CALL TO ORDER
J. Hyde called the meeting to order at 6:35 pm

PUBLIC HEARING 7:00 PM

Pledge of Allegiance

ATTENDANCE
Jason Hyde, Chair, Wayne Goertel, E. Axelman (arrived at 6:38), Adam Gianunzio (arrived at 6:45 pm), Michael Jache, Village Water Precinct Rep, Germain Martins, Chris Morneau, Nathan Norton (arrived at 7:02), Brian Soucy, and Michael Yakubovich.
Rob Duhaime – absent

APPROVAL OF MINUTES
January 9, 2020
B. Soucy motioned to approve the minutes of January 9, 2020. Seconded by W. Goertel.
Correction: M. Jache was present.
Power point presentation by Budget Committee to be attached.
Vote unanimously in favor (C. Morneau abstained)

NEW BUSINESS
Presentation and Review of Central Water Precinct Budget and Warrant Articles

Central Water Precinct – Warrant Articles
Jay Smith and Richard Bairam, Commissioner.
J. Smith: We went up a little in the rates and the payroll. Worked on the capital improvement. We paid off a bond last year. The overall budget went up 5.46%. The biggest expense is rate changes in wages. The part time person in the office was increased by 10 hours from 20 to 30 hours. Raised the hydrant rent by $10. The Capital Improvement Plan is in the packet. This year we are spending $94,000 to have a tank recoated. It has 4 coats and it is down to the primer coat and has to be done. We are spending $60,000 to buy more water from Manchester. We have a $40,000 Engineering study being done for the system. We want to increase Benton Road system from a 6 inch to a 8 inch. It’s been in since 1956. We cannot support the volume needed with the 6 inch pipe with the athletic complex. Under NFP1 we are supposed to support water for a 4 hour duration and we can’t. We have to get the engineering done on this. We have to pick up where the 12 inch pipe is at Dalton Brook. We are still working on impact fees with
the sports dome. If we can’t provide the water they will have to do possibly a cistern. There are develop fees they will pay if we provide the water.

B. Soucy: 2% is the inflation rate and that is the projection rate. You said you have a 5.4% increase.

Jay Smith: The employees got a 2% raise. The part time person got 4% because her rate was so low. We not only increased her salary but also the hours were increased. We are allowing her to only work 25 hours and more when the other person is going on vacation

J. Hyde: The actual budget is going up .94%. They have included warrant articles in the percent increase.

**Presentation of Village Water Precinct Budget and Warrant Articles**
Todd Smith, Chair Village Commission
Mike Heidorn, Superintendent

T. Smith: We are please to present a budget that has been ongoing plan for 3 years. We assessed our entire infrastructure and the increases over the past 3 years was trying to put a 5 year plan. We are starting our 4th year and will be in great shape for many years. We are on track. We have a new million gallon water tank that we financed.

Mike Heidorn gave a PowerPoint presentation of the system and the improvements. (See attached)
We have approximately 30 miles of pipe and 4 large wells.
The budget is up 12% of which 9% is the loan payment on the new tank.
The rate increase prediction 2020 – average for residential is $5/mon. or $37/mon.

J. Hyde: Mains and improvement is up 132% in one year.

M. Heidorn: The big picture, when we kicked this of we were subsidizing this with our trust fund. We are now trying to ween off of that. Particularly with Mains, that is the item that will go up significantly because we need to get to $100,000 per year for replacements. We are trying to get a $444,000 grant through State.

J. Hyde: What is the $53,000 more in one year.

M. Jache: The $93,000 is toward a Main project, hopefully it will run 18000 feet of main from Pinnacle Street to Hackett Hill. The cost of main is $250/ft and more under the highway.

J. Hyde: Maintenance of storage tanks is up 34%?

M. Heidorn: That is a gate replacement at the Manor Drive tank. That is a one time damage from a snow plow.

J. Hyde: Water treatment is up 15%?
M. Heidorn: Water testing increased because our monitor requirements have increased. Pump station maintenance is for generator costs. Well development and repair is to rehab the north well (clean and fix the motor) We do one well each year.

J. Hyde: Meters, partially subsidized by trust but it increased.

M. Heidorn: We have been putting 60-70 thousand per year, mostly subsidized and we are shifting away from that and it will be less subsidized in 2020.

B. Soucy: In 2019, actual vs budget and I see you underspent by $140,000 and in Article 5 you are looking to put $45,000 in a fund to offset rates. Where does the balance go?

M. Jache: It just goes into fund balance.

PUBLIC HEARING
J. Hyde Open Public Hearing for Central Hooksett Water Precinct and Hooksett Village Water Precinct at 7:19

Central Water Precinct
Article 5 – Budget
J. Hyde read the Article into the record.

Article 6 – Capital Fund for Reserve Fund
J. Hyde read the Article into the record.

Article 7 – Water storage $24,015
J. Hyde read the Article in to the record.

Article 8 – New Construction
J. Hyde read the Article into the record

Article 9 – Repair and Replacement
J. Hyde read the Article into the record

Article 10 – Standpipe
J. Hyde read the Article into the record

Hooksett Village Water Precinct
Article 5 – General Precinct Operations
J. Hyde read the Article into the record

Close public hearing at 7:24 pm.

Central Water Precinct - Recommendations
Article 5 – Budget
J. Hyde read the Article into the record.

