

**TOWN COUNCIL AGENDA**  
**November 2, 2015**  
**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**

**D. OLD BUSINESS**

- 1.) Update on Management of Town Forest  
**Presented by Kevin Smith**

**E. NEW BUSINESS**

- 1.) **Order #2015-31** – Expenditure of Maintenance Trust Fund for Various Projects  
**Presented by Steve Cotton**
- 2.) **FY17 Budget Overview**
- 3.) **Ordinance #2013-04 (B)** – An Amendment to the Municipal Code Title VI, Chapter XIII, Ambulance Fees, Collection  
**Presented by Kevin Smith**
- 4.) **Resolution #2015-09** – A Resolution Discontinuing Resolution 1997-07, establishing an Ambulance Hardship Abatement Committee  
**Presented by Kevin Smith**

**F. APPROVAL OF MINUTES**

Approval of October 19, 2015 Town Council Minutes

**G. OTHER BUSINESS**

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

**H. ADJOURNMENT**

**I. MEETING SCHEDULE**

1. Town Council Meeting – **11/16/15** Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – **12/07/15** Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – **12/21/15** Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – **01/04/16** Moose Hill Council Chambers, 7:00PM

**J. BUDGET MEETING SCHEDULE**

1. Saturday, November 14, 2015 – Budget Workshop, 8:00 AM
2. Monday, November 16, 2015 – Town Council Budget Workshop, 7:00 PM
3. Monday, November 23, 2015 – Town Council Budget Workshop, 7:00 PM
4. Monday, November 30, 2015 – Town Council Budget Workshop, 7:00 PM

# ORDER #2015-31

An Order Relative to

## **EXPENDITURE OF**

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

---

Reading: 11/02/2015

Adopted: 11/02/2015

**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 \$4,785.88 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 \$4,785.88 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

---

John Farrell, Chairman  
Town Council

---

Sharon Farrell  
Town Clerk

**A TRUE COPY ATTEST:**  
11/02/2015

**Expendable Maintenance Trust TC Order Request  
for Town Council Meeting \*10/26/15\***

Description	Vendor	Amount
<p><b><u>LED Bulbs - Town Hall</u></b>                      The procurement of 24 LED bulbs "5 different bulb types" for the various fixtures within Town Hall for a 30 Day trial to confirm they are plug and play. If the LED bulbs are direct placement (which is expected), the next step would be to start converting areas within the Town Hall with LED bulbs. This EMTF request is for the procurement of the LED bulbs.</p>	Every Watt Matters - Invoice TA 8019 EMTF Request Amount	\$ 985.88 \$ 985.88
<p><b><u>VCT Kitchen Floor Replacement - South Fire Station</u></b>                      The VCT tile on the kitchen floor area at South Fire Station needs replacement due to the amount of usage. This EMTF request is for removal of the existing VCT, floor preparation, installation of ceramic floor tiles &amp; base, grouting and final clean up. FYI, this flooring product is the same that is installed at Central Fire and North Fire and is very durable.</p>	Skuse Flooring - Quote 10202015	\$ 3,800.00 \$ 3,800.00
<p align="right"><b>Total Town Council EMTF Order</b></p>		<p align="right">\$ 4,785.88</p>

## ORDINANCE 2013-04(B)

***AN ORDINANCE RELATIVE TO AN AMENDMENT TO THE MUNICIPAL CODE,  
TITLE VI, CHAPTER XIII, AMBULANCE FEES AND THE COLLECTION THEREOF***

---

First Reading: 11/02/15  
Second Reading: 11/16/15  
Public Hearing: 11/16/15  
Adopted: 11/16/15

***WHEREAS*** the Town of Londonderry provides Emergency Medical Services through its Fire Department; and

***WHEREAS*** the Town charges a fee for said services, which are critical to offsetting the cost of providing said services, and

***WHEREAS*** the Town should adjust our billing rates based on the current rates; and

***NOW THEREFORE BE IT ORDAINED*** by the Town Council of the Town of Londonderry that the Title VI, Chapter XIII of the Municipal Code is hereby amended effective immediately, to authorize the adjustment of billing rates to reflect the annual rate adjustments.

---

John Farrell, Jr. - Chairman  
Town Council

---

Sherry Farrell  
Town Clerk

(TOWN SEAL)

***A TRUE COPY ATTEST:***  
**11/16/15**

**CHAPTER XIII - AMBULANCE FEE SCHEDULE**

**SECTION I PURPOSE**

- A. To establish a process for adjusting charges made for ambulance services and a procedure for collecting fees due the Town.

**SECTION II ANNUAL REVIEW**

- A. The Fire Department shall:
  - 1. Pursuant to Resolution 2004-18, review the Ambulance Fee Schedule annually and make recommendations for adjustments to a level equal to 140% of rates allowed by Medicare, to the *Finance Director Town Manager*.
  - 2. Shall exhaust all means available to obtain accurate and complete patient information and data which would assist with the timely billing and collection of fees due.
  - 3. Adjust billing errors with written notification to the billing company and the Finance Department noting the reason for the adjustment.
  - 4. Accept Medicare and Medicaid assignments as full payment for services rendered.

**SECTION III DELINQUENT ACCOUNTS**

- A. Patients and/or the responsible parties, who fail to respond to billing notices within 180 days of the original bill date, may have their delinquent accounts reported to the credit bureau, and further may be subject to collection by a collection agency at the discretion and direction of the Finance Department.

**SECTION IV HARDSHIP ABATEMENTS**

- A. The Finance and Administration Department is hereby authorized to review and make determinations on hardship abatement requests.

