

**TOWN COUNCIL AGENDA**  
**December 22, 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**

**C. PUBLIC HEARING**

- 1.) 1<sup>st</sup> Public Hearing on the budget (to follow budget workshop)

**D. OLD BUSINESS**

- 1.) Budget Workshop Cont. (after TC meeting adjourns)

**E. NEW BUSINESS**

- 1.) **Order #2014-25** – Expenditure of Maintenance Trust Funds for Various Projects  
**Presented by Kevin Smith**
- 2.) **Ordinance #2015-01** – An Amendment to the Zoning Ordinance Relating to Rezoning Map 15, Lot 129, 484 Mammoth Road.  
**Presented by Cynthia May**
- 3.) **Order #2014-26 – Expired Impact Fee Refunds**  
Impact Fee Refunds Update  
**Presented by Doug Smith**
- 4.) **Resolution #2014-07** – A Resolution Creating a Committee to Update the 2010 Hazardous Mitigation Plan  
**Presented by John Vogl**
- 5.) Appointments to the Task Force to Study Target Shooting in the Musquash and other Conservation Areas  
**Presented by Kevin Smith**

**F. APPROVAL OF MINUTES**

Approval of December 1, 2014 Town Council Minutes

**G. OTHER BUSINESS**

1. Liaison Reports
2. Town Manager Report
3. Board/Committee Appointments/Reappointment
  - 1.) Appointment of Roger Fillio to the Heritage Commission as an Alternate Member.
  - 2.) Re-appointment of David Colglazier as a member of the Heritage Commission
  - 3.) Re-Appointment of Ben Parker as an Alternate Member of the Recreation Commission
  - 4.) Appointment of a Member to the Recreation Commission.
  - 5.) Re-Appointment of Mary Wing Soares as a Member of the Planning Board
  - 6.) Re-Appointment of Leitha Riley as an Alternate Member of the Planning Board.
  - 7.) Re-Appointment of Art Rugg as a Member of the Planning Board.

**H. ADJOURNMENT**

**I. MEETING SCHEDULE**

1. Town Council Meeting – **01/05/15** Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – **01/19/15** Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – **02/02/15** Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – **02/16/15** Moose Hill Council Chambers, 7:00PM



## TOWN OF LONDONDERRY LEGAL NOTICE

The Londonderry Town Council has rescheduled their Monday, December 15, 2014 Town Council meeting to Monday, December 22, 2014 at 7 PM in order to have a quorum present.



## TOWN OF LONDONDERRY WANTED

The Town of Londonderry is seeking volunteers to serve on the Town's Musquash Task Force. The Task Force will meet monthly. You must be a resident of Londonderry to apply for this position. The Town Council would like each applicant to answer the following questions:

- 1.) Are you a Londonderry resident? How many years?
- 2.) What is your interest in the Musquash task force?
- 3.) What are some qualities that might qualify you for a position on the task force?
- 4.) What do you know about the issues surrounding the Musquash?
- 6.) Do you have any conflicts of interest?
- 7.) Are you familiar with the Musquash conservation area (do you make use of the Musquash)
- 8.) Are you a hunter or a target shooter?
- 9.) Do you live in the neighborhood that abuts the Musquash?

The deadline to apply is Thursday, December 18, 2014. Please submit your answers to Kirby Wade at [kwade@londonderrynh.org](mailto:kwade@londonderrynh.org) or drop them off during regular business hours, 8:30 AM - 5:00 PM. For more information about the open positions on the Londonderry Musquash Task Force, please contact Kirby Wade at (603) 432-1100 x120 or [kwade@londonderrynh.org](mailto:kwade@londonderrynh.org).

**ORDER #2014-25**  
An Order Relative to  
**EXPENDITURE OF**  
**MAINTENANCE TRUST FUNDS FOR VARIOUS PROJECTS**

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Reading: 12/22/2014

Adopted: 12/22/2014

**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 \$6,484.00 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 \$6,484.00 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

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Tom Dolan, Chairman  
Town Council

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Sharon Farrell  
Town Clerk

**A TRUE COPY ATTEST:**  
12/22/2014

Expendable Maintenance Trust TC Order Request  
for Town Council Meeting \*12/22/14\*

Description	Vendor	Amount
<u>Winter Maintenance - TH/POD/Library/Cable Access</u> Shoveling/Plowing/Treatment of parking lots, walkways and fire lanes at TH/POD/Library/Cable Access on 11/26, 11/27, 11/28 & 12/03, 12/07, & 12/08/14. This EMTF request is for the labor/materials for snow & ice treatment at our various town buildings.	Trimmers - Invoice #43448	\$ 625.00
	Trimmers - Invoice #43449	\$ 1,255.00
	Trimmers - Invoice #43468	\$ 807.50
	Trimmers - Invoice #43492	\$ 335.00
	Trimmers - Invoice #43536	\$ 335.00
	Trimmers - Invoice #43552	\$ 335.00
	EMTF Request Amount	\$ 3,692.50
<u>Town Hall - Annual Testing of Sprinkler System</u> Annual testing of the WET, DRY and Pre-Action sprinkler systems at Town Hall. This EMTF request is for the testing & inspection fees for the required annual fire sprinkler system testing.	ASAP - Invoice #003941	\$ 1,120.00
		EMTF Request Amount
<u>Town Hall - Transfer Switch Control Board</u> The Town Hall back-up generator transfer switch would not transfer from PSNH power to back-up generator power during a power outage. This EMTF request is for the materials/labor to install a new controller board in our transfer switch.	Power Up Generator Invoice #028994	\$ 1,671.50
		EMTF Request Amount
<b>Total Town Council EMTF Order</b>		<b>\$ 6,484.00</b>

