

## TOWN COUNCIL AGENDA

March 18, 2013

The Town Council meeting 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.

7:00 PM

A. CALL TO ORDER

B. PUBLIC COMMENT

1. Town Council Board Appointments
2. Re-Interviews of Anne Chiampa and Al Sypek for Planning Board Opening
3. HR Update

C. PUBLIC HEARING

- D. Resolution #2013-02 - Elderly Exemption Policy
- E. Resolution #2013-03 – Disabled Persons Exemption Policy
- F. Resolution #2013-04 - Blind Tax Exemption Policy
- G. Ordinance #2013-02 – Amendment to the Municipal Code Relating to the Regulation of Secondhand Dealers and Pawnbrokers

H. OLD BUSINESS

None

I. NEW BUSINESS

1. Request for an Abatement of Municipal Sewer Charges
2. Order #2013-08 – The Distribution of Fire Equipment Capital Reserve Funds
3. Order #2013-09 – An Order Relative to the Suspension of the Impact Fees for Schools, Fire, Police, Library and Recreation
4. Order #2013-10 – Expend Capital Vehicle Leases and Special Revenue Funds for the Londonderry Police Department
5. Order #2013-11 – Expend Capital Vehicle Lease Funds for the Londonderry Police Department
6. Order #2013-12 – Expenditure of Maintenance Trust Funds for Various Projects

J. APPROVAL OF MINUTES

1. Town Council Meeting Minutes of 3/04/13

K. OTHER BUSINESS:

1. Liaison Reports

2. Town Manager Report
3. Board/Committee Appointments/Reappointments
  - a) Appointment of William Feldman to fill an open position on the Trustees of Leach Library with a term expiration of 3/14

H. ADJOURNMENT

I. MEETING SCHEDULE:

1. Town Council Meeting – 4/01/13 Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – 4/15/13 Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – 5/06/13 Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – 5/20/13 Moose Hill Council Chambers, 7:00PM

## RESOLUTION #2013-02

A Resolution Relative to the

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### ***ELDERLY EXEMPTION POLICY***

First Reading: 03/04/13  
Hearing/Second Reading: 03/18/13  
Adopted: 03/18/13

***WHEREAS*** The Londonderry Town Council, at its meeting of February 24, 1997, adopted Resolution 97-2, which enacted Chapter XII - the Elderly Exemption Policy; and

***WHEREAS*** The Town Council is desirous of reviewing exemption levels and making adjustments to insure that the eligibility criteria is appropriate for current economic conditions; and,

***WHEREAS*** The Town Council may, pursuant to the provisions of RSA 72:27-a consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances and other legislation;

***NOW THEREFORE BE IT RESOLVED*** by the Town Council of the Town of Londonderry, that the provisions of *Title VI - Town Policy, Chapter XII - Elderly Exemption Policy* are hereby adopted and modified as set forth herein and shall become effective April 1, 2013 and reviewed periodically thereafter.

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John Farrell - Chairman

A true copy attest:

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***Marguerite A. Seymour - Town Clerk/Tax Collector***  
***Dated: 03/18/13***

( TOWN SEAL )

**Chapter XII - ELDERLY EXEMPTION POLICY**

**SECTION I PURPOSE**

- A. To adopt the provisions of RSA 72:39-A and RSA 72:39-B and establish qualifications for the optional adjusted elderly exemption.

**SECTION II QUALIFICATIONS and DEFINITIONS**

- A. To qualify the person must have been a New Hampshire resident for at least three (3) years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five (5) years.
- B. In addition, the taxpayer must have a net income of not more than ~~\$37,700~~ **\$39,600** if single or widowed, or if married, a combined net income as defined in RSA 72:39-A I (b) of not more than ~~\$46,500~~ **\$48,800** and own net assets not in excess of ~~\$121,500,~~ **\$133,700** excluding the value of the person's residence up to two (2) acres.

**SECTION III BENEFITS**

- A. The elderly exemption from property tax in the Town of Londonderry based on assessed value for qualified taxpayers shall be as follows, and shall be reviewed annually:

For a person of 65 years of age, up to 74 years	\$ 98,900
For a person of 75 years of age, up to 79 years	\$ 123,600
For a person of 80 years or older	\$ 164,800
- B. The exemption under this section shall apply only in taxable years on the residential real estate for which the exemption is claimed on April 1 in any given year.
- C. Whenever the selectmen or assessors refuse to grant an applicant an exemption to which he/she may be entitled under this section, said applicant may appeal the decision in accordance with RSA 72:34a.
- D. An exemption granted under this section shall have no effect on an applicant's eligibility for other exemptions as authorized under this chapter.

# RESOLUTION #2013-03

A Resolution Relative to the

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## ***DISABLED PERSONS EXEMPTION POLICY***

First Reading: 03/04/13  
Hearing/Second Reading: 03/18/13  
Adopted: 03/18/13

***WHEREAS*** the Londonderry Town Council has adopted the provisions of RSA 72:37-b, on October 7, 2002, with the Exemption for the Disabled becoming effective April 1, 2003; and,

***WHEREAS*** The Town Council is desirous of reviewing exemption levels and making adjustments to insure that the eligibility criteria is appropriate for current economic conditions; and,

***WHEREAS*** the Town Council may, pursuant to the provisions of RSA 72:27-a, consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances and other legislation;

***NOW THEREFORE BE IT RESOLVED*** by the Town Council of the Town of Londonderry that *Title VI - Town Policy, Chapter XIX - Disabled Exemption Policy* is hereby revised as set forth herein, with its provisions to become effective April 1, 2013 and reviewed periodically thereafter.

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John Farrell - Chairman Town Council

A true copy attest:

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Marguerite A. Seymour - Town Clerk/Tax Collector  
Dated: 03/18/13

( TOWN SEAL )

**Chapter XIX – DISABLED EXEMPTION POLICY**

**SECTION I PURPOSE**

- A. To adopt the provisions of RSA 72:37-b and establish qualifications for the exemption for persons with disabilities.

**SECTION II QUALIFICATIONS and DEFINITIONS**

- A. The disabled exemption from property tax in the Town of Londonderry shall apply to any person who is eligible under title II or Title XVI of the Federal Social Security Act for benefits to the disabled and is applied on a yearly basis in an amount to be shown by the Town.
- B. The exemption by be applied only to property which is occupied as the principal place of abode by the disabled person. The exemption may be applied to any land or buildings appurtenant to the residence or to manufactured housing if that is the principal place of abode.
- C. To qualify the person must have been a New Hampshire resident for at least five (5) years, own the real estate individually or jointly, or if the real estate is owned by such person’s spouse, they must have been married for at least five (5) years.
- D. The taxpayer’s net income and assets levels shall be the same as specified in the Londonderry Elderly Exemption Policy, Chapter XII of Title VI of the Municipal Code.
- E. The term “residential real estate” shall mean the real estate which the person qualified for an exemption or a tax credit thereunder occupies as his principal place of abode together with any land or buildings appurtenant thereto and shall include manufactured housing if used for said purpose.

