1. CALL TO ORDER

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

2. ROLL CALL #1

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

Missed: Councilor David Ross

3. PLEDGE OF ALLEGIANCE

4. SPECIAL RECOGNITIONS

4.a Police Department Swearing-in Ceremony

Police Chief Peter Bartlett came forward to swear in two new patrolmen, Kevin Laliberte and Aaron Smith. Chief Bartlett said the process for both new police officers has been daunting. It is a long process, at times frustrating, and when you’ve reached this point, it is a proud moment for family and friends who finally see the hard work of their loved one come to fruition. Chief Bartlett offered his congratulations and thanks to the new officers as well as to their families, and promised his devotion and support for their success and safety. Kevin Laliberte and Aaron Smith came forward to take the oath of office. Chief Bartlett said that Kevin was born in Manchester, was a graduate of Memorial High School, and the NH Technical Institute. He received a Bachelor of Arts in Justice Studies from Southern NH University and received training from the Auburn Police Department. Aaron Smith was born in Concord and raised in Loudon and Boscawen. He attended Merrimack Valley High in Penacook and studied sociology and justice studies at UNH. He received a Bachelor of Arts in Criminal Justice from Plymouth State University. He has worked at the family business, “Smith Steel”, and plays soccer in his spare time.

Both were sworn in by Chief Bartlett who explained the specialness of officers receiving their first badge. Officer Smith chose his parents, and Officer Laliberte chose his father who pinned the badge onto their sons respectively.

Chief Bartlett concluded the proceeding by expressing thanks for the Town Council’s support of his department’s efforts to protect the community, and thanked family, friends, and colleagues for attending. On behalf of the Council, Chairman Sullivan congratulated and welcomed the two new officers to the Hooksett family and offered his words of advice to all of Hooksett’s police officers: “stay safe.”
5. SCHEDULED APPOINTMENTS

5.a Don Riley Moderator and Todd Rainier, Town Clerk - March 14, 2017 Town Elections

Don Riley, Town Moderator, came forward with a few comments about next Tuesday's town and school district elections. He said it has been his pleasure to serve as Town Moderator over the last six years. He thanked the Council, Board of Elections, and special thanks for Cindy Robertson and all of the volunteers. He thanked Dr. Shankle and staff who assisted in a number of capacities. He said he hopes to see five Councilors at the polls on Tuesday (four cannot attend) with three of them there to close up the ballots at the end of the day. He doesn't anticipate any issues with this election. He offered special thanks to Councilor Miville for spotting an error in the first batch of ballots that could have been significant enough to invalidate the election. In two instances, the ballot indicated to vote for one candidate when it should have read vote for three candidates. The new ballots will be counted tomorrow.

Todd Rainier, Town Clerk, has been working and communicating with Lee Ann Moynihan who is Acting School Moderator. The only difference between this election and past elections is that the yellow ballot is the School District ballot. Mr. Riley said that the Town Clerk anticipates about 1,000 residents will come out to vote. Twenty absentee ballots have been submitted. The Council thanked Mr. Riley for his service. A volunteer sign-up sheet was distributed for Councilors to sign.

5.b Appointment with Zoning Board of Adjustment Representatives - Delivering an Annual Update

