



**TOWN COUNCIL MEETING MINUTES - UNOFFICIAL**  
**Regular Meeting**  
**Wednesday, December 14, 2016**  
**6:00 PM**  
**Council Chambers**

**1. CALL TO ORDER**

Chairman James Sullivan called the Town Council meeting to order at 6:01 p.m.

**2. ROLL CALL #1**

In attendance: Councilors Donald Winterton, John Giotas, Timothy Tsantoulis, Adam Jennings, Robert Duhaime [arrived at 6:03 p.m.], Marc Miville, David Ross, and Chairman James Sullivan.

**3. PLEDGE OF ALLEGIANCE**

**4. SPECIAL RECOGNITIONS**

4.a Paul and Monique Maurais - Ben's Canteen

Paul and Monique Maurais, owners of Ben's Canteen, came forward. Chairman Sullivan read through information provided by the family indicating that they had arrived in the United States in the early 1960s and worked at odd jobs. In 1967 the family moved to Hooksett and with a little money and Yankee ingenuity started Ben's Canteen, named after their oldest son, Ben. They raised five children while serving the community with quality homemade foods, Monique style. Many establishments that they serviced have benefited. Merchants Motors, the Police Department, and many others. They worked hard to make their business a success and people came before cash. The Maurais worked hard and showed their children how to be the best kids and how to be the best adults they could be. Chairman Sullivan said it was a great honor, on behalf of the Town Council and the entire community, to celebrate Mr. and Mrs. Maurais' contributions to the community and acknowledge that Hooksett is better because of their efforts.

Police Chief Peter Bartlett reminisced how he first met Paul almost four years ago when he was appointed Chief. Whatever denomination he would hand Paul, he always returned the exact change. Monique made some great food and the officers appreciated their dedication.

4.b Hooksett Youth Achiever

Addie Lavalley came forward with her Dad. Councilor Winterton provided a brief history about how the Hooksett Youth Achiever award was started four years ago and is awarded to someone in Hooksett who has done something special, not just for being special. Awards have been presented to baseball players, eagle scouts, filmmakers, actresses, musicians, or you could be a little kid that runs a lemonade stand. He said the Council has waited four years to find Addie, a fundraising spectacular. Addie is an 8 year old student at Memorial School. She plays soccer, lacrosse and is a fundraising machine. At the Pan Mass Challenge she raised over a half million dollars. She walked with her own army at the 5K Jimmy Fund race in Boston where they raised over \$15,000 for people who need help and

52 she did the lemonade stand where she has raised over \$1,300. Councilor Winterton read a  
53 proclamation and presented Addie with a certificate and pin in recognition of her  
54 accomplishments. All in attendance applauded with congratulations.  
55

#### 56 4.c Police Swearing-in Ceremony 57

58 Chief Peter Bartlett asked Hooksett's newest police officer, Richard Foshier to come forward.  
59 The Chief indicated that Mr. Foshier grew up in Deerfield and Hooksett and now lives in  
60 Concord with his wife, Claudia. He graduated from Trinity High School in 2009 and worked at  
61 the Moore Center in Manchester and then at the Hillsborough County House of Corrections  
62 as a special response team corrections officer. The Chief provided the oath of office and  
63 swore Officer Foshier in. His wife placed his badge of service on him. On behalf of the  
64 Council, Chairman Sullivan offered Officer Foshier and his family congratulations and  
65 welcomed him to the Hooksett family. And, as always, offered him and his colleagues in blue  
66 good luck and safe travels. The Chairman said that all individuals honored tonight represent  
67 what makes Hooksett such a great place to live and work.  
68

### 69 5. SCHEDULED APPOINTMENTS 70

#### 71 5.a Vincent Lembo 72

73 Resident Vincent Lembo came forward to express his displeasure that on November 3<sup>rd</sup> a TIF  
74 District meeting was held that had not been posted. He said several members of the  
75 committee knew the meeting was not posted but decided to move forward with the meeting  
76 anyway. Mr. Lembo said that it came to his attention that certain people in town got  
77 reprimanded for it but there was no such action taken against committee members. He  
78 asked what the ramifications were when town councilors break the law and what mechanism  
79 was in place to fix the problem. How are town councilors made accountable?  
80

