

**TOWN COUNCIL AGENDA**

**January 20, 2014**

**7:00 P.M.**

The Town Council meeting will be held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry, NH. 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. Work Place Benefit Solutions – Healthcare Presentation  
**Presented by Tom Delacey**

**C. PUBLIC HEARING**

1. Second Budget Hearing and Approval of Warrant and Script for Fiscal Year 15 Budget  
**Presented by Kevin Smith**

**D. OLD BUSINESS**

**None**

**E. NEW BUSINESS**

1. **Order #2014-02** – Expenditure of Maintenance Trust Funds for Various Projects  
**Presented by Kevin Smith**
2. Approval of Two Union Contracts (**Tentative**)  
**Presented by Kevin Smith**

**F. APPROVAL OF MINUTES**

Approval of January 6, 2014 Town Council Minutes

**G. OTHER BUSINESS**

1. Liaison Reports
2. Town Manager Report
2. Board/Committee Appointments/Reappointments

**H. ADJOURNMENT**

**I. MEETING SCHEDULE**

1. Town Council Meeting – **02/03/14** Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – **02/17/14** Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – **03/03/14** Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – **03/17/14** Moose Hill Council Chambers, 7:00PM

**J. BUDGET MEETING SCHEDULE**

1. Town Council Second Budget Hearing – **1/20/14**  
Moose Hill Council Chambers, 7:00 PM
2. Town Council Budget Warrant Vote – **1/23/14**  
Moose Hill Council Chambers, 7:00 PM
3. Town Council Deliberative Session – **2/08/14**  
Londonderry High School Cafeteria, 9:00 AM
4. Annual Town Meeting – **03-11-14**  
Londonderry High School Cafeteria, 7 AM – 8 PM



TOWN OF LONDONDERRY

NOTICE OF SECOND PUBLIC HEARING FY15 PROPOSED TOWN BUDGET

Notice is hereby given that the Londonderry Town Council will receive public input on the proposed FY15 Town Budget on Monday January 20, 2014, beginning at 7:00 PM in the Moose Hill Conference Room, Town Hall, 268B Mammoth Road, Londonderry, N.H. The Warrant under consideration includes:

		Proposed FY 15
Article 2	<b>Expendable Maintenance Trust</b>	\$100,000
Article 3	<b>General Operating Budget</b>	
	Town Council	\$12,098
	Town Manager	336,053
	Moderator	300
	Budget Committee	1
	Conservation Commission	3,300
	Town Clerk	434,471
	Supervisors of Checklist	16,541
	Finance & Administration	658,517
	Assessing	393,271
	IT	357,090
	Legal	134,500
	Zoning	47,890
	General Government	506,514
	Cemetery	32,974
	Insurance	229,890
	Planning & E.D.	450,235
	Police Dept.	7,957,999
	Fire Dept.	6,454,712
	Building Dept.	313,988
	Public Works Dept.	3,157,978
	Solid Waste	1,848,889
	General Assistance	172,132
	Recreation	149,361
	Library	1,246,746
	Senior Affairs	51,266
	Cable	273,729
	Debt Service	2,679,543
	<b>Total Operating Budget</b>	<b>\$27,919,988</b>
Article 4	<b>Special Revenue Funds-Police Details</b>	490,322
Article 5	<b>Special Revenue Funds-Sewer</b>	2,629,815
Article 6	<b>Garage Renovations</b>	180,000
Article 7	<b>Commercial/Industrial Assessment Update</b>	145,500
Article 8	<b>Roadway maintenance Trust Fund</b>	275,000

# **ORDER #2014-02**

An Order Relative to

## ***EXPENDITURE OF***

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

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Reading: 01/20/2014

Adopted: 01/20/2014

***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 \$8,080.81 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 \$8,080.81 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

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John Farrell, Chairman  
Town Council