**SECTION III BENEFITS**

- A. The disabled exemption from property tax in the Town of Londonderry, based on assessed value, for qualified taxpayers shall be \$98,900.
- B. The exemption under this section shall apply only in taxable years during which the person with a disability on the residential real estate for which the exemption is claimed on April 1 in any given year.

*~~ End of Policy ~~*

# RESOLUTION #2013-04

A Resolution Relative to the

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## **BLIND TAX EXEMPTION POLICY**

First Reading: 03/04/13  
Hearing/Second Reading: 03/18/13  
Adopted: 03/18/13

**WHEREAS** the Town of Londonderry has adopted the provisions of RSA 72:37, Exemption for the Blind; and,

**WHEREAS** the Town Council is desirous of reviewing exemption levels and making adjustments to insure that the eligibility criteria is appropriate for current economic conditions; and,

**WHEREAS** the Town Council may, pursuant to the provisions of RSA 72:27-a, may consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances and other legislation;

**NOW THEREFORE BE IT RESOLVED** by the Town Council of the Town of Londonderry, that the provisions of *Title VI - Town Policy, Chapter XXIII - Tax Exemption for the Blind Policy* are hereby adopted and modified as set forth herein and shall become effective April 1, 2013 and reviewed periodically thereafter.

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John Farrell - Chairman

A true copy attest:

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**Marguerite A. Seymour - Town Clerk/Tax Collector**  
**Dated 03/18/13**

( TOWN SEAL )

**CHAPTER XXIII -TAX EXEMPTION FOR THE BLIND**

**SECTION I PURPOSE**

- A. To adopt the provisions of RSA 72:37 and establish qualifications for the Tax Exemption for the Blind.

**SECTION II QUALIFICATIONS and DEFINITIONS**

- A. Every inhabitant who is legally blind as determined by the blind services program, bureau of vocational rehabilitation, department of education.
- B. The term "residential real estate" shall mean the real estate which the person qualified for an exemption or a tax credit thereunder occupies as his principal place of abode together with any land or buildings appurtenant thereto and shall include manufactured housing if used for said purpose.

**SECTION III BENEFITS**

- A. The tax exemption shall be applied each tax year on the assessed value of residential real estate, for property tax purposes, the value of ~~\$32,100.~~ **\$50,000**

**SECTION IV APPLICATION FOR BENEFITS**

- A. Any person applying for the exemption under this Policy shall furnish to the Assessor certification from blind services program, bureau of vocational rehabilitation, department of education.
- B. The Assessor shall accept such certification as conclusive on the question of disability unless they have specific contrary evidence and the applicant, or the applicant's representative, has had a reasonable opportunity to review and rebut that evidence. The applicant shall also be afforded a reasonable opportunity to submit additional evidence on the question of disability.
- C. Any decision to deny an application shall identify the evidence upon which the decision relied and shall be made within the time period provided by law.

*~~End of Policy~~*



Introduced: 03/04/13  
Second Read/Pub Hrg: 03/18/13  
Adopted: 03/18/13

**ORDINANCE 2013-02**

***AN AMENDMENT TO THE MUNICIPAL CODE  
RELATING TO THE REGULATION OF SECONDHAND DEALERS  
AND PAWNBROKERS***

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***WHEREAS*** there is a need to provide for the safety and security of town residents when transacting business in the community; and

***WHEREAS*** there is a need to regulate retail transactions of a pawn or second hand nature for the purposes of identifying stolen property unintentionally received and detection of parties intentionally transacting business in stolen property; and

***WHEREAS*** the Londonderry Town Council addressed these concerns by enacting Ordinance 2008-14, which regulates secondhand dealers and pawnbrokers; and,

***WHEREAS*** The Town continually reviews its fee and permit schedule to reflect the costs of managing these regulations; and

***WHEREAS*** RSA 41:9-a requires the Town Council to conduct a public hearing on the Establishment of Fees;

***NOW THEREFORE BE IT ORDAINED*** by the Town Council of the Town of Londonderry that the Municipal Code of the Town of Londonderry, Title IV – Public Health, Safety and Welfare, Chapter XII – Secondhand Dealers and Pawnbrokers, is hereby amended as attached including a new fee structure.

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John Farrell  
Chairman - Londonderry Town Council

***A TRUE COPY ATTEST:***

*Town Seal*

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*Marguerite Seymour - Town Clerk*

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CHAPTER XII – SECONDHAND DEALERS AND PAWNBROKERS

SECTION I AUTHORITY

This ordinance ~~has been~~ **was originally** enacted on October 17, 2005, pursuant to the authority granted the Town of Londonderry by RSA 322 (Junk Dealers) and RSA 398 (Pawnbrokers and Moneylenders). The **revised** ordinance shall become effective upon its adoption.

SECTION II FINDINGS

The intent of this ordinance is to establish a system that fairly and impartially regulates retail transactions of a pawn or second hand nature for the purpose of:

- a. Identifying stolen property unintentionally received by the regulated parties, and
- b. Detection of regulated parties intentionally transacting business in stolen property.

SECTION III DEFINITIONS

Secondhand dealer shall mean any person, firm, partnership, corporation or other entity whose business is the retail buying, selling, buy-back, exchanging, dealing in or dealing with secondhand articles, including acting as an auction broker. These articles include, but are not limited to, jewelry, watches, diamonds, or other precious stones or gems, gold, silver, platinum, or other precious metals, musical instruments and associated equipment, sports equipment, cameras, furs, small collectible antiques, home and auto audio and video equipment, televisions, VCR's, DVD players, home and commercial video games, tools, computers and associated equipment, firearms, **scrap metal, vehicle parts**, auto accessories and collectibles (the "Property").

Pawnbroker shall mean any person, firm, partnership, corporation or other entity whose business deals in transactions where there is the lending of money secured by taking possession of any Property with interest charged thereon, shall be regulated according to RSA 398.

An auction broker shall mean any person, firm, partnership, corporation or other entity that takes any Property and sells it for a client through the process of bidding, keeping for themselves a portion of the profit. The term auction shall also include the bidding process that takes place through electronic media, e.g. "e-bay".