First Reading: 12/22/14  
Second Reading/Public Hearing: 01/19/15  
Adopted: 01/19/15

**ORDINANCE #2015-01**  
*AN AMENDMENT TO THE ZONING ORDINANCE*  
*RELATING TO REZONING MAP 15, LOT 129*  
*484 MAMMOTH ROAD*

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*WHEREAS* the Planning Board has received a request to rezone the above-referenced parcel from Commercial I (C-I) to Commercial II (C-II); and

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

the requested rezoning will make the zoning of this lot consistent with the adjacent lots to the north and east; and

*WHEREAS*

the rezoning will not take effect until such time the merger of Map 15 Lots 127, 128 and 129 is approved by the Planning Board and recorded at the Rockingham County Registry of Deeds, either as part of a voluntary merger or lot consolidation in association with a Site Plan approval;

*WHEREAS*

*NOW THEREFORE BE IT ORDAINED* by the Town Council of the Town of Londonderry that the Town Zoning Ordinance be amended to reflect the rezoning of Map 15 Lot 129 from Commercial I (C-I) to Commercial II (C-II), to become effective upon passage by the Town Council, and conditioned on Planning Board approval of a voluntary lot merger or lot consolidation as noted above to be recorded at the Rockingham County Registry of Deeds.

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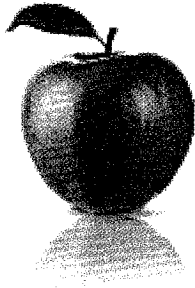
Tom Dolan - Chairman  
Town Council

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Sharon Farrell  
Town Clerk

(TOWN SEAL)

A TRUE COPY ATTEST:  
01/19/15



# Town of Londonderry

## Planning & Economic Development Department

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



**To:** Town Council  
**CC:** Building Department  
**From:** Cynthia A. May, ASLA  
**Date:** December 4, 2014  
**Subject:** **Rezoning Recommendation from the Planning Board  
Map 15 Proposed Lot 129**

On December 3, 2014, the Planning Board held a public hearing relative to the Zoning Ordinance and Zoning Map.

The Board considered a request made by property owner JJJM Enterprises, LLC on behalf of applicant Gordon Welch to rezone 484 Mammoth Road (Map 15 Lot 129) from Commercial-I (C-I) to Commercial-II (C-II). Gordon Welch appeared before the Planning Board on September 10, 2014, for a conceptual discussion of a proposed self-storage facility on three lots under the common ownership of JJJM Enterprise, LLC, namely Map 15, Lots 127, 128 and 129. Lots 127 and 128 are zoned C-II, which would permit the self-storage use. Lot 129 is zoned C-I, where self-storage is not a permitted use. It is surrounded by C-II to the north and east, Agricultural- Residential (AR-I) to the south /southwest and Residential-III (R-III) to the immediate west. Mr. Welch intends on merging Lots 127, 128 and 129 to create the area needed for the aforementioned self-storage development. The applicant therefore seeks to rezone Lot 129 to C-II so it can be merged with Lots 127 and 128 without creating a split-zoned parcel.

The Planning Board, by unanimous vote, recommends the Town Council approve the rezoning of Map 15 Lot 129, currently zoned C-I (Commercial-I), to C-II (Commercial-II) as discussed at the December 3, 2014 Planning Board meeting.

A copy of the application, staff recommendation to the Planning Board, and the Planning Board minutes are attached.

Please feel free to contact me if you have any questions.

**MEMORANDUM**

To: Planning Board

Date: December 3, 2014

From: Cynthia A. May, ASLA  
Town Planner

Re: Rezoning Request: Map 15 Lot 129 (From C-I to C-II)

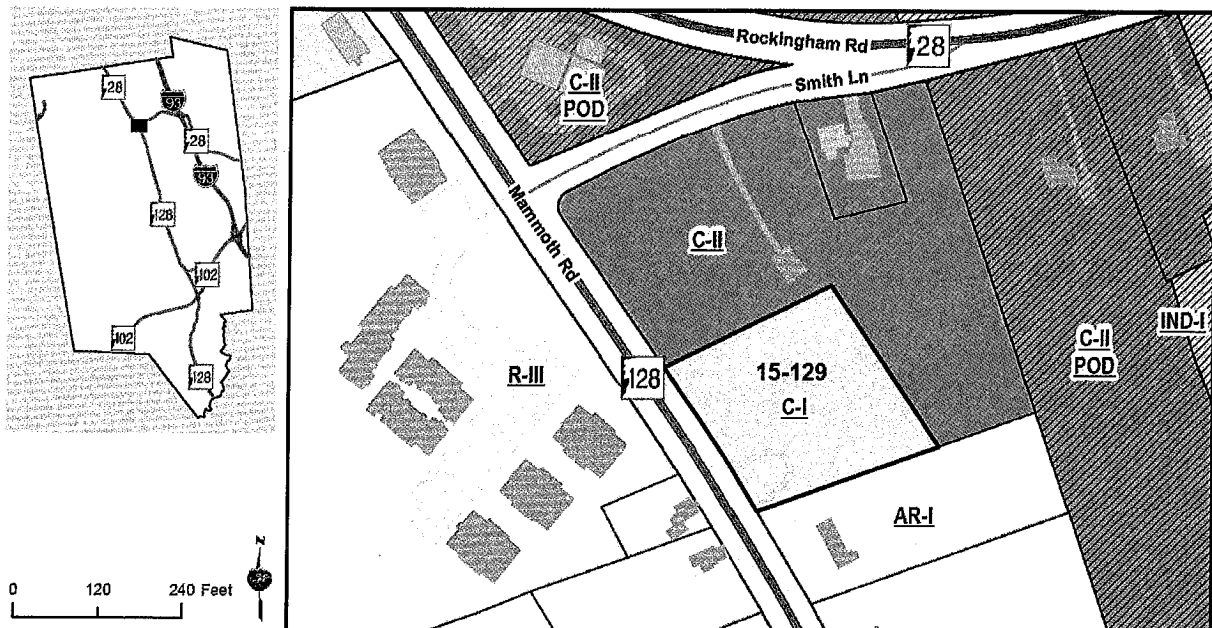
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The Planning & Economic Development Division has reviewed the above referenced rezoning request and we offer the following comments:

**Review Comments:**

The applicant requests the rezoning of the above referenced lot from C-I to C-II. The parcels is located on Mammoth Road and Page Road (Please see the map image below).

12/3/2014: JJJM Enterprises, LLC (Owner) and Gordon Welch (Applicant), Map 15 Lot 129 Public Hearing to consider the applicant's request to rezone Lot 129 from Commercial-I (C-I) to Commercial-II (C-II) at 484 Mammoth Road.



On September 10, 2014, Gordon Welch appeared before the Planning Board for a conceptual discussion of a proposed self-storage facility on Map 15, Lots 127, 128 and 129. All three lots are under the common ownership of JJJM Enterprises, LLC. Lot 129 is zoned Commercial-I (C-I) while Lots 127 and 128 are zoned Commercial-II (C-II). Lot 129 is surrounded by C-II to the north and east, Agricultural- Residential (AR-I) to the south /southwest and Residential-III (R-III) to the west. Mr. Welch intends on purchasing the three lots and merging them to create the area needed for the aforementioned self-storage development. Such a facility is an allowed use in the C-II zone by the ordinance, but is not a permitted use in the C-I zone. The applicant seeks to rezone Lot 129 to C-II so it can be merged with Lots 127 and 128 without creating a split-zoned parcel.

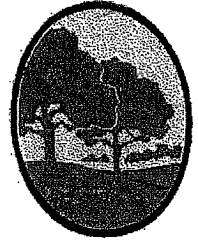


**Staff Recommendation:**

The proposed rezoning is consistent with the intent of zoning in that area and would allow the development of three lots intended for commercial use. Rezoning the lot as requested would also create a more regularly shaped zoning district. As such, staff recommends that the Planning Board ***RECOMMEND*** to the Town Council that they approve rezoning Map 15 Lot 129, currently zoned C-I (Commercial-I), to match the C-II (Commercial-II) zoning classification of the immediate area as discussed at the December 3, 2014 Planning Board meeting.



TOWN OF LONDONDERRY  
*Community Development Department*  
 Planning & Economic Development Division



268B Mammoth Road  
 Londonderry, New Hampshire 03053  
 Phone: (603) 432-1100, x134 Fax: (603) 432-1128

## REZONING APPLICATION

Name of Applicant: Gordon Welch

Name of Lot Owner: JJJM Enterprises, LLC  
 (If different)

Address: 484 Mammoth Road

Telephone #: (603) 493-4979

Date Submitted: 11-13-14

Tax Map # 15 Lot # 129  
 (Please list all if multiple lots are involved)

Current Zoning: C-I

Proposed Zoning: C-II

Please explain the purpose and justification for your rezoning request (attach additional sheets if necessary):

See Attached Exhibit 'A'

Planning Department Comments (to be filled in by Town Staff):

