

**TOWN COUNCIL
AGENDA
February 7, 2011**

The Town Council meeting and Budget Public Hearing will be held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry. Regular meetings are cablecast live and videotaped for the convenience of our viewers at home. *All regular meetings will be adjourned by 10:00pm unless otherwise notified.*

7:00 PM

- I. CALL TO ORDER
- II. PUBLIC COMMENT
 - A. Andre Garron, Economic Development Update
- III. OLD BUSINESS
- IV. NEW BUSINESS
 - A. Ordinance #2011-01 – Relative to Amendments to the Zoning Ordinance & Map Relating to Rezoning Map 15, Lots 22 & 124, Rockingham Road
 - B. Order #2011-02 – Relative to the Expenditure of Maintenance Trust Funds for Various Projects
 - C. 2011 Town Meeting Warrant Signing
- V. APPROVAL OF MINUTES
 - A. Minutes of Council’s Public Meeting of 01/17/11.
- VI. OTHER BUSINESS:
 - A. Liaison Reports
 - B. Town Manager Report
 - C. Board/Committee Appointments/Reappointments
- VII. ADJOURNMENT
- VIII. MEETING SCHEDULE:
 - A. Town Council Meeting – February 14, 2011, Moose Hill Council Chambers, 7:00 PM
 - B. Town Council Meeting – March 7, 2011, Moose Hill Council Chambers, 7:00 PM
 - C. Town Council Meeting – March 12, 2011, LHS

Cafeteria – Election of Officers (immediately following adjournment of Budgetary Town Meeting)

- D. Town Council Meeting – March 21, 2011, Moose Hill Council Chambers, 7:00 PM

**SUPPORTING DOCUMENTATION
COUNCIL MEETING OF FEBRUARY 7, 2011**

I. CALL TO ORDER

II. PUBLIC COMMENT

- A. Andre Garron, Economic Development Update – Andre will be accompanied by Mr. Greg Bartlett of Vulcan Flex, who recently interacted with the Town when he relocated his business to Londonderry.

III. OLD BUSINESS –

IV. NEW BUSINESS –

- A. Ordinance #2011-01 – Relative to Amendments to the Zoning Ordinance & Map Relating to Rezoning Map 15, Lots 22 & 124, Rockingham Road – The Planning Board recommends the rezoning of two parcels on Rockingham Road which would facilitate a significant expansion of an existing business. A public hearing is required and can be scheduled for March 7, 2011.
- B. Order #2011-02 – Relative to the Expenditure of Maintenance Trust Funds for Various Projects - Attached is an Order authorizing the expenditure of Expendable Maintenance Trust Funds for various projects at Leach Library, Central Fire Station, Senior Center, Access Center and Town Hall.
- C. 2011 Town Meeting Warrant – Attached is the final warrant for the 2011 Town Meeting, which needs to be signed this evening, and will be posted on February 8.

V. APPROVAL OF MINUTES – Minutes of the Council’s Public Meeting of 1/17/11.

VI. OTHER BUSINESS

- A. Liaison Reports –
- B. Town Manager Report –
- C. Board/Committee Appointments/Reappointments -

VII. ADJOURNMENT –

MEETING SCHEDULE:

- E. Town Council Meeting – February 14, 2011, Moose Hill Council Chambers, 7:00 PM
- F. Town Council Meeting – March 7, 2011, Moose Hill Council Chambers, 7:00 PM
- G. Town Council Meeting – March 12, 2011, LHS Cafeteria – Election of Officers (immediately following adjournment of Budgetary Town Meeting)
- H. Town Council Meeting – March 21, 2011, Moose Hill Council Chambers, 7:00 PM

**FOLLOW-UP FROM COUNCIL'S
January 17, 2011 MEETING**

ISSUE	ACTION	RESPONSIBILITY
FY12 Budget	Research value of LEEA Merit & Admin time <i>(Admin cost is approximately \$17,500; Merit is approx. \$30,600)</i> Determine cost/process of furlough time <i>(Furlough of represented employees is a change in working conditions and would require negotiations.)</i>	Sue

**FOLLOW-UP FROM COUNCIL'S
December 20, 2010 MEETING**

ISSUE	ACTION	RESPONSIBILITY
CART	Schedule subject meeting to discuss Rockingham County Nutrition <i>(To be scheduled at CART's request)</i> Determine number of CART rides to Elliott <i>(In process)</i>	Dave/Margo Lee M.

**FOLLOW-UP FROM COUNCIL'S
October 4, 2010 MEETING**

ISSUE	ACTION	RESPONSIBILITY
HB1267	Review new statute to determine impact/ Applicability to Town <i>(In process)</i>	Dave/Bill

Introduced: 02/07/11
Public Hearing: 03/07/11
Adopted: xx/xx/xx

ORDINANCE 2011-01
***AN AMENDMENT TO THE ZONING ORDINANCE &
MAP RELATING TO REZONING MAP 15, LOT 22 &
124, ROCKINGHAM ROAD***

WHEREAS the Planning Board received a request to rezone the above-referenced parcels from split zoned C-II/POD to I-I; and

WHEREAS the requested rezoning is consistent with the lot's development capability due to existing development patterns; and

WHEREAS the Planning Board has recommended that the Town Council act favorably upon the request;

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Londonderry that the Town Zoning Ordinance and Zoning Map be amended to reflect the rezoning of Map 15, Lots 22 & 124 from split zoned C-II/POD to I-I, to become effective upon the following:

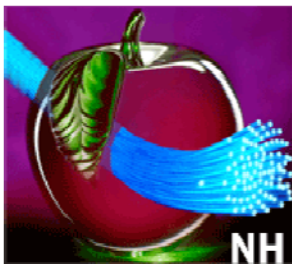
- 1) Planning Board approval of a voluntary merger or lot consolidation of the two parcels;
- 2) Planning Board approval for a site plan for the expansion of the facility that is reasonably consistent with that which was presented conceptually to the Planning Board on December 8, 2010.

Paul DiMarco, Chairman
Londonderry Town Council

A TRUE COPY ATTEST:

Marguerite Seymour - Town Clerk
x/xx/xx

Town Seal



Londonderry

Business is good. Life is better.

TOWN OF LONDONDERRY
Community Development
Planning & Economic Development Division

Timothy J. Thompson, AICP, Town Planner
268B Mammoth Road
Londonderry, New Hampshire 03053
Phone: (603) 432-1100, x103 Fax: (603) 432-1128
e-mail: tthompson@londonderrynh.org

To: Town Council
CC: Building Division

From: Timothy J. Thompson, AICP

Date: January 27, 2011

Subject: Rezoning Recommendation from the Planning Board

On January 26, 2011, the Planning Board held a public hearing relative to the Zoning Ordinance and Map.

The Planning Board, by a unanimous vote, recommends the approval of the rezoning of Tax Map 15, Lots 22 & 124 from split zoned C-II/POD to I-I to the Town Council with the following conditions:

The rezoning of the parcel not become effective until:

- 1. Planning Board approval of a voluntary merger or lot consolidation of the two parcels;***
- 2. Planning Board approval for a site plan for the expansion of the facility that is reasonably consistent with that which was presented conceptually to the Planning Board on December 8, 2010.***

A copy of the staff recommendation for the rezoning is attached.

Please feel free to contact me if you have any questions, and please advise me on when the public hearing will be held by the Council so that I can be present to present the zoning change.