**CHAPTER XII – SECONDHAND DEALERS AND PAWNBROKERS (Cont'd.)**

**SECTION IV COMPLIANCE REQUIRED:**

- A. No person firm, partnership, corporation or other entity shall operate, conduct or engage in business as a secondhand dealer/pawnbroker/auction broker unless such person, firm, partnership, or corporation shall first obtain a license from the Town of Londonderry.
- B. Applications for new licenses and renewal licenses for a secondhand dealer/pawnbroker/auction broker shall be made in writing to the Town of Londonderry ~~Building~~ **Police** Department on forms provided for this purpose by the Town of Londonderry. Each license shall be issued on a location specific basis to suitable applicants. ~~An one-time~~ **initial** application fee of ~~fifty dollars (\$50.00)~~ **two hundred and fifty dollars (\$250.00)** shall be due upon application.
- C. Upon approval, a license shall be issued and continue in force ~~for one year~~, unless sooner revoked. Said license may not be assigned or transferred and will be clearly and prominently displayed. The annual fee for such license **renewal** shall be ~~twenty five dollars (\$25.00)~~ **two hundred and fifty dollars (\$250.00)**, due annually by ~~the anniversary date of the initial license issuance~~ **July 1 and will remain in force for one year, unless sooner revoked**. The annual fee may be amended by the Town Council from time to time.
- D. **Every secondhand dealer/pawnbroker/auction broker that purchases an item, in which a transaction record must be prepared, pursuant to the Municipal Code of the Town of Londonderry, Title IV – Public Health, Safety and Welfare, Chapter XII, Section VI, shall pay the Town of Londonderry a fee of \$1.00 per transaction, due in full thirty days (30) from receipt of invoice, for each preceding month.**

**SECTION V PURCHASING FROM MINORS**

No secondhand dealer/pawnbroker/**auction broker**, nor any person employed by a secondhand dealer/pawnbroker/auction broker shall directly or indirectly purchase any property from anyone under 18 years of age, knowing or having reason to believe him or her to be such, except when said minor is accompanied by a parent or legal guardian, who shall sign the transaction record in person before said dealer.

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**SECTION VI – RECORDS, INSPECTIONS, RE-SALE, CHANGES, ALTERATIONS**

- A. Every secondhand dealer/pawnbroker/**auction broker**, upon the acquisition of any property, shall prepare transaction records ~~on forms in a format determined and~~ approved by the Town, which shall include, inter alia, the full name, an identification number and address of the seller/**pawner**, the date of the transaction, and a full, accurate and detailed description (to include make, model and serial number) of the property, the amount paid for each item, and the name of the employee receiving same. For items sold through an electronic auction medium, the transaction records shall also include the full name, telephone number, credit card number, the amount paid and the full address of the person or company that purchased any property by means of the auction. **Transaction records shall also include a photographs of the seller/pawner, the seller/pawner’s identification and the articles being sold/pawned.**
- ~~B. One copy of the transaction form with all required attachments shall be delivered to the Londonderry Police Department within two business days of the end of the said dealer’s business day.~~
- B. **This information should be uploaded to the designated electronic reporting system within twenty-four (24) hours of the end of said secondhand dealer/ pawnbroker/ auction broker’s business day.**
- ~~C. Jewelry, watches, diamonds or other precious stones or gems, gold, silver platinum or other precious metals or items by virtue of their size, shall be photocopied and the photocopy shall be attached to the transaction form~~
- C. Positive identification in the form of **valid** government photo identification shall be required of the seller/**pawner** of any property. The type of identification used shall be noted on the dealer’s records and a ~~photocopy~~ **photograph** of the identification shall be attached to the transaction ~~form~~ **record**.
- D. A secondhand dealer/pawnbroker/auction broker shall retain copies of all purchase records or auction contracts for any property obtained by him/her/it, which, together with any article listed therein, may be inspected at any time by any duly authorized police officers during regular business hours while making all reasonable efforts not to disrupt the normal course of business.
- E. All transaction records shall be kept by said secondhand dealer/pawnbroker/**auction broker** for a minimum of two (2) years.

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**CHAPTER XII – SECONDHAND DEALERS AND PAWNBROKERS (Con't.)**

**SECTION VI – RECORDS, INSPECTIONS, RE-SALE, CHANGES, ALTERATIONS**  
*(Cont'd.)*

- F. No article shall be sold, encumbered by sales contract, made available for auction, altered in its appearance, or otherwise disposed of by a secondhand dealer/**auction broker** for a period of ~~15~~ **21** days after its initial purchase or intake unless the secondhand dealer/**auction broker** is granted permission in writing from the Londonderry Police Department. Such special permission shall be no less than 48 hours from the time of purchase or intake. Pawnbrokers shall retain non-perishable articles for 60 days and perishable articles for 30 days.
- G. All items purchased or pawned shall remain on the premises during the waiting period. These items will not be placed on the sales floor or made available for auction until the applicable waiting period has expired. Each item of property shall be clearly marked indicating its sales release date.
- H. Any pawned item repurchased by the original seller shall be recorded using the same transaction records clearly marked “buyback” and will be submitted to the Londonderry Police Department within **48 24** hours of the transaction.

**SECTION VII REMOVAL OF ARTICLES BY POLICE OFFICERS**

- A. If any police department determines that any property is needed for evidence in a criminal investigation, said police department shall seize the article(s) pursuant to applicable criminal procedures. The secondhand dealer/pawnbroker/auction broker shall be issued a receipt for the article(s).
- B. Pursuant to RSA 595-A:6, the police department shall keep seized articles of property under the court’s direction as long as necessary to permit the article(s) to be used as evidence. At the conclusion of all court proceedings or closure of the police investigation, the police department shall notify the original owner, the secondhand dealer/pawnbroker/auction broker and/or any person or entity who may have a lawful interest, that the property will be released in 30 calendar days to the original owner if no other claim is placed on the property.

**CHAPTER XII – SECONDHAND DEALERS AND PAWNBROKERS *(Cont'd.)***

**SECTION VIII VIOLATION**

- A. Any person who violates any provision of this ordinance shall be guilty of a violation and subject to the provisions of RSA 676:17 which provides for fines/civil penalties up to \$275.00 per day for the first offense and \$550.00 for subsequent offenses. Each continuing day of violation after notice shall constitute a separate offense.
- B. The Chief of Police may suspend or revoke any license issued pursuant to this ordinance for just cause.
- C. Any suspension, license revocation or permit refusal by the Chief of Police may be appealed by the licensee/applicant to the Town Council. The appeal must be made within ten business days of the revocation or permit refusal date.
- D. The provisions of this ordinance shall be severable, and if any phrase, clause, sentence or provision of these regulations shall, for any reason, be held invalid or unconstitutional, the validity of the remainder of these regulations shall not be affected thereby.

