

TOWN COUNCIL AGENDA

July 16, 2018

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.) Presentation on Energy Infrastructure Project
Presented by Liberty Utilities

C. PUBLIC HEARING

- 1.) **Resolution #2018-07** – An Order Relative to the Acceptance of Unanticipated Revenue Under RSA 31:95-b
Presented by Doug Smith

D. OLD BUSINESS

- 1.) Follow up discussion regarding changes to Financial Management Policy
Presented by Doug Smith

E. NEW BUSINESS

- 1.) **Order #2018-13** – The Licensing of a Junkyard Pursuant to RSA 236 (Londonderry Salvage)
Presented by Richards Canuel
- 2.) **Order #2018-14** – An Order Relative to Withdrawal of Cable Equipment Capital Reserve Funds
Presented by Doug Smith
- 3.) Drought Update
Presented by Lisa Drabik

F. APPROVAL OF MINUTES

Approval of June 18, 2018 Town Council Minutes

G. OTHER BUSINESS

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

H. ADJOURNMENT

I. MEETING SCHEDULE

1. Town Council Meeting – 08/13/18 Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – 09/03/18 Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – 09/17/18 Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – 10/01/18 Moose Hill Council Chambers, 7:00PM

TOWN OF LONDONDERRY

NOTICE OF PUBLIC HEARING

ACCEPTANCE OF GRANT FUNDS

The Londonderry Town Council will hold a public hearing pursuant to RSA 31:95-b, III relative to the acceptance of unanticipated revenue in excess of \$10,000. The Town has been awarded grant funds totaling \$12,601 for the purpose of purchasing a trailer for use in emergency management operations by the Town's fire department. The grant award covers 50% of the cost of the trailer and requires Town matching funds of \$12,601.

The public hearing will be held on Monday, July 16, 2018 at a meeting of the Council scheduled to begin at 7:00 p.m. in the Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. Information on the grant is available in the Finance Office during regular business hours. The public is urged to attend.

RESOLUTION 2018-07

A Resolution Relative to the
Acceptance of Unanticipated Revenue Under RSA 31:95-b

First Reading: 07/16/18
Second Reading: Waived
Adopted: 07/16/18

WHEREAS the Town of Londonderry adopted the provisions of RSA 31:95-b with the passage of warrant article 18 at their March, 1994 town meeting; and,

WHEREAS the Town Council desires to comply with paragraph III, (b) of RSA 31:95-b relative to unanticipated moneys received in amounts exceeding \$10,000; and,

WHEREAS the Londonderry Fire Department has been awarded a grant by the NH Department of Safety's Homeland Security & Emergency Management Division in the amount of \$12,601 to partially fund of the cost of purchasing and outfitting a trailer for use in its emergency management operations, totaling \$25,202, during the fiscal year ended June 30, 2019; and,

WHEREAS the Londonderry Fire Department has sufficient funds in its FY 2019 budget to cover the requisite matching funds, \$12,601, for such grant,

NOW THEREFORE BE IT RESOLVED by the Londonderry Town Council that the grant revenues for the Londonderry Fire Department, totaling \$12,601, for the fiscal year ended June 30, 2019, are hereby accepted, and the Town Manager is hereby authorized to sign all documents related to the grant. Furthermore, the Town accepts the terms of the Emergency Management Performance Grant for the purchase and outfitting of the emergency management trailer.

John Farrell - Chairman
Town Council

Sharon Farrell - Town Clerk/Tax Collector

(TOWN SEAL)

A TRUE COPY ATTEST:

07/16/18

**TOWN OF LONDONDERRY
FY 2016 UNANTICIPATED REVENUES**

1. Recreation Department - \$405.87 Donated by Londonderry Moms Club

ORDER #2018-13

An Order Relative to

THE LICENSING OF A JUNKYARD PURSUANT TO RSA 236

First Reading: 07/16/2018

Second Reading: Waived

Adopted: 07/16/2018

WHEREAS Anthony Iodice, who resides at 211 Rockingham Rd, Londonderry, NH and is the owner of Londonderry Salvage, 211 Rockingham Road, Londonderry, NH desires a license to continue operations of said business; and

WHEREAS Anthony Iodice, has complied with the requirements of RSA 236; 111-129; and

WHEREAS the Londonderry Building/Health Inspector has inspected the premises and recommends insurance of the license; and

IT IS THEREFORE ORDERED by the Londonderry Town Council that Anthony Iodice, doing business as Londonderry Salvage, be granted a license to operate an auto recycling facility in accordance with RSA 236; 111-129.

