

1 **LONDONDERRY, NH PLANNING BOARD**  
2 **MINUTES OF THE MEETING OF November 7, 2012 AT THE MOOSE HILL**  
3 **COUNCIL CHAMBERS**  
4

5 Members Present: Art Rugg; Mary Soares; Lynn Wiles; Laura El-Azem; Chris  
6 Davies; Tom Freda, Ex-Officio; Rick Brideau, CNHA, Ex-Officio; John Laferriere, Ex-  
7 Officio; Dana Coons; Scott Benson, alternate member; Leitha Reilly, alternate  
8 member; Maria Newman, alternate member  
9

10 Also Present: Cynthia May, ASLA; John Trottier, P.E.; Libby Canuel, Building  
11 Division Secretary  
12

13 A. Rugg called the meeting to order at 7 PM. He appointed S. Benson to vote for M.  
14 Soares.  
15

16 **Administrative Board Work**  
17

18 A. Precision Letter Corp. Site Plan, Map 14, Lot 44-35  
19

20 C. May stated that Precision Letter Corporation is requesting a six month  
21 extension of the site plan that will expire on November 29, 2012. This would  
22 allow them the time needed to address all the conditions of the approval granted  
23 by the Board in August. She said that staff is supportive of the request.  
24

25 **D. Coons made a motion to grant a six month extension to June 30,**  
26 **2013. R. Brideau seconded the motion.** No discussion. **Vote on the**  
27 **motion: 9-0-0.** The six month extension was granted.  
28

29 B. Approval of Minutes – October 3, 2012; October 10, 2012; and October 25,  
30 2012  
31

32 **D. Coons made a motion to approve and sign the minutes from the**  
33 **October 3, 2012 meeting. R. Brideau seconded the motion.** No  
34 discussion. **Vote on the motion: 8-0-1.** (S. Benson abstained as he was  
35 absent from the October 3, 2012 meeting).  
36

37 **D. Coons made a motion to approve and sign the minutes from the**  
38 **October 10, 2012 meeting. R. Brideau seconded the motion.** No  
39 discussion. **Vote on the motion: 6-0-3.** (S. Benson, T. Freda, and D. Coons  
40 abstained as they were absent from the October 10, 2012 meeting).  
41

42 **D. Coons made a motion to approve and sign the minutes from the**  
43 **October 25, 2012 meeting. R. Brideau seconded the motion.** No  
44 discussion. **Vote on the motion: 5-0-5.** (C. Davies, S. Benson, L. Wiles, J.  
45 Laferriere, and T. Freda abstained as they were absent from the October 25,  
46 2012 meeting).  
47

48 Minutes for October 3, 2012; October 10, 2012; and October 25, 2012 were  
49 approved and signed at the conclusion of the meeting.

1  
2 C. Regional Impact Determination - Hickory Woods Site Plan, Map 2, Lot 27; and  
3 Hickory Woods Subdivision Plan, Map 2, Lots 27 & 27-1  
4

5 C. May stated that the site plan for this project involves a 98-unit detached  
6 elderly 55+ housing development. Given its size and potential to generate more  
7 than 100 vehicle trips per day to the adjacent community of Hudson, staff  
8 recommends this project is a development of regional impact, because it meets  
9 some of the criteria expressed in the regional impact guidelines as suggested by  
10 Southern NH Planning Commission (SNHPC). Should the Planning Board vote  
11 that this is a project of regional impact, the Town will send notification of the  
12 design review submission to the Town of Hudson Planning Board and the  
13 Southern NH Regional Planning Commission. If and when a formal application is  
14 submitted, certified notice will be sent to both informing them of the public  
15 hearing.  
16

17 **D. Coons made a motion to accept staff's recommendation that this**  
18 **project is determined to be of regional impact under RSA 36:56. R.**  
19 **Brideau seconded the motion. No discussion. Vote on the motion: 9-0-0.**  
20

21 D. Discussions with Town Staff  
22

- 23 • Auburn Road Improvements Update  
24

25 J. Trottier reported that improvements being made to Auburn Road should  
26 be complete by November 15.  
27

- 28 • Master Plan Update  
29

30 C. May relayed that the third citizen workshop of the Comprehensive  
31 Master Plan update took place October 24. She said it resulted in  
32 meaningful discussion and was fairly well attended. An update of the  
33 current interim draft is expected from the Town's consultant by November  
34 17. It will be made available to the public as soon as possible, including  
35 on the Town website and the Master Plan Facebook page. The Steering  
36 Committee will meet November 28 for their final review of the draft, after  
37 which the consultant will have approximately two weeks to submit the  
38 final product on December 14. On January 3, 2013, the Steering  
39 Committee will meet again to confirm the final draft meets their  
40 expectations and if so, make a recommendation to the Planning Board for  
41 adoption. That public hearing will take place at the January 9, 2013  
42 Planning Board meeting (see "Public Hearings" below), at which time the  
43 Board will have the opportunity to adopt the plan.  
44

45 [Mary Soares arrived at 7:09].  
46

- 47 • SNHPC – Planning Board support for FY 2013 Local Source Water  
48 Protection Grant Application  
49

50 C. May stated that the Southern New Hampshire Planning Commission

1 (SNHPC) is requesting a letter of support from the Board regarding a local  
2 source water protection plan (see Attachment #1). SNHPC will be  
3 seeking a grant on behalf of the Town that is available through the State  
4 Department of Environmental Services (DES). No funding from the Town  
5 is required.

6  
7 **A. Rugg entertained a motion to authorize the Chair to sign the**  
8 **letter of support to SNHPC regarding a grant through NH DES to**  
9 **provide for a local source water protection plan. D. Coons so**  
10 **moved. R. Brideau seconded the motion.**

11  
12 After verifying the letter would not result in any financial obligation at this  
13 point from the Town, L. El-Azem also asked whether the grant will fund  
14 the plan itself or just the tasks mentioned in the letter (e.g. water quality  
15 testing and educational outreach). Mike Speltz, 18 Sugarplum Drive, said  
16 he believed SNHPC's scope of work would include those tasks. He  
17 explained that DES must sign a grant agreement to provide the funds to  
18 SNHPC, who in turn must sign the agreement stating that they will use  
19 those funds to create the plan. The Town is therefore not involved in the  
20 aforementioned grant agreement whatsoever and would have no financial  
21 obligations. There was some concern, however, that the language of the  
22 letter would still oblige the Town in the future to form a steering  
23 committee and subsequently fund implementation of the plan. C. May  
24 stated she would research the issue and report back to the Board on  
25 November 14.

26  
27 **D. Coons withdrew his motion and A. Rugg said the seconding of**  
28 **the motion was withdrawn.** No action was taken by the Board  
29 regarding the letter at this time.