## **Exhibit 'A'**

### **Re-Zoning Petition**

**484 Mammoth Road (Map 15/Lot 129); Londonderry, New Hampshire**

**November 12, 2014**

#### **Background:**

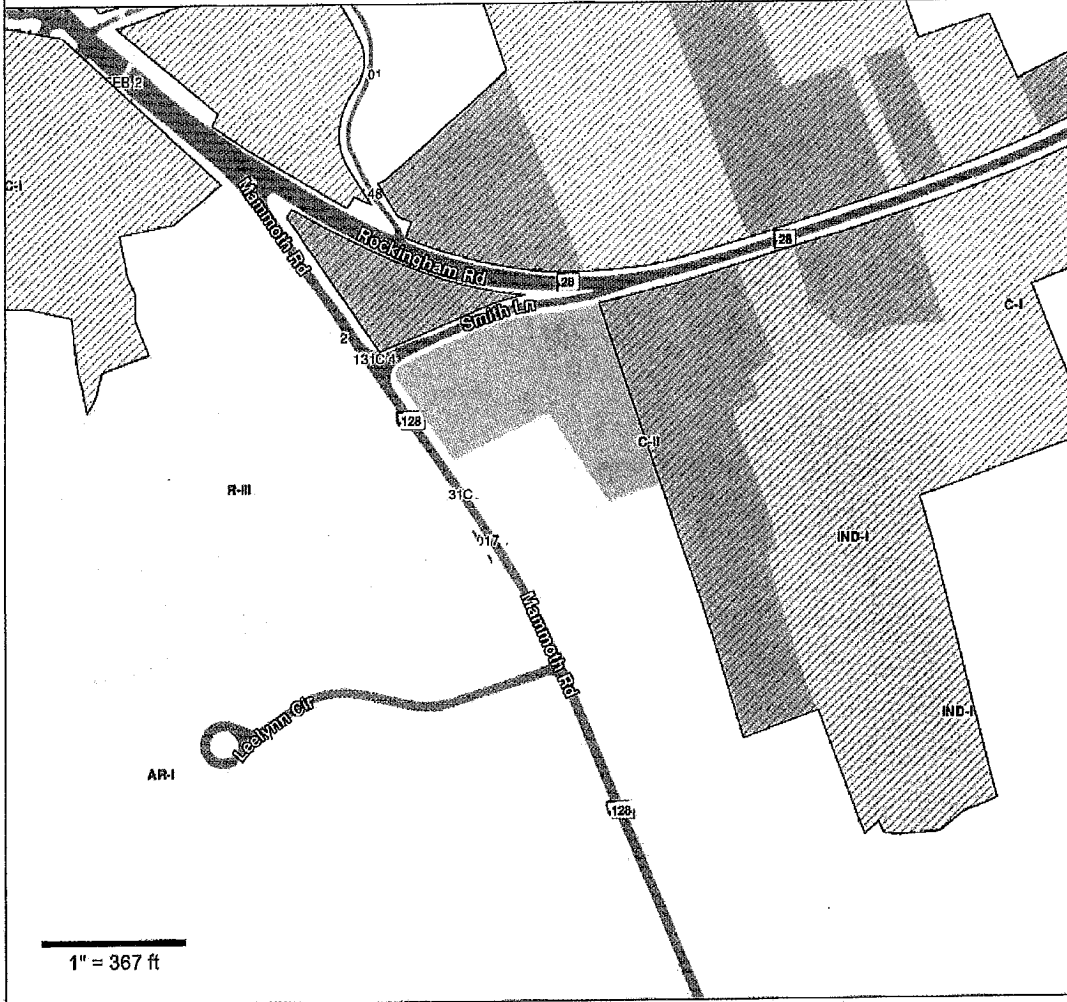
The subject 1.5 acre parcel is currently vacant and owned in common with two abutting and adjacent parcels identified on Map 15 and Lots 127 and 128 by JJJM Enterprises, LLC. Collectively, Lots 127, 128 and 129 measure approximately 5.7 acres in area. At present, Lots 127 and 128 are situated in the C-II Commercial District while subject Lot 129 is located in the C-I Commercial District. Subject Lot 129 is bounded to the west by Mammoth Road and the Cohas Landing Adult Condominium situated in the R-III Residential District. Lot 129 is bounded to the south and southwest by single-family residences situated in the AR-I Agricultural-Residential District and to the north and east by aforementioned Lot 128 owned by JJJM Enterprises, LLC situated in the C-II Commercial District. The subject 1.5 acre parcel is presently "spot-zoned" as the only C-I Commercial parcel in the immediate vicinity.

#### **Purpose:**

At present, JJJM Enterprises, LLC is under contract with Gordon Welch who proposes to purchase and consolidate Lots 127, 128 & subject Lot 129 for the purposes creating a single 5.7 acre site for commercial development. The use proposed by Mr. Welch (self-storage facility) is currently a permitted use in the C-II District but not the C-I District. Rather than pursue perhaps a more expeditious remedy involving application for a variance, the parties prefer to re-zone Lot 129 to C-II Commercial in order to not only facilitate Mr. Welch's pending development proposal, but also to avoid creation of a split-zoned parcel upon consolidation. This remedy seems both logical and preferable given the lack of other C-I Commercial parcels in the immediate vicinity. While approval of the current re-zoning petition will certainly facilitate Mr. Welch's planned commercial development proposal, it also "cleans up" the zoning map through elimination of a stand-alone 1.5 acre C-I Commercial Parcel, which by itself, affords little practical opportunity for quality commercial development.