*--End of Chapter--*

# Application for Secondhand Dealer, Pawnbroker or Auction Broker License

(Pursuant to the Municipal Code of Londonderry, Title IV, Chapter XII)

Applicant's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Applicant's Current Address: \_\_\_\_\_  
No. Street City, State Zip

Applicant's Date of Birth: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
No. Street City, State Zip

(Business address must be where merchandise is being held or sold and can be viewed by members of the Londonderry Police Department)

Property Owner's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

(Please attach written permission letter from property owner allowing said business to be operated on the property)

Merchandise to be Sold: \_\_\_\_\_

X Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

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(Police Department Use Only)

Application Type: Initial Renewal

Application fee: \$250 received on (date) \_\_\_\_\_ by: \_\_\_\_\_

License Expiration: June 30 (Year) \_\_\_\_\_

Police Department Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Special Conditions of Operation (if any) \_\_\_\_\_



# LONDONDERRY POLICE DEPARTMENT

268A MAMMOTH ROAD  
LONDONDERRY, NEW HAMPSHIRE 03053  
(603) 432-1118  
FAX: (603) 432-1117  
www.londonderrynh.org



**CHIEF OF POLICE:**  
WILLIAM R. HART

**DIVISION CAPTAINS:**  
GERARD J. DUSSAULT  
PAUL D. FULONE  
ROBERT A. MICHAUD

## Application for Secondhand Dealer, Pawnbroker or Auction Broker License (Pursuant to the Municipal Code of Londonderry, Title IV, Chapter XII)

**Applicant's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Applicant's Current Address:** \_\_\_\_\_  
No. Street City, State Zip

**Applicant's Date of Birth:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_  
No. Street City, State Zip

(Business address must be where merchandise is being held or sold and can be viewed by members of the Londonderry Police Department)

**Property Owner's Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

(Please attach written permission letter from property owner allowing said business to be operated on the property)

**Merchandise to be Sold:** \_\_\_\_\_

**X Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Police Department Use Only)

**Application Type:** Initial Renewal

**Application fee:** \$250 received on (date) \_\_\_\_\_ by: \_\_\_\_\_

**License Expiration:** June 30 (Year) \_\_\_\_\_

**Police Department Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Special Conditions of Operation (if any)** \_\_\_\_\_



# ORDER 2013-08

An order relative to

## *The Distribution of Fire Equipment Capital Reserve Funds*

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First Reading: 03/18/13  
Second Reading: Waived  
Adopted: 03/18/13

**WHEREAS** the Town of Londonderry, by adoption of Article No. 6 at the March 13, 2012 Town Meeting, approved funding \$150,000 for the acquisition of fire department equipment; and,

**WHEREAS** the Fire Department Equipment Committee has completed its review of several manufacturers' equipment and have made a recommendation that the Town purchase one Stryker Stair Pro stair chair and one Stryker Power Pro stretcher from Stryker EMS, and three positive pressure ventilation fans from Industrial Protection Services, LLC; and,

**WHEREAS** the Committee further recommends that \$26,915.35 be withdrawn from the Capital Reserve Fund for Fire Department Equipment;

**NOW THEREFORE BE IT ORDERED** by the Londonderry Town Council that the Town Treasurer is hereby directed and authorized to expend from the Fire Department Equipment Reserve Fund the sum \$26,915.35.

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John Farrell - Chairman  
Town Council

( TOWN SEAL )

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Marguerite Seymour - Town Clerk/Tax Collector

**A TRUE COPY ATTEST:**  
**03/18/13**

<b>Vendor</b>	<b>Location</b>	<b>Amount</b>	<b>Description of Capital Reserve Expense</b>
Stryker Stair Pro	Fire Station #1	\$3,053.20	1 Stair Chair
Stryker Power Pro	Fire Station #1	\$14,262.15	1 Stretcher
Industrial Protection Services, LLC	Fire Station #1	\$9,600.00	3 Positive Pressure Ventilation Fans
<b>Total 03/18/13 Order Amount</b>		<b>\$26,915.35</b>	

First Reading: 03/18/13  
Adopted: 03/18/13

**ORDER 2013-09**  
***AN ORDER RELATIVE TO THE SUSPENSION OF THE IMPACT FEES FOR  
SCHOOLS, FIRE, POLICE, LIBRARY AND RECREATION***

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***WHEREAS*** in 1994, the Town adopted an Impact Fee system to fund capital improvements for Schools, Fire, Police, Library, Recreation and certain Roadways; and,

***WHEREAS*** the Rockingham County Superior Court has ordered that the Town employ an independent auditor to audit Londonderry's impact fee collections and expenditures since the Town began to collect impact fees; and

***WHEREAS*** the Town Council on February 11, 2013 voted to suspend the transportation impact fee program for Route 28 and Route 102; and

***WHEREAS*** the Planning Board on March 6, 2013 voted to recommend that the Town Council immediately suspend the imposition and collection of impact fees for Schools, Fire, Police, Library and Recreation, in addition to Route 102 and Route 28 Corridors previously suspended, until the audit currently underway has been completed.

***NOW THEREFORE BE IT ORDERED*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby directed to suspend the imposition and collection of impact fees for Schools, Fire, Police, Library, and Recreation in addition to the previously suspended Route 102 Corridor and Route 28 Corridor Impact Fee Programs until the audit currently underway has been completed.

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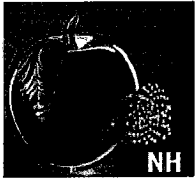
John Farrell - Chairman  
Town Council

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Meg Seymour  
Town Clerk

(TOWN SEAL)

***A TRUE COPY ATTEST:***  
**03/18/13**



# Town of Londonderry



## Planning & Economic Development Department

268B Mammoth Road  
Londonderry, New Hampshire 03053  
Phone: (603) 432-1100 ext.103  
[www.thriveinlondonderry.com](http://www.thriveinlondonderry.com)  
[www.londonderrynh.org](http://www.londonderrynh.org)

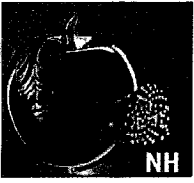
Business is good. Life is better.

**TO:** Town Council  
**FROM:** Cynthia A. May, ASLA, Town Planner  
**CC:** William R. Hart, Acting Town Manager  
**DATE:** March 18, 2013  
**SUBJECT:** Suspension of Londonderry Impact Fee Programs

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On March 6, 2013, the Planning Board voted to send a recommendation to the Town Council to immediately suspend the imposition and collection impact fees for schools, fire, police, library, and recreation, in addition to the previously suspended Route 102 Corridor and Route 28 Corridor Programs, until the audit currently taking place has been completed pursuant to a court order (please see the attached Planning Board minutes, dated March 6, 2013, and memo from Cynthia A. May, to the Planning Board, dated March 6, 2013.)

Staff recommends suspension until such time that the Town can determine how best to move forward before continuing the impact fee program.



# Town of Londonderry



## Planning & Economic Development Department

268B Mammoth Road  
Londonderry, New Hampshire 03053  
Phone: (603) 432-1100 ext.103  
[www.thriveinlondonderry.com](http://www.thriveinlondonderry.com)  
[www.londonderrynh.org](http://www.londonderrynh.org)

Business is good. Life is better.