**B. Soucy motioned to recommend Article 5. Seconded by W. Goertel**

Roll Call unanimously in favor (10-0)

**Article 6 – Capital Fund for Reserve Fund**

J. Hyde read the Article into the record.

**B. Soucy motioned to recommend Article 6. Seconded by M. Jache**

Roll Call unanimously in favor (10-0)

**Article 7 – Water storage $24,015**

J. Hyde read the Article in to the record.

**C. Morneau motioned to recommend Article 7. Seconded by G. Martins**

Roll Call unanimously in favor (10-0)

**Article 8 – New Construction**

J. Hyde read the Article into the record.

**W. Goertel motioned to recommend Article 8. Seconded by C. Morneau**

Roll Call unanimously in favor (10-0)

**Article 9 – Repair and Replacement**

J. Hyde read the Article into the record

**C. Morneau motioned to recommend Article 9. Seconded by W. Goertel**

Roll Call unanimously in favor (10-0)

**Article 10 – Standpipe**

J. Hyde read the Article into the record

**W. Goertel motioned to recommend Article 10. Seconded by B. Soucy**

Roll Call unanimously in favor (10-0)

**Hooksett Village Water Precinct - Recommendations**

**Article 5 – General Precinct Operations**

J. Hyde read the Article into the record

**W. Goertel motioned to recommend Article 5. Seconded by C. Morneau**

W. Goertel: The rationale for the increases was met.

B. Soucy: The debt service payment was known representing the majority of the increase.

Roll Call unanimously in favor (9-0) M. Jache abstained

**Sewer Budget**

The Commissioners submitted a letter to the Budget Committee specific to Town Council's authority relative to the Sewer Department stating the Council does not have any oversight and control of the Sewer budget because they are a separate entity from the Town. The Budget Committee, by RSA32 defines what the Budget Committee has preview over. We consulted with legal and they confirmed (Matt Serge, Town Attorney) that the Budget Committee has preview over the Sewer budget. The letter was read into the record:
Hi, Jason.
I have had a chance to catch up with Christine Fillmore in my office and we are in agreement that the budget committee has the same authority over the sewer commission’s budget as it does over other departments or committees. Indeed, I see this situation as similar to dealing with a library, as you note in your message.

RSA 149-I:10 (Sewer Funds) states “Estimates of anticipated sewer rental revenues and anticipated expenditures from the sewer fund shall be submitted to the governing body as set forth in RSA 32:4 if applicable, and shall be included either as part of the municipal operating budget or as a separate warrant article submitted to the local legislative body for approval. In a town or district that has adopted the official ballot referendum form of meeting, any such separate warrant article shall include a default amount as provided in RSA 40:13, XI-a. Importantly, the term “governing body” is not defined in chapter 149-I and therefore is defined under RSA 21:48, which states “When used to refer to a municipality, and in the absence of applicable chapter or subdivision definitions, the term "governing body" shall mean the board of selectmen in a town.”

As you know, RSA 32 governs the overall budget process, and RSA 32:4 provides that “All municipal officers, administrative officials and department heads, including officers of such self-sustaining departments as water, sewer, and electric departments, shall prepare statements of estimated expenditures and revenues for the ensuing fiscal year, and shall submit such statements to their respective governing bodies, at such times and in such detail as the governing body may require.” As with any other department budget, the sewer budget becomes part of the overall town budget and moves through the budget committee accordingly.

In contrast, a solid waste management district prepares and adopts its own budget and then certifies that budget to the governing body of each member municipality the amount of money assessed each member municipality. The town’s budget committee does not become involved in this particular budget. Had the state legislature intended to give sewer commissions similar power it would have said so in RSA chapter 149-I. See Correia v. Town of Alton, 157 N.H. 716, 719 (2008) (“Had the legislature intended for police officers to be afforded RSA chapter 43 procedures, it knew what language to use.”).

Please let me know if there are further questions. Thank you.

-Matt

Recommendations Municipal Warrant Articles

Article – Operating Budget

Article: Operating Budget

Shall the town raise and appropriate as an operating budget, not including appropriations by special warrant articles, the amounts set forth on the budget posted with the warrant, for the purposes set forth therein, and other appropriations voted separately totaling $19,937,694.00? Should this article be defeated, the operating budget shall be
$19,740,177.00, which is the same as last year, with certain adjustments required by previous action of the Town meeting, or by law or the Town Council may hold one special meeting, to take up the issue of a revised operating budget only. Estimated tax rate impact $5.51.

**B. Soucy motioned to recommend this Article. Seconded by C. Morneau**

**Roll Call**

- C. Morneau: Yes
- N. Norton: Yes
- W. Goertel: Yes
- C. Soucy: Yes
- G. Martins: Yes
- E. Axelman: Yes
- M. Yakubovich: No
- M. Jache: Yes
- A. Gianunzio: Yes
- J. Hyde: No

**Vote 8:2 motion carries - Recommended**

**Article – Waste water Asset Management Loan**

**Article: Waste water Asset Management Loan**

To see if the town will vote to raise and appropriate the sum of **$30,000.00** for the purpose of developing an Asset Management Program for the Waste water Public Facilities that will qualify the Town for federal and state funds (the “Project”); to authorize the issuance of not more than $30,000.00 of bonds and notes in accordance with the provisions of the Municipal Finance Act (RSA 33); to authorize the Town Council to determine the date, maturities, interest rate, and other details of such bonds or notes; and to authorize the Town Council to apply for, obtain, and accept federal, state, or other aid for the Project, including the Clean Water State Revolving Fund program, which may provide principal forgiveness in the amount of up to $30,000.00 at no cost to rate payers nor tax payers. (3/5 ballot vote required) Recommended by the Town Council (7 Yes - 0 No),

**Explanation:** The Hooksett Sewer Commission has been approved for $30,000.00 in principal forgiveness from NHDES as part of the Clean Water State Revolving Fund (CWSRF) towards the development of **Phase 2** of an asset management program for the sewer system. The Hooksett Sewer Commission has been approved for this CWSRF loan conditional upon approval of the Town obligating $30,000.00 in funds towards the project. Once the funds are approved, the CWSRF loan agreement with NHDES can be finalized / secured and upon expenditure of funds towards the Waste water Public Facilities Asset Management Project (AMP) (Treatment plant, pumping stations, etc.) by the Hooksett Sewer Commission, the maximum $30,000.00 in loan forgiveness will be made by NHDES as part of the program at no cost to rate payers nor tax payers.