John Farrell - Chairman
Town Council

(TOWN SEAL)

Sharon Farrell - Town Clerk

A TRUE COPY ATTEST:
07/16/2018



TOWN OF LONDONDERRY
Building, Health & Zoning Enforcement

268 Mammoth Road
Londonderry, New Hampshire 03053
432-1100 ext. 115 Fax: 432-1128

MEMORANDUM

To: Kevin Smith, Town Manager & Town Council
From: Richard G. Canuel, Chief Building Inspector
Date: June 7, 2018
Subject: Londonderry Salvage Junkyard Inspection, 211 Rockingham RD.

An inspection of the subject junkyard was conducted on this date to determine compliance with license conditions in preparation for renewal.

No adverse conditions were observed during inspection that would prohibit renewal of this license.

The applicant continues to work with DES to maintain compliance with the recommended Best Management Practices (BMP).

There are presently less vehicles on site compared to previous years, and the condition property is in a much cleaner state. The applicant has scaled back operations, and only processes the minimum number of vehicles to maintain his state license.

Recommendation: Based on the recent inspection and other visits to the property during the year, it appears that the applicant is operating within the requirements of their license, and renewal of the license is recommended.

ORDER 2018-14

An Order Relative to

WITHDRAWAL OF CABLE EQUIPMENT CAPITAL RESERVE FUNDS

First Reading: 07/16/18

Second Reading: Waived

Adopted: 07/16/18

WHEREAS

the Town of Londonderry annually receives the sum of \$32,500 for the purposes of supporting PEG access capital funding through its franchise agreement with Comcast; and

WHEREAS

the funding received from Comcast is deposited annually into the Cable Equipment Capital Reserve, established by Warrant Article 5 at the 2013 Town Meeting, which appointed the Town Council as agents to expend; and,

WHEREAS

the Town of Londonderry and the Londonderry School District have entered into an agreement relative to making a portion of the PEG access capital funding available for the school district's use in providing educational programming; and,

WHEREAS

the School District has requested the sum of Seven Thousand Five Hundred Dollars (\$7,500) as their annual installment for the fiscal year ended June 30, 2019; and,

WHEREAS

sufficient funds are available in the Cable Equipment Capital Reserve,

NOW THEREFORE BE IT ORDERED by the Londonderry Town Council that the Town Treasurer is hereby directed to disburse \$7,500.00 from the Cable Equipment Capital Reserve Fund for the purpose previously stated.

John Farrell - Chairman
Town Council

(TOWN SEAL)

Sharon Farrell - Town Clerk

A TRUE COPY ATTEST:
07/16/18

LONDONDERRY TOWN COUNCIL MEETING MINUTES

1 June 18, 2018

2
3 The Town Council meeting was held in the Moose Hill Council Chambers, Town Hall,
4 268B Mammoth Road, Londonderry, NH.

5
6 Present: Chairman John Farrell; Vice-Chairman Joe Green; Councilors Tom Dolan & Jim
7 Butler; Town Manager Kevin Smith; Assistant Town Manager Lisa Drabik; Executive
8 Assistant Kirby Brown; Absent; Councilor Ted Combes

9
10 CALL TO ORDER

11
12 Chairman Farrell called the Town Council special meeting to order and led the Pledge of
13 Allegiance. This was followed by a moment of silence for those who serve us both here
14 and abroad.

15
16 PUBLIC COMMENT

17
18 The Town Council presented a Proclamation for an outstanding citizen. Andy Soucy is
19 retiring at the Londonderry High School Music Department Director. The Council read the
20 Proclamation out loud and presented Mr. Soucy with it. Mr. Soucy is known all over the
21 United States for leading the Londonderry High School band to the Rose Bowl a few times.
22 Mr. Soucy said a few words and thanked the Council for the recognition.