**TO:** Planning Board  
**FROM:** Cynthia A. May, ASLA, Town Planner  
**CC:** William R. Hart, Acting Town Manager  
**DATE:** March 6, 2013  
**SUBJECT:** Suspension of Londonderry Impact Fee Programs

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As mentioned to the Planning Board on February 6, 2013, I forwarded a request to Michael Ramsdell, Town Attorney, to provide input regarding the school impact fee update. Attorney Ramsdell responded with a recommendation that the Town immediately suspend the imposition and collection of all impact fees until the audit currently taking place has been completed pursuant to a court order. He further recommends that the Town carefully determine how best to move forward before continuing the impact fee program.

Staff recommends that the Planning Board send a request to the Town Council to immediately suspend the imposition and collection of impact fees for schools, fire, police, library, and recreation, in addition to the previously suspended Route 102 Corridor and Route 28 Corridor Programs.

1  
2 B. Londonderry 2012 School Impact Fee Update and Alternative Assessment  
3 Schedules – Presentation and Public Hearing for the Londonderry 2012 School  
4 Impact Fee Update [Continued from the February 6, 2013 Planning Board  
5 Meeting]  
6

7 At the February 6, 2013 presentation regarding the School Impact Fee update,  
8 C. May stated a Staff recommendation would be forthcoming once an opinion  
9 was received from the Town Attorney. The resulting recommendation from the  
10 Town Attorney, she reported, is to immediately suspend the imposition and  
11 collection of all impact fees until the audit now underway is completed  
12 pursuant to a court order. Staff therefore recommends that the Planning Board  
13 table the public hearing for the School Impact Fee update until the audit is  
14 complete, at which time the public hearing can be re-noticed and subsequently  
15 removed from the table and resumed.  
16

17 J. Laferriere asked if it is known when the audit will be finalized. C. May  
18 replied it is not known at this time.  
19

20 **L. El-Azem made a motion to table the public hearing for the School**  
21 **Impact Fee update until it can scheduled after the conclusion of the**  
22 **audit. L. Wiles seconded the motion. No discussion. Vote on the**  
23 **motion, 9-0-0.**  
24

25 The public hearing for the 2012 Londonderry School Impact Fee update was  
26 tabled indefinitely (see next item also).  
27

28 C. Suspension of Londonderry Impact Fee Programs  
29

30 C. May conveyed to the Board the Town Attorney's recommendation that due  
31 to the ongoing impact fee audit, the entire impact fee system be suspended.  
32 Staff therefore recommends the Planning Board send a request to the Town  
33 Council to immediately suspend the imposition and collection of impact fees for  
34 schools, fire, police, library, and recreation in addition to the Route 102 and  
35 Route 28 Corridor Programs fees previously suspended.  
36

37 A. Rugg entertained input from the Board.  
38

39 When Attorney Ramsdell was asked for more details, he replied that he would  
40 not have any until after he and the Acting Town Manager meet with the  
41 auditors on March 7. A report can then be made to the Board at their March  
42 27 meeting. Board members discussed the possibility of waiting until March  
43 27 to consider any additional information and make a recommendation to the  
44 Town Council at that time. Attorney Ramsdell expressed his opinion that the  
45 risk of compounding any of the current legal issues by not suspending impact  
46 fees was more significant than any loss in monies during the time of  
47 suspension. He added that while the suspension is in place, any impact fees  
48 that would have normally been applied to a plan would not be retroactive. A.  
49 Rugg noted that the final decision to suspend any impact fees lies with the  
50 Town Council. Their next meeting takes place on March 18.

1  
2 **L. Wiles made a motion that the Planning Board make a recommend to**  
3 **the Town Council to immediately suspend the imposition and collection**  
4 **impact fees for schools, fire, police, library, and recreation, in addition**  
5 **to the previously suspended Route 102 Corridor and Route 28 Corridor**  
6 **Programs, until the audit currently taking place has been completed**  
7 **pursuant to a court order. J. Laferriere seconded the motion. No**  
8 **discussion. Then motion was approved, 9-0-0.**  
9

10 **Other Business**

11  
12 A. Update on 3rd Party Review Consultant Selection  
13

14 **Adjournment:**

15  
16 **made a motion to adjourn the meeting. seconded the motion.**  
17 **Vote on the motion: 0-0-0.**  
18

19 The meeting adjourned at PM.  
20  
21  
22  
23  
24

25 These minutes prepared by Planning & Economic Development Secretary Jaye  
26 Trottier  
27  
28  
29

30 Respectfully Submitted,  
31  
32  
33

34 Lynn Wiles, Secretary

# **ORDER #2013-10**

An Order Relative to

## ***EXPEND CAPITAL VEHICLE LEASES AND SPECIAL REVENUE FUNDS FOR THE LONDONDERRY POLICE DEPARTMENT***

---

Reading: 03/18/2013

Second Hearing/Public Meeting Waived

Adopted: 03/18/2013

***WHEREAS*** the Town of Londonderry voted to appropriate, under Article 4 at the February 6, 2012 Town Meeting, funds within the Police Department budget to purchase equipment for use in department cruisers; and,

***WHEREAS*** the Department has complied with the provisions of the Municipal Code, Title VI – Town Policy, Chapter VI – Purchasing Policy, Section IV-D – Competitive Purchasing, by receiving bids for the mobile radios; and complied with the policy where acceptable; and,

***WHEREAS*** the Department has determined that Cen-Com Mobile Radios is the best bidder for the five (5) mobile radios for the Ford Explorer Interceptor vehicles; and,

***WHEREAS*** the five (5) mobile radios are being purchased through the Equitable Sharing Account which is exempt from our Purchasing Policy; and,

***NOW THEREFORE BE IT ORDERED*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend from the FY12 budget of the Police Department the sum of \$34,172.50 from the Capital Vehicle Lease budget to purchase the five (5) mobile radios.

---

John Farrell, Chairman  
Town Council

---

Marguerite Seymour  
Town Clerk

***A TRUE COPY ATTEST:***  
03/18/13



<b>Vendor</b>	<b>Location</b>	<b>Amount</b>	<b>Description</b>
Cen-Com	LPD Interceptor Cruisers	\$17,086.25	Mobile Radios (5)
Cen-Com	LPD Interceptor Cruisers	\$17,086.25	Radio Supplies, Parts & Accessories
<b>Total 03/18/13 Order Amount</b>		<b>\$34,172.50</b>	

**ORDER #2013-11**

An Order Relative to

***EXPEND CAPITAL VEHICLE LEASE FUNDS FOR THE LONDONDERRY  
POLICE DEPARTMENT***

---

Reading: 03/18/2013

Second Hearing/Public Meeting Waived

Adopted: 03/18/2013

***WHEREAS*** the Town of Londonderry voted to appropriate, under Articles 4 and 7 at the February 6, 2012 Town Meeting, funds within the Police Department budget to purchase equipment for use in department cruisers; and,

***WHEREAS*** the Department has complied with the provisions of the Municipal Code, Title VI – Town Policy, Chapter VI – Purchasing Policy, Section IV-D – Competitive Purchasing, by receiving bids for the vehicles; and,

***WHEREAS*** the Department has determined that Patrol PC Mobile Computers is the best bidder for the ten (10) mobile computers for the Ford Explorer Interceptor vehicles; and,

***NOW THEREFORE BE IT ORDERED*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend from the FY12 budget of the Police Department the sum of \$25,000 from the Capital Vehicle Lease budget and \$24,603.40 from the Special Revenue Account totaling \$49,603.40 to purchase the ten (10) mobile computers.