Chris Pearson, Chairman, and Roger Duhaime, Vice Chairman, of the Zoning Board of Adjustment came forward to provide an annual update to the Council. Mr. Pearson indicated that the Board currently consists of five members and one alternate to include Richard Bairam, Gerald Hyde, Dan Pare, and Phil Denbow. Councilor Levesque serves as the Council representative on the Board. Mr. Pearson said that last year the Board heard 27 cases; approved 24, denied two and one is pending. Mr. Pearson said they currently only have six members on the Board and that sometimes becomes an issue. He urged the Board to help get new members to serve. He has served for 14 years and Mr. Duhaime, ten-plus years. He said it has been great having the Town Engineer on the Board. He said the Board just needs more people. In the past, they've had five members with three alternates which was good. Also, when the Board is considering issues where the town is an abutter, it is important to have someone in attendance to make a statement on behalf of the town because otherwise Zoning Board members do not know how the town feels. Mr. Pearson said this happened four of five times last year. Dr. Shankle said he has not been receiving abutter notices. Councilor Giotas suggested outreach for new members be made during Election Day where 1,000 people will come vote. Chairman Sullivan suggested a poster be made up and posted with all positions needing to be filled. Mr. Pearson said a number of Zoning Board members have expressed a desire to move off of the Board. Councilor Jennings said Parks and Recreation meet on Tuesdays at 6:30 p.m. and they rely heavily on the Conservation Commission, Town Engineer and Code Enforcement. Dr. Shankle said that the NH Municipal Association does offer professional development sessions that are available to all volunteers. Councilor Winterton thanked Mr. Pearson and Mr. Duhaime for their work and asked if they had quorum issues. Mr. Pearson said three in the affirmative constitutes a quorum. If they have less than five members in attendance, the applicant is given the choice to be heard or postpone. Councilor Miville didn't like the idea that it was up to an applicant as
to whether a hearing is held or not, and asked if this didn’t conflict with the Right To Know statute. Dr. Shankle responded that even if they have a quorum, if applicants don’t want to move forward, the applicant has a right to postpone if there are fewer than five members in attendance. It is the state law.

Councilor Tsantoulis asked if there was a residency requirement. Dr. Shankle said an applicant needed to be a registered voter. Councilor Levesque said that the LGC puts on quite a few programs that we’ve attended and being an alternate allows for a good learning curve.

Councilor Duhaime thanked the Zoning Board members for doing a great job and said the Council will do its best to get you relief.

5.c Board Activity Update - Economic Development Advisory Committee

Dave Scarpetti, Vice Chairman of the Economic Development Advisory Committee came forward. He said the committee has always had a problem with getting a quorum and committee members not attending meetings; however, he believes a new momentum has begun. He expects Dan Bouchard with the Hooksett Chamber will be active in generating interest among business people in town. He said positive things are happening; for example, he and his brother do business with Ocean Bank and they have allowed a display in the lobby of the bank. The committee has discussed having similar displays where people register their cars. He asked, as Councilor Miville had at the Council’s last meeting, for the Council’s approval to use glass cases owned by the Robie Trust but stored at Town Hall. Those businesses who responded to the UNH survey will be offered display space first. Dr. Shankle who works with the Economic Development Advisory Committee said he had no objection but there is less space now that the Town Clerk’s office has moved, but perhaps wall displays could be accommodated. Mr. Scarpetti said they are actively looking for new members to work with on the committee. They meet on Wednesdays at 4:30 p.m. and have received a lot of help from Council Representative Miville.

Councilor Miville brought up the two glass cases taken out of Robie’s Country Store and stored at the Town Hall. DPW staff indicated that there were two glass cases stored in the basement that were not in perfect condition. Councilor Miville said the committee has discussed using the cases to highlight town businesses. They’ve also added a link to the Chamber on the website. Donna Boyce, Director of Public Works, said upright stands, as is used at the library, may provide more space. Discussion ensued on the location of the glass cases and other planned activities to attract new businesses and retain existing businesses in town. Mr. Scarpetti said the committee has only met a couple of times and are coming up with ideas, and are soliciting suggestions from the Council. Dr. Shankle pointed out that the election will be held next week with a warrant article that, if passes, could enhance economic development in town. Councilor Winterton thanked Mr. Scarpetti, Councilor Miville and others on the committee for their work and asked if the committee had an opinion on the Sewer TIF warrant article. Councilor Miville said a motion was not moved but the consensus opinion was in favor of the TIF warrant article.

6. APPROVAL OF MINUTES

6.a Public: 02/22/2017
Councilor Winterton moved, second by Councilor Jennings, to approve the February 22, 2017 public meeting minutes, as amended. Motion passed 8-0.

7. AGENDA OVERVIEW

8. PUBLIC HEARINGS

8.a Public hearing for the Town Council to receive public input on the proposed Rte. 3A Corridor Infrastructure Tax Increment Financing (TIF) District and the Development Program and Financing Plan.