**CHAPTER XIII - AMBULANCE FEE SCHEDULE (Cont'd.)**

**SECTION V            FEES**

Mileage .....	Medicare plus 40%	<del>\$9.93</del>
ALS 1 .....	Medicare plus 40%	<del>\$381.88</del>
ALS 1 Emergency .....	Medicare plus 40%	<del>\$604.63</del>
BLS .....	Medicare plus 40%	<del>\$318.23</del>
BLS-Emergency .....	Medicare plus 40%	<del>\$509.17</del>
ALS-2 .....	Medicare plus 40%	<del>\$875.13</del>

Additional Billing Items

Oxygen .....		\$75.00
IV Service Drugs .....		\$150.00
Expendable Supplies .....		\$50.00
Defibrillation .....		\$150.00
Cardiac Monitor .....		\$150.00
Airway .....		\$140.00
Immobilization .....		\$75.00

~End of Chapter~

# RESOLUTION #2015-09

A Resolution Relative to the  
**DISSOLUTION OF RESOLUTION 97-7; ESTABLISHING AN  
AMBULANCE HARDSHIP ABATEMENT COMMITTEE**

---

First Reading: 11/02/15  
Second Reading: 11/02/15  
Adopted: 11/02/15

**WHEREAS** The Town of Londonderry no longer has a Welfare Director; and

**WHEREAS** Town Ordinance 2013-04 established the Finance and Administration Department as the arbiter of hardship abatement requests,

**NOW THEREFORE BE IT RESOLVED** by the Town Council of the Town of Londonderry, that Resolution 2015-09, dissolving Town Resolution 97-7 which established an Ambulance Hardship Abatement committee, is hereby adopted.

John Farrell - Chairman  
Town Council

( TOWN SEAL )

---

Sherry Farrell - Town Clerk  
*A true copy attest: 11/02/15*



**RESOLUTION #97-7**

A Resolution Relative to the  
***ESTABLISHING AN AMBULANCE HARDSHIP  
ABATEMENT COMMITTEE***

First Reading: 06/16/97

Second Reading: 06/30/97

Adopted: 06/30/97

***WHEREAS*** The Town of Londonderry instituted its Ambulance Service and Program as of July 1, 1996; and

***WHEREAS*** The Town Council is cognizant of some persons' inability to make payment in full for services rendered; and

***WHEREAS*** the Town Council is desirous of addressing these issues in an equitable manner and on a timely basis;

***NOW THEREFORE BE IT RESOLVED*** by the Town Council of the Town of Londonderry, that Resolution 97-7 pertaining to a policy Establishing an Ambulance Hardship Abatement Committee, a copy of which is hereto attached, is hereby adopted.

\_\_\_\_\_  
Daniel J. Vecchione - Chairman  
Town Council

\_\_\_\_\_  
(TOWN SEAL)

\_\_\_\_\_  
Joan M. Savina - Town Clerk/Tax Collector  
*A true copy attest: 06/30/97*

~~Chapter XIV - Ambulance Hardship Abatement Committee~~

~~SECTION I - PURPOSE:~~

- ~~A. The Ambulance Hardship Committee shall review applications by individuals seeking abatement of ambulance charges based on inability to pay for such services.~~

~~SECTION II - ORGANIZATION:~~

- ~~A. Membership - The Committee shall comprise of three members as listed below:~~

- ~~1. Welfare Director~~
- ~~2. Member of the Clergy~~
- ~~3. Local Business person~~

~~B. Officers~~

- ~~1. Nominations of, and elections for, all Officers shall be by a majority vote of those present at the first meeting of the Committee and annually thereafter.~~
- ~~2. A Chairman and Secretary shall be elected at the first meeting; the Chairman to officiate and the Secretary to record the meeting.~~

~~C. Vacancies~~

- ~~1. Vacancies shall be filled within thirty (30) days by appointment of the Town Manager.~~