MEMORANDUM

To: Planning Board

Date: January 12, 2011

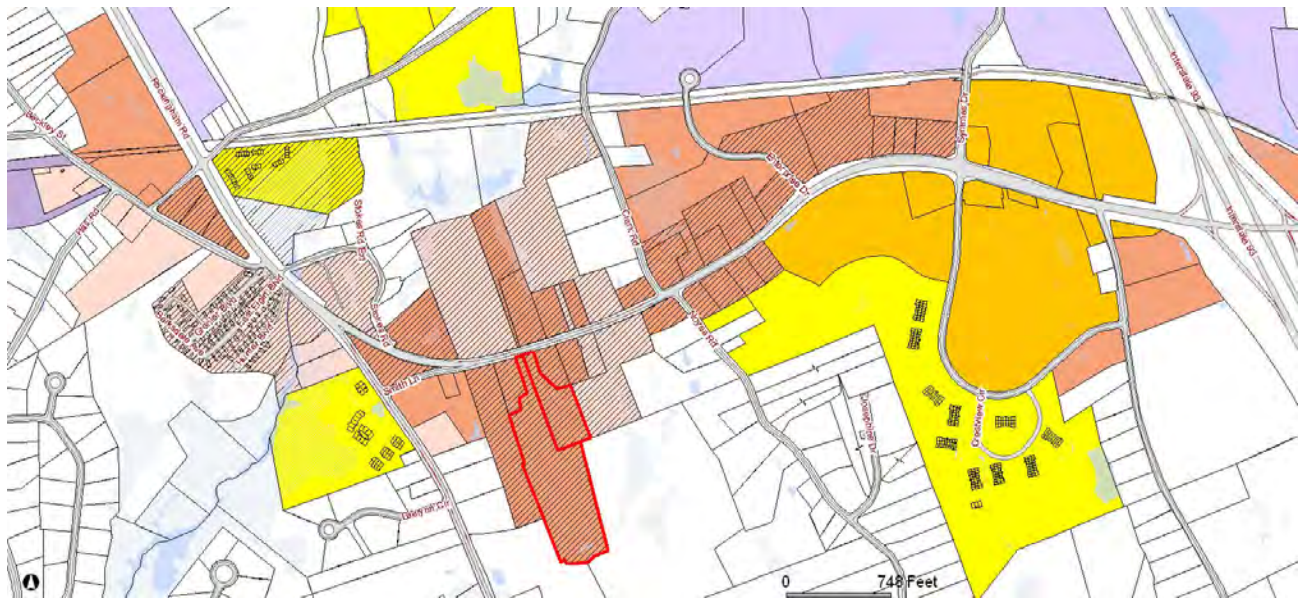
From: Timothy J. Thompson, AICP
Town Planner

Re: Rezoning Request:
Map 15, Lots 124 & 22
From C-II/POD to I-I

The Planning & Economic Development Division has reviewed the above referenced rezoning request and we offer the following comments:

Review Comments:

The applicant requests the rezoning the above referenced lots from split C-II/POD to I-I. The parcels are located at on Rockingham Road. (See below map and picture, next page).



As presented to the Planning Board conceptually December 8, 2010, the applicant seeks to expand the existing freezer warehouse facility by approximately 80,000 square feet on the lots, once combined into a single parcel. The Planning Board was very supportive of the development proposal.

The current parcels are split zoned C-II and POD. While the warehouse use is allowed in the C-II District, the expansion under current zoning is problematic, due to the lot coverage requirement present in the Commercial Districts, but not applicable to Industrial Districts. While possible for the applicant to request a variance to the lot coverage requirement, staff recommended that the applicant pursue administrative remedies prior to resorting to requesting a variance.

The warehouse use is much more compatible with the Industrial District, the use is well established in this location (the current facility was constructed in 1998), there exists other Industrially zoned parcels in this area of Londonderry, and conversion from warehouse to other uses would be difficult for this parcel, given its configuration and specific characteristics of the Londonderry Freezer Warehouse business. For all these reasons, as well as the use not being contrary to the Master Plan, staff is supportive of the rezoning request.



Staff Recommendation:

In summary, the rezoning is consistent with the Master Plan (this parcel or area was not specifically called out in the Master Plan, the existing and proposed use is more in line with the Industrial District than the Commercial District, and there are other Industrially zoned parcels in the vicinity of the proposed rezoning) and was supported conceptually by the Planning Board in December. As such, staff recommends that the Planning Board **RECOMMEND** this rezoning from split zoned C-II/POD to I-I to the Town Council with the following conditions:

The rezoning of the parcels not become effective until:

- 1. Planning Board approval of a voluntary merger or lot consolidation of the two parcels;*
- 2. Planning Board approval for a site plan for the expansion of the facility that is reasonably consistent with that which was presented conceptually to the Planning Board on December 8, 2010.*

ORDER #2011-02

An Order Relative to

EXPENDITURE OF MAINTENANCE TRUST FUNDS FOR VARIOUS PROJECTS

Reading: 02/07/2011

Adopted: 02/07/2011

WHEREAS voters since 2003 have approved funding for the maintenance and repair of public buildings and grounds in the town; and

WHEREAS expenditures have been made for various projects, specifically:

- 1) HVAC and Fire Alarm repairs at Leach Library, at a cost of \$2,222.42
- 2) Additional insulation at the Access Center and Town Hall, at a cost of \$1,300.00
- 3) HVAC repairs at Town Hall, at a cost of \$533.85
- 4) HVAC repairs at the Senior Center, at a cost of \$480.06
- 5) Snow removal from the roofs at the Senior Center and Access Center, at a cost of \$227.50
- 6) Diesel pump repairs at Central Fire, at a cost of \$146.00

NOW THEREFORE BE IT ORDERED by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$4,909.83 for the aforementioned repairs and improvements.

Paul DiMarco, Chairman
Town Council

Marguerite Seymour
Town Clerk

A TRUE COPY ATTEST:
02/07/2011

To the inhabitants of Londonderry in the County of Rockingham in said State qualified to vote in Town Affairs:

Voters are hereby notified to meet at the Londonderry High School Gymnasium in Londonderry on Tuesday the eighth (8th) day of March, 2011, at seven o'clock in the morning to choose all necessary Town Officers for the ensuing year, and to act upon bond and note articles, together with any amendments to the Town Charter, all by official ballot, the polls to be open at seven o'clock in the morning and to close not earlier than eight o'clock in the evening.

Voters are further notified to meet at the Londonderry High School Cafeteria on Saturday, March 12, 2011 at nine o'clock in the morning to discuss, amend and act upon articles, the proposed Fiscal Year 2012 budget and all other matters to come before the meeting.

ARTICLE NO. 1 ***[ELECTION OF OFFICERS]***

To choose all necessary Town Officers for the ensuing year, or until another is chosen or appointed and qualified.

ARTICLE NO. 2 ***[CHARTER COMMISSION]***

Shall the municipality approve the charter amendments summarized below?

To adopt the official ballot budgetary town meeting, by amending various sections of the charter. A deliberative session of the budgetary town meeting, to debate, discuss and amend budgetary articles, will take place between the first and second Saturdays (inclusive) following the last Monday in January.

All articles, as amended, will then be placed on the official ballot for vote on the second Tuesday in March. Bond articles will require a three-fifths majority for passage. In the event that the proposed operating budget fails, a default budget will control unless a special town meeting is held to consider a revised operating budget.

ARTICLE NO. 3 ***[BOND ISSUE FOR HIGHWAY RECONSTRUCTION]***

To see if the Town will vote to raise and appropriate **ONE MILLION FORTY-EIGHT THOUSAND DOLLARS (\$ 1,048,000)** for the reconstruction of roads.

Said sum to be raised by the issuance of serial bonds or notes not to exceed **ONE MILLION DOLLARS (\$1,000,000)** under and in compliance with the provisions of the Municipal Finance Act (NH Revised Statutes Annotated Chapter 33) and to authorize the Town Council to issue and negotiate such bonds or notes, to determine the rate(s) of interest thereon and to take such other actions as may be necessary to effect the issuance, negotiation, sale and delivery of such bonds or notes as shall be in the best interest of the Town of Londonderry, and to authorize the Town Council to accept any funds from the State of New Hampshire, the Federal Government, and private sources, as may become available, and pass any vote relating thereto and **FORTY EIGHT THOUSAND DOLLARS (\$48,000)** for the first year's interest payment and bond issuance costs on said bond and to authorize the transfer of the June 30 fund balance in that amount for this purpose. (Ballot Vote – 60% approval required)

(If passed, this article will require the Town to raise \$0 in property taxes, resulting in a tax rate impact of \$0.00 in FY 12; \$140,000 in property taxes, resulting in a tax rate impact of \$0.04 in FY 13; and \$136,000 in property taxes, resulting in a tax rate impact of \$0.04 in FY14, based upon projected assessed values.)

This article is supported by:

Town Council - (Yes: 5-0-0) Budget Committee - (Yes: 7-0-0)

ARTICLE NO. 4 [EXPENDABLE MAINTENANCE TRUST FUND]

To see if the Town will vote to raise and appropriate the sum of **TWO HUNDRED THOUSAND DOLLARS (\$200,000)** to be placed in the Town's Maintenance Trust Fund created by the voters at the 2003 Town Meeting for the purpose of repairing and maintaining town facilities and to authorize the use of the June 30 Fund Balance in the amount of \$135,000 towards this appropriation.

(If passed, this article will require the Town to raise \$65,000 in property taxes, resulting in a tax rate impact of \$0.02 in FY 12 based upon projected assessed values.)