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Staff Report 3-8-17 Rte 3A Corridor Infrastructure TIF District Public Hearing.pdf
TIF DRAFT of Development plan Version 5 Feb 21 2017 Hooksett.pdf
TIF property assessed values and increase in taxable assessments due to TIF Feb 2017 Version 3 Final.pdf
20 year bond payments nh municipal bond bank.pdf
GIS TIF Map 1.pdf
GIS TIF Map 2.pdf
GIS TIF Map3.pdf
GIS TIF Map 4.pdf
TIF Rte 3A Map.pdf
TIF Rte 3A Map2.pdf
TIF Rte 3A Map3.pdf

In accord with RSA K:4, at 7:01 p.m. Chairman Sullivan read the notice and opened the public hearing to receive public input on the proposed Route 3A Corridor Infrastructure Tax Increment Financing (TIF) District and the Development Program and Financing Plan. Jim Donison, Assistant Public Works Director, and Town Engineer, distributed a hard copy of the TIF Development Program and Financing Plan [copy attached to these minutes]. He indicated that the Merrimack County Commissioners and the SAU 15 School District were invited to the public hearing for their input. Mr. Donison went through a PowerPoint presentation that included the following information:

- At the Council’s last meeting, the Council closed the TIF District that had been established in 2007.

- The new TIF District proposed will encompass non-residential property along the Route 3A Corridor from Exit 10 to Exit 11.

- The purpose of the TIF District is to fund public improvements and infrastructure upgrades necessary to attract and advance desirable development and private investment along the Route 3A Corridor.

- To assist the town realize the Master Plan goal of extending sewer to the Route 3A Corridor, the town retained Arnett Development Group (ADG) with the assistance of Weston & Sampson (W&S) in January 2016 to develop a report on the development of an application for a TIF District.

- Two of the key recommendations of the plan were to adopt a community supported plan for development of Exits 10 and 11, and to implement a TIF District to fund water and sewer improvements in this area.
A TIF Committee was established by the Town Council in 2016 who worked with ADG and a final report presented to the Council in the third quarter of 2016. The report findings included:

- Residential properties should be excluded from the TIF District, but residences would be eligible to connect to infrastructure if constructed, per town ordinances.
- TIF District plan should be adopted by the Town Council before the next assessment date of April 1, 2017 to capture new value and to notify potential investors of the town's intentions.
- Adopt the TIF District without any construction funding commitments, but with a not-to-exceed dollar cap of $18 million if approved by voters via warrant article.

- The size of the district is 731.9 acres, representing 3.3 percent of the overall acreage of the town. The town has a total of 22,115 acres (in accordance with statute, no one TIF District can include more than five percent of a community's land area and all districts combined within a town).

- As of tax year 2016, the total assessed value of all taxable property within the TIF boundary is $123,261,734. The total of all taxable property within the town is $1,532,449,330. The properties within the TIF represent 8.0% of all taxable property and meets the threshold contained in state law.

Mr. Donison said that since the Council's last meeting, the estimated cost came in closer to $19.3 million (rather than $18 million). Council members discussed changing the number during the public hearing and determined the figure could be amended by the Council at any time in the future. Mr. Donison pointed out that the town is scheduled for revaluation in 2018 and that will impact a lot of properties. Councilor Winterton mentioned that it was important that any number that the town borrows will be by a vote of the citizens and that no monies will be borrowed without a 60 percent vote of the citizens. Councilor Miville understands that the estimated cost is now at $18 million but could go up and he wants to be completely transparent. Mr. Donison went over impacts on other taxing jurisdictions, the duration of the program, and TIF District administration which will fall to the Town Administrator.

Stephen Marro, Merrimack County Administrator, joined Mr. Donison indicating that the county budget includes a UNH-funded position that would help all Merrimack County towns with economic development matters. He said he has done a number of TIFs and believes it is the only way New Hampshire can compete, and applauded the Council for moving in this direction. He would like to see it be successful. He said he has no issues with the TIF and hopes the town will approve it. As Chairman of the TIF Subcommittee, Councilor Winterton said he appreciated Mr. Marro's comments and hopes other members of the Council take his words as seriously and positively as he does. He said everyone is trying to do our best for the Hooksett residents. He said he hopes the Council will vote to approve the TIF District at its March 23rd meeting and that voters will pass warrant article no. 8 which will provide the funding for the TIF District. Councilor Winterton thanked Mr. Marro for his comments and personally committed to contacting members of the delegation to get the county budget through.
Councilor Miville said he heard some push back from some citizens that a TIF District would change the character of the town. Mr. Marro said the more businesses come into town, the better. He said schools and businesses can build on each other and that it is still the town's choice what businesses come to town. He said the town can go after the businesses they want. He said according to GMI, a UNH economic development group, 169 businesses are looking to move back into NH. Hopefully, the county will be able to help the town with branding.