### Land of JJJM Enterprises, LLC

**Property Information**  
**Property ID** 016 129 0  
**Location** 484 MAMMOTH RD  
**Owner** JJJM ENTERPRISES, LLC

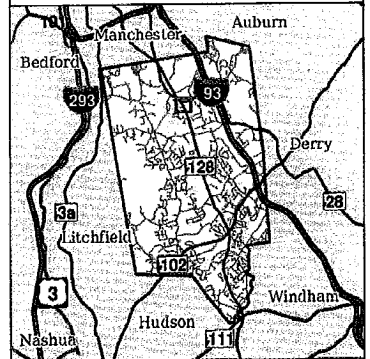


**MAP FOR REFERENCE ONLY  
 NOT A LEGAL DOCUMENT**

The Town makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

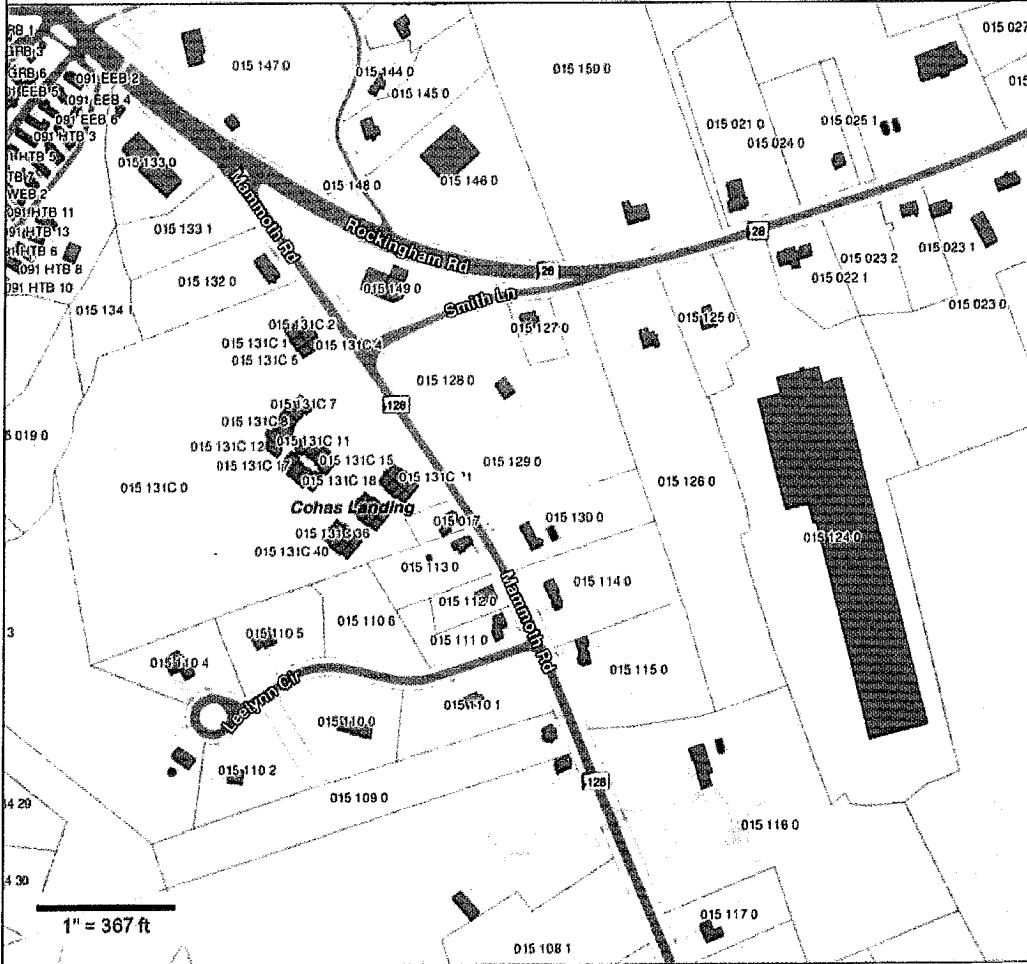
At any given time property boundaries and/or owner information may not reflect recent changes.

Parcels updated as of April 1, 2014.



### Land of JJJM Enterprises, LLC

**Property information**  
**Property ID** 015 129 0  
**Location** 484 MAMMOTH RD  
**Owner** JJJM ENTERPRISES, LLC

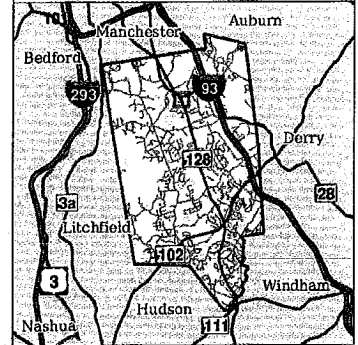


**MAP FOR REFERENCE ONLY  
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At any given time property boundaries and/or owner information may not reflect recent changes.

Parcels updated as of April 1, 2014.



1 now for such a project. A. Sypek asked how stormwater runoff and road salt  
2 are dealt with due to the increase in roadway pavement. P. Stamnas answered  
3 that the majority of the runoff is directed to water quality basins for treatment,  
4 the goal being to have no net increase in nutrient loading and/or suspended  
5 solids. What is being added by way of drainage structures will provide more  
6 treatment capacity that what exists today. He described road salt as on  
7 ongoing challenge for DOT along the corridor in order to keep it from further  
8 impacting impaired waterways. Improved efficiency in winter maintenance  
9 operations through better technology and enhanced education is also ongoing  
10 and is done in coordination with associated towns. A. Rugg asked if DOT has  
11 plans to preserve any portion of the existing Robert Prowse Bridge, more  
12 commonly known as the Ash Street Bridge, since P. Stamnas mentioned its  
13 replacement in the list of improvements in Londonderry. P. Stamnas answered  
14 that the bridge has been documented from a historical standpoint and DOT is  
15 working on providing a "resting place" for pieces of the bridge, as well as a  
16 possible plaque on the new bridge, however nothing has yet been finalized.

17  
18 A. Rugg asked Staff for input.

19  
20 J. R. Trottier asked why DOT does not employ underground detention and  
21 infiltration techniques in their stormwater management. P. Stamnas said open  
22 drainage is used because of lower costs and more effectiveness in terms of  
23 long-term maintenance and nutrient removal. While underground methods  
24 have been excluded from treatment along the main corridor, he noted that  
25 technology such as pervious pavement has been employed at places, for  
26 example the Park and Ride at Exit 5.

27  
28 A. Rugg asked P. Stamnas if he had any questions of the Board. He said he did  
29 not, and instead stressed the need for the Town to be engaged in the decision  
30 making and development of Exit 4A and the update of the EIS.

31  
32 **Public Hearings/Workshops/Conceptual Discussions**

33  
34 A. JJJM Enterprises, LLC (Owner) and Gordon Welch (Applicant), Map 15 Lot  
35 129 - Public Hearing to consider the applicant's request to rezone Lot 129  
36 from Commercial-I (C-I) to Commercial-II (C-II) at 484 Mammoth Road.