This development of the AMP will assist to identify vertical assets (Treatment plant, pumping stations, etc.) and the condition of each component and the replacement plan of these assets. This project involves generating an AMP document which will serve as a
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guideline for the Hooksett Sewer Commission to plan for, fund, and implement necessary capital upgrades to their existing Public Facilities infrastructure (Treatment plant, pumping stations, etc.) in a logical and timely manner. This project will protect public health by scheduling upgrades to avoid catastrophic failures of the existing infrastructure which would affect water quality in the Merrimack River.

Further information necessary for the deliberation:
NHDES has already placed this project on the Clean Water State Revolving Fund (SRF) priority list of approved projects.

G. Martins motioned to recommend. Seconded by M. Jache

B. Kudrick: The money is for the waste water department. The first loan was for the sewer line and mapping easement. The second loan is for the pump station and the treatment plant that needs to be replaced.

A. Garron: My understanding is with State Grants, they must go through the Town as the authority to receive.

Roll Call unanimously in favor (10-0) - Recommended

Article – Fire Apparatus Capital Reserve Fund

Article: Fire Apparatus Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of $250,000.00 to be added to the Fire Apparatus Capital Reserve Fund previously established. Estimated tax rate impact is $0.12. Recommended by Town Council (7 Yes - 0 No),

Explanation: Fire Apparatus Reserve: There is $219,648.17 available in the fund as of November 30, 2019. The purpose of this article is to provide funding for the replacement of fire apparatus, such as engines, tankers, ladders, and forestry. These vehicles range between $600,000.00 for pumper and nearly $1,300,000.00 for a ladder truck. Due to the high vehicle cost, the Department is requesting the current capital reserve funding level of $250,000.00 be maintained to allow the Town to incrementally save for these large expenditures. Estimated year of purchase is as needed and guided by the vehicle replacement schedule. Apparatus breakdown is as follows:

<table>
<thead>
<tr>
<th>Piece</th>
<th>Purchase Date</th>
<th>Age (yrs)</th>
<th>Miles</th>
<th>Replacement Cost</th>
<th>Industry Average Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engine 1</td>
<td>2019</td>
<td>1</td>
<td>new</td>
<td>$700,000</td>
<td>15 years</td>
</tr>
<tr>
<td>Engine 4</td>
<td>2005</td>
<td>15</td>
<td>115,000</td>
<td>$700,000</td>
<td>15 years</td>
</tr>
<tr>
<td>Engine 5</td>
<td>2006</td>
<td>14</td>
<td>90,000</td>
<td>$700,000</td>
<td>15 years</td>
</tr>
<tr>
<td>Ladder 2</td>
<td>2019 (2007)</td>
<td>12</td>
<td>65,000</td>
<td>$1,300,000</td>
<td>20 years</td>
</tr>
<tr>
<td>Tanker 1</td>
<td>2013</td>
<td>6</td>
<td>9,412</td>
<td>$450,000</td>
<td>20 years</td>
</tr>
<tr>
<td>Forestry 3</td>
<td>2017</td>
<td>1</td>
<td>17,116</td>
<td>$75,000</td>
<td>20 years</td>
</tr>
<tr>
<td>Forestry 2</td>
<td>2002</td>
<td>17</td>
<td>30,860</td>
<td>$75,000</td>
<td>20 years</td>
</tr>
<tr>
<td>Forestry 4</td>
<td>2006</td>
<td>13</td>
<td>14,762</td>
<td>$80,000</td>
<td>20 years</td>
</tr>
</tbody>
</table>
Engine 4 will be due for replacement in 2021. Cost estimated at $700,000.00. Engine 5 will be due for replacement in 2022 or 2023.

If this article is not passed at Town Meeting, a lack of funding in this reserve can have a serious impact on the ability of the department to maintain adequate and appropriate response apparatus for certain fire conditions and locations. This, in turn, can have a safety impact for personnel when responding to a fire situation with inappropriate apparatus and can also result in less effective fire suppression for the community we serve.

Further information necessary for the deliberation:
March 2019: Ballot passed 636 to 361 or 64% approval.
*W. Goertel motioned to recommend. Seconded by M. Jache*

**Roll Call**
- C. Morneau  
- N. Norton  
- W. Goertel  
- C. Soucy  
- G. Martins  
- E. Axelman  
- M. Yakubovich  
- M. Jache  
- A. Gianunzio  
- J. Hyde  

*Vote 9-1 motion carries – Recommended*

**Article - $200,000 for DPW Capital Reserve Fund**

**Article: DPW Vehicles Capital Reserve Funding**
To see if the town will vote to raise and appropriate the sum of $200,000.00 to be added to the Public Works’ Vehicles Capital Reserve Fund previously established. Estimated tax rate impact is $0.10. Recommended by Town Council (7 Yes - 0 No),

**Explanation:** To purchase vehicles for plowing and road maintenance, including equipment to replace an aging fleet and to reduce the cost of vehicle maintenance. There is $53,402.50 available to spend as of November 30, 2019. The reserve fund allows for the Town to replace and add vehicles when needed. This fund eves the burden on tax payers by planning for the purchase. The town is continuing to grow and we will need to address that growth. The DPW currently has a fleet valued at $15 Million dollars and has developed a projected replacement plan for this fleet. To allow this plan to become operational would require this capital reserve fund to carry out this plan; $200,000.00 would need to be added annually.