Jim Gorton of 150 West River Road attended the meeting on behalf of his 92 year old mother-in-law who could not attend the meeting. She owns property on both sides of Route 3A and is concerned about access if a TIF District is approved. He understands that access cannot be denied. Mr. Gorton said that unless it has been changed, any commercial development is disavowed by the Master Plan that commercial development will be contained at Exit 10-11 and that the rest of Route 3A shall remain in its existing state. He said Chapter 13 or 14 states that Exit 10 and 11 are the only areas along Route 3A to be developed commercially. Councilor Jennings read a section in Chapter 6, Line 18 of the Master Plan.

Dr. Shankle asked why he thought access would change. Mr. Gorton said if development comes in, traffic lights will widen the road and he'll never be able to get across with a tractor from one side to another side. He said he has asked the NH Department of Transportation (NHDOT) about this and hasn't gotten an answer. Dr. Shankle said nobody is widening the road but that may be a state decision. Mr. Gorton talked about the traffic jam going northbound on Appreciation Night. He said traffic gets all backed up, especially on Friday nights.

Councilor Miville asked if the Town Council and Town Administrator were required to abide by the Master Plan. Chairman Sullivan stated that the Master Plan is a "guide". The Chairman thanked everyone for their comments and indicated he'll close the public hearing at the end of the Council meeting.

9. CONSENT AGENDA

9.a To accept $700.00 in donations in memory of Anthony McLaughliun from Kirk & Janice Demers = $50; Anita Stokes = $50; Gerard & Suzanne Vincent = $100; Ann McLaughlin and Family = $500 to the Town of Hooksett for the Hooksett Fire-Rescue Department per RSA 31:95-b III (b)

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Councilor Jennings moved, second by Councilor Winterton, to approve the Consent Agenda as presented. Motion passed unanimously, 8-0.

10. TOWN ADMINISTRATOR'S REPORT

Dr. Shankle reminded everyone of the Blood Drive hosted by the Fire and Police Departments. He acknowledged the good works of the police department in a surprise delivery of a baby girl on his birthday, February 27th. Dr. Shankle indicated that the NH House passed a bill (the Burkush bill) today on retirement that will continue to be tracked.

Donna Fitzpatrick stated that 11 signed on to the HMOLP plan during February's open enrollment; six current retirees moved over and it's been a big help for them and they have
the advantage of getting the umbrella plan. She provided examples of savings for both the employee and the town. The Council will wait until the March 14th election before reviewing for 2018. Councilor Giotas said he hopes they [employees] are spreading the word.

Dr. Shankle provided a brief overview of his trip to Thailand as part of the U.S. State Department’s Leadership Institute Exchange Program. He shared a number of photos including some with Sakkara Sriroengla and Sheila Sri Priya who interned in Hooksett in November 2016. He said that Sakkara started a pantry, modeled after the Hooksett food pantry, which is proving to be quite successful since many university students don’t have enough food, making learning that much more difficult. Sheila works in public relations for the government. While on her internship, she spent time in Manchester, Dover, and Concord and it has provided an immediate boost to her career. At a local university, Dr. Shankle spoke about federalism and how the system works here at the national and local level. The institute was set up to teach local government and people how to run democratic municipal government. He said Thailand is a constitutional monarchy and at the moment under military dictatorship. While in Bangkok he was able to meet with the Mayor and provided gifts from NH. He met Ann Lee, an embassy employee, who is from Goffstown. Chairman Sullivan suggested that Dr. Shankle’s experience might be a worthwhile program for the library.

11. PUBLIC INPUT - 15 MINUTES

12. NOMINATIONS AND APPOINTMENTS

12.a Nomination - Dan Bouchand - Economic Development Committee

Councilor Miville nominated Dan Bouchard to the Economic Development Advisory Committee, and moved to waive the Administrative Rules to allow appointment of Mr. Bouchard tonight. Motion was seconded by Councilor Tsantoulis and passed unanimously, 8-0.