This article is supported by:

Town Council - (Yes 5-0-0) Budget Committee - (Yes 7-0-0)

ARTICLE NO. 5 [FISCAL YEAR 2012 TOWN OPERATING BUDGET]

To raise such sums of money and make appropriations of the same as may be necessary to defray Town charges, exclusive of warrant articles and increases resulting from collective bargaining agreements, for the ensuing fiscal year, July 1, 2011 through June 30, 2012.

(If passed, this article will require the Town to raise \$14,865, 919 in property taxes, resulting in a tax rate impact of \$4.48 in FY 12 based upon projected assessed values.)

This article is supported by:

Town Council - (\$25,727,911 - Yes: 5-0-0) Budget Committee - (\$25,727,911 - Yes: 7-0-0)

ARTICLE NO. 6 **[APPROPRIATE FUNDS TO CAPITAL RESERVE FUNDS TO REPLACE AMBULANCES, HIGHWAY HEAVY EQUIPMENT, FIRE TRUCKS AND HIGHWAY TRUCKS]**

To see if the Town will vote to raise and appropriate the sums set forth below to be placed in capital reserve funds already established, and to authorize the use of the June 30 Fund Balance in the amount of \$125,000 towards this appropriation:

Ambulances	\$ 60,000
Highway Trucks	\$ 80,000
Highway Heavy Equipment	\$ 40,000
Fire Trucks	<u>\$ 145,000</u>
	\$ 325,000

(If passed, this article will require the Town to raise \$200,000.00 in property taxes, resulting in a tax rate impact of \$0.06 in FY 12 based upon projected assessed values.)

This article is supported by:
Town Council - (Yes: 5-0-0) Budget Committee - (Yes: 7-0-0)

ARTICLE NO. 7 **[MASTER PLAN FUNDING]**

To see if the Town will vote to raise and appropriate **FIFTY THOUSAND DOLLARS (\$50,000)** for the future updating of the Town Master Plan, to authorize the use of the June 30 Fund Balance for this purpose, and to place said funds in the Non-Capital Reserve Fund established for this purpose under Article 14 at the 2008 Town Meeting.

(If passed, this article will require the Town to raise \$0.00 in property taxes, resulting in a tax rate impact of \$0.00 in FY 12 based upon projected assessed values.)

This article is supported by:
Town Council - (Yes: 5-0-0) Budget Committee - (Yes: 7-0-0)

ARTICLE NO. 8 **[FUND SPECIAL REVENUE ACCOUNTS]**

To see if the Town will vote to raise and appropriate the sums set forth below from the special revenue funds already established. Such appropriations shall be used for the purpose of covering Police Outside Details, Cable and Sewer Expenses, and shall be funded from various vendors and users of Police, Cable and Sewer Services. Any surplus in said funds shall not be deemed part of the General Fund accumulated surplus and shall be expended only after a vote by the legislative body to appropriate a specific amount from said funds for a specific purpose related to the purpose of the funds or source of revenue.

Sewer Division Fund	\$ 4,579,758
Cable Franchise Fee Fund	366,657
Police Outside Detail Fund	<u>465,315</u>
	\$ 5,411,730

(These services are funded through user fees and require no property tax support)

This article is supported by:

Town Council - (Yes: 5-0-0) Budget Committee - (Yes: 7-0-0)

ARTICLE NO. 9 - [RATIFY COLLECTIVE BARGAINING AGREEMENT BETWEEN IAFF Local 3160 and THE TOWN OF LONDONDERRY]

To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Town of Londonderry and the International Association of Firefighters, (IAFF) Local 3160, which calls for the following appropriations for salaries and benefits over what was raised under any current agreements and policies for the employees of the Union:

<u>Year</u>	<u>Cost Increase From Prev. FY</u>	<u>Tax Increase From Prev. FY¹</u>	<u>Total Estimated Cumulative Cost</u>	<u>Average Rate Incr.</u>
FY 12	\$ 5,000.00	\$ 0.002	\$ 5,000.00	0.0%
FY 13	\$ 62,325.00	\$ 0.02	\$ 67,325.00	2.0%
FY 14	\$ 78,513.00	\$ 0.02	\$ 145,838.00	2.5%

and further, to raise and appropriate the sum of \$ **5,000.00** for the FY12 expenses (\$0.002 on the tax rate), such sum representing the additional cost attributable to the increase in salaries and benefits over those of the appropriation at the current staffing levels paid under any existing agreements. (AFSCME Local 3160 represents 41 full time Fire Department employees.)

(If passed, this article will require the Town to raise an additional \$5,000.00 in property taxes, resulting in a tax rate increase of \$0.002 in FY 12 based upon projected assessed values.)

This article is supported by:

Town Council - (Yes: 5-0-0) Budget Committee - (Yes: 7-0-0)

ARTICLE NO. 10 [AUTHORIZATION FOR SPECIAL MEETING ON COST ITEMS]

To see if the Town will vote, if Article 9 is defeated, to authorize the Town Council to call one special meeting, at its option, to address Article 9 cost items only.

(This article, if passed will have no tax impact.)

This article is supported by:

Town Council - (Yes: 5-0-0) Budget Committee - (Yes: 7-0-0)

ARTICLE NO. 11 **[FIRE-RESCUE PERSONAL PROTECTIVE CLOTHING]**

Shall the voters of the Town of Londonderry vote to raise and appropriate the sum of \$20,000 to fund the replacement of **Personal Protective Clothing** for members of Londonderry Fire Rescue? If approved, the cost of running the program will become part of the annual operating budget in subsequent years. *(By petition)*

(If passed, this article will require the Town to raise \$20,000.00 in property taxes, resulting in a tax rate increase of \$0.01 in FY 12 based upon projected assessed values.)

This article is supported by:
Town Council - (Yes: 1-4-0) Budget Committee - (Yes: 1-6-0)

ARTICLE NO. 12 **[CALL FIREFIGHTER PROGRAM]**

Shall the voters of the Town of Londonderry vote to raise and appropriate the sum of \$20,000 to fund the salary and benefits and other program needs for the call fire-fighter program? If approved, the cost of running the program will become part of the annual operating budget in subsequent years. *(By petition)*

(If passed, this article will require the Town to raise \$20,000.00 in property taxes, resulting in a tax rate increase of \$0.01 in FY 12 based upon projected assessed values.)

This article is supported by:
Town Council - (Yes: 1-4-0) Budget Committee - (Yes: 2-5-0)

ARTICLE NO. 13 **[TRANSACTION OF OTHER BUSINESS]**

To transact any other business that may legally come before this meeting. No business enacted under this article shall have any binding effect upon the Town.

Given under our hands and seal, this seventh day of February, in the year of our Lord, Two Thousand and Eleven.

Paul DiMarco - Chairman

Sean O'Keefe - V. Chairman

Michael Brown - Councilor

Tom Dolan - Councilor

John Farrell - Councilor

TOWN COUNCIL

I hereby certify that notice was given to the inhabitants of the Town of Londonderry to meet for the 2011 Town Meeting at the time and place indicated in this Warrant, by posting an attested copy of this document on February 08, 2011 at the Londonderry High School Gymnasium and Cafeteria, the place of meeting, and at the Town Hall, School District Office and Leach Public Library.

David R. Caron
Town Manager

TOWN COUNCIL MEETING
January 17, 2011

The Town Council meeting was held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry.

PRESENT: Town Council: Chairman Paul DiMarco; Vice Chairperson, Sean O’Keefe; Councilors: Mike Brown, John Farrell, Tom Dolan; Town Manager Dave Caron; Assistant Town Manager/Finance Director, Sue Hickey; Executive Assistant, Margo Lapietro.

Budget Committee Members: Chairman Don Jorgensen; Vice Chair Todd Joncas; Secretary Richard Dillon; John Curran, Dan Lekas, Mark Oswald and Lisa Whittemore.

CALL TO ORDER

Chairman DiMarco opened the meeting at 7:00 PM with the Pledge of Allegiance. This was followed by a moment of silence for the men and women fighting for our country. Chairman DiMarco noted that last night was the 20th anniversary of “Desert Storm” and asked everyone to keep the veterans of that war in their hearts.

PUBLIC COMMENT

Meg Seymour, Town Clerk/Tax Collector notified the public that the sign-up period for open town positions is from 1/19-1/28. She stated that the applicants have to be registered voters as of 1/18/11 and the Supervisors will be in attendance at Town Hall tomorrow night.