30  
31 **Continued Plans**

32  
33 **A. Request to extend the 65-day approval period per RSA 676:4 -**  
34 Pillsbury Realty Development, LLC, Map 10, Lots 15, 23, 29C-2A, 29C-2B, 41,  
35 41-1, 41-2, 42, 45, 46, 47, 48, 50, 52, 54-1, 58, 59, and 62 - Public Hearing for  
36 formal review of the Woodmont Commons Planned Unit Development (PUD)  
37 Master Plan [*Continued from the October 10, 2012 Planning Board Meeting to*  
38 *the November 14, 2012*].

39  
40 C. May stated that Pillsbury Realty Development, LLC has filed a request,  
41 (although it is technically the Board who would make the request), for a 30 day  
42 extension of the 65-day approval period per RSA 676:4 to January 13, 2013.  
43 The applicant's development team met with Town staff and the Town's third  
44 party consultant, Howard/Stein-Hudson Associates (HSH), on October 23. She  
45 described the meeting as significantly productive and encouraging, stating that  
46 an agreement was made to focus resources on continued development of the  
47 plan, as opposed to HSH continuing to review what was submitted and deemed  
48 insufficient at the time of application acceptance. The 30 day extension will  
49 provide all parties with the time needed to work toward the stated goal.

1  
2 **D. Coons made a motion to grant the 30 day extension of the 65-day**  
3 **clock to January 13, 2012. R. Brideau seconded the motion.**  
4

5 M. Soares asked if the continued development of the plan as described will  
6 include addressing the deficiencies noted in the submittal by HSH. C. May  
7 replied that the intent is to avoid continued use of HSH's resources on further  
8 review of a plan that was already deemed lacking. Their comments to date,  
9 however, are still a part of the new course of action. L. Wiles said he was  
10 expecting a more detailed update at this meeting and asked for specifics about  
11 what will take place between now and January 13. C. May explained that the  
12 intent of continuing the public hearing (see next item) to December 12 is to  
13 allow the applicant to prepare for a more meaningful dialogue with the Planning  
14 Board. The Town Attorney and staff have agreed on this strategy and anticipate  
15 the applicant's development team will have enhanced information regarding the  
16 proposed PUD Master Plan. They have been asked to address the project's  
17 bigger picture, including the issues that will need to be addressed after approval  
18 of the plan. Also expected from them will be a schedule of each meeting moving  
19 forward that breaks the proposal into more manageable increments. Five key  
20 areas of focus have been identified by HSH as a result of the October 23  
21 meeting, along with subsets of information that will be required for each. It was  
22 made clear that the decision process itself will not be divided; only the  
23 discussions so that they can progress in a more organized fashion and feedback  
24 can be sufficiently addressed at each juncture.  
25

26 M. Soares and C. Davies asked that in view of the likelihood for further  
27 continuances regarding acceptance of the plan, that the public be kept apprised  
28 along with the Board of the schedule, particularly regarding anticipated points of  
29 decision making. J. Laferriere asked when the revised materials will be available  
30 to the Board in order to prepare for the December hearing. Similarly, L. Reilly  
31 asked if a formal request could be made by the Board to receive materials in  
32 general with adequate time for review prior to a meeting. A. Rugg explained  
33 that traditionally, materials are presented to the Board at a meeting, not before.  
34 M. Soares asked if an exception could be made, given the type of project and  
35 the ongoing collaborative effort. C. May replied that she would report back to  
36 the Board on the issue at the November 14 meeting and provide a more detailed  
37 update, including the five key areas identified by HSH. She added that input  
38 received thus far from both the Board and the public will be centralized (and  
39 made anonymous) so the applicant can respond as they are able. J. Laferriere  
40 also requested that the Board be routinely briefed after meetings between the  
41 development team, staff, and the Town Attorney. A. Rugg replied that such a  
42 request should be made during a public hearing on the issue when all parties are  
43 present. At this time, he said, the only issue before the Board is whether to  
44 grant the 30 day extension of the review period and subsequently a continuance  
45 of the public hearing. L. Wiles asked what would happen if the Board did not  
46 grant the continuance. Ari Pollack, attorney for the applicant and development  
47 team, explained that the requests were intended to ease the concerns expressed  
48 by the Board in October that the 65-day period would not be sufficient for a  
49 complete review. While he is unable to commit to the Board how far in advance  
50 materials can be made available prior to a meeting, he offered to make every

1 effort to do so, and even request further extensions in order to provide that  
2 review time to the Board.

3  
4 There was no further discussion. A. Rugg called for a vote on the motion. **Vote**  
5 **on the motion: 9-0-0.** The 30 day extension of the 65-day review period to  
6 January 13, 2012 was granted.

7  
8 **B. Request for Continuance of Public Hearing to December 12, 2012 -**  
9 Pillsbury Realty Development, LLC, Map 10, Lots 15, 23, 29C-2A, 29C-2B, 41,  
10 41-1, 41-2, 42, 45, 46, 47, 48, 50, 52, 54-1, 58, 59, and 62, Woodmont  
11 Commons Planned Unit Development (PUD) Master Plan [*Continued from the*  
12 *October 10, 2012 Planning Board Meeting to the November 14, 2012*].

13  
14 **M. Soares made a motion to grant the continuance of the public hearing**  
15 **from November 14, 2012 to December 12, 2012. R. Brideau seconded**  
16 **the motion.**

17 A. Rugg stated that public notice of this continuance will be restated at the  
18 November 14 Planning Board meeting and will be posted on the Town website.

19 There was no further discussion. **Vote on the motion: 9-0-0.** The public  
20 hearing of the Woodmont Commons Planned Unit Development (PUD) Master  
21 Plan was continued to December 12, 2012.

22 Mike Speltz, 18 Sugarplum Drive, asked if HSH believed receiving materials a  
23 week ahead of a meeting was sufficient. A. Rugg replied that the matter was  
24 closed at this point. M. Speltz confirmed with the Board, however, that a more  
25 detailed schedule will be forthcoming.