If this article is not passed at Town Meeting, the aging fleet will cost more for vehicles maintenance, for a temporary fix. It may, if vehicles are deemed not inspectable, this
would result in delays in plowing of Town roads, and reduce the level of services provided.

Further information necessary for the deliberation:
The following purchases have been made from this reserve.
2015 Bobcat S570 2015 Ford F550
2016 Mack Truck 2016 Bobcat 18” Planer
2016 Ford F550 2017 International 7400
2017 Ford F350 2018 International 7400

March 2019 Ballot passed 614 to 375 or 62% approval.
March 2018 Ballot passed 429 to 423 or 50% approval.
March 2017 Ballot passed 309 to 178 or 63% approval.
May 2016 Ballot passed 207 to 135 or 60% approval

C. Morneau motioned to recommend. Seconded by G. Martins.
Roll Call
C. Morneau Yes
N. Norton Yes
W. Goertel Yes
C. Soucy No
G. Martins Yes
E. Axelman Yes
M. Yakubovich Yes
M. Jache Yes
A. Gianunzio Yes
J. Hyde No
Vote 8:2 motion carries - Recommended

Article – Truck Tractor Recycling
Article: Purchases Truck Tractor from Solid Waste Disposal SR Fund

To see if the town will vote to raise and appropriate the sum of $150,000.00 to purchase a Truck Tractor to haul trash for the Recycling and Transfer Division of Public Works with said funds to come from the Solid Waste Disposal Special Revenue Fund. No amount to be raised from general taxation. Recommended by Town Council (7 Yes - 0 No),

Explanation: To purchase a Truck Tractor to haul trash generated in the Town of Hooksett to approved site. Solid Waste Disposal fund has $457,897.56 available to spend as of November 30, 2019. This Truck Tractor will replace a 2001 Truck Tractor that has exceeded life and is rapidly becoming undependable. The 2001 Truck Tractor will be traded in.

If this article is not passed at Town Meeting, the recycling and transfer division will experience high maintenance cost, major repairs to keep this truck running. The division
could also experience delays in processing and removing collect solid waste for the transfer station.

*W. Goertel motioned to recommend. Seconded by G. Martins*

*Roll Call – unanimously in favor (10-0)*

**Article – Salt Storage Facility**

**Article: Purchases Salt Storage Facility**

To see if the town will vote to raise and appropriate the sum of $115,000.00 to purchase and install a salt storage facility for the Highway Division of Public Works. Estimated tax rate impact $0.06. Recommended by Town Council (7 Yes - 0 No),

**Explanation:** The purpose of this article is to add an additional building that will properly store more salt out of the weather elements. The current building has insufficient storage capability and fails protect the salt stored in it. The plan is to repurpose the current building for sand storage.

If this article isn’t passed at Town Meeting, the department would not have a weather shelter facility available the storage of salt. There is a loss of storage salt due to exposure to the weather elements and could result in Notice of Violations for improper storage of salt and possible contamination of ground water. Due to the limited storage capability within the existing shelter, the department could not have sufficient salt on hand for the weather conditions, resulting in an inability to treat the roadways causing unsafe roadways. Reducing the level of service provided.

*W. Goertel motioned to recommend. Seconded by B. Soucy.*

**Roll Call**

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<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>C. Morneau</td>
<td>Yes</td>
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<tr>
<td>N. Norton</td>
<td>Yes</td>
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<tr>
<td>W. Goertel</td>
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<td>A. Gianunzio</td>
<td>Yes</td>
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<tr>
<td>J. Hyde</td>
<td>Yes</td>
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</tbody>
</table>

*Vote 9:1 motion carries - Recommended*

**Article – Fire Union Contract**

*G. Martins motioned to recommend. Seconded by W. Goertel*

W. Goertel: Last week we didn’t have the detail.

Chief Burkish: The savings was $62,000 per year in insurance. The employee’s share will go up in year 2 and 3 from 16-18%.

J. Hyde: I do not support unions in municipalities in general.
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W. Goertel: The overtime arrangement was pulled back in the budget this year. That offsets the increases here.

G. Martins: The POS was eliminated and I would have never agreed with that. If this doesn’t pass we will be back with the POS plan and you will lose that savings.

Roll Call
C. Morneau Yes
N. Norton No
W. Goertel Yes
C. Soucy Yes
G. Martins Yes
E. Axelman No
M. Yakubovich No
M. Jache Yes
A. Gianunzio Yes
J. Hyde No

Vote 6:4 motion carries – Recommended

Article – Non-union wage increase
Article: Non-Union Wage Increase
To see if the town will vote to raise and appropriate the sum of $106,068.00 for an increase in salaries and benefits for non-union full-time and part-time Town personnel.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Salaries</th>
<th>Benefits</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-21</td>
<td>$88,047.00</td>
<td>$18,021.00</td>
<td>$106,068.00</td>
</tr>
</tbody>
</table>

Estimated tax rate impact is $.05. Recommended by Town Council (7 Yes – 0 No).

**Explanation:** To provide a 2.5% increase in wages as for 47 full-time and 34 part-time non-union employees including Police, Fire, Library and Town. Seasonal employees are not included.

If this article was not to pass, each of the departments may face a drop in employee morale, which could affect employee performance or even employees choosing to leave employment with Hooksett.

*E. Axelman motioned to recommend. Seconded by M. Jache*

Roll Call – vote unanimously in favor (10-0)

Article – Town building maintenance fund
Article: Town Building Maintenance Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of **$100,000.00** to be added to the Town Building Maintenance Capital Reserve Fund previously established. Estimated tax rate impact is $0.05. Recommended by Town Council (7 Yes - 0 No),

**Explanation: Town Building Maintenance Reserve:** Total project cost is ongoing. There is $400,552.47 in the account as of November 30, 2019. Estimated year of purchase is as needed. This fund addresses the needs of town buildings. Over the past years we utilized this fund for lighting and ventilation upgrades to the highway buildings; partial roof at the town hall and the elevator repairs at the Library. It is imperative that the town keep a minimum of $250,000.00 in this fund so that there are funds for any major repairs that will need to be addressed in the future. We have $26 million worth of buildings to maintain within the town. We are scheduling an inspection of all town building roofs for repairs and or replacement needs. The roof on the safety center will need to be replaced in the next 2 years.