~~D. Meetings~~

- ~~1. The Committee shall meet as required.~~

~~Chapter XIV - Ambulance Hardship Abatement Committee (Cont'd)~~

~~SECTION III RESPONSIBILITIES AND DUTIES OF THE COMMITTEE~~

- ~~A. Review applications from persons requesting relief from ambulance fees and investigate, using Title VI of the Municipal Code, Chapter VII - Welfare Standards and Policy as a guideline to determine whether a hardship exists.~~
- ~~B. The Committee shall vote by simple majority to excuse in whole, or in part, any obligation for payment of ambulance services.~~
- ~~C. The decision of the Committee shall be final.~~
- ~~D. The Committee shall notify the Finance Department, in writing, of any decisions on cases as they are addressed~~
- ~~E. The Finance Department will then notify the billing company of any modification to the bill.~~

~~~End of Policy~~~

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

---

1  
2 **October 19, 2015**

3  
4 The Town Council meeting was held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry,  
5 NH.

6  
7 Present: Chairman John Farrell; Councilors Tom Freda and Tom Dolan; Town Manager Kevin Smith; Executive Assistant  
8 Kirby Wade; Absent; Vice Chairman Jim Butler

9  
10 **CALL TO ORDER**

11  
12 Chairman Dolan opened the meeting with the Pledge of Allegiance. This was followed by a moment of silence all first  
13 responders and the men and women who serve us here and abroad.

14  
15 **PUBLIC COMMENT**

16  
17 Roger Fillio, 3 Hampshire Lane, stated that he would like to make some comments about the Town Forest. Fillio stated that  
18 he is a member of the Conservation Commission. Fillio stated that he would like to see the forest be utilized for the asset it is,  
19 for more than just natural growth. Fillio stated that he doesn't want it to be a park though with bandstands, etc. Fillio stated  
20 that he thinks cleaning up a lot of the debris so that people can use it. Fillio stated that the Conservation Commission has a  
21 different take on how it should be utilized. Town Manager Smith stated that the Town Forest is still being overseen by the  
22 Conservation Commission. Chairman Farrell stated that it was given to the Conservation Commission at a Town meeting in  
23 eighties. Fillio stated that to him it doesn't look like a forest should look in the middle of the town. Fillio stated that it is  