## 26 **New Plans**

27  
28 No new plans were submitted.  
29

## 30 **Public Hearings/Workshops**

31  
32 A. Master Plan Public Hearing – Presentation by Town Planning and Urban Design  
33 Collaborative (TPUDC) and Public Hearing for the Final Master Plan Draft.  
34 **[Postponed to January 9, 2013]**

35  
36 **A. Rugg entertained a motion to continue the Master Plan public hearing**  
37 **to January 9, 2013. D. Coons so moved. R. Brideau seconded the**  
38 **motion. Vote on the motion: 9-0-0.**

## 39 40 **Other Business**

41  
42 A. Recommendation to the Planning Board by the Planning Board Subcommittee for  
43 a 3<sup>rd</sup> Party Consultant to review Land Development Applications in response to  
44 the Request for Proposals (RFP) dated September 10, 2012

45  
46 RFP Subcommittee Chair L. Reilly summarized that four proposals were received  
47 by the Town on September 10, after which the subcommittee, comprised of

1 herself, R. Brideau, M. Newman, and S. Benson, was formed. One of the  
2 submittals was deemed insufficient with regard to the specifics in the RFP and  
3 the remaining three applicants were interviewed in alphabetical order by the  
4 subcommittee on October 22 (i.e. CMA Engineers with RSG and Ironwood  
5 Design Group; DuBois & King with ORW Landscape Architects and Planners,  
6 DiStefano Architects, and Transportation Specialist Lucy Gibson; and Stantec).  
7 Subcommittee members used a method of ranking employed previously for the  
8 Master Plan and Woodmont Commons third party reviews to fill out evaluation  
9 cards. Following each interview, they independently scored each presentation  
10 and submitted their score cards prior to any discussion taking place. In  
11 addition, discussion did not commence until all interviews were completed.  
12 Candidates were scored with either a 0 (does not meet expectations), 5 (meets  
13 expectations), or 10 (exceeds expectations). The review criteria was divided  
14 and weighted as follows:  
15

16 **Experience and Personnel 40%**

- 17 1. Complete Team w/Expertise in Critical Areas per the Disciplines listed in the RFP  
18 2. Single Contact/Lead per Project  
19 3. Commitment of Regular Interaction with Staff through Project Completion  
20 4. Effective Communication Skills  
21 5. Municipal Land Use Review Experience  
22 6. Ability to Assess and Articulate the Impacts and Benefits of each Project to the  
23 Community  
24 7. Experience with projects similar in scope to local developments  
25 8. Familiarity with PUD  
26

27 **Knowledge of Engineering/Construction/Planning 30%**

- 28 1. Civil Engineering Review  
29 2. Construction Inspection  
30 3. Knowledge of planning principles  
31 4. Detailed Knowledge of NH Land Use Statutes and Practices  
32

33 **Mechanisms for Timely Execution of Duties 20%**

- 34 1. Organizational Support  
35 2. Commitment to participate at public meetings, as necessary  
36 3. Commitment to Meetings as Defined in the RFP  
37 4. Commitment to Timely Execution and Completion (availability for expedited  
38 review)  
39

40 **Proposal Format and Quality 10%**

- 41 1. Organization, Clarity, Comprehensiveness  
42 2. Graphics that Explain and Support Text  
43 3. Disclosure of Potential Conflicts of Interest  
44 4. Community and Regional knowledge

45 Sealed bids have not been opened since the RFP called for a quality based  
46 selection. If the Board were to accept a recommendation from the  
47 subcommittee, then that candidate's bid would be unsealed and negotiations  
48 could commence. Consensus was reached by the Subcommittee to recommend  
49 Stantec as the preferred candidate for the Town's third party review consultant:  
50

1

<b>Final, Combined Review Scores</b>											
	Team	Staff	Both		Team	Staff	Both		Team	Staff	Both
	CMA	CMA	CMA		D&K	D&K	D&K		Stantec	Stantec	Stantec
Experience and Personnel 40%	5.2	3.9	4.5		6.5	5.8	6.1		8.1	9.5	8.9
Knowledge of Engineering/ Construction/Planning 30%	7.1	5.9	6.5		6.3	5.0	5.6		7.5	8.4	7.8
Mechanisms for Timely Execution of Duties 20%	5.8	4.7	5.5		6.3	4.4	5.0		8.3	9.1	8.6
Proposal Format and Quality 10%	6.3	5.6	5.6		7.5	5.3	5.6		8.8	9.1	8.8
Total	6.0	4.8	5.4		6.5	5.2	5.7		8.0	9.1	8.5
Final Rank	3.0				2.0				1.0		

2  
3

L. Reilly stated that Stantec was the Subcommittee’s choice based on the amount of resources and services offered, their level of expertise, their experience with surrounding towns, their commitment to maintain competitive pricing, and their willingness to adhere to Town standards, respond to staff in a timely manner, and to avoid conflicts, both real and perceived.

9

The following discussion then transpired:

10

ART RUGG: A question I have; through the deliberation and the interview process, do you feel, even though Stantec is ranked first, do you feel that D&K and CMA can perform the tasks also?

11

LEITHA REILLY: Well, I can answer for myself. I’d have to let the others answer, but I felt that on a whole, and you’ll see reflected in the scores, I think you’ll find that D&K we found to be more heavily weighted toward experience than they were in knowledge and the opposite was true for CMA. We found that they may have had more knowledge, but lacked the experience with projects of relative size and scope to what we deal with here.

12

ART RUGG: I just want to let the Board know, the decision is really for us to make. I really want to commend the Subcommittee because they did a lot of work and it was the same group that really went through our third party review for the Woodmont project also. But I know some of the input I’ve gotten from various sources that there’s probably a desire for a change. So that we’ve used Stantec for probably...

13

MARY SOARES: Fifteen years?

14

ART RUGG: ...fifteen years or more and I think the reason for this was really for a change. I think we’re fair about it in allowing them to bid and everything, but I think the underlying thing is that we’re looking for a change. Something different.

15

16

1 RICK BRIDEAU: And that's the Planning Board that wants to make this change?

2  
3 ART RUGG: No, I think as we went into this, it was...I think we're looking for a  
4 change.

5  
6 TOM FREDA: I think if, frankly, if we we're gonna be accurate about things or  
7 fair, there's been a consistent undercurrent of relatively high cost to the use of  
8 Stantec by almost...On every year that I served on the Planning Board before  
9 being a Councilor. And if that's the complaint you get, we're back there again.

10  
11 ART RUGG: Yeah, I think we really had that discussion if we put the bidding  
12 process together, that...about involving Stantec, the high cost that...because a  
13 lot of complaints I do get from outside sources that it's very expensive. They're  
14 very expensive to do business in Londonderry. And it relates to the third party  
15 review process.

16  
17 RICK BRIDEAU: I've been on this Board eight years. I never received one  
18 complaint.

19  
20 ART RUGG: Oh. I've had my share of complaints and I think...

21  
22 RICK BRIDEAU: Well, you know I asked Tom if he would give me a list of the  
23 people last time, you know, complaints, so that I can make a better informed  
24 decision and I got "Nope. Don't have them," so...

25  
26 LEITHA REILLY: Forgive me, but if the issue is price, why don't we open these?