Councilor Miville moved, second by Councilor Winterton, to appoint Dan Bouchard to the Economic Development Advisory Committee. Motion passed unanimously, 8-0.

13. 15 MINUTE RECESS

14. OLD BUSINESS

15. NEW BUSINESS

15.a Ambulance Stretcher/Stairchair Purchase

Deputy Fire Chief Colburn and EMS Captain Stalker came forward to seek the Council’s approval to purchase equipment for the new ambulance, which is currently under construction, via the HGAC pricing quote provided from the Ambulance Fund totaling
In order to license the unit, they are required to fully equip and outfit the ambulance. They expect the ambulance will be delivered by the end of April.

Councilor Jennings moved, second by Councilor Winterton, to approve the purchase of ambulance equipment as follows: Stryker Stretcher and Accessories/Parts for $20,838; Stryker Stairchair for $3,241; Performance Load Bracket/Charger for $4,842 and Pro-Care seven-year maintenance plan on the equipment for $3,800 for a total of $32,721.

The Council discussed the need for the purchase of the maintenance plan. Deputy Chief Colburn said the power motor to the stretcher cost $5,700 alone. Councilor Tsantoulis said he sold appliances along with maintenance agreements in the past and urged caution in purchasing such agreements. The Deputy Chief said that a few years ago when they were not under agreement it cost more to have it fixed just one time than the cost of the seven year agreement. A vote on the motion was called. Roll Call #2: Councilor Duhaime-yes, Councilor Miville-yes, Councilor Levesque-yes, Councilor Jennings-yes, Councilor Giotas-yes, Councilor Winterton-yes, Councilor Tsantoulis-yes, Chairman Sullivan-yes. Motion passed unanimously, 8-0.

Dr. Shankle reminded Council members that the March 23rd meeting is on a Thursday, instead of Wednesday, and that the town attorney wants to address the Council. The meeting will start at 5:30 p.m. instead of 6:00 p.m.

Chairman Sullivan reported that Councilor Tsantoulis will represent the Council at the Eagle Scout ceremony on April 1st at 3:00 p.m.

16. SUB-COMMITTEE REPORTS

Councilor Tsantoulis said the Youth Achiever Committee met prior to the Council Meeting. A Board of Assessors meeting is scheduled for next Wednesday

Councilor Duhaime said the Planning Board met with staff on Monday. There was discussion of the need to remind developers of the rules so that staff doesn’t waste their time.

Donna Fitzpatrick said two certificates for the patrolmen and the Election Day volunteer form was going around for Councilors’ signature.

Chairman Sullivan said the Town Hall preservation met on Monday to discuss the next steps in using grant monies received from LCHIP. Funds must be expended by October 15th. The committee is also considering projects that could be accomplished with the help of grant funds. One project involves the back of the Old Town Hall. Weather permitting, the second floor will be taken down. All is going along pretty well. Heritage Day will be held in May.

Dr. Shankle announced that the bid opening for the Lilac Bridge was yesterday. Two bids have come in that the engineer is looking at.

Councilor Winterton said the Sewer Commission met on Monday. Lawsuit was settled so there are funds for repair of the plant. Contract signed for Phase 1 Wastewater Treatment Plant. The Planning Board met on Monday night. There was a long discussion with SNHU on impact fees. They are looking for a waiver on three projects – the Gustafson Center, new dormitory, and the CB Sullivan building. The CB Sullivan matter was tabled. On the
Gustafson Center, they came in with an attorney from Sheehan Phinney. The Planning Board denied their request for waiving impact fees; they were just moving people from Belmont Hall and Belmont Hall has been re-filled. $100,000-plus was waived for roadway for new dorm. They’ll tear down dorms where those students came from. Councilor Winterton said they declined to waive for public safety and he doesn’t know whether they will continue to appeal. Councilor Winterton said that a lot of neighbors came to the meeting who are concerned about site lines and safety on South Bow Road. A site walk is scheduled for Saturday, March 18th at Foxwood Road to examine the site line.

Councilor Levesque said the cost of recycling has gone down. The new dump truck came in.

17. PUBLIC INPUT

18. NON-PUBLIC SESSION

19. ADJOURNMENT

Councilor Duhaime moved, second by Councilor Winterton, to adjourn the meeting at 8:39 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