24 dangerous with all the branches. Someone could get hurt if it is not cleaned out. Chairman Farrell stated that the Council will  
25 direct the Town Manager to talk to the Town Attorney and find out what the process may be and see where things stand, if  
26 the Council can take direction as he legislative body or whether it has to go to the ballot. The Council will share the  
27 information with the Planning Board, Conservation Commission, Heritage, and all of the appropriate committees.

28  
29 **PUBIC HEARING**

30  
31 Motion to open public hearing made by Councilor Freda and second by Councilor Dolan. Chair votes 3-0-0.

32  
33 Chairman Farrell introduced Ordinance #2015-08, and amendment to the Zoning Ordinance relating to rezoning map 17, lot  
34 17-A, 345 Rear Mammoth Road, from multi-family residential III (R-III) to industrial I (IND-I). Town Planner Cynthia May  
35 presented and stated that the piece south and west of the land are already industrial so it wouldn't be spot zoning. It would  
36 become utilized as an industrial piece of land. May stated that it has been recommended by the Planning Board. There was no  
37 comment from the public.

38  
39 Motion to approve Ordinance #2015-08 made by Councilor Dolan. Second by Councilor Freda. **Chair votes 3-0-0.**

40  
41 Chairman Farrell introduced Ordinance #2015-06, and amendment to the Zoning Ordinance to update sections related to  
42 housing opperunities in Londonderry. This public hearing was continued.

- 43  
44  
45  
46
- Table of Contents
  - 1.3.3 Phasing of Developments
  - 2.2 Use Table

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

---

- 47     ▪ 2.3.1 Agricultural-Residential District
- 48     ▪ 2.3.3 Inclusionary Housing
- 49     ▪ 2.3.4 Retention of Housing Affordability
- 50     ▪ 2.4.5 General Standards for MUC Sub-district
- 51     ▪ 3.4.1 Backlot Development
- 52     ▪ 3.6 Elderly Housing
- 53     ▪ 3.6.5 Conditional Use Permits
- 54     ▪ 3.7 Assisted Living Facilities and Nursing Homes
- 55     ▪ 3.10.10 Minimum Parking and Loading Required

56

57