27  
28 MARY SOARES: Well wait, before that even happens, in looking at your  
29 discussion of why you chose who you chose, I think that has to be something  
30 that weighs into anything. You know, I appreciate what you're saying, Tom,  
31 about the cost of doing business in Londonderry, but there's a standard that we  
32 wanna maintain in Londonderry...

33  
34 TOM FREDA: But Mary, with all due respect, we're not the consumers of this  
35 service. We just ship it out and the person who bears the cost really should  
36 have some say in the matter.

37  
38 MARY SOARES: I disagree, because I think that the person who bears...the  
39 reason that we have a third party review is to assure that the person that bears  
40 the cost isn't trying to pass one over on us.

41  
42 TOM FREDA: Well, then let's just understand something. In this town, this  
43 Planning Board is seen by...as an impediment to the development of business in  
44 this town. It's always had that reputation. It's well justified in that reputation  
45 by the people...

46  
47 MARY SOARES: Yeah, and Coke is here, and Harvey Industries, and...

48  
49 TOM FREDA: Okay, and there's been...right, when they're big enough that they  
50 can just eat the cost, okay?



1  
2 MARY SOARES: Okay, well, you know, Tom, that's what we're talking about up  
3 in Industrial Village U.S.A. is 'big enough to eat the cost.'  
4  
5 TOM FRED A: And nothing up there since Columbus landed either.  
6  
7 MARY SOARES: Well that's because of the Pettengill Road. Put that out...let the  
8 Town Council put that out to the people...  
9  
10 TOM FRED A: And that one you can go back to the time the earth cooled.  
11  
12 MARY SOARES: ...and let us vote for it.  
13  
14 LEITHA REILLY: I'm sorry...  
15  
16 ART RUGG: Okay...  
17  
18 LEITHA REILLY: Mr. Chairman, may I? We had this...I'm sorry, but This RFP  
19 went out in August, okay?  
20  
21 TOM FRED A: Yeah.  
22  
23 LEITHA REILLY: We all sat here, we all agreed that it went out. We formed a  
24 subcommittee. You asked us to spend time and resources. We did it. You all  
25 wanted a quality based review. At that point, why were we issued a quality  
26 based review then? Why didn't we say, "Come in with your lowest bid and we'll  
27 look at you"?  
28  
29 TOM FRED A: But is the RFP mean whatever you guys graded it as, we have to  
30 accept it?  
31  
32 MARY SOARES: They're recommending.  
33  
34 TOM FRED A: It's a recommendation. Okay, and that's...  
35  
36 ART RUGG: It's just a recommendation. We...  
37  
38 LEITHA REILLY: You can challenge that recommendation, of course.  
39  
40 TOM FRED A: Okay, good. That's fine.  
41  
42 ART RUGG: Yeah, 'cause we...I mean, it...  
43  
44 LEITHA REILLY: And we can walk through every point if you care to. I'm happy  
45 to.  
46  
47 TOM FRED A: I'm not suggesting that your recommendation is incorrect. What  
48 I'm suggesting is there's other factors that involve my vote on this.  
49  
50 LEITHA REILLY: Yes, but before you put us to the task to go through this and

1 commit time and resources to do it, I would have appreciated a "Gee, we're not  
2 gonna have a quality based review." Because that's what I'm hearing right now.

3

4 CHRIS DAVIES: Leitha? Question for you.

5

6 LEITHA REILLY: Yes.

7

8 CHRIS DAVIES: Do we know which other towns Stantec services in the area?

9

10 LEITHA REILLY: Yes. I'm sorry, I didn't bring all my notes. But yes...can staff  
11 help me out?

12

13 MARIA NEWMAN: I didn't bring it with me.

14

15 LEITHA REILLY: Litchfield, Hudson...

16

17 CHRIS DAVIES: Which are the towns near does Stantec service?

18

19 ART RUGG: Yes...

20

21 JOHN TROTTIER: Hooksett, Litchfield...yeah, I don't have the...

22

23 CYNTHIA MAY: Auburn.

24

25 JOHN TROTTIER: Auburn.

26

27 SCOTT BENSON: Hudson.

28

29 CHRIS DAVIES: Hudson? Okay. Right there and...

30

31 LEITHA REILLY: I didn't come prepared with all of my notes. I'm sorry.

32

33 CHRIS DAVIES: The competing towns right here use the same company,  
34 probably for the same reason that the subcommittee came up with the  
35 recommendation, that they're the company that's capable of doing it. Tom,  
36 unless you can validate it with some complaints here regarding cost, I don't  
37 think it's worth having it as anecdotal information. Come in here and say people  
38 have complained and they're not...

39

40 TOM FRED A: Except for one thing, Chris. You know what? Anecdotal  
41 is...sometimes you have to take that because people who will come up here  
42 have...you know, they don't need to create enemies on the Board and it's well  
43 understood that that's what happens.

44

45 CHRIS DAVIES: I...

46

47 TOM FRED A: You want your license. You want your permit. That's all you  
48 wanna do.

49

1 CHRIS DAVIES: They're dealing with the same company and the same fees,  
2 most likely, with all the surrounding towns. Unless someone's prepared to, you  
3 know, I've heard nothing. Rick's heard nothing. I'm hearing hearsay at this  
4 point.

5  
6 ART RUGG: I mean, I...

7  
8 SCOTT BENSON: Can I say something?

9  
10 ART RUGG: Okay, Scott.

11  
12 SCOTT BENSON: This has nothing to do with [indistinct]. Has...

13  
14 ART RUGG: Yeah, I'll hear Scott first.

15  
16 SCOTT BENSON: And I missed both of the meetings. I was on the  
17 subcommittee and I read the proposals and I agree, like out of four that we had,  
18 Stantec's the most qualified. And that's what we're discussing right now. What  
19 you're talking about is something different. I agree, like, hiring an outside party  
20 and for what...a lot of the what the Town does, they hire Stantec to do a lot of  
21 reviews, it's cost prohibitive for a private business to pay that. Would it make  
22 better sense to have someone on payroll staff that can do 'X' amount of scope?  
23 If it gets too large, then you have to have a third party? Yes. I think that's  
24 what we should do. That's not what we're discussing right now. We're  
25 discussing a third party review for this process and what they did and spent  
26 their time doing, Stantec, in my opinion, was the best qualified for that.

27  
28 MARIA NEWMAN: Yeah.

29  
30 SCOTT BENSON: What you're talking about is a totally different situation and I  
31 agree with you. We use Stantec too much. We use them too often and it's cost  
32 prohibitive. Me, as a private owner of a business, I agree with you. I think  
33 Londonderry's hard to deal with. It's expensive. But that's not what we're  
34 talking about right now. We're talking about recommending who should  
35 be...who we wanna use for a corporation.