23
24 Chairman Farrell introduced the presentation of a new School District building presented
25 by Bob Slater. How the Town can collaborate with the school and help the taxpayer. See
26 attached for the PowerPoint. Bob Slater, 1 Stonehenge Rd, presented his ideas to the
27 Council. Slater said that he has already give the School District and outline of the idea but
28 the School District voted not to pursue it at this time. The Town Council save a lot of
29 money getting out of the ten-year lease.

30
31 PUBLIC HEARING

32
33 Motion to enter public hearing made by Vice Chairman Green and second by Councilor
34 Dolan. Chair votes 4-0-0.

LONDONDERRY TOWN COUNCIL MEETING MINUTES

36 Londonderry Building Inspectors Richard Canuel introduced Ordinance #2018-03 which
37 is an amendment to the Municipal Code Title IV, Public Health, Safety and Welfare,
38 Chapter XI Itinerant Vendors, Hawkers and Peddlers, relating to the reduction in license
39 fees for Itinerant Vendors. Canuel stated that his memo to the Council is clear and he's
40 looking to provide relief for small businesses and vendors.

41
42 There was no public comment.

43
44 Motion to approve Ordinance #2018-03 made by Councilor Dolan and second by Vice
45 Chairman Green. Chair votes 4-0-0. Motion to close public hearing made by Vice
46 Chairman Green and second by Councilor Dolan. Chair votes 4-0-0.

47
48 style="text-align: center;">**OLD BUSINESS**

49
50 style="text-align: center;">**NONE**

51
52 style="text-align: center;">**NEW BUSINESS**

53
54 Chairman Farrell introduced Order #2018-11 and Order 2018-12, the licensing of a junkyard
55 pursuant to RSA 236 for S & S Metals and Murray's Auto. Canuel stated that there are no
56 issues with either right now. Canuel recommended that both the license be renewed. Motion
57 to approve Order #2018-11 and Order 2018-12 made by Councilor Dolan and second by
58 Councilor Butler. Chair votes 4-0-0.

59
60 Chairman Farrell introduced Resolution #2018-06, the acceptance of non-monetary
61 donations under RSA 31:95-e. Finance Director Doug Smith discussed that this happens
62 annual. We have two items this year. One is a 2003 Trailblazer donated to the Police
63 Department by Auto Auction of New England. The second is a collapsible tent donated by
64 Charles George Trucking. Motion to accept Resolution #2018-06 made by Councilor Dolan
65 and second by Vice Chairman Green. Chair votes 4-0-0.

66
67 Finance Director Doug Smith went over the possible changes to the Financial Management
68 Policy. The Council discussed that it will look it over and discuss at the next meeting to
69 figure out a plan going forward. Last time it was updated in 2003. It will be a formal
70 discussion at the next meeting.

LONDONDERRY TOWN COUNCIL MEETING MINUTES

72

APPROVAL OF MINUTES

73

74 Motion to Approve Town Council minutes from June 4, 2018 made by Councilor Dolan
75 and second by Vice Chairman Green. Chair votes 3-0-0. Chairman Farrell abstained due to
76 his absence last meeting.

77

78

APPOINTMENTS/RE-APPOINTMENTS

79

80 Chairman Farrell introduced Suzanna Ogara and John Wilson to be appointed as new
81 alternates to the Senior Recourses Committee, Doug Thomas (present alternate) as a full-
82 time member of the Senior Resources Committee and Jason Knight as an alternate and new
83 member of the Heritage Commission. Motion to make all of the appointments made by
84 Councilor Green and second by Councilor Dolan. Chair votes 4-0-0.