Councilor Farrell said he attended the farewell ceremony on Saturday for the Engineering Brigade being deployed to Afghanistan at SNH University. There were 171 soldiers being deployed and approximately 1,500 – 2,000 people in attendance.

PUBLIC HEARING

Chairman DiMarco stated that this is a continuation of 1/3/11 hearing. He stated he will begin this meeting with Public Works and reviewed the rules of the meeting to include: complete the budget portion of this meeting by 10:30 AM, public comment will be made after staff presentations and input from Councilors and Budget Committee members; Londonderry residents will speak first, every person will get a chance to speak once before we go back to hear people a second time; non-residents will speak after Londonderry residents, each speaker will get 3 minutes, if more is needed they will have to come back to continue. Each department portion of the budget will be limited to 45 minutes. If any Councilor wishes to overrule him at any point it will be at their consensus.

Town Manager Caron explained the final hearing of the budget is on 2/3/11; therefore the Council needs to give him the recommended budget this evening. Statutory deadline for citizens’ petition is 2/1/11. He suggested that if anyone is considering submitting a petition they should have it reviewed by Town Counsel to review the language and legality of the document.

47 He explained the budget has been adjusted; the combined dispatch proposal is not included in the
48 FY12 budget but recommended keeping it as a FY12 goal. There were two challenges with the
49 combined dispatch center: the transition costs were higher than what was originally estimated at
50 \$50K, and the time period necessary for implementation may be longer than anticipated. In
51 order to meet Council's directive of a flat tax rate he is recommending reducing the highway
52 maintenance line item by \$84,818 which is essentially the anticipated savings from the combined
53 dispatch proposal.

54
55 Chairman DiMarco also stated that we have a \$1M bond issue to discuss this evening after the
56 town budget is completed. Councilor Dolan advised people to take advantage of the offer to
57 have counsel review their citizens' petition before bringing it forward to the town meeting. He
58 stated that in the past they have been submitted with language that is not legally enforced.

59

60 **Town Budget for FY12**

61
62 Public Works: - Janusz Czyzowski, Public Works (PW) Director was in attendance along with
63 the PW Admin. Assist. Donna Limoli. J. Czyzowski said a total of a quarter of a million was
64 cut from the PW Department budget this year. He cautioned that he will not be able to take the
65 cuts for the following budget year and clarified it can be only done this one time. Pauline Caron,
66 369 Mammoth Rd asked why they cut the additional \$84,818. Town Manager Caron Dave
67 explained that the savings originally anticipated with the combined dispatch of about \$93K; that
68 proposal is delayed and will not be included in the FY12 budget. Consequently, after included
69 adjusted revenues \$84,818 in additional expense reductions were necessary to meet the Council's
70 directive of a level tax rate. She asked the Town Manager what the estimate is for a combined
71 dispatch. He said the anticipated cost would be about \$235K plus a onetime expense transition
72 cost of \$50K. She asked where the rest of the money would come from and he responded a vast
73 majority of that money was not taken out of the budget; it was transferred from the Londonderry
74 Fire Department (LFD) to the Londonderry Police Department (LPD).

75
76 Solid Waste - Town Manager Caron said this line item was increased due to anticipated
77 additional usage as the economy improves. There are no changes in the method we
78 collect/dispose of the solid waste for FY12. J. Czyzowski stated that it is all contractual and
79 could not be changed. Martin Surgis 17 Wimbledon Dr. asked if we increased recycling would
80 we save on tipping fees. J. Czyzowski said whatever we take from solid waste and transfer to
81 recycling it would be a savings because we pay per ton. M. Surgis suggested that taxpayers
82 should do more recycling to save on solid waste.

83

84 General Government:

85
86 The Town Manager said all the departments listed below come under this title.

- 87
88 Town Council
89 Town Manager – He said a position in his office has been reduced to part-time and will remain at
90 part-time.
91 Moderator
92 Budget Committee
93 Legal

94 General Government – There was a transfer of a part-time position to Community Development
95 whereby that second staff person is being fully funded from that line item.

96 Cemetery

97 Conservation Commission

98

99 All the other line items are relatively the same with some reductions to meet the Council's
100 directive.

101

102 No comments from the public

103

104 Finance and Administration:

105

106 Finance & Administration – Town Manager Caron said they have reduced a full-time position to
107 a part-time position.

108 Assessing – reduction of a full-time staff administrative position to a part-time position

109 Town Clerk – elimination of one full-time position

110 Supervisors of the Checklist

111 IT – new contract with a new consultant at a lower price

112 Insurance – participation in a risk pool

113 General Assistance – 25% reduction in assistance to outside agencies along with some other
114 modifications

115 Debt Service – paying for the FY12 budget in our current debt load

116

117 Councilor O'Keefe asked why the insurance went up \$9K. He explained we are currently in a
118 pool with the Local Government Center; we have had stable rates over the past dozen years by
119 the use of fund balance, now rates are being increased as the fund balance has been depleted.

120 The bargaining units have cooperated in seeking proposals on new health/property
121 liability/workmen's comp. He said he just received the proposals and hopefully will complete
122 the analysis this week and meet with the employees to consider the change. Councilor Brown

123 asked about social service and non-profit agencies in General Assistance which is about \$75K -
124 \$80K. Town Manager Caron said the balance is allocated to General Assistance. State law
125 requires that the Town is obligated to assist whoever is in need and resides in the community.

126 General Assistance administration has been outsourced for the last 3-4 years to Community
127 Health Services in Derry. Councilor Brown said with the addition of the SRO and Crossing
128 Guards the Town Manager was directed to reduce the General Assistance by those monies. The

129 Budget Committee wanted the money to be re-directed back into General Assistance. He asked
130 the Town Manager if that line item had the \$13,474 reduction in it, he responded it does, as he is
131 awaiting a policy decision from the Council. Don Jorgenson, budget member said the committee

132 would appreciate those monies being returned to the line item. Pauline Caron, 369 Mammoth
133 Road questioned under Finance & Admin it was stated a full time position was eliminated and
134 went to part-time. The budget was only reduced by \$34K where else did it increase. Town

135 Manager Caron said one of the full-time positions was reduced to a 32 hour week without
136 benefits. S. Hickey said there were a few employees in the department who had a change in
137 insurance benefits. Town Manager Caron explained that under the insurance line it only covers

138 general liability insurance, health insurance for employees is funded under each individual
139 department. P. Caron suggested listing general liability insurance under that line so it is clear
140 because it looks like it might include health insurance. Councilor Dolan asked S. Hickey under

141 debt services what is the next bond that will come off and when. She responded we have a

142 multi-purpose bond which is the Open Space traffic light and West Rd due to expire in FY13.
143 The original bond was \$1.6M which started in 2002, and the final year cost is approximately
144 \$175K.

145

146 Community Service:

147

148 Family Mediation – Town Manager Caron said this department was staffed by a part-time
149 manager; the position has been eliminated in the FY12 budget. Councilor Brown asked if this
150 department could be run by a volunteer and can they use space at Town Hall. Town Manager
151 Caron stated if the mediation program wanted to continue as a volunteer service we would have
152 to make sure for liability reasons that there is a qualified director to lead them. We would find
153 some place for them in the building.

154

155 Recreation - budget is \$136,624.

156

157 Senior Affairs - is level funded there have been no reductions due to the small amount of
158 program funds available.