36  
37 MARY SOARES: And Maria, just to Scott's point and then...I apologize, but...

38  
39 MARIA NEWMAN: That's okay. Whenever.

40  
41 MARY SOARES: But I have noticed, though, that our staff has come to us more  
42 and more often saying "This is a small project, this is something that staff could  
43 review. Are you willing to let us review it and so that it doesn't have to come  
44 before the Board?" I think that staff has done a wonderful job to recognize  
45 when it's appropriate for them to do the review, but we have an obligation to  
46 our town and to ourselves, who wanna see quality things built in this town, to  
47 review things that deserve that review. Thank you.

48  
49 ART RUGG: Maria?

50

1 MARIA NEWMAN: Okay. Just a couple things. One is when we got the RFP and  
2 I read the RFP and I read the proposals, I kept doing a checklist, going back and  
3 forth from the RFP to the proposals. Did they meet this? Did they meet that?  
4 Just in the proposals alone, okay? And that's why the one candidate we didn't  
5 even interview 'cause they didn't fill the RFP requirements. Then upon  
6 interviewing, okay, again, I kept looking back to the RFP and I kept looking to  
7 the chart of what we're looking for; knowledge, experience, construction,  
8 mechanisms for timely execution, all of that. And I had to keep looking at that  
9 and as we're interviewing the people, I had to keep saying to myself, "Okay, do  
10 they meet this? Do they meet that?" So there was a constant, as one member,  
11 there was a constant me going back and forth. I didn't take it lightly at all for  
12 any of those interviews. And I really felt that the way that the subcommittee  
13 ended up scoring, very close to staff, you know, it shows that we all kind of took  
14 away the same thing. Now, you know, as far as cost, okay? We didn't talk  
15 much about cost because that wasn't, again, like Leitha said, that wasn't what  
16 we were charged with. We were charged with quality based, okay? But I did  
17 ask Stantec in particular, because I had heard what Tom had said at one of our  
18 last meetings, concerned about cost, and I asked them, I said, you know, "As  
19 far as cost, are you in line, you know, cost wise?" And they said they hadn't  
20 raised their cost in five years. So that's just one thing that I took out of...

21  
22 LEITHA REILLY: To Londonderry.

23  
24 MARIA NEWMAN: To Londonderry.

25  
26 LEITHA REILLY: To the Town of Londonderry.

27  
28 MARIA NEWMAN: To Londonderry. To the Town of Londonderry. So, I don't  
29 know the numbers, I have never seen the numbers, so I, you know, I'm just  
30 going upon what they said, so what I'm wondering is, has anybody walked away  
31 from the town of Londonderry just because of the engineering cost? Has  
32 anybody...can you tell me of anybody who's actually walked away? Like, was  
33 ready to plan here but got the cost and said, "No, we're not doing it." I mean,  
34 have we had a lot of that in this town? 'Cause I have no idea. I'm just curious.

35  
36 LEITHA REILLY: Me too. I hear people gripe about it, but I don't actually see...

37  
38 MARY SOARES: But I...I don't...

39  
40 ART RUGG: 'Cause it...

41  
42 MARIA NEWMAN: That's just one of my questions.

43  
44 LAURA EL-AZEM: I don't think you get the bill ahead of time.

45  
46 [Overlapping comments]

47  
48 MARIA NEWMAN: I'm just curious.

49  
50 LAURA EL-AZEM: I don't think so.

1  
2 ART RUGG: You're...  
3  
4 JOHN LAFERRIERE: Can I answer that as well? Have we ever negotiated with  
5 Stantec on the rates at any given time over the period that we've used them?  
6  
7 ART RUGG: Not that I'm aware of.  
8  
9 JOHN LAFERRIERE: So if we have to have...  
10  
11 RICK BRIDEAU: No, but I think this is an opportunity.  
12  
13 LEITHA REILLY: Yeah.  
14  
15 JOHN LAFERRIERE: But my question is, if we've heard issues about the cost  
16 being cost prohibitive to do anything in Londonderry, why haven't we gone back  
17 and negotiated with...?  
18  
19 TOM FREDA: 'Cause it's simple. There's no incentive for us to do it. They pay  
20 it.  
21  
22 JOHN LAFERRIERE: Well maybe...no, there...  
23  
24 TOM FREDA: The applicant pays it.  
25  
26 LEITHA REILLY: [Indistinct].  
27  
28 JOHN LAFERRIERE: Tom, there is an incentive. The incentive is for people to  
29 come here and do business.  
30  
31 TOM FREDA: No, I'm just telling you why it didn't happen. Because there was  
32 no pressing need for us...  
33  
34 JOHN LAFERRIERE: And you have factual information on that too?  
35  
36 TOM FREDA: Yeah.  
37  
38 MARY SOARES: No.  
39  
40 JOHN LAFERRIERE: Where is it? I mean, I guess I go back to what Chris is  
41 asking, that you, you know, you're making statements but you have no factual  
42 information. But I'm asking, if that's the case, how do we...?  
43  
44 TOM FREDA: Look, I'm not gonna discuss when people come to you in  
45 confidence and say "Hey, this development..."  
46  
47 JOHN LAFERRIERE: But how...?  
48  
49 TOM FREDA: "This engineering firm is costing us more than it should." It's  
50 delaying it. You know, they come to you because they have an application...

1  
2 JOHN LAFERRIERE: Okay, that being said, we have...and we come back to the  
3 Board or to whoever has to do the negotiations, say "Hey Stantec, we've gotta  
4 lower the rate here because you're killing us." That's fine. That's fine...  
5  
6 [Overlapping comments]  
7  
8 MARY SOARES: Okay, so now it's appropriate to open the bids.  
9  
10 LEITHA REILLY: Well, I was gonna say, I have them right here.  
11  
12 MARIA NEWMAN: Can I just...?  
13  
14 CYNTHIA MAY: It's not...  
15  
16 MARIA NEWMAN: Can I just say one more thing?  
17  
18 ART RUGG: Yeah...  
19  
20 MARY SOARES: No, you have to...  
21  
22 MARIA NEWMAN: Just a...?  
23  
24 MARY SOARES: You have to...  
25  
26 ART RUGG: Okay. Just a moment here.  
27  
28 MARY SOARES: You have to...  
29  
30 JOHN TROTTIER: You don't do it in public.  
31  
32 MARY SOARES: You have to first...  
33  
34 JOHN TROTTIER: You don't do that in public.  
35  
36 SCOTT BENSON: You can't do it in...  
37  
38 LEITHA REILLY: Okay.  
39  
40 MARY SOARES: Well...  
41  
42 ART RUGG: Okay, probably what we should do is...  
43  
44 JOHN TROTTIER: It's a quality based selection.  
45  
46 ART RUGG: ...is...  
47  
48 LYNN WILES: Can I ask a question before we make another...we vote on some  
49 more decisions here?  
50

1 ART RUGG: Okay...

2

3 LYNN WILES: [Indistinct] decisions? How long is the period of performance for  
4 the contract? We had a lengthy discussion a couple of meetings ago about  
5 redoing how we...