37  
38 Steven Keach of Keach-Nordstrom Associates presented on behalf of applicant  
39 Gordon Welch a request to rezone Map 15 Lot 129 from C-I to C-II as the first  
40 step in a proposed self-storage facility development. The project was  
41 introduced to the Board on September 10 in a conceptual presentation, where  
42 it was explained that G. Welch plans to purchase the three lots, consolidate  
43 them, and proceed with the self-storage development. The self-storage use is  
44 not permitted in the C-I zone as it is in the C-II zone, therefore rezoning Lot  
45 129 would avoid creation of a new lot for commercial purposes with split  
46 zoning. Seeking a variance for the C-II use in a C-I zone would not accomplish  
47 the same goal.

48

1 A. Rugg asked for Staff input.  
2

3 C. May read into the record the Staff Recommendation to rezone Lot 129 from  
4 C-I to C-II since the proposed zoning is consistent with the intent of zoning in  
5 the area and will allow the development of three commercially zoned lots. The  
6 rezoning would furthermore result in a more regularly shaped zoning district,  
7 as noted by S. Keach. Staff therefore endorsed the request for the Planning  
8 Board to recommend the rezoning to the Town Council.  
9

10 A. Rugg asked for input from the Board.  
11

12 The main concern from Board members was the possibility that if property is  
13 rezoned to C-II and the subsequent merging and development of the self-  
14 storage facility do not occur, a more intensive use allowed in C-II such as  
15 vehicle sales or vehicle repair could be proposed for that property. While  
16 consensus of the Board in September was that a self-storage facility could be  
17 an appropriate use for that area, other uses such as vehicle sales/repair would  
18 most likely not be, given the abutting AR-I and R-II zones. S. Keach noted  
19 that the Town's additional buffer requirements between commercial and  
20 residential uses would help to mitigate this potential issue, which he noted is  
21 not likely to occur, given the Board's favorable view at the conceptual hearing.  
22 Furthermore, the Board could require additional buffering measures such as a  
23 berm, increased vegetation, etc. G. Welch and C. May pointed out that if the  
24 lots are not merged, the development envelope left on Lot 129 would not make  
25 many allowed C-II uses viable, particularly since larger buffers to AR-I zones  
26 on two sides of the lot would decrease the developable area. L. Reilly verified  
27 that abutting property owners, particularly those in the residential zones,  
28 would be notified of this possible rezoning. S. Keach noted that they would be  
29 and already were for this stage of the process. G. Welch noted that he also  
30 personally reached out to abutting landowners, including several attempts with  
31 the abutting AR-I parcel to the south that were unsuccessful. He did, however,  
32 speak with the owner of 487 Mammoth Road directly to the southwest who did  
33 not express any concerns. A. Chiampa inquired about the hours of operation  
34 for the proposed self-storage facility. G. Welch answered that gate access  
35 would be available to customers between 8 AM and 9 PM.  
36

37 A. Rugg asked for public input. There was none.  
38

39 **M. Soares made a motion to recommend to the Town Council that they**  
40 **approve the rezoning of Map 15 Lot 129, currently zoned C-I**  
41 **(Commercial-I) to match the C-II (Commercial-II) zoning**  
42 **classification of the immediate area as discussed at the December 3,**  
43 **2014 meeting and as recommended by Staff. L. Wiles seconded. No**  
44 **discussion. Vote on the motion: 7-0-0.**  
45

46 A. Rugg noted that the Town Council will have two readings of the proposed  
47 amendment to the zoning ordinance, the second one being a public hearing.  
48

49 **Adjournment:**

**ARANCO OIL COMPANY**

557 North State Street  
Concord, New Hampshire 03301  
Tel. (603) 224-7500 Fax (603) 228-0634

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December 17, 2014

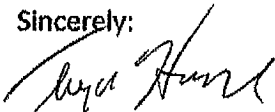
Mr. Tom Dolan, Chairman  
Londonderry Town Council  
268-B Mammoth Road  
Londonderry, New Hampshire 03053

RE: Re-Zoning Proposal – 484 Mammoth Road – Londonderry, NH

Dear Mr. Dolan:

It has come to our attention that the Town Council will soon consider a request for the re-zoning of property located at 484 Mammoth Road from C-I to C-II Commercial. We understand the purpose of this request is to change the zoning designation of the subject parcel so that it matches that of two immediately adjacent parcels in equal ownership. As owners of nearby property situated at 231 Rockingham Road we are in full support this request and urge the Council to approve the same as presented. We thank you in advance for considering our thoughts.

Sincerely:



Floyd W. Hayes  
V.P.

FWH/sh



# ORDER 2014-26

An order relative to  
*Expired Impact Fee Refunds*

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First Reading: 12/22/14  
Second Reading: Waived  
Adopted: 12/22/14

**WHEREAS** the Town of Londonderry by adoption of Zoning Article No. 110 at the Annual Town Meeting on March 10, 1994, added Section X - Impact Fees to the Zoning Ordinance (since revised to Section 1.2 and amended by Ordinance #2013-06) which provides for the assessment, collection, and administration of Impact Fees; and

**WHEREAS** the Zoning Ordinance allows the Town Council to issue orders to the Town Treasurer for the expenditure and/or refund of such impact fees collected; and

**WHEREAS** the Ordinance further provides by Section 1.2.9 that impact fees not encumbered or legally bound to be spent for the purpose for which they were collected within a period of six (6) years from the date of the final payment of the fee be refunded; and

**WHEREAS** impact fees collected through the period ended 12/31/08 which have not been encumbered or legally bound to be spent in accordance with the Ordinance and will expire on 12/31/14, and there being no plans to encumber or spend such funds as of 12/22/14; and

**WHEREAS** the Controller recommends that expired impact fee refunds be issued in the amount of \$61,217.35 plus accrued interest of \$505.34, for a total disbursement of \$61,722.69;

**NOW THEREFORE BE IT ORDERED** by the Londonderry Town Council that the Town Treasurer is hereby directed to disburse \$61,722.69 as detailed on the attached spreadsheet of expired impact fees.