GIS Manager John Vogl and Planner Cynthia May presented (see attached PowerPoint). May stated that the first public hearing was held a month ago and she understood that a majority of the proposed changes was received by the Town Council well. There was one area where concern was raised. It has since been worked on with the Town staff. May stated that a majority of the Town is in the AR-I zone. May stated that multi-family residential housing was allowed throughout the entire zone if in fact water and sewer could be brought to those locations. May stated that it was encouraging large scale, large buildings, etc. Last meeting it was discussed that what was presented was too dense for the Town. May stated that they went back and looked at other communities that have standing workforce housing ordinance similar to Londonderry and found that, in at least one case, they gave a density bonus for their small workforce. They allowed a thirty-three percent reduction for workforce housing and they were allowing more than four houses on a lot if that worked. May stated that it is still important to keep it at four units but the density was changed to what currently exists in the Ordinance and in a nut shell its thirty-five thousand square feet for a single family house, fifty-two thousand, five hundred for a two family house. Where workforce is going to come into play is in lots that provide three or four. For a four bedroom house with water and sewer it's one hundred and five thousand square feet. Where that would occur on lots that do not have water and/or sewer, the requirement is higher at forty-thousand square foot per unit. May stated that it is a minimum. It will also be based on DES requirements for lot sizing. May stated that the development must be of scale and architectural character to go with the neighborhood that it is in. This would require a conditional use permit through the Planning Board. There will be Planning Board oversight. Vogl stated that these changes protect the community character. Vogl stated that they still meet they still meeting the State Statute.

75

76     Motion to approve Ordinance #2015-06 made by Councilor Dolan. Second by Councilor Freda. **Chair votes 3-0-0.**

77

78

Chairman Farrell introduced Resolution #2015-08, adoption of Airport Area Infrastructure District II. Town Manager Smith presented. Smith stated that what is being proposed is to adopt a second airport area TIF upon termination of the existing TIF district sometime this coming January. Smith stated that the maps attached to the Resolution (see attached) it is a much smaller area than what the current TIF district is. It is being proposed to facilitate future development off the Pettengill Road area in the way of approximately over one million square feet of new development being added to that area. It has been endorsed by the County Commissioners and the School Board.