159

160 Library – Budget member Lisa Whittemore asked about custodial care at the library. Library
161 Director, Barbara Ostertag-Holtkamp responded that the Admin. Support Coordinator has helped
162 and they have hired an on-call custodian. Catherine Bringham, 7 Welch Rd. is the President of
163 Friends of the Library she said she is concerned that the children's programs are being cut; they
164 have a lot of children that participate in the programs. She also said the library rooms are used a
165 lot. She asked if the Councilors have been in the library, do they have library cards. Councilor
166 Farrell said the cut is only \$34K they took only 2.5% from the library. He asked her if she has
167 any suggestions where to take the money from other than the library. He explained we took 5%
168 from everybody else, if we asked for 5% from the library it would be about \$65K. Pauline
169 Caron, 369 Mammoth Road said \$65K could be found by not cutting the cable position and take
170 the money from the cable reserve fund and use it for the budget. She said she is a Library
171 Trustee, and their budget is the first to get cut. Half of the library employees are part-time and
172 have no benefits. The library usage has increased dramatically. Martin Srugis, 17 Wimbledon
173 Drive said everyone should sacrifice from every department budget. He suggested the library re-
174 direct some of the responsibilities they have among their employees. The school has electricians
175 and plumbers and they should be able to lend a hand to the library. He stated the library is
176 slowly becoming obsolete; it will eventually be replaced by computers. B. Ostertag-Holtkamp
177 asked the Councilors to think about what you are actually cutting. You are cutting more like
178 \$137K and explained the reductions from last year and this year. You will make the library non-
179 accessible to the taxpayers. You are hurting the people you are trying to help by keeping a flat
180 tax rate. Cindy Eaton, 16 Clark Rd said every year they keep cutting the library; more people
181 use it every year. The library will not be obsolete. She said the library has been cut year after
182 year. Kids need the programs and need the assistance to access computers at the library. If it
183 closes on Saturday it will hinder a lot of people. Councilor Farrell said the Library has 10 full-
184 time and 10 part-time employees and they cost \$1M. We are asking for a reduction of \$33K. He
185 reviewed the line items that increased totaling \$49K in benefits and salaries. He stated we are
186 asking for less from the library than everybody else. B. Ostertag-Holtkamp said she disagreed
187 with Councilor Farrell. The Library has had more cuts than others and she proceeded to list the
188 cuts. Councilor Farrell said the increase of \$49K is to support the employees. B. Ostertag-
189 Holtkamp said she can't control state increases in the retirement amounts and said she wants

190 clarification from the Town Manager on how the budget was developed, she questioned if every
191 department had cuts like she did. Martin Srugis, 17 Wimbledon said he is a state employee and
192 has not had a raise in the past 4 years. Every department has to give up something, and he does
193 not want to see safety issues endangered. Councilor Dolan asked S. Hickey how far back her
194 records go for the library budget and asked for the past 5 years budgets. She responded in 2011
195 it was \$1.30M, 2012 is being proposed at \$1.271M, 2010 it was \$1.236M and in 2009 the
196 expended amount was \$1.197M in 2008 it was \$1.179M. Councilor Dolan stated if we look at
197 the last 5 years including the proposed FY12 budget it is the only proposed year that figures go
198 down slightly. The number has actually gone up year after year for the library. The cuts were
199 probably to the proposed budget but the actual amount of money did go up since 2008.
200 Councilor Brown said the amount of increase in the library budget has been reduced the last
201 several years but the budget has not been cut. In order for the Town Manager to cut \$1.3M
202 from the town budget every department took a cut. He clarified that the Trustees decide where
203 the cuts will be made not the Council. Chairman DiMarco said the library budget reflects the
204 way the town budget is handled. B. Ostertag-Holtkamp said in FY07-FY08 the library budget
205 was \$1,219,909 and it was reduced the following year in FY08-FY09 to \$1,203,024.

206

207 The total Operating Budget is \$25,697,875.

208

209 Special Revenue Funds:

210

211 Police Outside Details – The Town Manager said it is funded totally through businesses that
212 request that service; the budget of \$465,315 is the best estimate of FY12 activity, and has no
213 impact on the tax rate.

214

215 Sewer Division - The Town Manager explained the operating expenses are down about \$6K. He
216 reminded the Council of the recommendation to increase the division's budget to \$4,579,758 in
217 order to account for the town's share of the EPA grant for the sewer expansion at Pettengill Rd.
218 That grant request is still under review. It is a 50/50 matching grant thus the town's share should
219 be reflected in the sewer division special revenue fund budget for FY12. Councilor O'Keefe
220 asked the Town Manager what is the recommendation for the matching funds for the grant. Is
221 the recommendation to increase the sewer rates? The Town Manager responded the increased
222 appropriation will be transferred from the undesignated fund balance of the sewer fund. As
223 Pettengill is developed there will be sewer access fees charged which will be placed into the
224 undesignated fund balance fund. Chairman DiMarco clarified that the sewer fund monies stay in
225 the sewer fund, Town Manager Caron responded yes and it is used for sewer items only.
226 Chairman DiMarco asked what the balance of the fund is currently, the Town Manager
227 responded we have in the undesignated fund balance of \$2.7K. Chairman DiMarco said he
228 supports staff recommendation for the increase.

229

230 Expendable Maintenance Trust: Town Manager Caron said each year the voters raise a certain
231 amount, for the past several years it has been \$200K which funds the maintenance and repairs for
232 all of the town buildings. Customarily that has been offset by use of the Undesignated Fund
233 Balance; historically that has been about \$100K. This year the recommendation is to use \$135K;
234 the actual tax impact will be about \$65K. He explained that we have been working on the
235 highway garage improvements each year and will continue to do so. Councilor O'Keefe asked
236 how much it would cost for the replacement of the roof at the library. Town Manager Caron
237 was unsure however the Town replaced the roof on the Lions Hall which cost about \$28K this

238 past summer. It will cost more to complete the library roof simply based on its size. Councilor
239 O’Keefe asked if that was the biggest item in the near future for major fixes. Town Manager
240 Caron responded beyond that and the systematic improvements to the highway garage we have
241 allocated \$18,500 for general repairs to the Library; \$10K for Town Hall; and additional
242 amounts for LPD, LFD and the Senior Center. Councilor Brown repeated the goal is to deliver a
243 flat tax rate on the town portion of the tax bill. We need to find money in three areas: Capital
244 Reserve, Expendable Maintenance Trust, and the Operating Budget. Todd Joncas, budget
245 member clarified we are repairing the library roof, Town Manager Caron responded yes.
246

247 Capital Reserve Funds - Town Manager Caron said this fund pays for the cost of replacing fire
248 apparatus, ambulance replacement, and highway equipment. Chairman DiMarco questioned the
249 last two budget cycles? Town Manager Caron said the appropriation has remained at \$325K for
250 the last four years with the exception of FY10 where it was reduced by \$100K. The reliance on
251 the property tax was a full \$325K back in FY09. For FY12 we are continuing to transition to full
252 tax support, with \$200K allocated to the budget, and full tax support projected for FY15.
253

254 Master Plan Non-Capital Reserve - Town Manager Caron explained this appropriation will
255 complete the funding to allow staff to update the Master Plan; \$50K is from Undesignated Fund
256 Balance. Community Development will start this process in the Spring. The Town raised
257 \$100K in the initial investment 2-3 years ago and we believe this amount will allow us to
258 complete the funding of this project. Londonderry’s Master Plan is a living document and that is
259 a testament to the Planning Board, the Council and the staff in the Community Development
260 Office. Councilor O’Keefe asked if this Master Plan includes what is going on at Woodmont.
261 Community Development Director, Andre Garron responded it will play a roll in it. He
262 mentioned they follow a 7 year cycle with amending our Master Plan he is proposing doing a
263 comprehensive plan which will allow them to look at it every 10 years rather than the typical 7
264 years. Councilor Farrell said he talked to Gov. Lynch at a recent event and reported that the
265 Governor is totally behind the Pettengill Rd. project. Councilor Farrell stated that this is our one
266 opportunity to get out in front of this. Chairman DiMarco said the \$50K comes out of the
267 Undesignated Fund Balance, if we didn’t do this it would not reduce the tax rate at all.
268 Councilor Brown asked if the Overlay Exemptions should be listed on the budget schedule we
269 are discussing tonight. Town Manager Caron said it can be discussed but it is not a budget
270 approved by Town Meeting, it is approved by Council policy. That number is presented to the
271 Department of Revenue Administration (DRA) who establishes the tax rate; those numbers do
272 impact the tax rate but they are not voted on at Town Meeting. Councilor Brown said it is
273 \$608K; \$488K is taxpayer support of the Veteran’s Exemptions which is a \$500.00 credit given
274 to the veterans in town. There is another \$125K that the taxpayers are funding for the overlay
275 and there is an additional \$125K from Undesignated Fund Balance for the overlay, so it is \$250
276 for the overlay. 19 cents of that is policy decisions related to giving a credit to our veterans as
277 well as the overlay account. Councilor Dolan said he is a veteran and explained the state did
278 allow us to open up a veteran’s exemption up to but not exceeding \$500.00 per veteran. The
279 amount was graduated every year up to the \$500.00 maximum. He asked if we should ask our
280 veterans to take a reduction of 5% like all the departments have, he wanted it open for discussion
281 because it could save anywhere from \$23-24K in the budget. The consensus of the Council was
282 that this is not an area that should be cut. We give this credit out of respect for the service
283 veterans have provided. Councilor Brown asked if the decision to reduce the amount of the
284 credit is a Council decision; Town Manager responded in the affirmative. The consensus of the

285 Budget Committee was to keep it intact. Chairman DiMarco said he was glad Councilor Dolan
286 brought this subject up and thanked him for it.