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Susan Hickey  
Town Clerk

***A TRUE COPY ATTEST:***  
*01/20/2014*

**Expendable Maintenance Trust TC Order Request  
for Town Council Meeting \*1/20/14\***

Description	Vendor	Amount
<b><u>Winter Maintenance - TH/PD/Library/Cable Access</u></b> Shoveling/Plowing/Treatment of parking lots, walkways and fire lanes at TH/VPD/Library/Cable Access on 1/02, 1/03, 1/04 & 1/06/14. This EMTF request is for the labor/materials for snow & ice treatment at our various town buildings.	Trimmers Invoice # 39838	\$ 597.50
	Trimmers Invoice # 39846	\$ 295.00
	Trimmers Invoice # 39847	\$ 590.00
	Trimmers Invoice # 39848	\$ 945.00
	EMTF Request Amount	\$ 2,427.50
<b><u>Winter Maintenance - Senior Center</u></b> Shoveling/Plowing/Treatment of parking lot, walkways & fire exists at the Senior Center on 1/02, 1/03, 1/6 & 1/7/14. This EMTF request if for the labor/materials for snow & ice treatment at the Senior Center.	Green Magic Landscaping	\$ 650.00
	EMTF Request Amount	\$ 650.00
<b><u>Electrical for Roof Replacement - Senior Center</u></b> The original plan for the roof project was to use the existing wiring, light fixtures and ceiling fans. However, once the wiring was exposed, there was a mixture of wire type (2 wire, Romex) neither allowed by code in this application. This EMTF request is for the debugging of the existing wire to determine what was being used for each circuit, what was no longer being used, and, finally removing of all the wire impacted in this area. In addition, the labor and materials to install the correct wire type, junction boxes, outlets, switches, proper ceiling fan boxes, replacement of new ceiling lights, installing the existing ceiling fans and confirming all circuits are functional.	Commercial Solutions Invoice # 3978	\$ 4,738.34
	EMTF Request Amount	\$ 4,738.34
<b><u>Entrance Mat and Chair mats - Senior Center</u></b> To extend the life of the newly installed carpet, a mat for the entrance area and two chair mat were purchase to project the carpet. This EMTF request is for the purchase of the new entrance mat and the two chair mats. plumbing and electrical.	W.B. Mason Invoice # I15618366	\$ 264.97
		\$ 264.97
<b>Total Town Council EMTF Order</b>		<b>\$ 8,080.81</b>

**TOWN COUNCIL  
MEETING  
January 6, 2014**

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

Present: Chairman John Farrell; Vice Chairman Tom Dolan; Councilors Joe Green, Jim Butler, Tom Freda; Town Manager Kevin Smith; Executive Assistant Kirby Wade.

**CALL TO ORDER**

Chairman Farrell opened the meeting with the Pledge of Allegiance led by Chris Melcher. This was followed by a moment of silence for a Happy New Year and for everyone's safety this year, all of our first responders and those who serve us here and abroad.

- Chairman Farrell asked for a roll call vote to go out to non-public under RSA 91A, subsection 3, part 2A to discuss a matter with the Town Manager. Motion made by Councilor Green, Councilor Freda, Chairman Farrell, Vice Chairman Dolan and Councilor Butler. Chairman Farrell stated that the Council will reconvene in about ten minutes.
- Roll call motion to come back into session made by Councilor Green, Councilor Freda, Chairman Farrell, Vice Chairman Dolan and Councilor Butler.

**PUBLIC COMMENT**

- David Greer, who is the CEO of **Wirebelt Company** in Londonderry, spoke to the Council. Town Manager Smith had visited **Wirebelt** and asked him to speak to the Council about what **Wirebelt** does and what their future looks like in the upcoming years. They were just recently named the number one best small company in New Hampshire to work for.
- **Wirebelt Company** has 95 employees here in Londonderry and they own companies in England and in Germany, worldwide they have 300 employees total. The headquarters is here in Londonderry. Town Manager Smith presented Greer with a memento as a thank you for doing business in Londonderry.
- Maria and Joe Newman, 26 Otterson Rd, came to speak on behalf of fire budget. Newman (Mrs.) stated that this has been going on a long time. Newman stated that as a resident and tax payer she really hopes that a conclusion can be come to, to hire new firefighters instead of overtime. Newman stated that one may not make much of a difference as oppose to hiring three or four, according to what she understood from Chief O'Brien. Newman went on to share a circumstance

that had happened to her and their oil pipes and went on to explain how well the fire department came over within minutes and get the situation under control. Newman stated that we need to bite the bullet and get this done.