85

86

ADJOURNMENT

87

88 Motion to adjourn made by Councilor Dolan and second by Vice Chairman Green. Chair
89 votes 4-0-0.

90

91

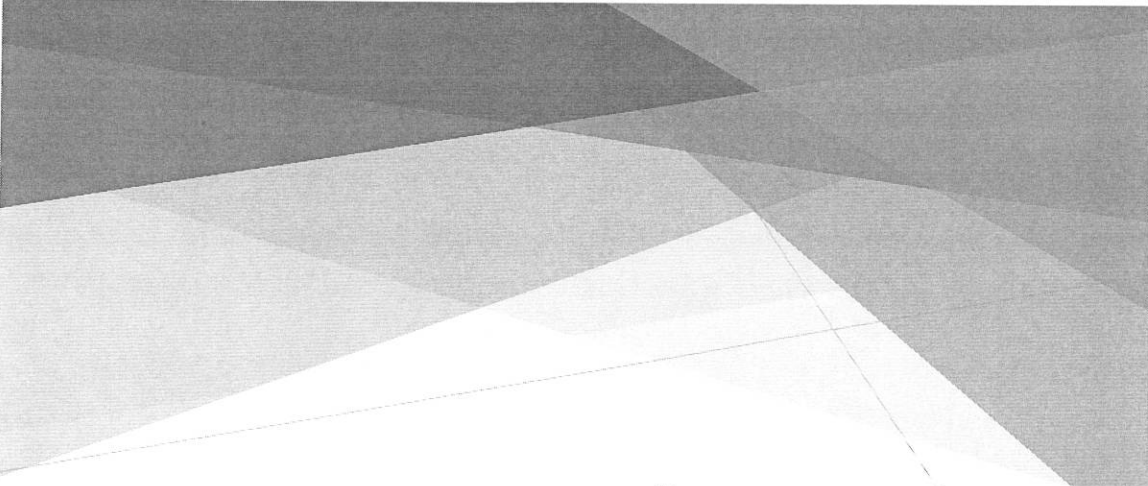
| | | | |
|----|---------------------|--------------|------------------|
| 92 | Notes and Tapes by: | Kirby Brown | Date: 06/18/2018 |
| 93 | Minutes Typed by: | Kirby Brown | Date: 06/24/2018 |
| 94 | Approved by: | Town Council | Date: 07/16/2018 |

New SAU Building



Cost Breakdown

| YEAR | Lease Payment (1) | Property Tax Est. (2) | Fit Up Fee (3) |
|------|------------------------------------|-----------------------|--------------------|
| 1. | \$123,015.75 - \$123,015.75 | \$19,522.00 | \$40,700.00 |
| 2. | \$125,476.07 - \$127,936.38 | \$24,674.00 | \$40,700.00 |
| 3. | \$127,985.59 - \$133,053.84 | \$24,674.00 | \$40,700.00 |
| 4. | \$130,545.30 - \$138,375.99 | \$27,385.00 | \$40,700.00 |
| 5. | \$133,156.21 - \$143,911.03 | \$27,385.00 | \$40,700.00 |
| 6. | \$135,819.33 - \$149,667.47 | \$27,385.00 | \$40,700.00 |
| 7. | \$138,535.72 - \$155,654.17 | \$27,385.00 | \$40,700.00 |
| 8. | \$141,306.43 - \$161,880.34 | \$27,385.00 | \$40,700.00 |
| 9. | \$144,132.56 - \$168,355.55 | \$27,385.00 | \$40,700.00 |
| 10. | <u>\$147,015.21 - \$175,089.77</u> | <u>\$27,385.00</u> | <u>\$40,700.00</u> |
| | \$1,346,988.17 - \$1,476,940.29 | \$260,565.00 | \$407,000.00 |

- 
- ▶ 1. The variance in the yearly lease amount is the annual increase allowed per year, at a minimum of 2% and a maximum of 4%.
 - ▶ 2. The property taxes are estimated. Based on a tax rate of \$21.61. Chances are the total paid in 10 years will be higher than the estimate. I feel the estimate is conservative.
 - ▶ 3. The total fit up fee of \$407,000.00 is to be paid, regardless of the length of the lease. The balance owed becomes due in full if the lease is ended early.

Below are numbers based on keeping the lease for only three years, and building a new SAU building on the old building's site:

- ▶ 1) Savings on lease payments years 4 thru 10- \$970,510.76 - \$1,092,934.32.

* Lease may be terminated for convenience at any time with an 8 month notice.

- ▶ 2) Savings on property tax payments year 4 thru 10 - \$191,695.00.

* When the school is leasing the building, the taxes get paid out of their pocket, go into the town's pocket, and then the school gets a portion back, but if the school isn't leasing the property, then the taxes are paid by a different entity resulting in more money to the town and school which is the reason it is being included as a savings.

- ▶ 3) Penalty- Security Deposit of \$13,642.98 may be kept by the Landlord.