287

288 Additional Comments from 1/3/11 Council Meeting:

289

290 Public Safety - Call Firefighters – Town Manager Caron was asked if Call Firefighters could
291 remain as a volunteer force. He explained it is not prohibited by New Hampshire law.
292 Volunteers are covered under New Hampshire workers compensation law, and also receive
293 liability protection under the Town’s General Liability coverage.

294

295 Cable Revenue Fund Transfer - The Town Manager stated he had supplied information regarding
296 a comparison of staffing levels in other communities and how they use their franchise fee
297 revenues.

298

299 Community Development Budget – Town Manager Caron stated that this department currently
300 has 3 staff support positions, the budget is proposing reducing that to 2. The 2 remaining staff
301 positions will provide staff support to the Planning Board, Zoning Board and Conservation
302 Commission. Those boards meet a total of 5-6 times a month. He listed the duties involved in
303 the position being eliminated. He spoke about the remaining staff picking-up the work and re-
304 configuration of the physical lay-out of the office. He said he would review that position in
305 subsequent fiscal years if the economy recovers which will significantly impact the department’s
306 development activity.

307

308 Dispatch Consolidation – The Town Manager explained this item concerns itself with the
309 question of time and the transition costs which are well beyond the \$50K placeholder in the
310 original budget. He said there are still opportunities to combine dispatch. He encouraged
311 Council to include that as a goal for FY12.

312

313 Town Manager Caron stated that the Operating Budget as posted for this public meeting is
314 \$25,697,875. He recommended that Council correct the Recreation Budget by adding \$8,075.
315 They restored the dispatch savings of \$93,679. They have reduced the highway budget of
316 \$84,818 which results in a bottom line of \$25,714,919. That number is \$17,036K higher than the
317 original budget, which is offset by additional revenues.

318

319 Pauline Caron, 369 Mammoth Rd. said the LPD did not get decreased. She stated that they have
320 increased by \$351,990. She referenced pages 70, 71 & 72 that show increases in the budget
321 book. Increases appear in Health Insurance, FICA, Dental Insurance, custodial services was
322 increased from \$29K to \$40K. Over-time and part-time had nothing and then part-time was
323 increased \$20K. Over-time salary increased \$27K. Machinery and equipment increased zero
324 percent when there was nothing in the police departments’ budget. She said that was a total of
325 \$126K Town Manager Caron stated that the police department appears to have an increase
326 however part of that increase is the transfer of about \$285K from the LFD for the dispatch which
327 will now be reversed back. The LPD went through a process with the 5% exercise where they
328 did reduce their budget by 5%. The Council voted to restore an SRO and Crossing Guards which
329 increased the budget from the present status during the budget process of about \$137K. Sizable
330 reductions were made in the police budget; \$40K for custodial is in lieu of eliminating the full
331 time custodial position. P. Caron said the Town Manager increased the LPD by almost \$300K.
332 She said the Chief had nothing for machinery and equipment now it is \$50K. Town Manager

333 Caron said that was a onetime cost for the transitional cost for combining the dispatch center. P.
334 Caron said next year with Dottie Grover's retirement it will leave only 1 employee in the cable
335 department if the training coordinator position is eliminated. She stated that the school
336 department will take over the cable which is what the school wants. She stated that we should
337 not be consolidating the LFD and LPD communications at this time because we can't afford it.
338 We should wait until we get out of this economic slump; we have had no problems with it so far.
339 Dottie Grover, Dir. of Cable Services said there was information in the packet that was
340 distributed today She said it is hard to know exactly what the questions were on the survey that
341 was conducted so it is hard to interpret it. She clarified that although there were 4 towns that
342 were similar in size population wise; they were very dissimilar in size as far as the cable
343 departments were concerned. They don't have anywhere the number of volunteers we have. She
344 clarified that Derry has 3 ¼ personnel, not 2; Merrimack has 3 ½ and Bedford does have 2. She
345 said the franchise fees are on some of the towns that were not familiar to her. Some towns listed
346 don't have a full blown access channel with stations; they might just have bulletin boards. She
347 stated that there has always been 1 full-time person doing training since 1984. Richard Belinski,
348 89 Hall Rd asked Council if they read the actual Resolution. He proceeded to read Resolution
349 2000-03. He took offense that Council was going to come up with a Resolution after this budget
350 season directing portions of the monies from the cable fund to the General Fund. Chairman
351 DiMarco said our Town Manager has brought this to our attention. Before the budget is
352 effective on 7/1/11 we need to amend that Resolution to go forward. R. Belinski said the
353 practice is wrong. Cindy Eaton, 16 Clark Rd. said the Resolutions were made after Town
354 Meeting. There has not been a new Resolution to change the policy. It was the will of the
355 people at Town Meeting to have the Resolutions. Town Council should not make the change it
356 should be presented at Town Meeting for the people to decide again where the funds go. Town
357 Manager Caron said it is the Council's Resolution which the Council can amend a policy
358 anytime. There is nothing that illegally precludes using the money in the Cable Fund. Chairman
359 DiMarco clarified that this is a Resolution that a prior Council passed, the Town Manager is
360 proposing we pass a new resolution to correct it. It is the Council's prerogative to do that. C.
361 Eaton quoted from the resolution "...Sole purpose of operational costs..." and said the training
362 coordinator's salary is part of the operational costs. Mark Oswald, 11 Verdi Lane, said the
363 Town Manager asked the unions to consider a voluntary wage freeze for the year in the amount
364 of about \$500K, he asked if there has been a second request. The Town Manager responded
365 there was not a second request. M. Oswald suggested asking if the department heads in town
366 were to accept no COLA or Merit increase and what the costs savings would be. Town Manager
367 Caron responded since there is no current agreement with our department managers there is no
368 COLA in the budget. He said he will research the value of the merit increases. M. Oswald asked
369 if they are still receiving overtime or compensation for attending meetings. The Town Manager
370 responded they are eligible for administrative time payments. M. Oswald asked what the cost
371 savings would be if they voluntarily agreed not to take that for the next year. The Town
372 Manager responded the estimate at this point would be about \$25K. M. Oswald asked about
373 considering furloughing employees what would the cost savings be. Councilor O'Keefe asked
374 the Town Manager if a furlough is allowed. Town Manager Caron said that would be an item
375 subject to collective bargaining negotiations, as it would be a change in the current conditions of
376 employment. Dan Bouchard, 8 O'Connell Drive said the SRO positions were brought up at a
377 town meeting, not by a warrant as he previously stated. He said he was going to do a citizens
378 petition for the SRO, but he has decided to not bring it forward. He feels it is the Town
379 Manager's decision to make the cuts as stated before. He suggested combining the HR position
380 with school or making it a part-time position. Councilor Brown asked him if he is pleased with

381 the addition of 1 SRO. He said he is very pleased we have one, we need 2. Councilor Brown
382 said we are not saying to put the officer in the High School; we referenced the High School but it
383 is up to the Chief to decide where the SRO goes. D. Bouchard said he would like one more to be
384 put in to cover the elementary and the middle school. Bob Maxwell, 3 Otterson, thanked
385 Council for holding the budget flat. He explained the shortfalls his company has experienced.
386 Martin Srugis, 17 Wellington thanked the Town Council, Town Manager and the Budget
387 Committee for everything they have done. He stated that if the town can't do a simple 5%
388 reduction how we expect the state and federal government to do it. Cindy Eaton, 16 Clark Rd.
389 asked why the \$65K is not being taken out of the cable fund for the position in cable. Councilor
390 Farrell asked the Town Manager if we can take the \$65K out of the cable fund, he responded yes.
391 Councilor Brown said it is a policy decision, the Town Manager has given us his
392 recommendations we have the ability to make a different policy if we choose between now and
393 2/3/11. Councilor Dolan said since it is a policy decision we don't need to make it between now
394 and 2/3. If we decide to re-visit it later we can because it does not affect the budget. That has no
395 impact on the budget number. Town Manager Caron said it is two components: if we are going
396 to maintain the current staffing level that question needs to be decided by 2/3. On the revenue
397 side are we going to transfer funds into the town from the cable franchise fees that policy
398 decision can take place at any time. Town Manager Caron said that town meeting approved a
399 special revenue fund for cable so that number should be as accurate as possible so that number
400 should reflect the number of full-time employees because personnel are the largest expense in the
401 budget. It is a number in the special revenue cable budget. The expense side of the posted
402 warrant has to reflect that number.