6

7 MARY SOARES: I thought it was just a year.

8

9 LEITHA REILLY: Can I...?

10

11 LYNN WILES: And if it's just a year and we're gonna completely re...

12

13 LEITHA REILLY: Can I answer?

14

15 LYNN WILES: Sure.

16

17 LEITHA REILLY: Yeah, we actually have some of the candidates ask us that too  
18 because, because of our conversation a couple of meetings...forgive me, I can't  
19 remember the one...I think it was October third when we discussed this 'two  
20 firms or one' issue that we had talked about.

21

22 LYNN WILES: Mm-hmm.

23

24 LEITHA REILLY: And we were looking for direction in order to interview folks.  
25 Because of that, I asked each candidate the same question at the very end. I  
26 said "I understand, you know, this is a quality based review, we're not opening  
27 your bids, we're not looking at them right now, we're not negotiating any prices,  
28 but with regard to exclusivity, do you require it with the Town of Londonderry,  
29 should you win the contract?" I asked that of every single applicant.

30

31 MARIA NEWMAN: Mm-hmm.

32

33 LEITHA REILLY: And the response from...I think I wrote this in the minutes, the  
34 response from each of the first two candidates, CMA and their respective team,  
35 and Dubois and King and their respective team, was no, they didn't have an  
36 issue with that. The response from Stantec was "Well, it's not our preference..."

37

38 MARIA NEWMAN: Right.

39

40 LEITHA REILLY: "...but we'd do it for the Town of Londonderry because we have  
41 a longstanding relationship." So we did ask that question because we thought it  
42 relevant.

43

44 MARY SOARES: Mm-hmm.

45

46 LEITHA REILLY: They asked us in response to that...they asked us a lot of  
47 questions about why we were asking those questions. I said "I'm not gonna tell  
48 you why I'm asking you that question. I'm just gonna ask you that question.  
49 Give me an answer." They did ask questions such as, well, you know, what  
50 term of a contract, what was floated, is it a year, is it five years, is it ten...? You

1 know, all those kinds of questions and that would be a question to you all of how  
2 long you'd want it to be and we've kind of touched on that a little bit in the  
3 October...

4  
5 LYNN WILES: But are we...?

6  
7 ART RUGG: It is our decision.

8  
9 LEITHA REILLY: It's our discretion and there'll be contract negotiations at that  
10 point.

11  
12 ART RUGG: And you know, we did have a lengthy discussion on it.

13  
14 LYNN WILES: But are we gonna pursue a different policy a year from now or  
15 are we continue on? I mean, I...

16  
17 LEITHA REILLY: I don't know. That's up to you guys.

18  
19 ART RUGG: That's...

20  
21 LYNN WILES: I'm [indistinct] the question.

22  
23 ART RUGG: I know...

24  
25 LEITHA REILLY: [Indistinct] just recommending...

26  
27 ART RUGG: ...when we started the streamlining process about four years ago,  
28 that was part of the discussion, is looking at reducing costs and making it easier  
29 for, you know, developers to come through and then, I mean, I think the big  
30 part of it was Stantec and, I mean, I hear from various developers any  
31 everything who really would not want their name or business out in public  
32 because they fear, you know, retaliation. That's, you know, and they'll tell you  
33 that also. That one, it is expensive here. Stantec is expensive. And that they  
34 do, you know, what they consider excessive reviews. And, I mean, André's not  
35 here anymore, but I've brought that back to André. I mean, John Farrell and I  
36 had discussions with André and Janusz about it and so forth, trying to, you  
37 know, at least keep the cost down. I don't know what changes have ever  
38 occurred. And even we had discussions with Dave Caron when he was here.

39  
40 MARIA NEWMAN: Mr. Chairman...?

41  
42 MARY SOARES: So it would appear that the changes that we have made,  
43 though, are with the timeline and we notice how quickly now things are getting  
44 sent through, that if there are delays, it's not because of the Town or because of  
45 Stantec, it's because of the developer asking for delays or something that has to  
46 do from the developer's point of view, not from the Town's problems. And, I  
47 mean, there's the proof in the calendar that we see every single time we get a  
48 plan to vote on. So I have a really difficult time with this question...with this.  
49 I've also spoken with other Planning Board members through Southern New  
50 Hampshire Planning Commission...



1  
2 ART RUGG: Planning, yeah.

3  
4 MARY SOARES: ...meetings and they have said to me that that is a common  
5 complaint.

6  
7 MARIA NEWMAN: Mm-hmm.

8  
9 MARY SOARES: From any developer. That the third party review costs too  
10 much money. It's not...we're not unique. Londonderry is not unique in that  
11 regard. But I will go back to, we have a standard that we want maintained in  
12 this town, we have a way that we want this town to look, and there are rules in  
13 place because of that and they have to be followed. And if a developer does  
14 their homework and has a good engineering firm and looks at our regulations  
15 and presents something that's complete, there's not a problem. And that  
16 happened the night that we had a Woodmont discussion for three hours and  
17 another gentleman was here and waited for those three hours 'cause you  
18 weren't here and I let Woodmont go first, and he came in and he presented his  
19 thing and everything was crossed. All the T's were crossed, all the I's were  
20 dotted. That thing sailed. It was very quick.

21  
22 MARIA NEWMAN: Mm-hmm.

23  
24 MARY SOARES: And, you know, it's not a huge project, but it is a project. So I,  
25 you know, I have a problem with this whole thing.

26  
27 MARIA NEWMAN: Mr. Chairman? Just to add to that, Mary, 'cause that's one of  
28 the points I wanted to talk about. After we interviewed the three candidates  
29 and then we had our discussion, I wanted...I asked Janusz and John and Cynthia  
30 if they could answer for me the process of when an applicant walks in the door  
31 because I really have no idea. You know, just if they could summarize for me  
32 what happens and I actually jotted down and basically, they explained to me  
33 that a plan is presented and looked at by the staff and of course, we have this  
34 checklist and the checklist...

35  
36 LEITHA REILLY: It's a twenty two page checklist.

37  
38 MARIA NEWMAN: It's a twenty two page...I didn't know that.

39  
40 LEITHA REILLY: It's a twenty two page checklist. We didn't know that.