- Newman (Mr.) stated that this should be put out to the voters to let them decide.
- Joe Sano, 1 Charleston Ave., he stated that on May 5<sup>th</sup> at 9:30 PM, a phone call went out to 911 on his behalf. He had a heart attack. The first responders and fire dept. had the equipment and staff, they saved his life. Fire Chief O'Brien had told Sano that if it dropped below ten firefighters per shift it would be a safety problem for both the tax payers and the fire dept.
- Chairman Farrell stated that it was a two part questions and he asked Chief O'Brien if we drop below ten if that is a life safety issue and Chief O'Brien had said yes. Chairman Farrell stated that the second part to the question was that if we went from 10-14 firefighters, would we arrive any faster and Chief O'Brien stated that the answer was no. Sano stated that he just wants to make sure the fire department is going to get what they need. Chairman Farrell reassured Sano that they will and that the Council and Town Manager Smith are working hard to make sure that they do.
- Sue Joudrey, 23 Peabody Rw., Secretary for the Londonderry Historical Society stated that she is concerned about the budget cut, what money will be cut and what little money they survive on. Joudrey stated that they have a lot of things that they need to pay for.
- Chairman Farrell asked Town Manager Smith what reduction was made to the Society and Smith stated that the cut was made to the Morrison House to pay for part of the increase to the CHS budget for \$1,000. Chairman Farrell asked what the current budget is.
- Ann Chiampa, 28 Wedgewood Dr., stated that the President of the Historical Society and the Treasurer have been away so the quick write-up that they put together may not be accurate. Finance Director Sue Hickey stated that the total budget is \$7,500. With the Managers proposed reduction it will be \$6,500. Chairman Farrell asked what it was last year; Hickey stated it was the same.
- Chiampa stated that she read that Town Manager Smith had \$168,000 of savings available to allocate to various departments. Chiampa stated that she was getting her info from the Londonderry Times. Chiampa stated that in the January 2<sup>nd</sup> Londonderry Times she read that Town Manager Smith proposed taking away \$1,000 from the Morrison House funding. Chiampa asked how the Town has extra funds to give to some groups but not for other groups, like the Historical Society, which is an all-volunteer organization, needed funds would be cut without even contacting the Society. Chiampa went on to mention what upcoming costs the Society has.
- Chairman Farrell suggested that Chiampa and Joudrey work with Kevin to find out how they can come up with the \$1,000.
- Ray Breslin, 3 Gary Dr., commented about the Fire Department and stated that his own personal feeling is that there should be some way that it can be figured out. Breslin stated that he doesn't

understand the budget system. Breslin stated that it had been mentioned that the cost of firefighters will not be for just one year, it will be every year. Breslin stated public safety is key.

### PUBLIC HEARING

- Motion to go into Public Hearing made by Councilor Green and second by Councilor Freda.
- Ann Chiampa, 28 Wedgewood Dr., asked Chairman Farrell if the new street name was named for a person. Chairman Farrell stated yes, it is named after Mark Baldwin who passed away a couple years ago. Chairman Farrell stated that it was his basketball name.
- Vice Chairman Dolan motioned to accept **Resolution #2013-13**. A Resolution Relative to a Portion of Jason Drive. Dolan continued to read the Resolution. Second made by Councilor Freda.  
**Chair votes 5-0-0.**
- Motion to close public hearing made by Vice Chairman Dolan and second by Councilor Freda.  
**Chair votes 5-0-0.**

### OLD BUSINESS

#### \*BUDGET UPDATE\*

- Chairman Farrell stated that they are trying to find the root cause and why we are where we are, Chairman Farrell gave the floor to Town Manager Smith. Smith stated that he looked into the research in regards to fire overtime, was there a correlation between the spike in fire overtime that occurred between Fiscal Yr. 2008 and Fiscal Yr. 2009, with the change of the contract, moving the hours from 48 to 42, because the actuals are increased in Fiscal Yr. 2008.  
**{Refer to packet included}**
- Smith referred to Town Council minutes. Smith referred to the attached document for the numbers.
- Smith stated that he looked at different options for the Council going forward, if they wanted to hire up to 4 firefighters of two for a half year.
- Chris Melcher asked what happened in the 2011 contract. Smith stated that in 2011 there was an increase, a cost of living increase **{this was not included in his numbers}** of 3%, which resulted in \$68,182. Melcher asked if this year's contract numbers have been finalized. Smith stated that it has not been finalized yet. Chairman Farrell stated that the Council is still in collective bargaining on it, it's still in non-public.
- Smith stated that there were 3 cost of living adjustments during the 5 years. One was in **FY 2013**



(3%), FY 13 (2%) for \$62,325 and FY 14 (2.5%) for \$78,513.