If this article is not passed at Town Meeting, the aging facilities will cost more for facility maintenance, for a temporary fix. As the HVAC or roofs fail the offices may not have adequate heating or air conditioning or internal roof leaks. This may result in reduced the levels of services and unhealthy work environments.

**B. Soucy motioned to recommend. Seconded by G. Martins**

B. Soucy: We have always encouraged planning for the future for unexpected costs.

**Roll Call**

- C. Morneau: Yes
- N. Norton: Yes
- W. Goertel: Yes
- C. Soucy: Yes
- G. Martins: Yes
- E. Axelman: Yes
- M. Yakubovich: No
- M. Jache: Yes
- A. Gianunzio: Yes
- J. Hyde: Yes

**Vote 9:1 motion carried - Recommended**

**Article – Police Union Contract**

**Article: Police Union Contract**

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 Police Union Local 46, NEPBA which calls for the following increases in salaries and benefits at the current staffing level:

**Estimated increase over prior year**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Salaries</th>
<th>Benefits</th>
<th>Estimated Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>
and further to raise and appropriate $94,186.00 for the current fiscal year, such sum representing 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 $0.05. Recommended by Town Council (7 Yes – 0 No),

**Explanation:** The passing of this article will ensure the implementation of the negotiated agreement between the town and the police officer and dispatcher collective bargaining unit (NEBPA Local 46). This negotiated agreement offers police officers and dispatchers shift differentials and reasonable pay increases over a three year agreement as outlined in the above matrix, while shifting some costs associated with medical insurance back to the employees. Additionally, this agreement provides for longevity pay rewards for specific milestones achieved in years 19, 23 and 34 as the employees stay and grow with the community. This level of institutional knowledge and practical experience is invaluable to this community and will aid in quality employee retention.

If this article is not passed at Town Meeting, the current union contract would expire June 30, 2019 and the Town would be required to maintain the same levels of cost benefits to the employees at the time the contract expires.

**G. Martins motioned to recommend. Seconded by W. Goertel**

A. Garron: The steps are 3% for first 6 steps and a 2.5 increase and the 2% for the last six steps plus the 2.5% increase. There is a shift in health contributions as well.

**Roll Call**

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<tr>
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<td>Yes</td>
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<tr>
<td>J. Hyde</td>
<td>No</td>
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</tbody>
</table>

*Vote 8:2 motion carries - Recommended*

**Article – Pavilion**

**Article: Purchases Pavilion from Impact Fees and Capital Reserve**

To see if the town will vote to raise and appropriate the sum of $93,390.00 to purchase and install a pavilion for community use; of this amount, not to exceed $50,000.00 is authorized to be withdrawn from the Public Recreation Facilities Impact Fees Special
Revenue and not to exceed $43,390.00 to be withdrawn from the Parks & Recreation Facilities Development Capital Reserve. No amount to be raised from general taxation. Recommended by Town Council (8 Yes – 1 No),

**Explanation:** The Public Recreation Facilities Impact Fee Special Revenue fund has $122,456.61 in the account as of November 30, 2019 and the Parks & Recreation Facilities Development Capital Reserve Fund has $146,958.76.

Community input over the years through formal and informal survey of residents indicates an interest in an outdoor gathering place which can be used by all ages for various purposes including, but not limited to, the following: concert series, staging for parades, gathering places for groups to socialize/play cards/do activities together e.g. Hooksettites, Scouts, other clubs/orgs, general gathering for relaxation and socialization for residents; rental options: (e.g. birthday parties or other special events) - while a pavilion would be an open facility on a daily basis, should a resident want to rent it for a specific activity/event this could be done through a usage approval process similar to that of Town Hall gym.

Both the Parks & Recreation Advisory Board and the Town Council agreed that Lambert Park (65 Merrimack Street) is the best location in Town for the pavilion. Lambert Park has lots of open space near water, ample parking, and quiet area for people to gather, and a pavilion would offer the opportunity eat their lunch or sit and relax without having to be in their cars. Discussions with Conservation Commission and State DES suggest no restrictions/issues based on where it would be installed and no trees need to be taken down. Town’s easement to State for boat ramp and parking would not be impacted and these are already used by the public.

The current recommendation is for manufactured shelter approximately 24’ x 52’ with concrete or rice gravel floor.

If this article is not passed at Town Meeting, Town residents would not have a weather shelter facility available for community use. Town recreational facilities would be lacking a suitable covered shelter for residents.

*B Soucy motioned to recommend. Seconded by W. Goertel.*

J. Hyde: I think this is a very large structure and I don’t like the location. I don’t think there is enough parking etc.