---

John Farrell, Chairman  
Town Council

---

Marguerite Seymour  
Town Clerk

***A TRUE COPY ATTEST:***  
03/18/13

# **ORDER #2013-12**

An Order Relative to

## ***EXPENDITURE OF***

## ***MAINTENANCE TRUST FUNDS FOR VARIOUS PROJECTS***

---

Reading: 03/18/2013

Second Hearing/Public Meeting Waived

Adopted: 03/18/2013

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

***WHEREAS*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$5,601.03 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

***NOW THEREFORE BE IT ORDERED*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$5,601.03 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

---

John Farrell, Chairman  
Town Council

---

Marguerite Seymour  
Town Clerk

***A TRUE COPY ATTEST:***  
*03/18/13*

**Stephen R. Cotton**

**From:** Stephen R. Cotton  
**Sent:** Wednesday, March 13, 2013 11:59 AM  
**To:** Margo Lapietro; William Hart  
**Cc:** Sue Hickey; Stephen R. Cotton  
**Subject:** EMTF Request for Town Council Order on 3/18/13 Town Council Meeting

Bill/Margo, please place on the 3/18/13 TC Agenda or a TC Order for these various EMTF invoices.

Thanks  
 Steve

**Expendable Maintenance Trust TC Order Request  
 for Town Council Meeting "3/18/13"**

<b>Description</b>	<b>Vendor</b>	<b>Amount</b>
<b>Winter walkways/fire lane maintenance</b>	Trimmers - #36841	\$ 617.50
Shoveling/Plowing/Treatment of walkways and fire lanes at TH/PPD/Library/Cable Access & Sr. Center on 2/17, 2/24, 2/25, 2/26, 2/27, 2/28, 3/12, 3/13/13.	Trimmers - #36842	\$ 490.00
	Trimmers - #36856	\$ 137.50
	Trimmers - #36869	\$ 527.50
	Trimmers - #36870	\$ 150.00
	Trimmers - #36898	\$ 1,017.50
	Trimmers - #36909	\$ 400.00
	Murf's Turf	\$ 790.00
	Murf's Turf	\$ 425.00
	EMTF Request Amount	\$ 4,555.00
<b>South Fire Station #2</b>		\$ 273.69
Carrier split unit in workout room not working properly, found blown fuse, replaced fuses,		\$ 273.69
<b>Senior Center</b>	Commercial Solutions - #2769	\$ 324.00
Repairs consisted of repairing a leaking roof in the men's bathroom area, and, installing a GF outlet for the water cooler and replacing the power cord that was damaged.	Commercial Solutions - #2771	\$ 448.34
		\$ 772.34
<b>Total Town Council EMTF Order</b>		<b>\$ 5,601.03</b>

Steve R. Cotton Sr.  
 Administrative Support Coordinator  
**Town of Londonderry**  
 603.432.1100 x119  
[srcotton@londonderrynh.org](mailto:srcotton@londonderrynh.org)

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**TOWN COUNCIL /BUDGET MEETING**  
**March 04, 2013**

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

**PRESENT:** Chairman, John Farrell; Councilors: Joe Green; Tom Freda; Acting Town Manager, LPD Chief William R. Hart; Executive Assistant Margo Lapietro.

Absent: Vice Chairman Tom Dolan; Jim Butler.

**Call to Order**

Chairman Farrell opened the meeting at 7:00PM with the Pledge of Allegiance. This was followed by a moment of silence for the first responders and those in service here and abroad.

**Public Comment**

Interviews of Ann Chiampa and Al Sypek for an opening on the Planning Board - Ann Chiampa, 28 Wedgewood Drive made a statement about her interest in being on the Planning Board and in her involvement with the town over the years. She stated that she does not have a prejudice against Woodmont Commons and she is not an abutter. She wants her concerns made know. She attended every meeting and has made her various concerns know to the developer. She brought up the point that we should retain the suburban nature of the town and the school system and objected to the fact that the word "suburban" is stricken from the Master Plan. Chairman Farrell pointed out that we are not talking about the Master Plan tonight; we are here tonight to talk about why she should be on the Planning Board. Councilor Green said if you are on the Planning Board with some preconceived notions how do you get along with the other members. A. Chiampa responded she does not have preconceived notions; she wants the board to take into consideration the residents. Councilor Freda asked for clarification of her residential location. She responded she is not an abutter. Councilor Freda asked her if he heard her correctly that she was in favor of Woodmont, she responded yes. Councilor Freda asked her if she wasn't supposed to have an opinion you are supposed to wait to hear all sides. He said his concern is that she is for the project and felt that she is pre-judging it. As a Planning Board member you can ask questions and point out problems with the applicant but you shouldn't be a supporter or non-supporter of it you are supposed to be impartial. Councilor Freda said that his concern is that she would have to recuse herself from Woodmont issues because she has expressed a preconceived opinion. A. Chiampa said she would not see a need to recuse herself from Woodmont issues and she did not agree with that. She stated that she thinks it could be very beneficial to the town if.... Councilor Freda pointed out that there apparently was a misconception by people that she was against the project but now it seems the opposite. Chairman Farrell asked her if she had any conflicts with being a fair and partial member of the board, she responded no. Chairman Farrell said it makes it difficult for him to look at it from the Planning Board view to see if she can be candid about it. He congratulated her on the work she has done for the community. A. Chiampa asked the Council if she had the right to come back on the 18<sup>th</sup> and continue the interview when the other two Councilors will be in attendance. It was decided that she could come back. Al Sypek, 86 Constitution Drive gave his history with the

46 town. He explained he was on the Londonderry Fire Department for 31 years and retired as  
47 Chief in 2003. While the LFD Chief he served as the ex-officio on the Planning Board for 2  
48 years. He was on the Conservation Commission; and was an Ad Hoc member to the IT  
49 Committee. He served on the Water Commission and has volunteered 9 years at the Access  
50 Center. He stated that if he was going to volunteer for any board it might as well be one that he  
51 actually sat on before. Councilor Green asked if he had any conflicts that would hurt his  
52 impartiality on the board, A. Sypek responded none at all. Councilor Green asked what his past  
53 experience will bring to the Planning Board. A. Sypek responded you are working with the  
54 public and the Planning Board is totally governed by state law. Everything is looked at  
55 subjectively. Councilor Green asked him what he felt about Woodmont. Councilor Freda re-  
56 worded the question and asked him if he has made any public statements about Woodmont, he  
57 responded he has not made any public statements. You look at everything to see if it meets the  
58 requirements and he has no personal opinion on Woodmont. Chairman Farrell asked if he is  
59 willing to come back on the 18th when the other two councilors will be in attendance; he responded  
60 no problem. The consensus was to move this to the public comment agenda on 3/18/13.