- Councilor Freda asked Chief O'Brien if they have 4 shifts or 3. Chief O'Brien stated 4 Battalions. Councilor Freda asked if they staffed to 10 and someone is out for some reason, is it difficult to bring someone in? Chief O'Brien stated that they have the overtime replacement list that they call from.
- Town Manager Smith stated that what he can do between now and the next Public Hearing, the chief and himself can get together what other scenarios where they can more efficiently allocate overtime costs and report back at the next meeting. Smith stated that the Council has in front of them 5 different options. Smith discussed options.

{Refer to attached sheet}

- Chairman asked if the prices included their uniforms, gear, or training. Kevin said correct, it doesn't. Chairman Farrell stated that total would make it \$100,000 per firefighter.
- Chairman Farrell stated that the Fire Dept. made a request to go out to the voters to fund overtime with a Warrant Article. Smith stated that the Council could put a Warrant Article on the Ballot asking for \$240,000 of additional overtime funding. Chairman Farrell stated that once that happens it becomes a part of the Default Budget if it passes. Smith stated that is correct.
- Chairman Farrell stated that there should be other ways of scheduling. The Council gave direction to Town Manager Smith to work with the Fire Chief on scheduling, prepare a Warrant Article for additional firefighters or a Warrant Article for \$240,000 for overtime. Those are the three different directions that we can take that will need to be figured out by January 20<sup>th</sup>.
- Chairman Farrell stated that over the next 14 days, Smith and the Fire Department need to sit down and look at scheduling and see what can and can't be done.
- Chairman of the Budget Committee Chris Melcher asked Chief O'Brien that if he had to choose, does he want \$240,000 in overtime or four new firefighters. Chief O'Brien stated that he wanted \$240,000 in replacement costs to maintain his staffing level of ten and then look into the future of additional personnel to be able to start addressing some of these issues. Chief stated that by hiring 2-3 at this point, they will make a difference but it will not solve overtime.
  - Town Manager Smith went on to discuss the 'draft' Warrant Articles.

[See attached Articles]

- Vice Chairman Dolan asked Town Manager Smith if under **Article #2** it would be appropriate to put a statement under the article that requires no taxpayer funds to make that change. Just to make sure people know that it won't cost them additional money.

- Finance Director Hickey stated that once they have all the Articles, the entire finished Warrant will be sent to the DRA and Town Attorney Ramsdell for their approval before signed by the Town Council.

### NEW BUSINESS

- Motion to approve **Order #2014-01**, an Order Relative to Expenditure Maintenance Trust Funds for various projects to the tune of \$10,237.50 made by Vice Chairman Dolan. Vice Chairman Dolan motioned to waive the first reading and adopt **Order #2014-01**. Second made by Councilor Butler. **Chair votes 5-0-0.**

### APPROVAL OF MINUTES

- Motion to approve minutes from December 16, 2013 Council meeting made by Vice Chairman Dolan and second by Councilor Freda. **Chair votes 5-0-0.**

### LIASON REPORTS

None

### TOWN MANAGER REPORT

- Town Manager Smith stated that the Senior Center is open again. Smith stated that if you have a chance to make it up to see the new roof, it looks very nice.

### APPOINTMENTS/RE-APPOINTMENTS

- Re-Appointment of Kellie Walsh to the Conservation Commission. The term is three years. Motion made by Councilor Green and Second by Councilor Freda. **Chair votes 5-0-0.**
- Vice Chairman Dolan motioned that the Councilor accepts the resignation of Don Jorgensen from the Manchester Boston Regional Airport Authority. Second by Councilor Butler. Chairman Farrell thanks Don for his service to the Town of Londonderry. **Chair votes 5-0-0.**
  - Chairman Farrell stated that the position will be posted for a new member.

### ADJOURNMENT

- Town Manager Smith stated that the deadline for Petition Warrant Articles is a January 14<sup>th</sup>.
- Motion made by Vice Chairman Dolan and second by Councilor Freda. **Chair votes 5-0-0.**

**Notes and Tapes by:**

**Minutes Typed by:**

**Approved by:**

**Kirby Wade**

**Kirby Wade**

**Town Council**

**Date: 01/06/14**

**Date: 01/13/14**

**Date: xx/xx/xx**

**DRAFT**