Tom Dolan - Chairman  
Town Council

( TOWN SEAL )

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Sharon Farrell - Town Clerk/Tax Collector

**A TRUE COPY ATTEST:**  
12/22/14

# RESOLUTION 2014-07

## *A RESOLUTION CREATING A COMMITTEE TO UPDATE THE 2010 HAZARD MITIGATION PLAN*

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First Reading: 12/22/14  
Second Reading/Public Hearing: waived  
Adopted: 12/22/14

***WHEREAS*** The Town of Londonderry last adopted a Hazard Mitigation Plan in 2010; and

***WHEREAS*** FEMA rules require regular updates on a 5-year cycle; and

***WHEREAS*** the Southern NH Planning Commission has opted to author an update with the involvement of a local Committee;

***NOW THEREFORE BE IT RESOLVED*** by the Londonderry Town Council that the Hazard Mitigation Plan Update Committee be established to undertake the responsibilities as set forth in the "Committee Charge", a copy which is hereto attached. The Committee shall be in effect through the duration of the plan update process and shall terminate once a new plan is adopted by the Town Council.

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Tom Dolan, Chair  
Town Council

(TOWN SEAL)

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Sherry Farrell  
Town Clerk/Tax Collector

***A TRUE COPY ATTEST:***  
***12/22/14***

**Hazard Mitigation Plan Update Committee  
"COMMITTEE CHARGE"**

**PURPOSE:**

The Hazard Mitigation Plan Update Committee ("Committee") shall exist to provide peer review and local guidance to the Southern New Hampshire Planning Commission (SNHPC) to assist in drafting an update to the 2010 Hazard Mitigation Plan. It shall report to the Town Manager until project completion and acceptance.

**REPRESENTATION:**

The Committee shall consist of seven (7) voting members comprised of (1) delegate from the Londonderry Fire Department, (1) delegate from the Londonderry Police Department, (1) delegate from the Planning and Economic Development Department (1) delegate from the Department of Public Works, (1) delegate from the Building Department and (2) at-large delegates from the community.

The Town Manager shall serve as a non-voting ex-officio member. Each respective department and/or the Committee Chair shall notify the Town Manager/Town Council of its appointees in writing on or before January 8, 2014.

The Committee shall determine its own rules and order of business, unless otherwise provided by law or Town Charter.

The Committee shall choose from its members a Chairperson, Vice Chairperson and Secretary.

**DUTIES / RESPONSIBILITIES:**

1. Hold meetings and keep minutes of any such meetings, in accordance with RSA Chapter 91-A.
2. Participate in meetings with SNHPC staff to identify areas of addition or omission from the currently approved plan.
3. Participate in peer review and compilation of materials to complete and submit to FEMA a final updated Hazard Mitigation Plan.
4. Provide notice of workshops or hearings to the general public and contacts from local departments or committees
5. Review and make recommendations to the Town Council.
6. Maintain a permanent project file that at a minimum, includes:
  - a. Committee minutes.
  - b. Project plans, contracts and payment requests
  - c. Project correspondence
  - d. Other materials as deemed necessary.
6. Provide periodic reports to the Town Council.

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

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**December 1, 2014**

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

Present: Vice Chairman Jim Butler; Councilors Tom Freda and John Farrell; Town Manager Kevin Smith; Executive Assistant Kirby Wade; Absent: Chairman Tom Dolan; Councilor Green

## **CALL TO ORDER**

Vice Chairman Butler opened the meeting with the Pledge of Allegiance. This was followed by a moment of silence for a tragic automobile accident that took place this past week that took the life of Craig Fairweather, a Londonderry High School student.

## **PUBLIC COMMENT**

Vice Chairman Butler gave the floor to Town Manager Smith. Smith stated that as many of you know, this past week has been trying for a number of folks here in Town. Smith mentioned the tragedy that with losing one of our own LHS students. Smith stated later on in the week the Town dealt with a snowstorm that created a lot of damage to people's homes. Smith stated that through it all there were so many folks in town who stepped up and answered the call when it was necessary. Smith took a moment to recognize the folks who worked so hard to keep everything safe. Smith thanked Chief O'Brien and the fire department, Chief Hart and the Police Department, the Director of Public Works Janusz Czyzowski and all of the DPW crew and all the volunteers that served on the alert team, Steve Cotton and Kent Allen. Smith also thanked all of the PSNH workers who worked around the clock to get power restored. Smith thanked all of the folks who stepped up.

Vice Chairman Butler invited up Chief Hart for a presentation. Chief Hart stated that he would like to recognize some of Londonderry's great cops who have been promoted. Chief Hart mentioned that Captain Michaud retired as of yesterday and it is a great pleasure for him to introduce Captain Chris Gandia who has served the LPD since 1996. [Crowd clapped]. Chief Hart introduced newly Lieutenant Tim Bernard. Bernard has been the Detective-Sergeant for a number of years. [Crowd clapped]. Chief Hart stated that the PD has a good group of young people who are now assuming positions of leadership. Chief Hart introduced Sean Doyle who has been with the department for eight years, came and took over the airport and has finished first in the Sergeants exam and in the oral board process which the department holds once a year. Chief Hart stated that Doyle has finished first four straight years. This year Doyle is being promoted to Sergeant. [Crowd clapped]. Chief Hart stated that one of the things that the Police Department likes to do is be open about the good things that happen in the department. Chief Hart stated that there have been some organizational changes as well. Lieutenant Tim Jones who has been the day shift watch commander for the last four years has been reassigned to work with Captain Gandia who takes over command of the services division. Lieutenant Ryan Kearney, who has been on the midnight shift, he is now the day shift watch commander. Sergeant Adam Dyer will take over the Detective-Sergeant and Garrett Malloy has been promoted temporarily to Detectives. Chief Hart stated that it has been a great month for the Police Department.