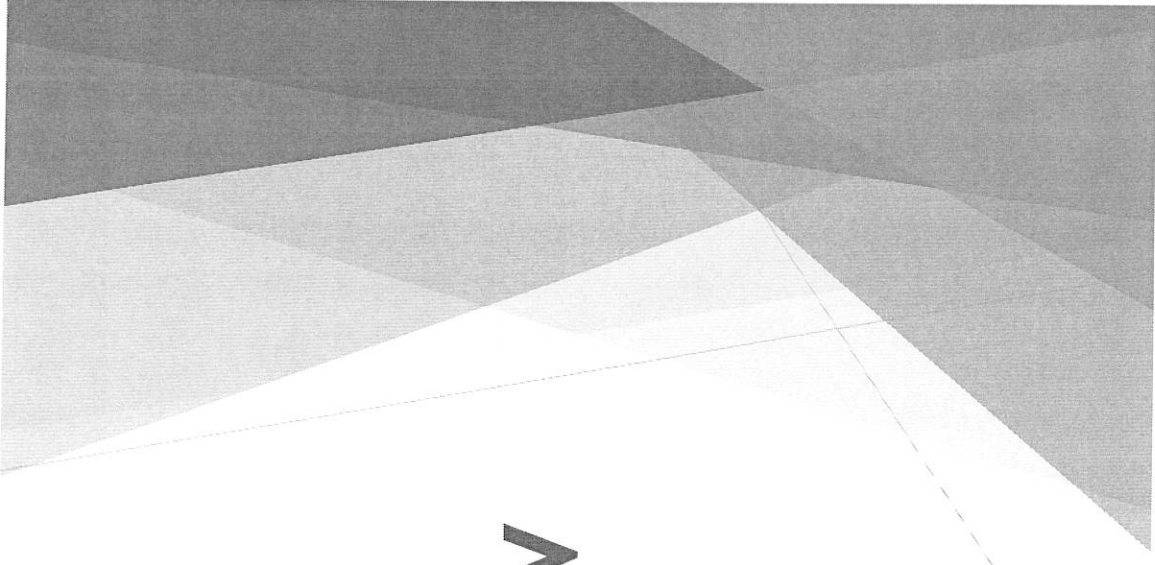
- ▶ 4) Penalty- 7 years of realtor's commission \$28,000.00 (\$4,000 per year).

- ▶ The previous slide shows a savings of approximately \$1.2 Million that could be used towards building the new SAU Office.
- ▶ Approximately another \$811,000.00 in interest savings* for a total of over 2 Million in savings, if the town is willing, and able, to build it without a bond, or with a smaller bond amount for any excess cost above the 2.5 million.
- ▶ This savings would possibly pay for 1/2 to 2/3 of the cost of the new building.

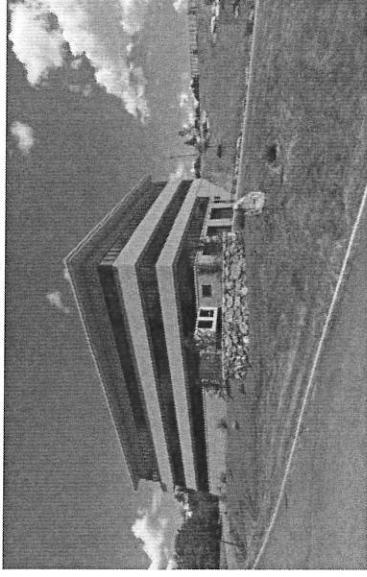
* based on a bond amount of 2.5 million for a 20 year term @ current interest rate.