B. Soucy: The size is appropriate and Donati has an issue with parking as well.

**Roll Call – unanimously in favor (10-0)**

Article – Fire Capital Reserves $80,000

Article: Fire Capital Reserves
To see if the town will vote to raise and appropriate the sum of **$80,000.00** to be added to the previously established Capital Reserve Funds and to apportion the sum among several funds as listed below:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Packs &amp; Bottles</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Fire Rescue Tools &amp; Equipment</td>
<td>$35,000.00</td>
</tr>
<tr>
<td>Fire Cistern</td>
<td>$20,000.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$80,000.00</strong></td>
</tr>
</tbody>
</table>

Estimated tax rate impact is $0.04. Recommended by Town Council (6 Yes - 1 No),

**Explanation:**  
**Air Packs & Bottles Replacement Reserve:** Total project cost is $300,000.00. There is $6,543.64 available to spend as of November 30, 2019 after ordering the replacement of all Self-Contained Breathing Apparatus (SCBA) at a cost of $279,580.00 in the fall of 2019. The project was established to replace all the SCBA when they reach 15 years of service. The existing air packs were purchased in 2005. SCBA are critical equipment for firefighters. A single purchase date allows for only one model choice which enhances familiarity by all members, equipment exchange department-wide anywhere, anytime, station or scene, reduced parts inventory, linear inspection and service needs, all which improve our safety.

**Fire Rescue Tools & Equipment Reserve:** This reserve is ongoing and designed to replace rescue tools and other necessary equipment, such as Jaws of Life, jacking and lifting struts, air bags, high angle and low angle rope rescues and ice rescue equipment. There is $19,583.78 available in the account as of November 30, 2019 after the purchase of a cutter and spreader, ice rescue equipment, water rescue suits, and a rescue jack. With the receipt of the new Engine 1 in the winter of 2019, this account will be used to purchase new equipment. $35,000.00 ensures adequate funding for a 10 year replacement program.

**Fire Cistern Reserve:** There is $36,718.32 in the cistern account as of November 30, 2019. These funds are for repairs to the fire cisterns that provide water in remote areas of the Town. Water supply for fire protection may be compromised if these cisterns are not repaired or maintained. Currently there are 2 cisterns that are in need of repair. This appropriation (if approved) would allow for repair of one cistern in spring of 2020.

If this article is not passed at Town Meeting, the results for each reserve would be as follows: **Air Packs & Bottles (SCBA)** – SCBA are considered critical equipment for firefighters. A single purchase date for replacement allows for only one model choice which enhances familiarity by all members, equipment exchange department-wide anywhere, anytime, station or scene, allows for reduced parts inventory, linear inspections and service needs, all which improve employee safety.

**Fire Rescue Tools & Equipment** - As these items become unreliable the rescue operations and efficiency of the Fire-Rescue Department may become compromised. This can impact the safety of our members and those we serve in the community.
Fire Cistern - Water supply for fire protection may be compromised if these cisterns are not repaired or maintained. Again, this can negatively impact the safety of our members and the fulfillment of our mission for the community – Life Safety, Emergency Stabilization, Property Conservation.

W. Goertel motioned to recommend. Seconded by B. Soucy.
Roll Call – unanimously in favor (10-0)

Article - $50,000 Emergency Radio Capital Fund
Article: Emergency Radio Communications Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of $50,000.00 to be added to the Emergency Radio Communications Capital Reserve Fund previously established. Estimated tax rate impact is $0.02. Recommended by Town Council (6 Yes – 1 No),

Explanation: Emergency Radio Communication: There is $180,562.35 in the account as of November 30, 2019. Previously this fund was set up to be used in the year 2024 for a complete replacement of the existing radio communication system. Due to ever changing technology it is now recommended by the manufacturers that the radio system components are replaced and/or upgraded on a continuous basis. End of life for all components is 10 years. This is intended to fund the maintenance of the entire radio infrastructure to include vehicle radios, portable radios, consoles, radio towers and radio tower antennas. A portion of the fund was used in 2019 to make upgrades to the system. Building this fund at $50,000.00 a year will help to ensure the town does not have bear the burden of a major expense all at once.

If this article is not passed at Town Meeting, the Department’s goal is to build this fund so the high cost of replacing radio communication equipment is spread out over time and not have a direct tax impact during one or more years. This fund is also built to ensure emergency equipment can be replaced due to natural disasters that may not be covered completely by insurance. None of this would be possible IF this article is not passed and/or approved. Our goal of keeping our communications equipment current and working at peak performance, while having a minimal yearly tax impact, would not be possible without this article passing.

B. Soucy motioned to recommend. Seconded by W. Goertel
Roll Call – unanimously in favor (10-0)

Article – Drainage $50,000 upgrades
Article: Drainage Upgrades Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of $50,000.00 to be added to the Drainage Upgrades Capital Reserve Fund previously established. Estimated tax rate impact is $0.02. Recommended by Town Council (7 Yes – 0 No),

Explanation: Total project cost is ongoing. There is $203,112.53 available to spend as of November 30, 2019. Estimated year of purchase is as needed. Various areas
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throughout town have drainage that has begun to deteriorate and fail. These failures are due to aging pipes, pipes that have outlived their expected lifespan, increased storm runoff due to growth in town, and more storms with a higher volume of water. These pipes were not installed to handle the amount of water that they are taking on. This fund is for updating the drainage to larger pipes, which will handle both the increased volume of water and anticipated growth. Currently there are drainage failures and issues on Riverside Drive and Winter Street.

If this article is not passed at Town Meeting, there will not be sufficient funds to repair the failing drainage systems in the town, this could result in Notice of Violations under the Municipal Separate Storm Sewer Systems (MS- 4) program.

W. Goertel motioned to recommend. Seconded by C. Morneau
Roll Call – unanimously in favor (10-0)

Article – DPW Recycle and Transfer Administrative Assistant

**Article: DPW Recycling & Transfer Administrative Assistant**
To see if the town will vote to raise and appropriate the sum of $39,148.00 for salary and benefits to hire a full-time DPW Recycling & Transfer Administrative Assistant and replace the current part-time secretary position.