81 Chairman Sullivan said the Council was made aware of the situation and the Town Charter is  
82 very clear on the requirements of RSA 91-A (Right to Know Law). He read section 3.2 and  
83 said ~~we~~ we admit that a mistake was made and we apologize+. The Chairman said Dr. Shankle  
84 took personnel action and will ensure that a staff member is assigned to each committee. He  
85 said perhaps the Council should consider offering a workshop for all public officials to make  
86 sure proper posting takes place. Chairman Sullivan said proper minutes were taken but ~~we~~  
87 should have known better+. A reminder notice will be distributed advising strict adherence to  
88 RSA 91-A. Chairman Sullivan said any further action would be decided by the Council. Mr.  
89 Lembo would like letters sent to the offending councilors. *Councilor Tsantoulis moved,*  
90 *second by Councilor Jennings, to schedule discussion on the matter at its next meeting.*  
91 *Motion passed 6-2 [Councilors Winterton and Miville opposed].* Councilor Ross suggested  
92 developing a written document on how such matters should be handled in the future.  
93

### 94 6. APPROVAL OF MINUTES 95

96 6.a Public: 11/09/2016  
97 [TC Minutes 11092016-U \(2\).docx](#)  
98

99 *Councilor Duhaime moved, second by Councilor Tsantoulis, to approve the November 9,*  
100 *2016 public meeting minutes, as amended. Motion passed, 6-0-2 [Councilors Ross and*  
101 *Jennings abstained].*  
102

103 6.b Non-Public: 11/09/2016

104  
105 *Councilor Duhaime moved, second by Councilor Tsantoulis, to approve the November 9,*  
106 *2016 non-public meeting minutes, as presented. Motion passed, 6-0-2 [Councilor Ross and*  
107 *Jennings abstained].*

108  
109 6.c Public: 11/16/2016

110 [TC Minutes 11162016-U.docx](#)

111  
112 *Councilor Tsantoulis moved, second by Councilor Duhaime, to approve the November 16,*  
113 *2016 public meeting minutes, as amended. Motion passed unanimously, 8-0.*

## 114 115 **7. AGENDA OVERVIEW**

## 116 117 **8. PUBLIC HEARINGS**

118  
119 8.a accept an \$11,414.00 grant from the Merrimack Conservation Partnership to the Town of  
120 Hooksett for the Hooksett Conservation Commission to fund eligible transaction expenses on the  
121 Hooksett-Bow Forests Project per RSA 31:95-b, III (a).

122 [hooksett Con Com and merrimack conservation partnership grant nov 2016 executed acceptance.pdf](#)  
123 [Staff Report 12-14-16 Merrimach Conservation Partnership Public Hearing for Grant Acceptance.pdf](#)

124  
125 Chairman Sullivan open the public hearing and read the notice. The purpose of the public  
126 hearing is to accept a \$11,414 grant from the Merrimack Conservation Partnership to the  
127 town for the Conservation Commission to fund eligible transaction expenses on the Hooksett-  
128 Bow Forests Projects per RSA 31:95-b, III (a). The catch match on this project is \$2,853  
129 which represents 25% of the grant award. On behalf of the Conservation Commission, David  
130 Hess provided background about the grant. He said the grant concerns four land-locked lots  
131 in the Northwest quadrant of town identified as lots 122, 123, 124, and 125. The town  
132 acquired the lots through tax deeds over the years. Mr. Hess said the grant monies tendered  
133 can only be used for due diligence and other things like surveys. He said the Council was  
134 never asked about an easement on the 37 acres, and under RSA 91-A the matter is subject  
135 to a public hearing which can be held at the Council's next meeting. Mr. Hess said there was  
136 no impact on the real estate tax rate. Chairman Sullivan pointed out that the Conservation  
137 Commission voted on this grant on November 14<sup>th</sup>, 2016. Dr. Shankle asked that verbiage  
138 be provided that should be included on the public hearing notice. He also indicated that the  
139 Council has authorized him to sign the application. Councilor Ross pointed out that all  
140 publicity relating to the project should include the following language: "Transaction funding for  
141 the project was provided by the Merrimack Conservation Partnership, a public/private effort  
142 for conservation land in the Merrimack River Watershed. To learn more, visit  
143 <http://merrimackconservationpartnership.org/>."