84

85     Councilor Green joined the meeting.

86

87     Motion to approve Resolution #2015-08 made by Councilor Dolan. Second by Councilor Freda. **Chair votes 4-0-0.**

88

89     Motion to close public hearing made by Councilor Dolan. Second by Councilor Green. **Chair votes 4-0-0.**

90

91

## OLD BUSINESS

92

93

NONE

94

95

## NEW BUSINESS

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

---

96  
97 Chairman Farrell introduced Order #2015-30, the expenditure of Maintenance Trust Fund for various projects. Motion to  
98 approve Order #2015-30 made by Councilor Dolan. Second by Councilor Green. **Chair votes 4-0-0.**

## APPROVAL OF MINUTES

101  
102 Motion to approve the Town Council minutes from October 5, 2015 made by Councilor Dolan and second by Councilor Freda.  
103 **Chair votes 4-0-0.**

## BOARD/COMMITTEE APPOINTMENTS

104  
105  
106  
107 Town Manager Smith read off the seven members who will sit on the Nutfield 300<sup>th</sup> Anniversary Committee. Doug Thomas,  
108 Deb Paul, Reed Clark, Senator Sharon Carson, Art Rugg, Janet Cichocki and Ann Chiampa. Motion to appoint members to the  
109 Committee made by Councilor Freda and second by Councilor Green. **Chair votes 4-0-0.**

## ADJOURNMENT

110  
111  
112  
113 Motion to adjourn made by Councilor Freda and second by Councilor Green. **Chair votes 4-0-0.**

|     |                     |              |                |
|-----|---------------------|--------------|----------------|
| 114 | Notes and Tapes by: | Kirby Wade   | Date: 10/19/15 |
| 115 | Minutes Typed by:   | Kirby Wade   | Date: 10/23/15 |
| 116 | Approved by:        | Town Council | Date: 11/02/15 |
| 117 |                     |              |                |
| 118 |                     |              |                |
| 119 |                     |              |                |
| 120 |                     |              |                |
| 121 |                     |              |                |
| 122 |                     |              |                |