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Salary</th>
<th>Benefits</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-21</td>
<td>$14,196.00</td>
<td>$24,952.00</td>
<td>$39,148.00</td>
</tr>
</tbody>
</table>

Estimated tax rate impact is $0.02. Recommended by Town Council (7 Yes – 0 No),

**Explanation:** To replace the part time employee with a full time employee. Hereby hiring an Administrative Assistant for the Recycling and Transfer Division of Public Works. This position will also act as weight scale and yard attendant also fuel monitor when needed. This person would also act as assistant to the Department Administrative Assistant as work load dictated and when needed.

Current part time secretary’s pay is $16,900.00 without benefits. Total budget increase would be $39,148.00 for FY 2020-21. Going forward, the new total budgeted amount for a full time DPW Recycling and Transfer Administrative Assistant is estimated to be $56,048.00 per year.

If this article is not passed, the division will not meet all of the NH DES requirements for scale operations, the division may need to pull a trash truck off its route or a haul truck hauling trash to the dump to man the scales operations and/or the transfer station.

**Estimated cost:**

<p>| | |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Total Salary</td>
<td>$31,096.00</td>
</tr>
<tr>
<td>Taxes</td>
<td>2,379.00</td>
</tr>
<tr>
<td>Retirement</td>
<td>3,474.00</td>
</tr>
<tr>
<td>Health (2-person plan)</td>
<td>18,254.00</td>
</tr>
<tr>
<td>Dental (2-person plan)</td>
<td>390.00</td>
</tr>
</tbody>
</table>
Life & Disability Insurance 455.00
Estimated yearly Costs $56,048.00

W. Goertel motioned to recommend. Seconded by J. Hyde

Roll Call
C. Morneau Yes
N. Norton Yes
W. Goertel Yes
C. Soucy Yes
G. Martins Yes
E. Axelman No
M. Yakubovich No
M. Jache Yes
A. Gianunzio Yes
J. Hyde Yes

Vote 8:2 motion carries - Recommended

Article – Automated Collection $30,000
Article: Automated Collection Equipment Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of $30,000.00 to be added to the Automated Collection Equipment Capital Reserve previously established. Estimated tax rate impact is $0.01. Recommended by Town Council (6 Yes – 1 No),

Explanation: Automated Collection Equipment Reserve Original project cost was $940,000.00. There is $165,428.79 in the account as of November 30, 2019. Estimated year of purchase is 2022. The fund is to prepare for the future replacement of the trash and/or recycling collection vehicles and barrels. Funds will be used to offset future costs of replacement.

If the request is not approved, then there would be insufficient capital reserve funds to replace the collection equipment thereby either delaying the procurement of the replacements or the shortage would need to be made up out of operating funds.

C. Morneau motioned to recommend. Seconded by B. Soucy
Roll Call – unanimously in favor (10-0)

Article – Revaluation
Article: Revaluation Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of $30,000.00 to be added to the Revaluation Capital Reserve Fund previously established. Estimated tax rate impact is $0.01. Recommended by Town Council (7 Yes – 0 No),

Explanation: Revaluation Reserve: Total project cost is on-going. There is $67,830.91 in account as of November 30, 2019. This project is to set aside funds for the 2018 update currently underway. The 2009 revaluation cost was $161,231.00, the cost for 2013 is $137,300.00, and the estimated cost in 2018 is $114,000.00. Every five years the
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Town is required to reappraise all property values for assessment equity property tax purposes per NH State Constitution Article 6.

Not passing this article would result in a spike in the operating budget, which would mean a higher tax rate. Worst case scenario, not funding the mandatory project would result in the DRA stepping in and contracting a company to complete the update and sending us the bill, which would be much more expensive for the town.

Further information necessary for the deliberation:
March 2019 Ballot passed 494 to 472 or 51% approval.

E. Axelman motioned to recommend. Seconded by M. Jache
Roll Call
C. Morneau Yes
N. Norton Yes
W. Goertel Yes
C. Soucy Yes
G. Martins Yes
E. Axelman Yes
M. Yakubovich No
M. Jache Yes
A. Gianunzio Yes
J. Hyde Yes
Vote 9:1 motion carries - Recommended

Article –Park and Rec Facility
Article: Parks & Recreation Facility Development Capital Reserve Funding
To see if the town will vote to raise and appropriate the sum of **$25,000.00** to be added to the Parks & Recreation Facilities Development Capital Reserve Fund previously established. Estimated tax rate impact is $0.01. Recommended by Town Council (7 Yes – 2 No),

Explanation: Parks and Recreation Facilities Development Reserve: Total project cost is ongoing. There is $146,958.76 in the account as of November 30, 2019. Estimated year of purchase is as needed. The town continues to grow and we are forced to deal with aging structures, building updates, and additional recreation areas that will need to be addressed. We have put together a listing of items that will need to be addressed within the next five years. Since addressing the lighting at Donati, our next project will be building updates on the Parks & Rec building. The Parks & Rec Division has outgrown the building and needs more space to work out of and store the equipment they use daily. This building has not been updated in over 15 years while the division has grown. In 2018 bids ranging from $326,000.00 to $367,000.00 were received for the design build of the maintenance building addition.