61  
62 Chairman Farrell stated that Steve Homsley sent an e-mail to Council expressing his regards to  
63 activity in the Musquash including shooting. The Londonderry Police Department (LPD) was in  
64 attendance to answer any questions. S. Homsley stated that they were having shooting incidents  
65 from early in the morning until dusk. Chairman Farrell asked him if he was aware of the  
66 meetings held at Council meetings and at the Musquash. He explained that some officers visited  
67 the Londonderry Fish & Game as well as had consultations with our town attorney. He asked  
68 Capt. Dussault to explain the actions the LPD took. Capt. Dussault explained they talked about  
69 this at the 10/4/12 meeting. He provided data from a one year period beginning 3/1/10 – 3/1/13. In  
70 that time they had 27 calls about shooting complaints in the Musquash area. They had 39 calls  
71 that could be loosely associated with the Musquash areas. He proceeded to provide a detailed  
72 report of that time period. No one was charged with a crime and there was no criminal activity  
73 observed. Chairman Farrell asked what other actions did we take. Capt. Dussault responded  
74 they had officers patrol the area looking for shooting. Acting Town Manager/LPD Chief Hart  
75 responded they put up hand bills in the area for gun safety and guy safety courses at all common  
76 entrances. Chairman Farrell explained to S. Homsley that we have been active within the  
77 confines of the law. S. Homsley said the activity is growing and expressed his concern.  
78 Chairman Farrell said we have no control over the Londonderry Fish and Game per Counsel.  
79 Councilor Green said he is trying to keep everyone happy but we have to keep people safe and  
80 abide by laws. He asked S. Homsley what he would do. S. Homsley said we have Ordinances in  
81 place so that our residence's quality of life is not diminished; this seems to be like a free-for-all  
82 with all the loud noises that are not in a controlled environment. Councilor Green explained the  
83 LPD is going out there and they are not finding any issues; he explained we are trying to be pro-  
84 active. Councilor Freda asked Mr. Homsley if he is differentiating between target shooting and  
85 hunting and he responded yes. Councilor Freda said the town has had Counsel look at it and it is  
86 okay for hunting and he referred to RSA 159, Sec. 26. Chairman Farrell said the noise he gets is  
87 probably from the Fish & Game. He said the Council has tried to do everything under the law,  
88 everybody has taken it seriously; we don't want anybody to get hurt.

89  
90 **Public Hearing**

91 None

93

Old Business

94 Ordinance #2013-01 – An Amendment to the Zoning Ordinance Relating to Rezoning Map 6,  
95 Lots 37 & 38, Mohawk Drive – Tim Whinnings the applicant was in attendance and explained he  
96 wanted more uses for the property to make it more attractive for development. Councilor Freda  
97 noted that the Planning Board recommended this zoning change. Chairman Farrell read the,  
98 second reading. Councilor Green **made a motion to accept, second Councilor Freda.**  
99 **Councils vote 3-0-0.**

100

101 Resolution #2013-01 – A Resolution Relative to Re-Addressing Properties on Highlander Way -  
102 Chairman Farrell dispensed with the second reading. Town Assessor Karen Marchant and GIS  
103 Manager John Vogl were in attendance. Karen Marchant explained there was a 911 call and they  
104 were unable to access the five buildings on the rental property. Highlander Way was blocked off  
105 part way and they had to go through Brown off of Manchester in order to access the properties.  
106 She said they have an e-mail from the airport supporting the re-naming of this street. Councilor  
107 Green asked how many residences there were and John Vogl said they had no idea of how many  
108 residences there were in the buildings. John Vogl provided a map and showed that there is a  
109 driveway that provides access to the five structures and they are just looking for a name to  
110 formalize the driveway with an Elm Way address. J. Vogl read the e-mail from the airport who is  
111 the owner, expressing their support. Councilor Green asked how the tenants were going to be  
112 notified; J. Vogl responded the notices would be sent to the owner, they do not notify the  
113 renter's. Chairman Farrell suggested the Acting Town Manager notify the Capt. Of the Police  
114 Department so they could intervene and let everyone at the airport know that they let all the  
115 renter's know what is going on. K. Marchant said it is her understanding that the buildings are  
116 rented to the pilots; therefore there are no permanent residents who receive mail. **Councilor**  
117 **Freda made a motion to accept, second Councilor Green. Councils vote 3-0-0.**

118

119

120

NEW BUSINESS

121 Resolution #2013-02 – Elderly Exemption Policy – Chairman Farrell read the first reading;  
122 second reading/public hearing scheduled for 3/18/13, **and made a motion to adopt, second**  
123 **Councilor Green. Councils vote 3-0-0.**

124

125 Resolution #2013-03 – Disabled Persons Exemption Policy – Councilor Green read the first  
126 reading, second reading/public hearing scheduled for 3/18/13 **and made a motion to adopt,**  
127 **second Councilor Freda. Councils vote 3-0-0.**

128

129 Resolution #2013-04 – Blind Tax Exemption Policy – Councilor Freda read the first reading,  
130 second reading/public hearing scheduled for 3/18/13 **and made a motion to adopt, second**  
131 **Councilor Green. Councils vote 3-0-0.**

132

133 Order #2013-07 – Distribution of Expendable Maintenance Trust Funds – Chairman Farrell  
134 read the first reading/public hearing. **Councilor Freda made a motion to adopt, second**  
135 **Councilor Green. Open for discussion. Councils vote 3-0-0.**

136

137 Ordinance #2013-02 – Amendment to the Municipal Code Relating to the Regulation of  
138 Secondhand Dealers and Pawnbrokers – Acting Town Manager/LPD Chief Hart explained that  
139 Det. Sean Doyle headed up dealing with identity and stolen property for the department and  
140 would explain the reason for the change to the Ordinance. Det. Doyle proceeded to explain the