41  
42 MARIA NEWMAN: Okay, so the checklist, it was created years ago to streamline  
43 the system and the staff, you know, looks through what the applicant brings  
44 them, okay, but if the applicant says it's all there and so forth, then at that  
45 point, the Planning staff, when the Planning staff deems that they're ready to,  
46 they refer the plan to the Design Review Committee, which is within house, if  
47 I'm not mistaken with that, and to the Town's engineering consultant at that  
48 point. So that checklist was designed to help streamline the process, like you  
49 were just saying, Mary. It seems to me, from what was explained to me, that if  
50 there's a problem once the engineer gets it, if there's something missing from

1 the checklist, okay, it's gonna have to go back to the applicant, okay? So it was  
2 stated that if the checklist goes back and forth between the applicant, staff, and  
3 Town's engineering consultant, this will cost additional money for  
4 incompleteness. So one of the reasons the checklist was created was to avoid  
5 going back and forth to save the applicant time and money in the end. So that  
6 tells me that's probably one reason why costs might go up. And I'm sure that  
7 there's a cost process throughout the whole thing that the Town engineer does  
8 because there's the construction site reviews, there's all that. Now, I don't  
9 know how it breaks down all cost wise, but I took away from that conversation  
10 that part of it sometimes is the applicant's fault because they may say they have  
11 everything, but if it gets kicked back, then that's more time and money. So  
12 that's just one thing. I mean, whatever the Planning Board decides to do with  
13 our recommendation is up to the Planning Board. I mean, I feel this process  
14 that we did was enlightening for me. I learned a lot from it. And, you know,  
15 whatever we decide, I mean, like we talked about before, we could do nothing  
16 with this recommendation right now. You know, or we could stay with what we  
17 have, or we, you know, we have choices here. But I just...I don't wanna blanket  
18 it and just say, you know, our engineer's too expensive. I'd like to know why  
19 we're too expensive if that's the case.

20  
21 TOM FREDA: Because it might be the case that Stantec is very good, but in a  
22 sense, over reviews the project for whatever reason, whether it's to be just  
23 thorough, but it might be just a case of it's more service than is needed.

24  
25 LEITHA REILLY: So, can I just...forgive me, but thank you, Tom. Right before  
26 Maria was ending, I wanted to add to that that in our education process, if we  
27 wanna call it that because it really was, actually, for me anyway...

28  
29 MARIA NEWMAN: Mm-hmm.

30  
31 LEITHA REILLY: ...what we learned were, over the course of the last several  
32 years, anyway, some areas...some of the questions that we had asked, specific  
33 to Stantec but also with regard to the process, to staff was, you know, have we  
34 cut back ever on any of those elements within the checklist? It's a twenty two  
35 page checklist, which some people might think, "Oh, my gosh," but on the other  
36 hand, it's why Londonderry looks the way it does. You know? It's a nice looking  
37 town. So we asked, you know, were there areas we could cut back on elements  
38 for in-house review? And there were things over the years that have been kind  
39 of cut back from that. Not necessarily like a checklist item removed, but things  
40 kind of cut back like landscaping, signs, lighting. Things that often times will go  
41 to the Heritage Commission or other boards anyway to handle.

42  
43 MARY SOARES: You mean volunteer boards.

44  
45 LEITHA REILLY: So...yeah.

46  
47 MARY SOARES: That don't cost them anything.

48  
49 LEITHA REILLY: Yeah.

50

1 MARY SOARES: Because all they have to do is, you know, I...make the rounds,  
2 you know?  
3

4 LEITHA REILLY: So efficiencies have been found in the process.  
5

6 MARY SOARES: I know it's a pain, but it's the way the town wants to look  
7 and...I'm sorry, were you...?  
8

9 LEITHA REILLY: Yeah, I mean, we, you know, we were educated that yes, over  
10 the course of time, efficiencies had been found and were executed on and, you  
11 know, hopefully that saved clients money as well.  
12

13 ART RUGG: Because, I mean, a lot of them do go through the Heritage  
14 Commission, which is...  
15

16 LEITHA REILLY: Yeah.  
17

18 ART RUGG: ...some of it's enlightening for them and...  
19

20 MARIA NEWMAN: Right.  
21

22 ART RUGG: ...there's some good conversations and there's some differences of  
23 opinion, but, you know, there's usually a meeting of the minds.  
24

25 CHRIS DAVIES: So...  
26

27 ART RUGG: Chris?  
28

29 CHRIS DAVIES: ...a questions for you Art and Leitha; the RFP was written in the  
30 terms, from what I'm seeing from your meeting item, that the RFP mentioned  
31 quality based...  
32

33 LEITHA REILLY: Quality based review.  
34

35 CHRIS DAVIES: ...process. Review. So at this point, unless, you know, there's  
36 a consensus to dump this and go back to the Council and say "What do you  
37 want to do? Do you want to do a quality based RFP, in which case, we've got  
38 the results, or do you just wanna go out and review..." and at that point, you've  
39 really gotta redo the RFP and say it's going to be lowest bidder, as long as you  
40 meet the criteria. Because that's what Tom's saying, is go for the lowest bidder  
41 as long as you meet the criteria, or you go quality based.  
42

43 MARY SOARES: Well, wait a minute. Who makes the decision on this? The  
44 Planning Board or the Town Council?  
45

46 LEITHA REILLY: Well, I would argue that I wouldn't have spent all this time  
47 doing it.  
48

49 RICK BRIDEAU: The Planning Board.  
50

1 ART RUGG: The Planning Board makes the decision. It's the Town Council that  
2 has to sign the contract if there's...with it.  
3  
4 (?) Right.  
5  
6 CHRIS DAVIES (?): Yeah.  
7  
8 ART RUGG: So if the Town Council doesn't like our decision, they could not sign  
9 a contract and then we wouldn't have anyone.  
10  
11 CHRIS DAVIES: Come back just and say, "Redo it."  
12  
13 RICK BRIDEAU: Do we have a contract now?  
14  
15 ART RUGG: There's no contract now.  
16  
17 RICK BRIDEAU: Okay. Then it's status quo.  
18  
19 CHRIS DAVIES: So they could come back just and say, "Do it a different way."  
20  
21 LEITHA REILLY: So the outcome here is not really the issue, it sounds like. It  
22 sounds like the process is the issue.  
23  
24 ART RUGG: Yes.  
25  
26 LEITHA REILLY: My argument is, why did we start this whole process, why did  
27 you put us on this path of umpteen hours spent to get to this point?  
28  
29 CHRIS DAVIES: If the goal was not quality or...but cost.  
30  
31 LEITHA REILLY: Yeah.  
32  
33 DANA COONS: Well, the cost may cost us dearly in the long run. So if we go  
34 with the cheapest bidder and they can't do the job, then all of a sudden  
35 everything's taking ten times longer than what it does now.  
36  
37 MARIA NEWMAN: Well, you know...  
38  
39 MARY SOARES: And cost the same amount because they have to redo it and  
40 redo it and redo it and redo it.  
41  
42 MARIA NEWMAN: My concern...  
43  
44 DANA COONS: Cheap isn't always better.  
45  
46 TOM FREDA: No, but top price isn't always the best either.  
47  
48 MARY SOARES: No, but...  
49  
50 LEITHA REILLY: Again...