## 144 145 **9. CONSENT AGENDA**

146  
147 *Councilor Duhaime moved, second by Councilor Winterton, to accept Consent Agenda items*  
148 *9a through 9f, as presented. Motion passed unanimously, 8-0. [NOTE: Chairman Sullivan*  
149 *read an updated staff report for 9.c as written below].*

150  
151 9.a Accept the donation of a \$2,283.68 from The Hooksett Happy Helpers Clothing Bank to the  
152 Town of Hooksett for the 16 Main Street Town Hall Preservation per RSA 31:95-b III (b).

153 [HHH LETTER 120116.pdf](#)

155 9.b Donation from Global Partners LP, to the Town of Hooksett, for the Public Works Dept. in  
156 the amount of \$500.00 for reimbursement of Public Works Dept. employee overtime for the  
157 Haunted Trail event per RSA 31:95-b III (b).

158 [Staff Report - Donation of \\$500 for Haunted Trail.pdf](#)

159  
160 9.c Accept donations to the Town of Hooksett Family Services Department for the Holiday  
161 Assistance Program totaling \$3,100 from residents Bill Northrup and Margaret Dennehy (\$700),  
162 Melissa DellApi and Erik Shessler (\$100), Jay Rainville (\$1,000), Pastor Pat Bono and Hooksett  
163 Firefighters (\$300), Pat Burton (\$200), Cathy Janosz (\$100), Cathy Rice (\$150), Merrimack  
164 County Savings Bank (\$50), and Russell and Lori Pelletier (\$500 for Family Services Holiday  
165 Assistance Program and/or Family Services needs throughout the year), as well as any other  
166 donations the Family Services Department may receive prior to the holiday per RSA 31:95-b, III  
167 (b).

168  
169 9.d Accept \$550.56 in grant money from the State of NH Dept. of Safety Homeland Security &  
170 Emergency Management to the Town of Hooksett for the Hooksett Fire-Rescue Dept. for  
171 reimbursement of overtime for the 10/4/15 Active Shooter-MCI Exercise per RSA 31:95b III (b).

172 [20161121151637063.pdf](#)

173  
174 9.e University Circle Maintenance Bond \$25,000 release request

175 [Staff Report 12-14-16 University Circle Maintenance Bond release of \\$25000.pdf](#)

176 [Bond release request 9-8-16.pdf](#)

177  
178 9.f Release of Industrial Park Drive Bond # 106237773 in the amount of \$10,573.45

179 [Staff Report 12-14-16 Industrial Park Drive Bond release of \\$10573.45.pdf](#)

## 180 181 **10. TOWN ADMINISTRATOR'S REPORT**

182  
183 Town Administrator, Dr. Shankle, reported as follows:

- 184
- 185 • He thought it was a nice round of recognitions from young to old.
- 186 • Administration will be switching office space with the Tax Collector to enhance  
187 customer service. The move will take about a month.
- 188 • He said it was important to over communicate when the elections will take place.
- 189 • An intern will be coming in in January.
- 190 • Regarding the right-to-know law, Donna Fitzpatrick arranged to have a speaker come in  
191 from the Municipal Association tomorrow morning. It will be taped but the attorney  
192 speaker doesn't want the recording to go out to everyone but can be made available to  
193 committees. Fifty people have signed up for tomorrow's session.
- 194 • DuBois & King is nearly complete with the final design of the Lilac Bridge and will be  
195 provided soon. Plan is to advertise in January, have bids open in mid-February, and  
196 award contract in early March.
- 197 • A nice letter was received from a gentleman commending the efforts of the fire  
198 department when his car was hit while visiting Charmingfare Farm. He said "thank  
199 you" you and your administration run a top notch department+.
- 200

201 Councilor Miville said there were a lot of political signs still up and asked about the process  
202 for getting them down. Councilor Ross said it was up to the town to remove them and after a  
203 certain number of days, the offending parties can be charged. Dr. Shankle said a lot of the  
204 signs are on state roads. He'd take a look at signs that remain up on town roads and will  
205 mention the problem to the code enforcement officer.

