be included on the ballot. Motion passed unanimously, 7-0.*

Councilor Ross moved, second by Councilor Duhaime, to recommend the Parks & Recreation Facilities Development (\$15,000) and Town Building Maintenance (\$75,000) in the amount of \$90,000 be included on the ballot. Motion passed unanimously, 7-0.

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$120,000 to be added to the previously established Capital Reserve Funds and to apportion the sum among several funds as listed below. Estimated tax rate impact is \$0.08.

| | |
|--------------------------------|--------------|
| Fire Apparatus | \$ 50,000.00 |
| Air Packs & Bottles | \$ 20,000.00 |
| Emergency Radio Communications | \$ 50,000.00 |
| Total | \$120,000.00 |

Councilor Ross moved, second by Councilor Tsantoulis, to recommend the article be placed on the ballot. Roll Call #5: Councilor Giotas-yes, Councilor Ross-yes, Councilor Miville-no, Councilor Duhaime-yes, Councilor Tsantoulis-yes, Councilor Winterton-yes, Chairman Sullivan-yes. Motion passed, 6-0-1 [Councilor Miville opposed].

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$78,269 for the salary and benefits to hire a full-time recreation director as follows: Fiscal Year: 2017-18; Salary: \$47,476; Benefits: \$30,793; Estimated Increase: \$78,269. Estimated tax rate impact is \$0.05.

Councilor Miville moved, second by Chairman Sullivan, to remove this article from the warrant. He said ~~it's~~ wanted, not needed+. He would like to see it removed from the ballot entirely. Chairman Sullivan said there is no defined job description and he is concerned about the tax impact. Dr. Shankle said that if it passes in March, ~~we~~ we would have a job description+. He said they know what they want the Recreation Director to do. Councilor Ross said the matter was already moved onto the ballot. Now it is a matter of recommending or not and placing it on a warrant will give voters an opportunity to weigh in. Councilor Tsantoulis stated that many families have requested more activities that could be directed and overseen by a Recreation Director. He said the Council made a commitment to move in this direction a while back and he is in favor of the position, and would be opposed to doing anything differently. Councilor Duhaime said adding it to the ballot would allow the Council to get to the voters. Councilor Miville said ~~we~~ we have said many times over the year that we are putting things on the ballot to allow voters to decide+. He said they are going to see a tally of 6-1 because we have barely discussed it but it's a ~~fait~~ fait accompli+. Dr. Shankle said it was discussed before and what the recreation director would do was talked about. It was mentioned that the tax rate impact is \$0.05. Chairman Sullivan said he is in favor of

withdrawing the motion because of the amount. Councilor Ross said there shouldn't be two motions on the floor, and while he does not support the article, he wants it on the ballot. The motion is to remove it from the ballot. Both motions were withdrawn.

Councilor Miville moved, second by Chairman Sullivan, to remove the article from the ballot. Motion failed, 2-5 [Councilor Miville and Chairman Sullivan in favor].

Councilor Tsantoulis moved, second by Councilor Giotas, to place the article on the ballot. Roll Call #4: Councilor Ross-no, Councilor Duhaime-yes, Councilor Miville-no, Councilor Winterton-yes, Councilor Tsantoulis-yes, Councilor Giotas-yes, Chairman Sullivan-no. Motion passed 4-3 [Councilors Ross, Miville, and Chairman Sullivan opposed].

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$50,000 to purchase a Fire Command vehicle for the Fire-Rescue Department. Estimated tax rate impact is \$0.03. *Councilor Ross moved, second by Councilor Tsantoulis, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$50,000 for the purpose of refurbishing Hooksett Fire Engine 5, a 2006 E-1 Typhoon Pumper. Estimated tax rate impact is \$0.03. *Councilor Duhaime moved, second by Councilor Miville, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$30,000 to be added to the Automated Collection Equipment Capital Reserve Funds previously established. Estimated tax rate impact is \$0.02. *Councilor Duhaime moved, second by Councilor Tsantoulis, to recommend the article be placed on the ballot. Roll Call #5: Councilor Tsantoulis-yes, Councilor Ross-no, Councilor Duhaime-yes, Councilor Winterton-yes, Councilor Miville-yes, Councilor Giotas-yes, Chairman Sullivan-yes. Motion passed 6-1 [Councilor Ross opposed].*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$30,000 to be added to the Revaluation Capital Reserve Funds previously established. Estimated tax rate impact is \$0.02. *Councilor Ross moved, second by Councilor Duhaime, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$10,000 to be added to the Master Plan Capital Reserve Funds previously established. Estimated tax rate impact is \$0.01. *Councilor Giotas moved, second by Councilor Duhaime, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

ARTICLE: To see if the town will vote to raise and appropriate the sum of \$10,000 to be added to the Conservation Land Improvements Capital Reserve Funds previously established. Estimated tax rate impact is \$0.01. *Chairman Sullivan moved, second by Councilor Tsantoulis, to recommend the article be placed on the ballot. Motion passed unanimously, 7-0.*