1  
2 TOM FREDA: You wanna see that, you can just look at legal billing.  
3  
4 MARY SOARES: ...quality...So...  
5  
6 ART RUGG: So...  
7  
8 CHRIS DAVIES: Well, I would make the recommendation we vote, **I presume**  
9 **we have to put a motion and vote on the recommendation.**  
10  
11 ART RUGG: You have to have...there be a motion and a vote and...  
12  
13 CHRIS DAVIES: And send that to the Council. If the Council wants to throw  
14 that back to us, then that's the Council's prerogative.  
15  
16 ART RUGG: Yes it is.  
17  
18 MARY SOARES: **I second it.**  
19  
20 ART RUGG: Okay, so your motion, Chris?  
21  
22 CHRIS DAVIES: **I'll make that motion that we...**  
23  
24 MARIA NEWMAN: What is the motion, exactly?  
25  
26 CHRIS DAVIES: I guess **that we accept the recommendation from the**  
27 **subcommittee.**  
28  
29 ART RUGG: Okay. **So a motion and Mary has a second.** Any further  
30 discussion? Seeing none, **all those in favor signify by saying "aye."**  
31  
32 MARY SOARES: **Aye.**  
33  
34 DANA COONS: **Aye.**  
35  
36 LYNN WILES: **Aye.**  
37  
38 RICK BRIDEAU: **Aye.**  
39  
40 LAURA EL-AZEM: **Aye.**  
41  
42 JOHN LAFERRIERE: **Aye.**  
43  
44 CHRIS DAVIES: **Aye.**  
45  
46 ART RUGG: **Those opposed say "nay."**  
47  
48 TOM FREDA: **Nay.**  
49

1 ART RUGG: **Abstentions? Chair vote nay on it also.** I'd rather send it to  
2 the Council, you know, let them do the decision making. **Motion carries.**

3  
4 **Vote on the motion: 7-2-0** with T. Freda and A. Rugg in opposition.

5  
6 B. Fire Department Sign

7  
8 M. Soares stated that the Fire Department recently asked the Town Council if it  
9 would be appropriate for them to have an electronic sign with movable type for  
10 emergency purposes at the central station on Mammoth Road. Under the  
11 Town's ordinance, electronic signs are not permitted, however the Town is not  
12 obligated to comply with the ordinance. She said the Council will be asking the  
13 Planning Board to address the issue. A. Rugg noted that the agenda for the  
14 next Heritage Commission on November 15 includes the sign in question. The  
15 Commission will be voting at that time to make a recommendation to the  
16 Planning Board. M. Soares and D. Coons expressed concern that an electronic  
17 sign with scrolling information will be a distraction for motorists. M. Soares also  
18 questioned the effectiveness of such a sign to be wide reaching since Mammoth  
19 Road is not traveled by all residents. A. Rugg and M. Soares agreed that if the  
20 electronic sign were permanent, it will eventually be ignored by motorists. M.  
21 Soares also cautioned that if an exception is made for a government entity to  
22 use an electronic sign, area businesses will argue the need for one. M. Newman  
23 explained that the discussion of a need for emergency messages was a result of  
24 a complete lack of communication after the ice storm of 2008. The electronic  
25 highway trailer sign that has been used since that time is insufficient, she  
26 argued, to convey the kind of information needed in an urgent situation, nor is  
27 management of the information assigned to one contact person.

28  
29 The issue will be addressed again if and when the Council asks for the Board's  
30 input.

31  
32 **Adjournment:**

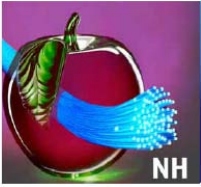
33  
34 **M. Soares made a motion to adjourn the meeting. D. Coons seconded the**  
35 **motion. Vote on the motion: 9-0-0.**

36  
37 The meeting adjourned at 8:25 PM.

38  
39 These minutes prepared by Planning & Economic Development Secretary Jaye  
40 Trottier, and Building Division Secretary Libby Canuel.

41  
42 Respectfully Submitted,

43  
44  
45  
46 Lynn Wiles, Secretary



## Londonderry

Business is good.  
Life is better!

# Town of Londonderry

## Planning Board

268B Mammoth Road  
Londonderry, New Hampshire 03053  
Phone (603) 432-1100 x134  
[www.thriveinlondonderry.com](http://www.thriveinlondonderry.com)  
[www.londonderrynh.org](http://www.londonderrynh.org)



November 7, 2012  
Mr. David J. Preece, AICP  
Executive Director  
Southern NH Planning Commission  
438 Dubuque Street  
Manchester, NH 03102

Dear Mr. Preece,

At the November 7<sup>th</sup>, 2012 Planning Board meeting, the Board formally voted to support Southern New Hampshire Planning Commission's (SNHPC) application for grant funding through NH DES to provide for a Local Source Water Protection Plan.

The Town of Londonderry recently completed an Open Space Task Force process that identified the protection of water resources as the town's most pressing open space task. The plan recommended steps including update of the 1990 Water Resources Plan, review of floodplain regulations, routine water quality testing, educational outreach, and management of impervious surfaces. Further, the forthcoming Comprehensive Master Plan (anticipated adoption in January, 2013) encourages the implementation of low impact design principles to reduce the impacts of impervious surfaces. To that end, Staff has begun researching an aquifer protection ordinance as an addition to the local zoning ordinance to protect groundwater resources. At this point, the Board needs a review of existing conditions/vulnerabilities, and technical support to draft an ordinance that is tailored to the specific needs of Londonderry. We fully support and welcome the assistance of the Southern NH Planning Commission to draft a Source Water Protection Plan that will meet these objectives.

The Board is committed to participation through a steering committee to participate in report writing and review and ultimately, implementation of the recommended protection measures. The Source Water Protection Plan is a productive step forward to meeting community goals expressed in both the Master Plan, Open Space Plan and in priorities expressed by the Planning Board and Conservation Commission.

We thank SNHPC for undertaking this effort on our behalf and we thank NH DES for providing the funding and technical expertise to support them.

Sincerely,

Arthur Rugg  
Chairman