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**11. PUBLIC INPUT - 15 MINUTES**

Ken Charra of 16 Post Road asked that the Council get the word out about upcoming elections. He said year after year there is disappointing participation during town elections. He suggested that signs be acquired that could be placed by the DPW staff. Chairman Sullivan stated that the town election will take place on March 14<sup>th</sup>; the deliberative session on February 4<sup>th</sup>, with a snow date of February 11<sup>th</sup>, at Cawley School.

**12. NOMINATIONS AND APPOINTMENTS**

12.a Nomination of David Boutin as Planning Board Alternate, expiring, 6/2018

[David Boutin Nomination Staff Report.pdf](#)

[12.14.2016 Nominations and Appointments.pdf](#)

[MichaelJDiBitetto Resignation Letter.pdf](#)

*Councilor Duhaime moved, second by Councilor Winterton, to accept, with regret, the resignation of Michael DiBietto as an Alternate member to the Planning Board. Motion passed unanimously, 8-0.*

*Councilor Winterton moved to nominate David Boutin to serve as an Alternate to the Planning Board to serve out the remainder of Mr. DiBietto's term.*

*Councilor Duhaime moved, second by Councilor Miville, to waive the rules and appoint Mr. Boutin as Alternate to the Planning Board. The waiver is necessary because there is a Planning Board meeting scheduled for December 19<sup>th</sup> and it's believed an Alternate might possibly be needed to form a quorum.*

12.b Appointment of David Boutin as Planning Board Alternate, expiring 6/2018

*Councilor Winterton moved, second by Councilor Jennings, to appoint David Boutin as Alternate to the Planning Board with a term to expire in June 2018. Motion passed unanimously, 8-0.*

**13. 15 MINUTE RECESS**

After recess, Chairman Sullivan took up **Agenda Item 14.c Whitehall Terrace Roadway Update.**

Dr. Shankle said he had received an email from resident Bill Beaulieu regarding speed of traffic on the Whitehall Terrace Roadway. He said the Council asked the Safety Committee to weigh in on the matter, and he will schedule a public hearing on the second meeting in January. Police Chief, Peter Bartlett, came forward to provide an update.

Chief Bartlett stated that Hooksett Police has conducted patrols on Whitehall Terrace for motor vehicle violations with no actionable violations noted. He said his department conducted a traffic survey in 2014 with the results yielding an average speed of 25 mph with the 95<sup>th</sup> percentile at or below 35 mph. Since 1988, the Hooksett Police has responded to two motor vehicle crashes on Whitehall Terrace . one in a person's driveway and one at the intersection of Whitehall Road. Given the results of the survey and police activity, the Safety Committee state that speed bumps are not appropriate for that road.

257  
258 Chairman Sullivan noted that a speed table was approved for Martins Ferry Road so why  
259 would that not be recommended for Whitehall Terrace. Dr. Shankle said the classification  
260 and number of people on those two roads are completely different, but ~~wed~~ go ahead and  
261 have a public hearing in January and the Safety Committee can bring out their data again.  
262 Chairman Sullivan asked if police patrols would remain regardless of whether the road has  
263 speed bumps or tables. Chief Bartlett said normal patrols will continue and they try to be in  
264 the neighborhood as much as possible. He said ~~w~~ we do our best as to where we need to be  
265 and other calls for service. Councilor Winterton asked if any data was calculated using the  
266 computer counter ~~w~~ we use? The Chief said data was consistent will all three sets of data  
267 captured. In response to Councilor Miville, the Chief said they had purchased one data  
268 machine at the beginning of 2016. They have been working with a private company so they  
269 can expand on placement locations, and they are able to set parameters for each location.  
270 Councilor Miville asked if the four new officers would be used for ~~h~~ these kinds of side things.  
271 Chief Bartlett said those officers are still on track to be hired; they ~~w~~ve received a few resumes  
272 that have not met the requirements.