| 123 |                     |              |                |
| 124 |                     |              |                |
| 125 |                     |              |                |
| 126 |                     |              |                |
| 127 |                     |              |                |
| 128 |                     |              |                |
| 129 |                     |              |                |
| 130 |                     |              |                |
| 131 |                     |              |                |

# Status of Small Workforce Housing Opportunities in Ordinance 2015-06

Small Workforce Housing Development: Workforce housing permitted in residential districts to accommodate structures with up to 4 units on an individual lot, and designed to be compatible with the context of the neighborhood

**Current Zoning**  
*Housing type not addressed.*  
*Workforce Multi-family permitted with water and sewer; Not compatible with most neighborhoods*

**9/21 - 1<sup>st</sup> Hearing**

- **Permitted Zone:**
- AR-1 with Conditional Use Permit (CUP)
- **Density:**
- 4 units per acre if serviced by water and sewer  
OR DES minimum if not
- **Dimensional Requirements:**
- Minimum frontage: 75'
- Height and setback consistent with AR-1
- **Other:**
- 4 individual units permitted on a lot
- Developments with 3 or 4 units shall have 40% open space

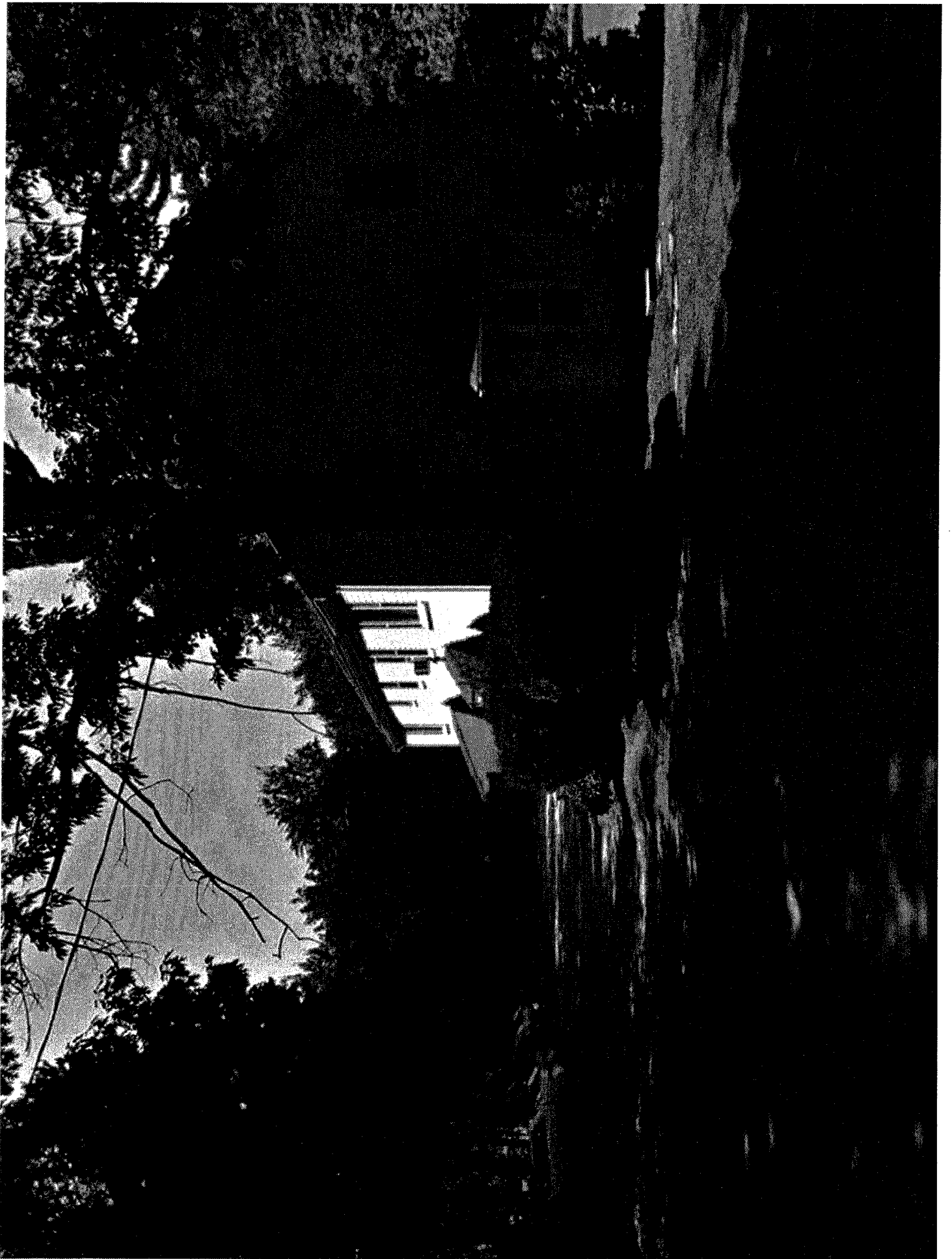
**10/19 - 2<sup>nd</sup> Hearing, Amended Language**

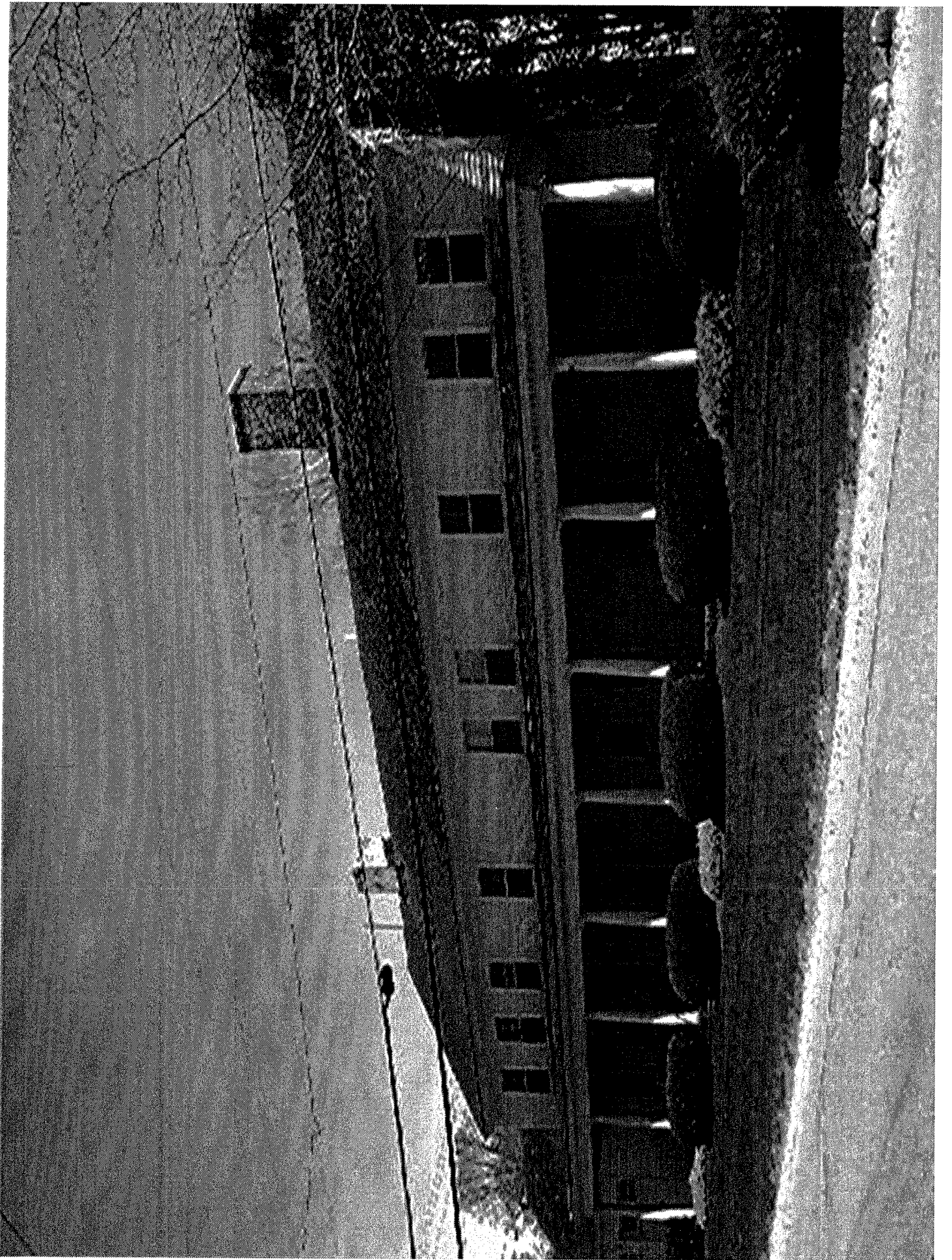
- **Permitted Zone:**
- AR-1 with Conditional Use Permit (CUP)
- **Density:**
- Mirrors existing lot size requirements for AR-1 district, (Section 2.3.1.3) if served by water and sewer;  
Maximum: 4 units per 2.4 acres  
OR DES minimum where no water or sewer, not less than 40,000 SF per unit; Maximum: 4 units per 3.7 acres.
- **Dimensional Requirements:**
- Minimum frontage: 75' to 150'
- Height and setback consistent with AR-1
- **Other:**
- Not to exceed 2 buildings per lot
- 50% of units must be workforce housing
- No parking between town street and building facade; 2-spaces per unit
- Development must be of scale and architectural character with existing neighborhood per Planning Board judgement
- Renovations to existing units shall be directed to rear of unit as practical; renovations to visible portions of a unit to be compatible with existing structure per Planning Board judgement