403

404 **Councilor Farrell made a motion to close the Public Meeting on the Budget, second**
405 **Councilor O'Keefe. Council's vote was 5-0-0.**

406

407 Councilor Dolan asked if the Council could have a discussion on the Operating Budget before
408 going into a public hearing on the remaining items, Chairman DiMarco agreed. Councilor Dolan
409 said he was pleased that we kept the veterans credit and re-affirmed it. He said there are 976
410 veterans taking that exemption in our community. He requested that veterans if they could
411 afford it not take the exemption so they can keep it there for people who really need the credit.
412 He said the public comments received this year exceed prior years and he said he was happy to
413 see the input. He said if we had more money in the budget he would be asking the Council to
414 think about hiring a professional business development firm to help us with the largest potential
415 developments coming up in the future in town. We need a professional business development
416 firm to help out the Community Development Department. He said he is not in favor of using
417 Cable Funds in the General Fund but will go along with his fellow Councilors this year because
418 of the economy. He said he has an idea of keeping the training position; take additional money
419 out of the Cable Fund for 1 year, don't raise taxes to pay for it; then decrease the staff from 3-2
420 when D. Grover retires the following year. Retain the talent that is there and not replace Dottie
421 because we have very competent individuals on staff. **Councilor Dolan made a motion for a**
422 **Town Operating Budget of \$25,727,911 which is \$13K over the Town Manager's and an**
423 **acknowledgement of the recommendation from the Budget Committee to restore the \$13K**
424 **to the budget.** Councilor Brown stated that is not what the Budget Committee was
425 recommending. Councilor Dolan said he realizes that, they didn't recommend the total budget
426 number they recommended the \$13K. Councilor Brown said they recommended a
427 commensurate reduction elsewhere in the budget. You are asking to raise the amount of the
428 budget. **Councilor Farrell seconded the motion for discussion.** If Councilor Dolan wants to

429 amend his motion so we can discuss taking money from the Cable Dept. and what positions we
430 would like to see put back in as far as staffing levels, he will second the motion along those lines
431 with the understanding that revenues have to come from somewhere and the tax rate does not go
432 up. Councilor Brown questioned the Town Manager if he just needs a number and we can give
433 him direction if Council agrees with that. Town Manager Caron said the first issue you are
434 discussing is the Operating Budget which does not include Cable, Outside Detail or Sewer.
435 Those should have a separate motion for Special Revenue Funds. Councilor Dolan asked
436 Councilor Farrell if he wants to find that \$13K from an additional transfer from cable fees, he
437 responded yes. **Councilor Dolan said he will amend his motion to bring the budget back
438 down to \$25,714,911 which is less the \$13K with the caveat that the additional \$13K is
439 transferred from the cable fund to offset the increase that the Budget Committee is
440 recommending.** Town Manager Caron clarified if their intent is to transfer funds from the
441 franchise fee to pay for that your original number was correct because you have to increase the
442 expense side to reflect the added expenditure, then amend the revenue side which negates any tax
443 increase. **Councilor Farrell stated he will withdraw his second because if we are going to
444 add things we have to figure out everything we are adding in and give the Town Manager
445 one number.** Councilor Dolan said the number he proposed, \$25,727,911 increases the budget
446 by \$13K. The Town Manager is saying that as a policy decision he will increase revenues by
447 \$13K finding those revenues as a transfer from the cable fund so the net to the tax impact will be
448 a net zero. Councilor Farrell said that what he heard is that he wants to keep the training
449 coordinator where is that \$65K going to come from. Councilor Dolan said he thinks he got
450 advice to take that as a second motion once we decide what the Operating Budget is. Councilor
451 Farrell asked if he wanted to keep the Planning Secretary as part-time how much money is
452 needed. Town Manager Caron responded it would be \$42,500 for a part-time secretary.
453 Councilor Farrell asked Councilor Dolan to make a motion for a budget of \$25,776,411 adding
454 in on top of the \$42,500 an additional \$3,500 for the Old Home Day budget and \$2,500K to the
455 Town Clerk's election budget. This money would come out of the Cable Fund. **Councilor
456 Farrell made a motion to increase the budget to \$25,776,411 with the understanding that
457 \$42,500, \$3,500 and \$2,500 will come out of the cable budget to fund those areas. Second
458 by Councilor Dolan for discussion.** Councilor Brown said administrative support is one of the
459 areas that most of the private sector has been reducing as technology had increased the
460 productivity at that level. The Town Manager's proposal not only makes sense it is probably
461 long overdue when you look at the fact that we have had 3 full-time administrative support
462 personnel. He is proposing we are going to two individuals who have 80 hours a week that they
463 can allocate a total of 5-6 meetings a month and do other tasks. He said he does not think we
464 should be adding back any administrative support positions based on these numbers. He said the
465 Town Manager is looking to create a position that would assume the customer service requests,
466 kind of a central focal point which would off-load from the two individuals that are left. The re-
467 alignment will be reviewed in subsequent fiscal years. Now is the time to make the reduction, he
468 said is opposed to the part-time position. Councilor O'Keefe agreed. Councilor Dolan said he is
469 anxious about withdrawing the money from the Cable Fund. He said that all totaled including
470 the recommendation he made earlier it would be \$135-\$140K being withdrawn from the Cable
471 Fund. If we found money elsewhere from the budget he would be agreeable. Councilor Farrell
472 said the reasoning behind it is if we are going to save a position in the cable which is a customer
473 facing position that interacts with the community, then we should save the customer facing
474 position in the Planning & Economic Development Department for the same reason. He
475 explained we are sitting on 2 of the largest developments maybe in the history of the state,
476 Pettengill Road and Woodmont Orchards. The reduction in the Town Clerk's office of one full-

477 time position and reducing a full-time position in the Assessing Department to a part-time
478 position are all customer facing positions. If we are going to generate more revenue we need
479 these customers facing people. He said he is in favor of a flat tax rate if you are uncomfortable
480 from taking the monies from the cable fund he understands. Chairman DiMarco said he would
481 like to see the budget stay with the Town Manager's proposed budget of \$25,714,911 with the
482 understanding that we would have to come up with the \$13K somewhere else. He agreed with
483 Councilor Dolan that the training position would be supplemented for one year only. Councilor
484 Farrell asked the Town Manager if the trainer salary of \$65K has to added into the budget
485 number. Town Manager Caron said it goes into the second number he needs for the Special
486 Revenue Fund. Councilor Brown said the Budget Committee gave some direction; they are
487 advising we find the \$13K in the police, fire, and library budget. Don Jorgenson, Chair of the
488 Budget Committee said that was correct. The consensus of the Budget Committee was the
489 suggestion that the \$13K be found elsewhere. Councilor Farrell said then it is OK if it was found
490 in the Cable Fund. D. Jorgenson responded that is a different discussion for another time; the
491 Budget Committee has not discussed that at all. Councilor Dolan said his initial motion was to
492 raise the \$13K with additional taxes and now has backed off of that. **Councilor Farrell made a**
493 **motion to take the \$13K and \$3,500 for OHD and \$2,500 for Meg to use for elections and**
494 **amend the budget number to \$25,727,911 with the understanding that the additional funds**
495 **come from the Cable Fund for an additional \$19K.** Councilor Dolan corrected the amount
496 and said it should go up an additional \$6K. The budget should read \$25,733,911. **Councilor**
497 **Farrell amended the amount to be \$25,733,911, Councilor Dolan amended his second to**
498 **accommodate that change.** Councilor O'Keefe said he is having issues with pulling from the
499 Cable Fund. He asked the Town Manager if he can find another place other than the Cable Fund
500 for another \$19K. Councilor Brown asked why we have a compelling reason to increase the
501 OHD budget, last year they did a good job with the money we gave them. Councilor Farrell
502 responded it will allow them to have a better fireworks display. Councilor Brown said that is not
503 compelling enough for him to do it. Chairman DiMarco said he doesn't want to add any of those
504 back into the budget, they haven't been discussed up to this point. He said he will consider
505 adding the \$13K, Councilor Brown agreed with that addition. Councilor Dolan said the goal was
506 a flat tax, we are just about there. He suggested looking at the OHD and TC/TC addition later on
507 in the fiscal year to see if we can come up with the money. He recommended going back to the
508 \$25,727,911 which accommodates the \$13K transfer from the Cable Fund and keeping the zero
509 impact to the tax rate. **Councilor Farrell amended his motion to \$25,727,911 with the**
510 **understanding that the \$13K is coming from the Cable Fund, second Councilor Dolan.**
511 Councilor O'Keefe asked the Town Manager if he could obtain this amount of money from
512 somewhere else other than the Cable Fund. He responded he would have to look at the expense
513 lines. **Council's vote for the final public hearing on 2/3/11 was 4-1-0, with Councilor**
514 **O'Keefe in opposition.**