273  
274 Councilor Tsantoulis said he remembered a meeting where the larger concern was the fact  
275 that drivers came down Farmer Road and turning onto Whitehall Terrace in taking a short cut  
276 to get to school. He said he left the meeting feeling that was a greater concern than  
277 speeding. He said regarding the new solar powered speed tabulators that on certain  
278 occasions some towns allow strapping the machine to utility poles. Chief Bartlett said it is not  
279 a matter of purchasing poles; just a matter of coordinating with the company he is working  
280 with. Councilor Tsantoulis indicated that hauling a trailer can be cumbersome.

281  
282 Chairman Sullivan stated that the public hearing will be held on the second meeting in  
283 January, that is January 25. Councilor Miville stated that when he did some research last  
284 summer, a lot of children were walking in the middle of the road. He asked if the Chief's  
285 report indicated any pedestrian in the middle of the road. The Chief said no. Councilor Ross  
286 said that the speed bump on Martins Ferry Road doesn't slow down traffic. Mr. Beaulieu  
287 supplied a handout and said ~~w~~ children are special; their safety is also special. Chairman  
288 Sullivan said he ~~w~~ll make sure everyone has a copy of the handout.

289  
290 **14. OLD BUSINESS**

291  
292 14.a Default Budget

293  
294 A staff report indicated that the town is required to prepare a default budget that will be  
295 utilized if the voters of Hooksett do not pass the operating budget. Finance Director,  
296 Christine Soucie, said the operating budget is less than the default budget by about  
297 \$300,000. She said the operating budget is \$17,942,370 and the default budget  
298 \$18,240,669.

299  
300 *Councilor Miville moved, second by Councilor Duhaime, to sign off on and advance the*  
301 *default budget of \$18,240.669 to the public hearing. Motion passed unanimously, 8-0.*

302  
303 14.b Tax Increment Financing TIF Development Plan  
304 [Staff Report 12-02-16 Sewer TIF Warrant Article.pdf](#)  
305 [Draft warrant for the TIF article.docx](#)

307 Dr. Shankle commented on the TIF Committee meeting that did not have a quorum. Since it  
308 wasn't posted, the committee continued to tape it as a workshop, not a regular meeting.  
309 Town Engineer, Jim Donison, indicated that the Tax Increment Finance (TIF) Advisory  
310 Committee had made a recommendation to place a \$650,000 warrant article for preliminary  
311 planning and engineering as part of a five year bond or funds to be taken from surplus funds.  
312

313 Councilor Winterton said what was discussed is a trimmed down version that he would  
314 support. Jim Donison provided background on how to get to \$650,000 -- \$190,000 for the  
315 survey, \$15,000 for wetlands delineation, \$6,000 for borings, flow metering, etc. As an  
316 alternative to the \$650,000 discussed at the non-quorum TIF meeting, staff recommended a  
317 more detailed \$25-\$50K build out study of the TIF District to answer questions prior to  
318 expending \$650,000  
319

320 Councilor Winterton said a concern of the members of the committee is taking something to a  
321 warrant article that might not be favorable to the voters. He said one of the Town  
322 Administrator's tasks is business development and this is a way to go forward. He said he  
323 has had the opportunity to interact with the Town Administrator and with stakeholders who  
324 have not said "no" and go+. They have indicated they'd like to get involved. He said this is a  
325 wonderful compromise and hopes the Council will move forward. Dr. Shankle said he is in  
326 favor of this approach. The general feeling among people on Boards is that it is an untapped  
327 resource. This study would allow us to do that so we could be sure it's a good investment.  
328

329 Councilor Ross was concerned about the term "surplus fund" since there is no such thing and  
330 he would prefer the use of "general fund balance". It is still taxpayer money and asking the  
331 town to put \$100,000 of their money on this study without a lot of notification about what is  
332 going on is a gamble. He is not comfortable with it at all. Chairman Sullivan noted that  
333 money was taken for the bridge emergency. If voted down, the project could not go forward.  
334 Councilor Ross felt that was comparing oranges and apples. Dr. Shankle said the distinction  
335 between emergency versus non-emergency is significant.  
336

337 Director Soucy said the fund balance can be used to reduce the tax rate but the residents  
338 need to vote on what is being proposed. declaration of an emergency, proof that the NH  
339 Department of Revenue Administration determines there are no funds in the operating  
340 budget.  
341