141 current procedures which are time consuming, labor and material costs are intensive and the fact  
142 that the information is only available to detectives who use the New England State Police  
143 Information Network (NESPIN). He investigated other software systems used for the process  
144 and found that Business Watch International (BMI) was the clear choice. They will save the  
145 town time and resources, increase efficiency; and the system can be accessed by all officers. The  
146 vendors will enter all the information required rather the police department; the webcam will  
147 take pictures of the required information. He explained that our fees will be in compliance with  
148 other towns, and the systems will free up detective time. The system saves searches and can flag  
149 items to be held without going to the store. The system also automatically runs information  
150 against the sex offender registry and helps with auditing the regulated businesses. Det. Doyle  
151 proceeded to review the changes he wanted made to the amendment. Open for discussion.  
152 Councilor Green asked if this was an additional cost to the pawnshop owners. Det. Doyle  
153 responded no they are provided with the software. LPD provides the first camera and the  
154 maintenance is the responsibility of the customer who is responsible for additional cameras.  
155 Councilor Green asked if we are having difficulty with compliance now due to paperwork  
156 and will the computerized system make it easier for them. Det. Doyle said it will make it easier  
157 and 3 out of the 4 currently cooperate; the 4<sup>th</sup> one he is working with them. Councilor Green  
158 asked if BWI matches with other towns and the state? Det. Doyle responded everyone who  
159 shares with NESMIT will share with BMI because they are working on an agreement with them.  
160 Councilor Freda talked about a customer buying back their items. Chairman Farrell asked Det.  
161 Doyle to come back after 6 months' time to see how it is working. Chairman Farrell read the  
162 first reading, second reading/public hearing scheduled for 3/18/13. Councilor Green **made a**  
163 **motion to move this to the second reading on 3/18/13 and to adopt, second Councilor Freda.**  
164 **Councils vote 3-0-0.**

#### APPROVAL OF MINUTES

166  
167  
168 **Council meeting minutes of 02/14/13 – Councilor Freda made a motion to approve, second**  
169 **Councilor Green. Council's vote 3-0-0.**

#### OTHER BUSINESS

170  
171  
172  
173 Liaison Reports – Chairman Farrell said he had a conversation with a member of the School  
174 Board about a combined School Board and Town Council Deliberative Session. Councilor Freda  
175 recommended having this discussion. The consensus was to direct the Acting Town Manager to  
176 approach the School Board about having a discussion to see if we can enhance coverage at the  
177 Deliberative Session.

178  
179 Town Manager Report – Acting Town Manager/LPD Chief Hart said they looked at the  
180 possibility of having an ATM machine installed at Town Hall for the convenience of our  
181 residences. It is not feasible; it would cost the town significantly more than it is worth.

182  
183 Bi-Weekly Payroll – He said he had been asked to look into bi-weekly payroll; it didn't make  
184 sense cost wise. When this was looked at some years ago the change in payroll processing  
185 software allows for things to be done much more routinely. Most of the employees opted against  
186 it and since there was no cost savings to the town we put it to rest.



188 Credit Card/E-Registration – He said within the next 4-8 weeks we will be online for all fees. E-  
189 reg will be first followed by property tax payments and, sewer fees on line.

190  
191 The purchasing policy will be looked at and they are recommending increasing some threshold  
192 numbers to be consistent with state statutes. That will be brought back to the Councilors again.  
193

194 He announced that “March Madness” is here, the LPD officers have beards.

195  
196 Chairman Farrell explained they have re-started the Town Manager process and are looking at a  
197 7/1/13 start date. They are trying to find the best person for Londonderry.  
198

199 **Board/Committee Appointments/Reappointments –**

200  
201 Re-Appointment of Karen Gigure as a Full Member on the Londonderry Arts Councilor, Ad Hoc  
202 Position.

203  
204 Appointment of Steven Sullivan as a Full Member on the Londonderry Arts Council, Ad Hoc  
205 position.

206  
207 **Councilor Freda made a motion for the above, second Councilor Green. Councils vote 3-0-**  
208 **0**

209  
210 Resignation of Stacy Thrall as a member of the Elder Affairs Committee and her appointment as  
211 the Senior Affairs Liaison to the Elder Affairs Committee.

212  
213 **Councilor Green made a motion, second Councilor Freda. Councils vote 3-0-0.**

214  
215 Councilor Green said the town meeting is on 3/12/13 and asked when the Councilors will have  
216 their organizational meeting. Chairman Farrell responded we will vote at the Council meeting  
217 on 3/18/13.

218  
219 Chairman Farrell stated he got an e-mail from the Town Clerk that the polls are open on 3/12/13  
220 from 7:00AM – 8:00PM

221  
222 Reed Clark, Stonehenge Drive asked everyone to come out and vote.

223  
224 **ADJOURNMENT**

225  
226 **Councilor Freda made a motion to adjourn at 8:43 PM, second Councilor Green.**  
227 **Council's vote 4-0-0.**

228  
229 **Notes and Tapes by: Margo Lapietro Date: 03/04/13**

230  
231 **Minutes Typed by: Margo Lapietro Date: 03/08/13**

232  
233 **Approved by: Town Council Date:**

## Margo Lapietro

---

**From:** William R. Hart <whart@londonderrynh.org>  
**Sent:** Thursday, March 07, 2013 6:41 PM  
**To:** Margo Lapietro  
**Subject:** FW: Library Trustee Vacancy

Margo,

Kindly put the below on the agenda for the 18th.

Thank you.

Bill

---

**From:** John Farrell [<mailto:jwfarrelljr@hotmail.com>]  
**Sent:** Thursday, March 07, 2013 5:47 PM  
**To:** William R. Hart  
**Subject:** Fwd: Library Trustee Vacancy

John Farrell  
603 289 2011

Begin forwarded message:

**From:** <[caron-pac@comcast.net](mailto:caron-pac@comcast.net)>  
**Date:** March 7, 2013, 11:27:18 AM PST  
**To:** jfarrell <[jfarrell@londonderrynh.org](mailto:jfarrell@londonderrynh.org)>  
**Cc:** jgreen <[jgreen@londonderrynh.org](mailto:jgreen@londonderrynh.org)>, barbara ostertag-holtkamp <[bostertag-holtkamp@londonderrynh.org](mailto:bostertag-holtkamp@londonderrynh.org)>, "William R. Hart" <[whart@londonderrynh.org](mailto:whart@londonderrynh.org)>  
**Subject:** Library Trustee Vacancy

Dear Mr. Farrell:

As you know one member of the Library Board of Trustees recently passed away.

Dr. William Feldmann, who's present term ends March, 2013, has graciously agreed to fill the remainder of John Velliquette's term which expires March, 2014.

It is the Library Board's recommendation that Dr. Feldmann be appointed by the Town Council to fill the vacancy. The Library Board would appreciate it if this appointment could be placed on the agenda for your next meeting.

Thank you for your attention to this matter.

Sincerely,

Pauline A. Caron, Chair

Leach Library Board of Trustees

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