515
516 Special Revenue Funds – Town Manager said staff recommends Sewer at \$4,579,758; Outside
517 Details of \$465,315 and Cable Operating at \$301,491 for a total warrant article of \$5,346,564.
518 **Councilor Farrell made a motion to accept the figure of \$5,346,564, second Councilor**
519 **Dolan with discussion. Councilor Dolan made a motion to amend the motion to increase the**
520 **cable expenditure from \$301,491 by the salary of the Training Coordinator to \$366,657, an**
521 **increase of \$65K to the proposed money stipulating that that additional money will not**
522 **come from the tax rate but from the Cable Reserve Fund with the intent of a commitment**
523 **of a one year expenditure. Staff will be reduced from 3-2 in the next fiscal year upon the**
524 **Director's retirement, second by Councilor O'Keefe for discussion.** Councilor Dolan

525 explained the reasoning behind the amendment because we are able to keep the tax rate flat it
526 will be a one-time fix with D. Grover's retirement. We will retain 2 full-time fully trained and
527 knowledgeable people. Councilor Brown said we have received testament that the studio cannot
528 be run with just 2 full-time employees, he asked Council what their thoughts were on that.
529 Councilor Dolan said he is trying to bridge to retain the well qualified employees we now have.
530 The consensus of Council was to support the amendment. **Council's vote on the amendment to
531 change the Cable Fund from \$301,491 to \$366,657 was 5-0-0.**
532

533 **Council's vote on the original motion as amended by Councilor Dolan was 5-0-0.**
534

535 Expendable Maintenance Trust; Capital Reserve Funds & Master-Plan - Non Capital Reserve -
536 **Councilor Farrell made a motion to include all three items listed above totaling \$575K as
537 presented by the Town Manager, second Councilor O'Keefe.** Open for discussion.
538 **Council's vote was 5-0-0.**
539

540 Town Manager Caron stated that we now have the posted budget for the final public hearing on
541 2/3/11. Chairman DiMarco notified the public that the final public hearing on the budget will be
542 on 2/3/11 at 7:00 PM. Chairman DiMarco announced that they will take a 5 minute break.
543

544 PUBLIC HEARING 545

546 **Councilor Brown made a motion to open, the public hearing second by Councilor O'Keefe.**
547 **Council's vote was 3-0-0** (Councilors Dolan and Farrell out of room)
548

549 **Bond Hearing - \$1.0M Road Reconstruction Bond** - Public Works Director, Janusz
550 Czyzowski and his Administrative Assistant Donna Limoli were in attendance. He is proposing
551 asking for a \$1M bond for highway reconstruction. He had a PowerPoint Presentation whereby
552 he reviewed his repair strategies of FY08. He also had the estimated cost of construction totaling
553 \$25,000,000. He reviewed the road improvements he had done in the past 3 years which
554 included 17 roads and sections of roads. He talked about the pavement life cycle and the
555 rehabilitation shim and overlay cycle. He reviewed the funding received for roadway
556 management and reviewed the repair strategies and estimated costs. He listed the projects
557 proposed in FY12. He cautioned the Council that cuts in the budget will put us in a 90 year
558 cycle; he will be going back to the 1996 budget. He cautioned that it is important to keep the
559 maintenance of roads up-to-date because it will cost a lot more in the end to catch up. We have a
560 total of 180 miles of paved roads in town.

561 Town Manager Caron said the statute encourages the Council to take a final vote at the end of
562 the public hearing. The language will be similar to previous years and it will have no impact for
563 FY12. Todd Joncas, Budget Committee member said the taxpayers should factor in how many
564 other bonds are coming to maturity, get a feel of for what is going to impact them for their taxes.
565 The rates are at their cheapest right now which is another factor to consider. **Councilor Farrell
566 made a motion to place the bond on the ballot, second by Councilor O'Keefe.** Open for
567 discussion. **Council's vote was 5-0-0.**
568

569 **Permits & Fees - \$15.00 Landlord's Agent Registration Fee** - Town Manager Caron said the
570 legislature enacted a law that requires the owners of most rental units to list the name of their
571 agent which may be themselves, within 30 days after the passage of the law or 30 days of
572 purchasing the property. The statute allows the town to establish a reasonable fee to maintain

573 this information. Staff recommendation is to have a filing fee of \$15.00 which is consistent with
574 a lot of other recording fees. **Councilor Farrell made a motion to authorize the Town to**
575 **establish a fee of \$15.00 to register Landlords Agents, second by Councilor Dolan.**
576 Chairman DiMarco clarified that this is a new law it did not previously exist and we are now
577 required to keep this information and establish a permit fee, Town Manager Caron responded
578 that is correct. TC/TC Meg Seymour said it is important that the information gets out to the
579 public, it went into effect 1/1/11. It is important that people register because if they don't and
580 there is a claim against them they could receive a \$1K fine. Chairman DiMarco asked who
581 needs to register and what information do they need to provide to register. M. Seymour said the
582 owner of the property if they are not living at the property; if they are living in the State of NH
583 they need to supply their name, address and phone number. If the agent is outside of the state
584 they have to have a contact person who lives in the State of NH with their name, address and
585 phone number listed. Councilor Farrell asked if someone owns a single condo or townhouse do
586 they have to register. M. Seymour said it does not get into that detail. Town Manager Caron
587 said there are three exceptions: owner occupied, four units and under; single family unless you
588 own and rent more than three single family homes, and single family homes owned by a bank
589 foreclosure. Chairman DiMarco suggested putting something in the newspaper. **Council's vote**
590 **was 5-0-0.**

591
592 **Councilor Farrell made a motion to close the Public Meeting, second Councilor Dolan.**
593 **Council's vote was 5-0-0.**

594
595
596 **OLD BUSINESS**

597
598 None

599
600 **NEW BUSINESS**

601
602 **Order #2011-01 – Relative to the Expenditure of Maintenance Trust Funds for Various**
603 **Projects – Councilor O'Keefe and made a motion to adopt, second by Councilor Farrell.**
604 **Council's vote was 5-0-0.**

605
606 **APPROVAL OF MINUTES**

607
608 **Minutes of Council's Public Meeting of 01/03/11.** Councilor O'Keefe made a motion to
609 **accept, second by Councilor Brown. Council's vote was 5-0-0.**

610
611 **OTHER BUSIENSS**

612
613 **Liaison Reports** – Councilor Farrell said the Planning Board meeting scheduled for 1/12/11
614 was cancelled due to a snow storm and re-scheduled to 1/26. The meeting deals with the
615 Woodmont Commons project.
616 Chairman DiMarco said he was unable to attend the Library Trustees meeting on 1/5/11. He also
617 said he attended the grand re-opening of MacDonald's last Saturday.
618 Councilor O'Keefe said he had the Traffic Safety Committee meeting today, there was not much
619 to report.

620 Councilor Dolan said he attended the Conservation Commission meeting, they spent a lot of time
621 in a non-public meeting, they are still very active.

622 Councilor Brown attended a very productive meeting with the Solid Waste Advisory Committee,
623 they were involved in the Beautify Londonderry planning. They had guests from ALERT &
624 Indian Pathfinders who want to take a more active role in the program. The anti-litter sub-
625 committee was discussed, they were provided with a draft "Charge". Several individuals want to
626 participate so they will be holding a public input session on 2/3/11.

627
628 **Town Manager Report** – Town Manager Caron reminded the Councilors to check their
629 schedule for February. Meetings will be on 2/3 for the final budget and the regular scheduled
630 meetings are on 2/7 & 2/14.

631

632 **Board/Committee Appointments/Reappointments**

633 None

634

635 **Councilor Farrell made a motion to adjourn at 10:40 P.M., second, Councilor O'Keefe.**
636 **Council's vote was 5-0-0.**

637

638

639 **Notes and Tapes by:** **Margo Lapietro** **Date: 01/17/11**

640

641 **Minutes Typed by:** **Margo Lapietro** **Date: 01/20/11**

642

643 **Approved;** **Town Council** **Date: 01/ /11**