342 Councilor Tsantoulis said "if you spend money you can do anything" but getting sewer on that  
343 side would impact taxpayers. He said his concern was timing in that the Council is asking  
344 townspeople to spend a lot of money on the heels of a significant tax increase. He said he  
345 would like to see studies done rather than commit more at this point. He's not sure he's  
346 ready to sign on for \$650,000 but he is willing for the town to advance forward on a smaller  
347 term. Councilor Winterton said the committee is no longer proposing a warrant article for  
348 \$650,000.  
349

350 Councilor Giotas asked what a \$100,000 study could provide. Town Engineer Donison said  
351 the study would help know the tax increment generated. Dr. Shankle said there is a need to  
352 see if the business model looking at a 60/40 split is feasible, and are there spaces for  
353 parking, places for medical facility, etc. He said "we have an obligation to be able to answer  
354 these questions for people, and show that there is a high demand."  
355

356 Councilor Giotas asked if there had been any conversation with companies. Councilor  
357 Winterton said Market Basket's septic is done in five years. Pizza Man's septic is failing, and  
358 Market Basket is not going to build a sewer system. It's not what they do. Councilor  
359 Winterton said his concern, not knowing if the end product is viable, but the Town  
360 Administrator and others have gotten together to keep this project going forward. Our tax  
361 bills are going to go up if we don't have any more tax base to increase. The Councilors  
362 continued to discuss the options.

363  
364 *Councilor Winterton moved, second by Councilor Tsantoulis, to have a warrant article that*  
365 *uses \$100,000 of general fund balance to do a visionary plan for infrastructure improvement*  
366 *on the West Side of Hooksett. Roll Call #2: Councilor Duhaime-yes, Councilor Miville-yes,*  
367 *Councilor Ross-no, Councilor Jennings-no, Councilor Giotas-yes, Councilor Winterton-yes,*  
368 *Councilor Tsantoulis-yes, and Chairman Sullivan-yes. Motion passed 6-2 [Councilors Ross*  
369 *and Jennings opposed].*

370  
371 *Chairman Sullivan moved, second by Councilor Winterton, to recommend placing the TIF*  
372 *Committee study on the Route 3A infrastructure study on the ballot. Roll Call #3: Councilor*  
373 *Giotas-yes, Councilor Ross-no, Councilor Jennings-no, Councilor Miville-yes, Councilor*  
374 *Duhaime-yes, Councilor Tsantoulis-yes, Councilor Winterton-yes, Chairman Sullivan-yes.*  
375 *Motion passed 6-2 [Councilors Ross and Jennings opposed].*

376  
377 14.c Lilac Bridge update . **Taken Up During Town Administrator's Report**  
378 [Staff Report 12-14-16 Lilac Bridge Project update.pdf](#)

379  
380 14.c Whitehall Terrace Roadway Update . **Taken Up Earlier**

381  
382 14.d 2017-18 Budget and Warrant Articles . **Taken Up Earlier**  
383 [Staff Report - Default.pdf](#)  
384 [Default Details.pdf](#)

## 385 386 **15. NEW BUSINESS**

387  
388 15.a Emergency Operations Center/Phone and IT upgrade . **Taken up Later in the Meeting**  
389 [Fillable Staff Report Template.pdf](#)

390  
391 15.b Pawnbroker/Second-Hand Dealer license Application for 1461 Hooksett Road, Units B3-B4  
392 [Staff Report Kliqets.pdf](#)  
393 [Kliqets Application.pdf](#)

394  
395 E.T. Associates, D/B/A Kliqets, has submitted application and required fee for a  
396 Pawnbroker/Second-Hand Dealer License for the business located at 1461 Hooksett Road.  
397 Lieutenant James Bradley completed an investigation of the required Leads Online computer  
398 software and found it satisfied Hooksett Ordinance 2014-1.