Chairman Sullivan said two more warrant articles will be re-visited. Dr. Shankle suggested the Council could decide on the TIF matter tonight. *Councilor Winterton moved, second by Councilor Tsantoulis, to recommend placing on the ballot an article not to exceed \$650,000 for a five-year bond to fund engineering project for the Sewer TIF district between Exits 10*

and 11. Councilor Winterton said the matter was discussed last week where it was mentioned that a committee made up of stakeholders concluded it would be a good thing for the town. He did not have a number to determine the tax rate impact since a bond is spread out over multiple years. A number of Councilors were concerned about crafting an article on the fly. Finance Director, Christine Soucie, said all articles are written with only technical changes to be updated. Councilor Winterton noted that the Council did not make a decision at its last meeting since not all Councilors were in attendance; and even though the Council was not full tonight, he asked the Council to come to a consensus to ask the Finance Department to draft a warrant article that can be addressed at the next meeting. Chairman Sullivan said it would make more sense to place it on the ballot. Councilor Miville felt that the Council should have a public hearing on the matter because many residents don't know what's going on. Councilor Winterton said there are 14 warrant articles going on the ballot that have had no public hearings. Chairman Sullivan said if a warrant article is presented as a bond, it does require a public hearing which could be held after tonight's vote. *A vote on the motion was called. Roll Call #6: Councilor Miville-yes, Councilor Winterton-yes, Councilor Giotas-yes, Councilor Ross-no, Councilor Tsantoulis-yes, Councilor Duhaime-yes, Chairman Sullivan-yes. Motion passed, 6-1 [Councilor Ross opposed].*

Councilor Winterton asked if a public hearing is held in December, would another hearing have to take place in January. He also stated that this is not a \$9 million project, it's a \$650,000 bond issue.

Councilor Ross said a TIF district has not been established so there is no need for a hearing. Councilor Winterton said the Council must establish a TIF district then should ask voters to fund the established district. When Chairman Sullivan asked when the Council needed to vote to establish a TIF district, Councilor Winterton said either tonight or at its next meeting on December 14th. Councilor Ross asked what the engineering firm will do. Councilor Winterton said that will be clearly delineated in the warrant article. They will determine whether we can put a sewer over there [Route 3A, Exits 11-Exit 10]. Without proper engineering, he said, *we can't figure out to do it*. Councilor Tsantoulis said the engineering firm will give us an idea of costs and whether it is feasible. This would be important information to present to voters. The Council will have to *sell it*, he said. Councilor Winterton added that it is important for the Council and voters to know that if the retail and development communities don't step forward, the project won't go forward. Dr. Shankle said staff does not support the establishment of a TIF district. Finance Director Soucie said a public hearing must be held 60 days before the first session on February 10th so December 14th would meet the deadline. Chairman Sullivan asked that a public hearing be scheduled for December 14th and instructed Administration to post accordingly. Dr. Shankle said they will have no more information on December 14th than they do tonight. The Council discussed the matter further. Councilor Ross said it is *a gamble* and Councilor Winterton agreed but said there are stop gaps.

Councilor Tsantoulis asked *why are we pushing as hard as we are* and suggested pushing it back to May or June. Councilor Winterton said the TIF district needs to be established before the April 1st revaluation. He said the Council was close last June when the subcommittee was formed and they met all summer long. He said projects are being delayed wondering what the town is going to do. He personally believes this is a positive step forward for the town and the only way to combat tax increases and a way to increase the town's commercial tax base. Regarding bonding, Councilor Winterton said money has never been cheaper. Councilor Miville asked for clarification from the town engineer who didn't think this

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would work from a revenue standpoint. Dr. Shankle said the subcommittee is more optimistic than staff who are being more conservative on this issue. Chairman Sullivan stated that the matter had been approved to be placed on the ballot, that the Council should schedule a hearing on January 5th, followed by the Council moving to recommend a TIF district to be funded by a bond of up to \$650,000. Chairman Sullivan suggested scheduling a special meeting for January 4th for the specific purpose of holding a hearing for the TIF proposal. Director Soucie said it should allow for acceptance and approval of any petition article. Snow date will be January 5th.

Christine Soucie said the Budget Committee's public hearing is scheduled on January 12th. Snow date the 5th.

14.b Elderly and Veterans Tax Exemptions

[Elderly Exemption Report.pdf](#)

[Veterans staff report.pdf](#)

[Tax RSA.docx](#)

Councilor Ross moved, second by Councilor Winterton, to decrease the asset limit for Elderly Exemptions from \$350,000 to \$160,000 to be effective in conjunction with the 2018 revaluation. Motion passed unanimously, 7-0.

Councilor Ross moved, second by Councilor Miville, to increase the income limits for Elderly Exemptions from \$35,000 to \$40,000 for single and from \$50,000 to \$52,000 for married to be effective in conjunction with the 2018 revaluation. Motion passed unanimously, 7-0.

Councilor Ross moved, second by Councilor Miville, to increase the Veterans Tax Credit from \$250 per year to \$500 per year for qualifying veterans. Motion passed unanimously, 7-0.

14.c 2017 Town of Hooksett Health Insurance

The health insurance committee established at the last Council meeting will not meet until January, and Donna Fitzpatrick is heavily involved with enrollment between now and then.

15. NEW BUSINESS

16. SUB-COMMITTEE REPORTS

Councilor Ross said a great job was done on the town hall ceiling which is complete. He said the Conservation Commission met two days ago and reviewed an application for docks at a property along a discontinued road. There was no impact study done and no research was done. He said he expressed his dislike with the proposal. Councilor Ross said there will be no warrant articles forthcoming from the Commission.

Councilor Winterton said the Planning Board has not seen anything about docks. The Youth Achiever Committee will be meeting on Monday morning and will have a touching presentation to make at the December 14th meeting.

Councilor Miville said the Economic Development Committee met yesterday and went over the final business report done by UNH that includes recommendations related to the business community. He said the Budget Committee was not inclined to pick up the \$390,000 health

insurance shortfall and the matter was tabled to the committee's January 5th meeting. He said the honoring of Gold Star families on Veterans Day was well-attended. There were a lot of veterans there and it was a lively event.

Dr. Shankle said the Council must meet in non-public to discuss and decide on the police union contract.

17. PUBLIC INPUT

18. NON-PUBLIC SESSION

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

18.b NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself.

19. ADJOURNMENT

Councilor Winterton moved, second by Councilor Duhaime, to adjourn the meeting at 8:35 p.m. Motion passed unanimously, 7-0.

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