

TOWN COUNCIL AGENDA
February 13, 2017
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. Cable Television License Renewal Public Hearing
- D. **OLD BUSINESS**
- E. **NEW BUSINESS**
- F. **APPROVAL OF MINUTES**
 - 1. Approval of February 6, 2017 Town Council Minutes
- G. **OTHER BUSINESS**
 - A.) Liaison Reports
 - B.) Town Manager Report
- H. **ADJOURNMENT**
- I. **MEETING SCHEDULE**
 - Town Council Meeting – 03/06/17 Moose Hill Council Chambers, 7:00 PM
 - Town Council Meeting – 03/20/17 Moose Hill Council Chambers, 7:00 PM
 - Town Council Meeting – 04/03/17 Moose Hill Council Chambers, 7:00 PM
 - Town Council Meeting – 04/17/17 Moose Hill Council Chambers, 7:00 PM
- J. **BUDGET SCHEDULE**
 - Annual Town Meeting – 03/14/2017 – Londonderry High School Gym, 7 AM – 8 PM

TOWN OF LONDONDERRY
LEGAL NOTICE
Cable Television License Renewal Public Hearing

The Londonderry Town Council, in its statutory capacity as cable franchising authority, will hold a public hearing on February 13, 2017 at 7:00 p.m. at Londonderry Town Hall, 268B Mammoth Road, Londonderry, NH concerning Comcast Cable (“Comcast” or the “Licensee”) and the proposed renewal of its non-exclusive cable license which is due to expire on May 31, 2019. The public hearing is being held pursuant to the federal Cable Act, 47 U.S.C. 546; New Hampshire Revised Statutes Chapter 53-C:3-a et seq; and applicable law for purposes of the franchising authority’s ascertainment of the cable-related needs and interests of the public and Town. Members of the public are encouraged to testify at this hearing regarding cable needs in a renewal license and Comcast’s financial and technical qualifications and local programming services. For further information please contact Drew Caron, Director of Cable and Technical Operations, Town of Londonderry, c/o Londonderry Town Hall. By order of the Londonderry Town Council.

LONDONDERRY TOWN COUNCIL MEETING MINUTES

1
2 **January 6, 2017**
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4 The Town Council meeting was held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth
5 Road, Londonderry, NH.
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7 Present: Chairman John Farrell; Vice Chairman Tom Freda; Councilors Tom Dolan and Joe Green; Town
8 Manager Kevin Smith; Executive Assistant Kirby Wade; Absent; Councilor Jim Butler
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10 **CALL TO ORDER**

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12 Chairman Farrell called the Town Council special meeting to order. Chairman Farrell led the Pledge of
13 Allegiance. This was followed by a moment of silence for our first responders and all those who serve us
14 both here and abroad and those taking care of our community.
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16 **PUBLIC COMMENT**

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18 Chairman Farrell opened the floor up to Citizens Bank for a presentation. Glenn Rowley, Senior Vice
19 President of Government Banks, Lyn Gelinas, Senior Vice President of Government Bank Relationship
20 Manager and Ryan Cappannari, Vice President of Corporate Payments Specialist presented. Finance
21 Director Doug Smith stated that Citizen is here to present the town with the first year rebate on the credit
22 card program which was started approximately fifteen months ago. Smith stated that the town paid vendors
23 in the amount of over \$2.4 million dollars of which \$1.5 million was eligible for a cash rebate under this
24 credit card program. Smith stated that the town is now paying over four hundred and fifty vendors with
25 the credit cards as opposed to checks. The vendors are benefitting from the program by an expedited
26 payment process. They get their money immediately. Smith recognized Leiann Cotton, Accounts Payable,
27 and Justin Campo, Senior Accountant, who have made this program a success in the first year. Smith
28 turned it over to Rowley. Citizens Bank presented Town Manager Smith and the finance department with
29 a check in the amount of \$15,856.64. Councilor Dolan motioned that the Council authorize the Town
30 Manager to accept the check in the amount of \$15,856.64 as unanticipated revenue. Second by Councilor
31 Green. Chair votes 4-0-0.
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33 Councilor Dolan submitted his votes for the Warrant since he was absent last meeting.
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35 Julie Christenson-Collins, representative from the Conservation Commission, wanted ot make an
36 announcement about Musquash Field Day 2017. Musquash Field Day will be held on Saturday, February
37 18th from 10am – 2pm in the Musquash field area. There will be a lot of family activities.
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39 There was no other public comment.
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LONDONDERRY TOWN COUNCIL MEETING MINUTES

PUBLIC HEARING

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Motion to open public hearing made by Councilor Dolan and second by Vice Chairman Freda.