399  
400 *Councilor Ross moved, second by Councilor Jennings, to approve E.T. Associates, D/B/A*  
401 *Kliqets Pawnbroker/Second-Hand Dealer License for business located at 1461 Hooksett*  
402 *Road, Units B3-B4 and for the permit to be issued immediately. Motion passed unanimously,*  
403 *8-0. Mr. Tony Hashem, owner of the company, came forward to thank the Council for their*  
404 *support for the community.*

405



406 **Chairman Sullivan took up Agenda Item 15.a Emergency Operations Center/Phone and**  
407 **IT Upgrade.**

408  
409 Fire Chief James Burkush stated that the Fire Department intends to apply for an Emergency  
410 Management Planning Grant (EMPG) to upgrade and update the EOC at the Safety Center  
411 on Legends Drive. This includes: 1) a new phone system with backup and analog failure; 2)  
412 replacement computers and server; 3) updated wiring infrastructure to CAT6; 4) replacement  
413 of furniture; and 5) upgraded training and projection equipment. The Chief indicated that the  
414 EMPG program requires a 50% match which is obtainable using previous expenditures by  
415 the town over the grant period from September 30, 2014 to present. The estimated costs are  
416 \$75,000 (grant) at no cost to the town. Dr. Shankle said the grant has been available for  
417 awhile and the only reason ~~we~~ we know about it is because of Chief Burkush so think about this  
418 grant as his salary+.

419  
420 *Councilor Jennings moved, second by Councilor Giotas, to authorize Town Administrator*  
421 *Shankle to sign all grant related documentation. Motion passed unanimously, 8-0.* In  
422 response to Councilor Ross, the Chief said they will remove all of the phone system wiring  
423 and put in new wiring. He is dealing with a reputable company in Hooksett who have done  
424 schools and he is impressed with them.

425  
426 15.c Quarterly Financials  
427 [Quarterly Financials.pdf](#)

428  
429 Finance Director Soucie went over the quarterly financial report for September 30, 2016.  
430 Expenditures are at 26 percent; revenues are 22 percent collected. She is concerned that  
431 the Budget Committee didn't include insurance which means \$211,000 will need to be found  
432 during the second half of this year. She said funds should be available because of vacant  
433 positions and there are nine positions still open. Director Soucie said she will get the  
434 December quarterly financial report in earlier. In response to Councilor Winterton's  
435 question about building maintenance, Director Soucie said that under town buildings, she breaks out  
436 the individual buildings so all individual buildings must be added to come up with a total  
437 \$130,000. She said they are right at the 40 percentage point and none are over. She said  
438 she checks every month. Councilor Duhaime noted the \$96,000 amount received through  
439 Room and Meals Tax which could pay for a \$100,000 sewer study. Director Soucie said the  
440 Room and Meals Tax is divided by population.

441  
442 **Chairman Sullivan moved to Agenda Item 17. Public Input**

443  
444 Bill Bilodeau of Whitehall Terrace said he has lived in Hooksett for 42 years, and the Police  
445 Chief has the same excuse . manpower. He said ~~we~~ we were here 1.5 year ago discussing the  
446 same issue. He said the only access to a large new development is Whitehall Terrace. He  
447 said ~~today~~ today the Chief tells us that up to 38 mph is okay and not a problem+. He said he and  
448 his neighbors disagree. He invited the Council to drive Farmer Road to Whitehall Terrace  
449 and say that 38 mph is okay. Councilor Winterton agreed to drive the road with him. Mr.  
450 Bilodeau said that 3,000 people drove that road on voting day and they weren't going slow.  
451 He asked that speed bumps be installed on Whitehall Terrace. Chief Bartlett wanted to  
452 correct the record in that he didn't say 38 mph was okay but that it was the highest that day.

453  
454 15.d Police Union Contract (NEPBA Local 46) . **To Be Handled in Non-Public Session**

455

456 **16. SUB-COMMITTEE REPORTS**

457  
458 Councilor Miville said the Budget Committee will advance the budget to the public hearing.  
459 Chairman Sullivan said the new ceiling at the Old Town Hall looks fantastic.  
460

461 Councilor Winterton said the Planning Board was cancelled because of bad weather. They  
462 will meet next on December 19<sup>th</sup>.  
463

464 Councilor Ross said he was not able to attend the most recent Conservation Commission  
465 meeting. Councilor Winterton moved, second by Councilor Jennings to extend the meeting  
466 time. Motion passed unanimously, 8-0. Chairman Sullivan closed the public hearing.  
467