If this article is not passed at Town Meeting, the upgrade of the parks and recreation facilities would be delayed and reduce the level of services provided
B. Soucy motioned to recommend. Seconded by W. Goertel

Roll Call

C. Morneau: Yes
N. Norton: Yes
W. Goertel: Yes
C. Soucy: Yes
G. Martins: Yes
E. Axelman: No
M. Yakubovich: Yes
M. Jache: Yes
A. Gianunzio: Yes
J. Hyde: Yes

Vote 9:1 motion carries - Recommended

Article Conservation Capital Reserve Fund

Article: Conservation Capital Reserve Funding

To see if the town will vote to raise and appropriate the sum of $10,000.00 to be added to the Conservation Land Improvements Capital Reserve Fund previously established. Estimated tax rate impact is $0.005. Recommended by Town Council (5 Yes – 2 No),

Explanation: Improvements of Town-Owned Conservation Land Reserve: There is $31,615.93 in the account as of November 30, 2019. Estimated year of purchase is as needed. The fund is to plan for and support improvements and developments that may be needed for all of the conservation lands/easements currently held by the Town. Over the past few years, the Commission has continued its pursuit of acquiring land to conserve for residents to enjoy, consistent with the mandates of the Master Plan. Over the last 3 years alone, the Commission has acquired over 1,294 acres of land to be used for passive recreational purposes. The conservation easements, pertaining to such property, require the Town to maintain the property and make repairs or improvements as necessary. Additionally, the stewardship of the Town’s conservation properties requires the maintenance of existing trails and development of new trails. In order to meet this legal obligation, it is necessary for us to create a capital reserve fund to ensure not only that the Town will be prepared for any planned or unexpected maintenance issues, but to continue developing trails so the public may enjoy the conserved lands.

Without the funding, the Conservation Commission will have difficulty meeting its legal obligations to maintain the current conserved property, including existing trails, as well as continue developing new access and trails.

C. Morneau motioned to recommend. Seconded by E. Axelman.

Roll Call

C. Morneau: Yes
N. Norton: No
W. Goertel: Yes
C. Soucy: No
G. Martins: Yes
E. Axelman: No
Article Petition Hydrants

Article: Petition Article
To see if the Town will vote to raise and appropriate $52,000.00 to reimburse for private residential water hydrants to insure public safety. SUBMITTED BY PETITION.

G. Martins motioned to recommend. Seconded by M. Jache
Roll Call
C. Morneau No
N. Norton No
W. Goertel No
C. Soucy No
G. Martins Yes
E. Axelman No
M. Yakubovich No
M. Jache Yes
A. Gianunzio No
J. Hyde No
Vote 2:8 motion fails – Not Recommended

Recommendations School District Warrant Articles

Article 2 – Collective Bargaining Agreement
Shall the Hooksett School District approve the cost items included in the collective bargaining agreement reached between the Hooksett School Board and the Hooksett Education Association, which calls for the following increases in salaries and benefits at the current staffing level over those paid in the prior fiscal year:

<table>
<thead>
<tr>
<th>Year</th>
<th>Estimated Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020-2021</td>
<td>$320,972</td>
</tr>
<tr>
<td>2021-2022</td>
<td>$266,842</td>
</tr>
<tr>
<td>2022-2023</td>
<td>$300,566</td>
</tr>
</tbody>
</table>

and further to raise and appropriate $320,972 for the current fiscal year, such sum representing 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 $.16 (Recommended by the School Board)

B. Soucy motioned to recommend. Seconded by C. Morneau
Roll Call
C. Morneau Yes
N. Norton  Yes
W. Goertel  Yes
C. Soucy  Yes
G. Martins  Yes
E. Axelman  Yes
M. Yakubovich  Yes
M. Jache  Yes
A. Gianunzio  Yes
J. Hyde  No

Vote 9:1 motion carries - Recommended

Article 3– Operating Budget
Shall the Hooksett School District raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling $34,341,548? Should this article be defeated, the default budget shall be $34,215,673, which is the same as last year, with certain adjustments required by previous action of the Hooksett School District or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Estimated tax rate impact is $.51. (Not Recommended by the School Board)

W. Goertel motioned to recommend. Seconded by B. Soucy.
Roll Call
C. Morneau  Yes
N. Norton  Yes
W. Goertel  Yes
C. Soucy  Yes
G. Martins  Yes
E. Axelman  No
M. Yakubovich  No
M. Jache  Yes
A. Gianunzio  No
J. Hyde  Yes

Vote 7:3 motion carries - Recommended

Article 4 – Underhill Roof
Shall the Hooksett School District vote to raise and appropriate the sum of $540,000 for the replacement of the roof at the Fred C. Underhill School and authorize the withdrawal of $440,000 from the Construction and Equipment Capital Reserve Fund established in 1990 for that purpose with the balance of $100,000 to come from general taxation? Estimated tax rate impact is $.05 (Recommended by the School Board)

W. Goertel motioned to recommend. Seconded by C. Morneau
Roll Call
C. Morneau  Yes
N. Norton  Yes
W. Goertel  Yes
C. Soucy  Yes
G. Martins  Yes
E. Axelman  No
M. Yakubovich  Yes
M. Jache  Yes
A. Gianunzio  Yes
J. Hyde  Yes

Vote 9:1 motion carries - Recommended

Article 5 – Building Maintenance Capital Reserve Fund
Shall the Hooksett School District vote to establish a Capital Reserve Fund for the purpose of maintaining, improving and adding to the buildings and grounds and other facilities in the Hooksett School District to be known as the Maintenance and Improvement Capital Reserve Fund, and name the School Board as agents to expend this fund and further raise and appropriate up to $100,000 to be placed in this fund, with this sum to come from the June 30, 2020 fund balance available for transfer on July 1, 2020? No amount to be raised from additional taxation. Estimated tax rate impact is $.00 (Recommended by the School Board)

J. Hyde motioned to recommend. Seconded by C. Morneau.
Roll Call - unanimously in favor (10-0)

OTHER BUSINESS
J. Hyde requested the deadline for submission of a letter for the voter guide to the School District.

J. Hyde suggested holding a meeting next Thursday for signing the Municipal and School documents.

J. Hyde: Looking to reestablish a CIP Committee and they would like a representative from the Budget Committee. Those wishing to serve will be selected next week.

Draft 2020 – 2021 Meeting Schedule – next week

ADJOURNMENT
C. Morneau motioned to adjourn at 9:30 pm. Seconded by B. Soucy.
Vote unanimously in favor

Respectfully submitted,

Lee Ann Moynihan