- New detached structures shall be located to the rear of existing units, separated by 20' (1-2 family) or 30' (3 units)

❖ CUP Requirements apply (section 2.3.3.4.A). Approval contingent upon demonstration that development is compatible with surrounding neighborhood

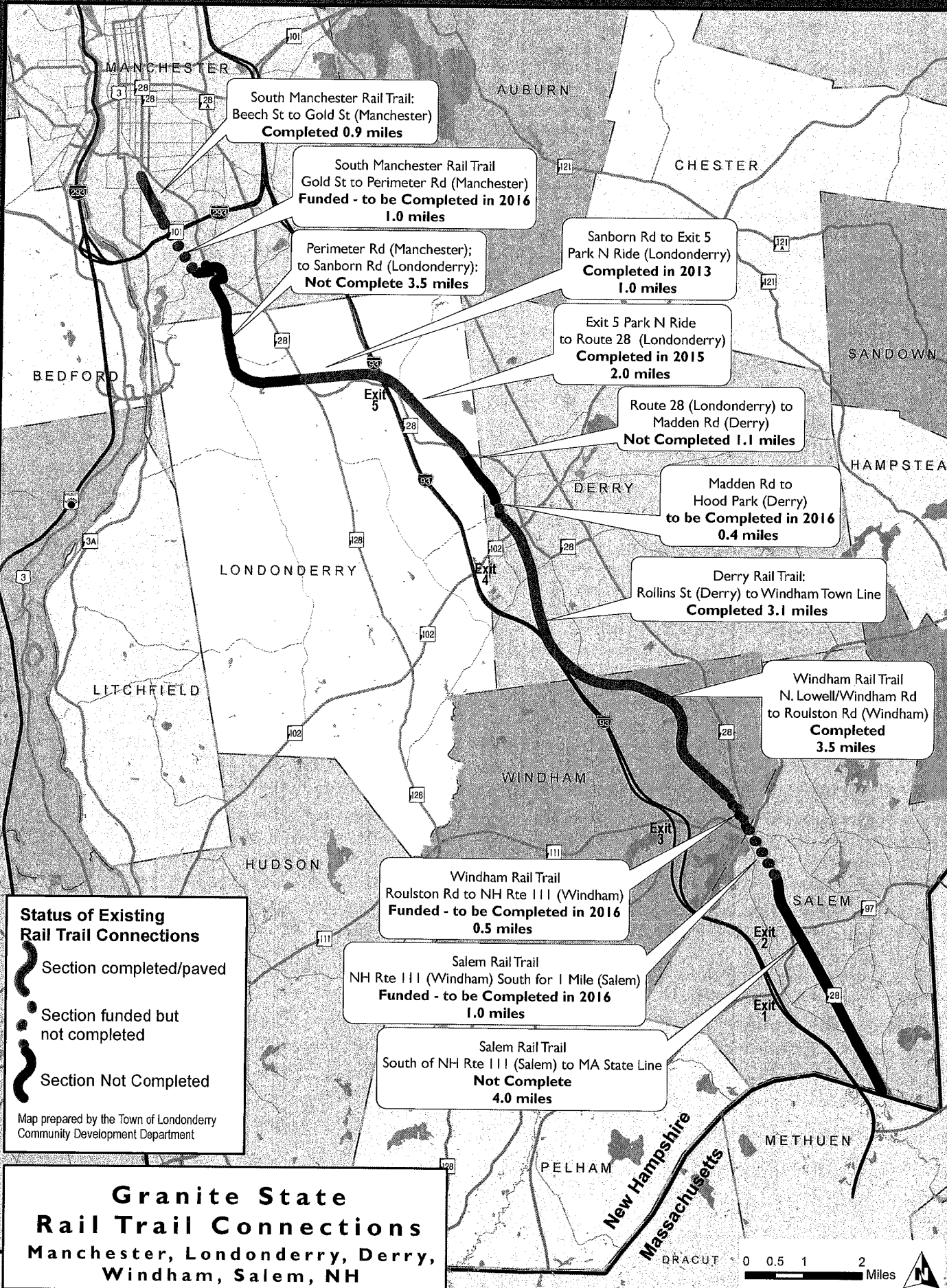


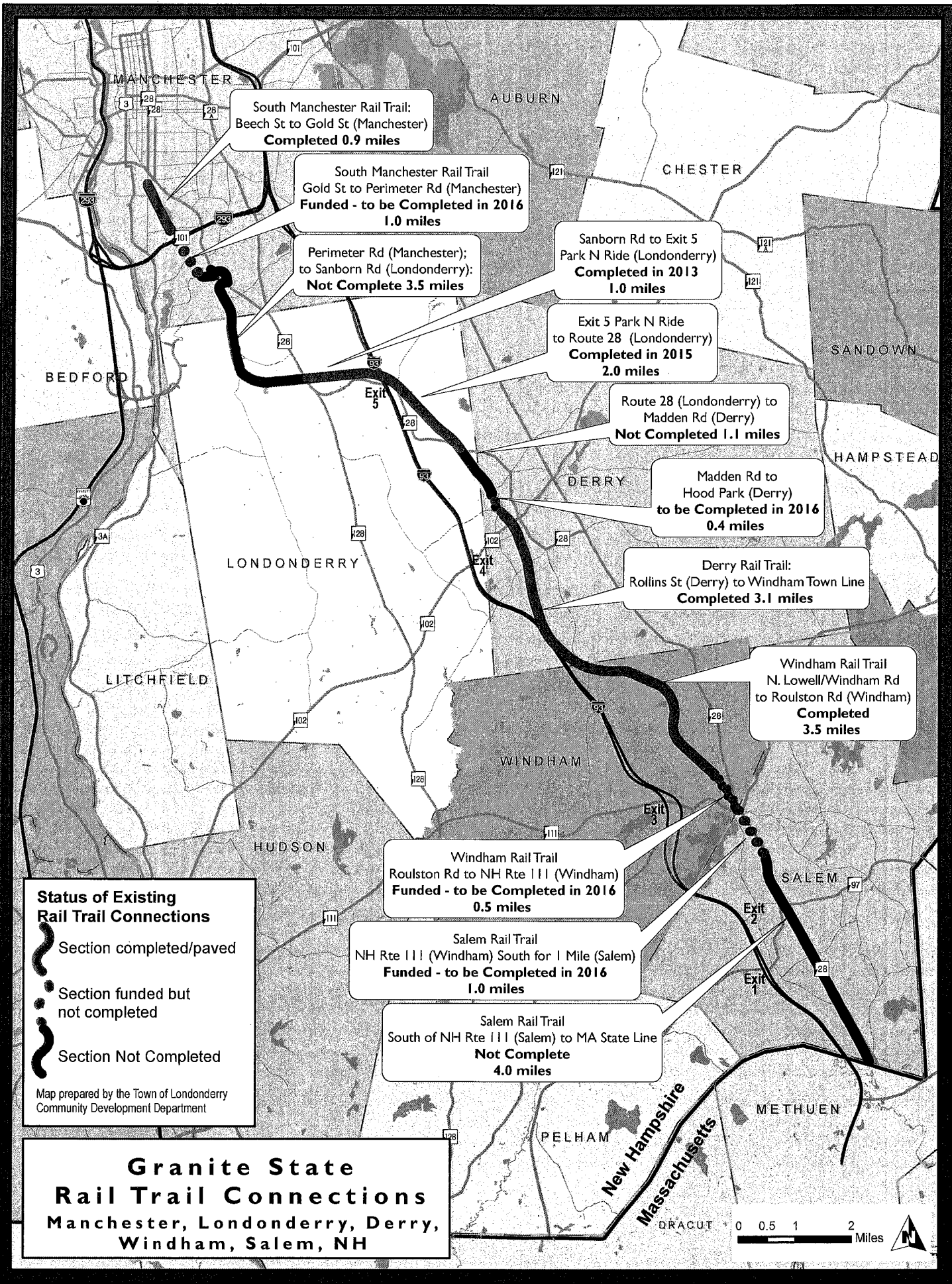












South Manchester Rail Trail:  
Beech St to Gold St (Manchester)  
**Completed 0.9 miles**

South Manchester Rail Trail  
Gold St to Perimeter Rd (Manchester)  
**Funded - to be Completed in 2016  
1.0 miles**

Perimeter Rd (Manchester);  
to Sanborn Rd (Londonderry):  
**Not Complete 3.5 miles**

Sanborn Rd to Exit 5  
Park N Ride (Londonderry)  
**Completed in 2013  
1.0 miles**

Exit 5 Park N Ride  
to Route 28 (Londonderry)  
**Completed in 2015  
2.0 miles**

Route 28 (Londonderry) to  
Madden Rd (Derry)  
**Not Completed 1.1 miles**

Madden Rd to  
Hood Park (Derry)  
**to be Completed in 2016  
0.4 miles**

Derry Rail Trail:  
Rollins St (Derry) to Windham Town Line  
**Completed 3.1 miles**




Windham Rail Trail  
N. Lowell/Windham Rd  
to Roulston Rd (Windham)  
**Completed  
3.5 miles**

Windham Rail Trail  
Roulston Rd to NH Rte 111 (Windham)  
**Funded - to be Completed in 2016  
0.5 miles**

Salem Rail Trail  
NH Rte 111 (Windham) South for 1 Mile (Salem)  
**Funded - to be Completed in 2016  
1.0 miles**

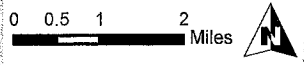
Salem Rail Trail  
South of NH Rte 111 (Salem) to MA State Line  
**Not Complete  
4.0 miles**

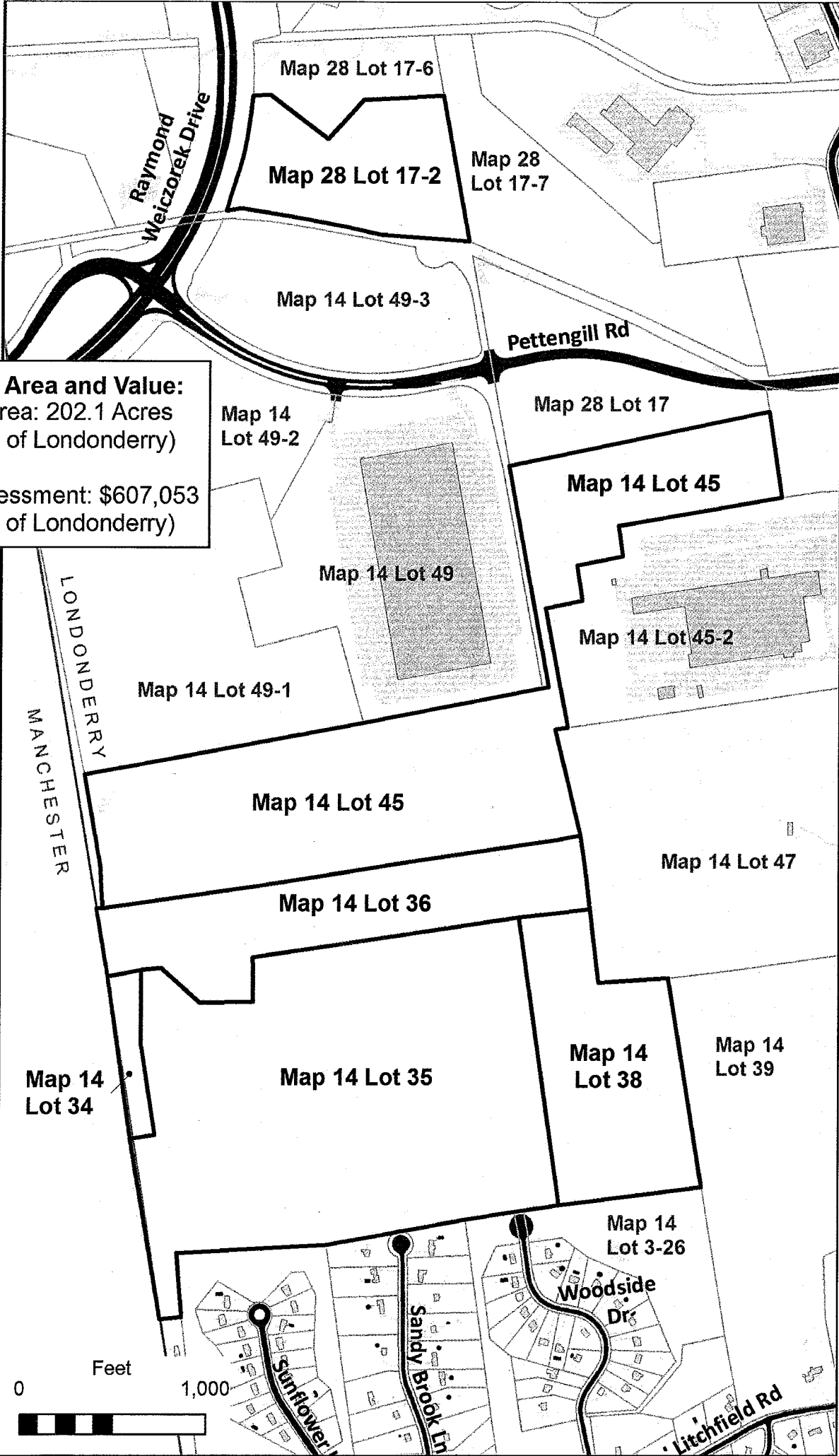
**Status of Existing Rail Trail Connections**

-  Section completed/paved
-  Section funded but not completed
-  Section Not Completed

Map prepared by the Town of Londonderry  
Community Development Department

**Granite State  
Rail Trail Connections  
Manchester, Londonderry, Derry,  
Windham, Salem, NH**



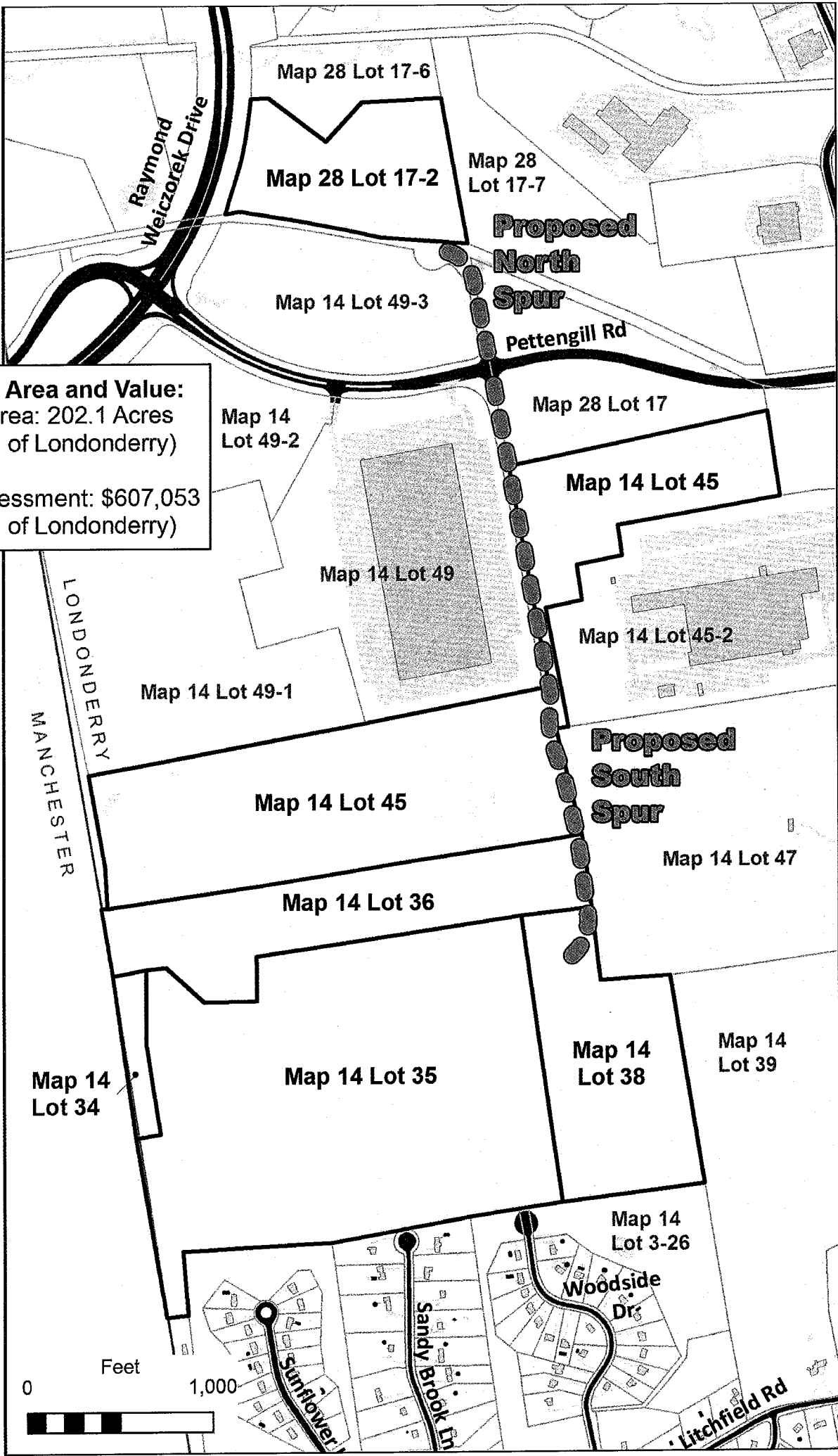


**District Area and Value:**  
 Total Area: 202.1 Acres  
 (0.75% of Londonderry)

Total Assessment: \$607,053  
 (0.02% of Londonderry)

*Exhibit  
 "A"*

LONDONDERRY  
 MANCHESTER



**District Area and Value:**  
 Total Area: 202.1 Acres  
 (0.75% of Londonderry)

Total Assessment: \$607,053  
 (0.02% of Londonderry)

*Exhibit  
 "B"*

LONDONDERRY  
 MANCHESTER