468 **17. PUBLIC INPUT – Taken Up Earlier**

469  
470 **18. NON-PUBLIC SESSION**

471  
472 18.a NH RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee  
473 or the disciplining of such employee, or the investigation of any charges against him or her.  
474

475 18.b NH RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the  
476 reputation of any person, other than a member of the public body itself.  
477

478 *J. Sullivan motioned to enter non-public session at 9:37pm. Seconded by D. Winterton.*  
479

480 **Roll Call**

481 A. Jennings . yes

482 D. Ross . yes

483 R. Duhaime . yes

484 M. Miville . yes

485 D. Winterton . yes

486 T. Tsantoulis . yes

487 J. Giotas . yes

488 J. Sullivan - yes

489 ***Vote unanimously in favor.***

490

491 *J. Sullivan motioned to exit non-public at 10:00pm. Seconded by A. Jennings.*

492 ***Vote unanimously in favor.***

493 *J. Sullivan motioned to seal the non-public minutes of 12/14/16. Seconded by T. Tsantoulis.*

494 ***Vote unanimously opposed.***

495

496 *D. Ross motioned to rescind the previous motion to seal the non-public minutes of 12/14/16. Seconded*  
497 ***by D. Winterton. Vote unanimously in favor.***

498

499 *J. Sullivan motioned to seal the non-public minutes of 12/14/16. Seconded by M. Miville.*

500 ***Vote 7 in favor; 1 opposed (A. Jennings).***

501

502

503 **Public Session – 10:00pm**

504

505 **New Business**

506

507 15d Police Union Contract (NEPBA Local 46)

508

509 ***D. Winterton motioned to agree with the agreement between the Town of Hooksett, NH and Police Union***  
510 ***Local 46, NEPBA for period July 1, 2017 to June 30, 2020. Seconded by A. Jennings.***

511 **Vote unanimously in favor.**

512  
513 **\*ARTICLE:** To see if the town will vote to approve the cost items included in the collective bargaining  
514 agreement reached between the Hooksett Town Council and the Hooksett Police Union Local 46, NEPBA which  
515 calls for the following increases in salaries and benefits at the current staffing level:

516  
517 **Estimated increase over prior year**

518

519 <u>Fiscal Year</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Estimated Increase</u>
520 2017-18	\$ 59,043.00	\$ 14,016.00	\$ 73,059.00
521 2018-19	\$ 94,172.00	\$ 20,977.00	\$115,149.00
522 2019-20	\$116,915.00	\$ 18,544.00	\$135,459.00

523  
524 and further to raise and appropriate the sum of **\$73,059.00** for the current fiscal year, such sum represents the  
525 additional costs attributable to the increase in salaries and benefits required by the new agreement over those  
526 that would be paid at current staffing levels. Estimated tax rate impact is \$0.05.

527  
528 **Councilor Winterton moved, second by Councilor Jennings, to place the \*Article (Police Union Contract**  
529 **(NEPBA Local 46) on the ballot (March 14, 2017). Motion passed unanimously, 8-0.**

530  
531 **Councilor Winterton moved, second by Councilor Jennings, to recommend the \*Article (Police Union**  
532 **Contract (NEPBA Local 46) on the ballot (March 14, 2017).**

533  
534 **Roll Call**

535 T. Tsantoulis . yes

536 D. Ross . yes

537 R. Duhaime . yes

538 A. Jennings . yes

539 D. Winterton . yes

540 M. Miville . yes

541 J. Giotas . yes

542 J. Sullivan - yes

543 **Motion passed unanimously, 8-0.**

544

545 **19. ADJOURNMENT**

546  
547 **J. Sullivan motioned to adjourn the public session at 10:08pm. Seconded by D. Ross.**  
548 **Vote unanimously in favor.**

549

550

551

552 **NOTE:** The town website may have attachments to these Town Council minutes for  
553 documents referred to in the minutes, reading file material, and/or ancillary documents that  
554 the Town Council Chair has signed as agent to expend as a result of the Council's prior  
555 approval of the documents.

556

557 Respectfully submitted,

558

559

560 Suzanne Beauchesne

561 Recording Clerk

562