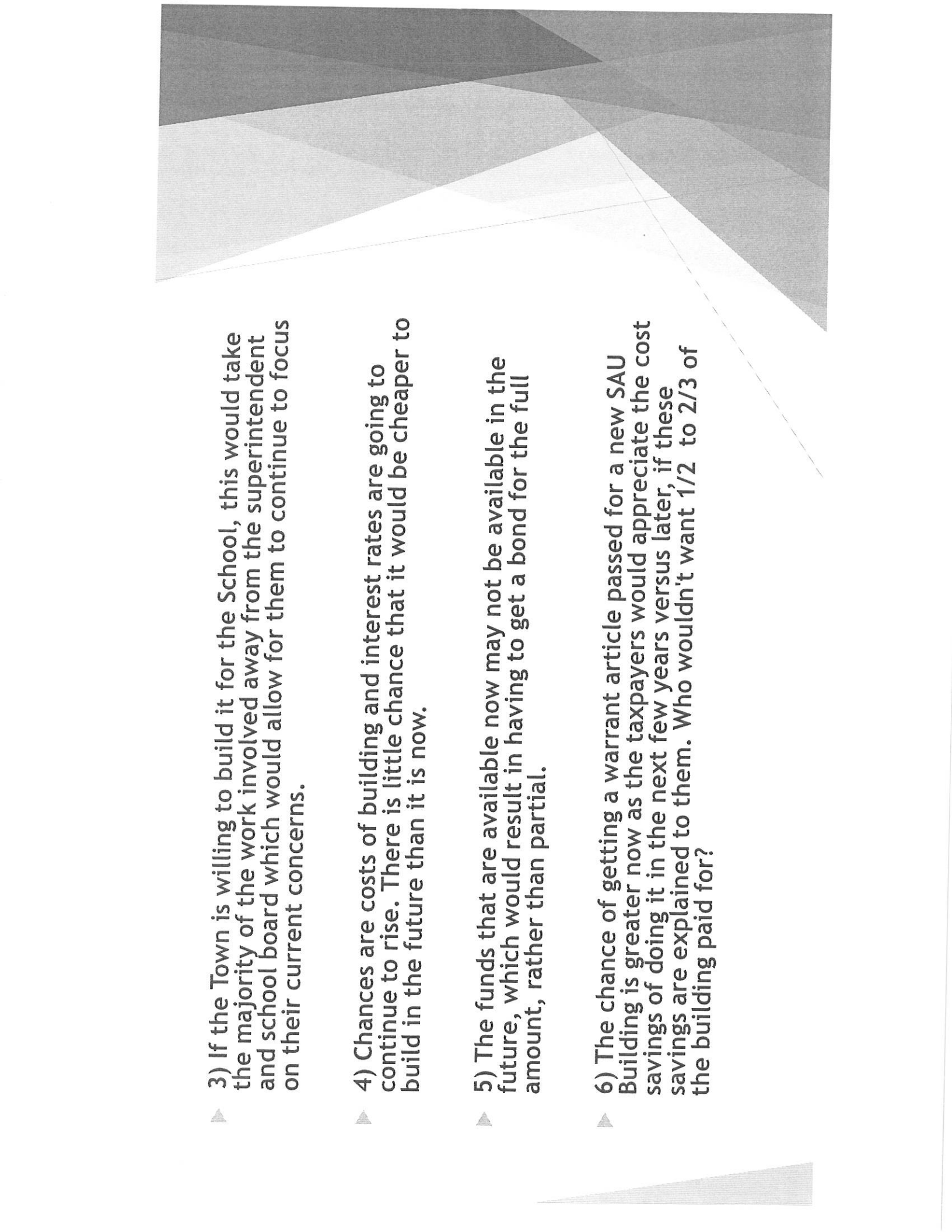
**Benefits to having
the town build a new
SAU Office soon....**



- ▶ 1) The rental of the Kitty Hawk property is just a temporary fix. We would still need to build a new building in the future. Every year sooner that we can end the lease results in more money that can go towards the building of the new office (an asset for the town/school), rather than spent on rent.



- ▶ 2) If we wait, the town/school may not have a piece of property to build the SAU Office on. This could result in having to buy and develop a piece of land. This would add on substantial costs to the price of building the SAU office.

- 
- ▶ 3) If the Town is willing to build it for the School, this would take the majority of the work involved away from the superintendent and school board which would allow for them to continue to focus on their current concerns.
 - ▶ 4) Chances are costs of building and interest rates are going to continue to rise. There is little chance that it would be cheaper to build in the future than it is now.
 - ▶ 5) The funds that are available now may not be available in the future, which would result in having to get a bond for the full amount, rather than partial.
 - ▶ 6) The chance of getting a warrant article passed for a new SAU Building is greater now as the taxpayers would appreciate the cost savings of doing it in the next few years versus later, if these savings are explained to them. Who wouldn't want 1/2 to 2/3 of the building paid for?

QUESTIONS OR CONCERNS?