Vice Chairman Butler opened up the floor to the public.

Jim Loiselle, 6 Falcon Road, stated that he wanted to address the Council to correct and provide additional information on some incorrect and in factual comments that were made at the last 6 Town Council meeting concerning Londonderry Wild Cats and their president Ryan Oulette. Vice Chairman Butler stated that based on what transpired at the last meeting what he would suggest to do in fairness to all the taxpayers and the Recreation Commission, talk to the Town Manager and put this issue on the agenda instead of public comment. That way more people will have the opportunity to be involved if they want

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

49 to.

50  
51 Reed Clark, Stonehenge Road, stated that he has received calls about the four new fire employees who will come onboard.  
52 Clark stated that he suggested that it should be a wider spread of other items to talk about. Clark stated that he has also  
53 received calls about one of the other issues on the agenda pertaining to Sue Hickey. Clark stated that it is important that  
54 everyone knows what is legal and what is not legal.

55  
56 Gerard Adams, 54 Hall Road, stated that he would like to continue to update the Council on Murray's Auto. Adams stated  
57 that he doesn't want to let this go for several months. Adams stated that what he would like to bring forward is what has  
58 taken place in the past few weeks. Adams stated that his mailbox was damaged by one of the transports. Adams stated that  
59 the transport driver doesn't work for Murray's, it is a separate company. The guy had gone to the Adams house and  
60 apologized. Adams stated that he was told not to apologize. A month ago, a transport truck hit a tree. Adams stated that the  
61 limb he knocked off the tree hit the pole and caused one of his lines to come down drooping. It is still up but it is lower than  
62 it was. Adams stated that the same transport worker was in the right of way securing his load. Adams stated that court  
63 documents say they have the right to secure the roads on the property. Adams stated that his complaint is that he was parallel  
64 to the side of the road. Part of his tractor was on the road which caused all cars coming from High Range Road to have to go  
65 around that front part of the road to get around him. Adams stated that last week there were a lot of people on the bridge at  
66 the accident scene. Adams stated that Murray's was given the opportunity to do work after hours and he said that activity  
67 would take place inside the building. Adams stated that what his wife heard when she came home at 6 PM was clanging  
68 metal. It continued for an hour. Adams stated that he can't remember if the Council gave him permission to park flatbed  
69 trucks there. He doesn't recall the Council making that. There are now flatbed trucks being parked there. Adams stated that  
70 when the limb was hit he did call PSNH to document it.

## PUBLIC HEARING

71  
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73  
74 Vice Chairman Butler introduced Charter section 4.7 hearing requested by the Director of Finance and Administration Susan  
75 Hickey. Butler stated that the Council has been informed that the applicant has withdrawn her request for public hearing so  
76 there will not be a public hearing tonight. Vice Chairman Butler stated that any questions concerning this will be director to  
77 the Town Attorney.

## OLD BUSINESS

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81 Vice Chairman Butler stated that the budget workshop will take place after the Council meeting is adjourned.

## NEW BUSINESS

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84  
85 Councilor Farrell introduced Order #2014-24, expenditure of Maintenance Trust Fund for various projects. Councilor Farrell  
86 motioned to approve Order #2014-24, second by Councilor Freda. Councilor Farrell stated that this Order is for the rear  
87 overhead door at the DPW garage and for relocating the building generator from the Fire Department to the Senior Center.  
88 **Chair votes 3-0-0.**

## APPROVAL OF MINUTES

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91  
92 Motion to approve the minutes from the November 17<sup>th</sup>, 2014 Council meeting made by Councilor Farrell and second by  
93 Councilor Freda. **Chair votes 3-0-0.**

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

## LIAISON REPORTS

None

## TOWN MANAGER REPORT

None

## COMMITTEE APPOINTMENTS/RE-APPOINTMENTS

Councilor Farrell motioned to accept the resignation of Jim Schwaboe from the Heritage Commission effective January 1, 2015. Second by Councilor Freda. **Chair votes 3-0-0.**

Councilor Farrell motioned to re-appoint Janet Cichocki as an alternate member of the Heritage Commission. Second by Councilor Freda. **Chair votes 3-0-0.**

Councilor Farrell motioned to appoint Pauline Barron to a full time member on the Heritage Commission. She is currently an alternate member. Second by Councilor Freda. **Chair votes 3-0-0.**

Vice Chairman Butler stated that the Recreation Commission has asked to extend the discussion of a new member of the Recreation Commission to the next meeting.

Councilor Farrell stated that he will be out of work on business the next Council meeting on December 15<sup>th</sup> and the Council will not have a quorum so he would like to suggest moving the next Council Meeting to the 22<sup>nd</sup> of December. Vice Chairman Butler stated that would be okay.

## ADJOURNMENT

Motion to adjourn made by Councilor Farrell and second by Councilor Freda. **Chair votes 3-0-0.**

Notes and Taped by:	Kirby Wade	Date: 12/01/14
Minutes Typed by:	Kirby Wade	Date: 12/05/14
Approved by:	Town Council	Date: 12/22/14