Chairman Farrell introduced Ordinance #2017-01, an amendment to the Municipal Code Title IV, Public Health, Safety and Welfare, Chapter VIII, Animal Control. This is to raise the dog licensing fees by one dollar a piece. Town Manager Smith presented. Smith stated that there is another amendment that needs to be made. The senior citizens one is two dollars and it needs to be brought up to three dollars. There was no public comment. Motion to approve Ordinance #2017-01 made by Councilor Green and second by Councilor Dolan. Chair votes 4-0-0.

Chairman Farrell introduced Ordinance #2017-02, an Ordinance relative to an amendment to the Municipal Code, Title I, Chapter XXVII, Civil Marriage Ceremonies. This Ordinance is to raise the price from \$50 to \$75 to cover costs since the Town has done so many of them. Town Manager Smith stated that we will still be \$25 less than Manchester. Motion to approve Ordinance #2017-02 made by Councilor Green and second by Councilor Dolan. Chair votes 4-0-0.

Motion to close the public hearing made by Councilor Dolan and second by Councilor Green. Chair votes 4-0-0.

OLD BUSINESS

NONE

NEW BUSINESS

Chairman Farrell introduced the FY2016 Audit Financial Statement presentation presented by Scott McIntire and Sarah Demos of Melanson Heath. McIntire presented the Council with financial statements from this past year. McIntire stated that he will present how the audit went and were there any need for disagreements or audit adjustments. McIntire stated that their audit of the Town of Londonderry's financial statements for the year ending June 20th, 2016 went very well. The books and records were in good working order. McIntire presented the report to the Council.

Chairman Farrell introduced Order #2017-04, an Order relative to acceptance of a \$500 Grant by the Conservation Commission. This was presented by Finance Director Doug Smith. Smith stated that this is a Grant that was awarded to the Conservation Commission by the New Hampshire Association of Conservation Commissions. It requires approval by Town Council. Councilor Dolan stated that the accompanying letter doesn't match the amount on the Order. Smith stated that the funding breaks down in the letter and the total amount is split into four components, \$500 is direct payment to the Commission. The balance of the funds is handled by the School District. Motion to approve Order #2017-04 made by Councilor Green and second by Vice Chairman Freda. Chair votes 4-0-0.

LONDONDERRY TOWN COUNCIL MEETING MINUTES

83 Chairman Farrell introduced Order #2017-05, an Order relative the expenditure of Maintenance Trust
84 Fund for various projects. Steve Cotton presented. Four invoices totaling \$6,505.00. Cotton stated that
85 this Order is for winter maintenance. Motion to approve Order #2017-05 made by Councilor Green and
86 second by Vice Chairman Freda. Chair votes 4-0-0.

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APPROVAL OF MINUTES

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90 Approval of Town Council minutes from January 16, 2017 made by Councilor Dolan and second by
91 Councilor Green. Chair votes 4-0-0.

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BOARD/COMMITTEE APPOINTMENT/RE-APPOINTMENT

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NONE

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TOWN MANAGER REPORT

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99 Town Manager Smith reminded people that this Saturday is the Town Deliberative Session at the High
100 School at 9am.

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102 Chairman Farrell stated that the Council will be doing a 7:30am breakfast at Janie's Saturday morning. It
103 will need to be posted.

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ADJOURNMENT

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107 Motion to adjourn made by Councilor Green and second by Vice Chair Freda. Chair votes 4-0-0.

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109 Notes and Tapes by: Kirby Wade Date: 02/06/2017

110 Minutes Typed by: Kirby Wade Date: 02/08/2017

111 Approved by: Town Council Date: 02/13/2017