

TOWN COUNCIL MEETING
November 20, 2010

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

PRESENT: Town Council: Chairman Paul DiMarco: Vice Chairperson, Sean O’Keefe; Councilors: Mike Brown; Tom Dolan; John Farrell; Town Manager Dave Caron; Assistant Town Manager – Finance & Administration, Sue Hickey; Executive Assistant, Margo Lapietro.

Budget Committee Members: Chairman Don Jorgensen; Vice Chair Todd Joncas; Secretary Richard Dillon; John Curran; Dan Lekas; Mark Oswald; and Lisa Whittemore.

CALL TO ORDER – PUBLIC SESSION

Chairman DiMarco opened the meeting at 8:02 AM with the Pledge of Allegiance. This was followed by a moment of silence for the men and women fighting for our country.

BUDGET WORKSHOP – Budget Presentation - Town Manager Dave Caron presented a general overview of the proposed budget and estimated revenues. He reviewed the CAFR Audit that showed the Town ended the year with a surplus of a little over \$1/2M which was a result of departments returning 1.25% of their appropriations to offset the anticipated revenue shortfalls. Council’s directive was to develop a budget with a level tax rate from 2010 which is \$4.74. The budget also needed to fund the New Hampshire Retirement cost increases, health insurance increases and collective bargaining obligations. Two years ago due to economic conditions the Town impacted the long term budget planning initiatives and then established a recovery plan to return to customary levels by FY12. Due to continued unfavorable economic conditions the recovery period is extended to FY15. He proceeded to review the areas of the budget that corresponds with the Warrant every year. Only a few areas impact the tax rate including the General Fund Budget; Capital Reserve Expendable Maintenance Trust Funds, Veterans’ Exemptions/Overlay and Collective Bargaining Agreements. The General Fund Budget request for FY12 is about \$315K less than the current operating budget. There is a \$115K reduction in personnel costs; employee benefits increased by \$484,668; operating costs are down by \$727,520 and debt service is up by \$42K. The Town Manager reminded the Council that the Revolving Fund Police Detail is totally funded by Manchester-Boston Regional Airport (MHT). The Town also receives a 10% administrative reimbursement fee on some personnel costs from MHT. On bond issues he is recommending only one bond for the Highway Road Management. Pettengill Road is not being recommended due to staff continuing to seek partnerships to reduce the local share of the costs; it is currently not included in the FY12 budget. Debt service has been fairly constant for the past 3 years. The Town has 3 Special Revenue Funds that are self-funded, which include Police Outside Details, Sewer Division Expenses and the Cable Division Expenses and require no taxpayer support. They are fairly level funded with the exception of the Cable Division and he is recommending reducing that department by one full-time employee. The sewer transfer to the General Fund to help defray general administrative expenses allocated to sewer division matters is up \$20K.

46
47 The Capital Reserve/Maintenance Trust Fund had a multi-year recovery program to return the
48 town investment to pre-recessionary levels but it has been extended to FY15. It is proposed to
49 take \$50K from the Undesignated Fund Balance to complete funding for the Master Plan update.
50 He proceeded to explain the Recovery Plan using more of the Undesignated Fund Balance than
51 originally planned. There are two unresolved Collective Bargaining Agreements that may
52 appear on the Warrant, which are LEEA (Department Managers) and IAFF (Firefighters) The
53 Overlay Account is set at \$245K. The Veteran's exemptions have been level funded at \$488K to
54 maintain individual exemption amounts to a maximum level of \$500.00. He explained the
55 revenue trends that are down to include motor vehicle permit fees; building permit fees; interest
56 on deposits. He reviewed a summary of estimated revenues for the General Fund Operating
57 Budget totaling non-property tax revenues of \$10,822,683. He explained the use of the
58 Undesignated Fund Balance involving \$48K for interest & costs on the FY12 bond; Master Plan
59 Update cost of \$50K; Expendable Maintenance Trust of \$125K; Capital Reserve of \$105K; and
60 the Overlay Account of \$125K. He explained the Fund Balance is getting smaller each year as
61 budgets get tighter. The Estimated Town Tax Rate is \$4.74. He reviewed the Budget Review
62 Schedule. Councilor Brown clarified there were no cuts in veterans exemptions, Town Manager
63 Caron responded that is correct. Councilor Brown verified that there is no bond being posted at
64 this time for Pettengill Road, Town Manager Caron responded that is correct. Councilor Brown
65 stated that the trend for motor vehicle permit fees, building permit fees and interest on deposits
66 are all down. Councilor Brown said that the General Fund Budget shows a decrease in proposed
67 appropriations at \$315,368 or 3.15%. Councilor Brown said that traditionally we have given the
68 Town Manager a default goal. Budget member Todd Joncas asked about the state aid at \$1.8M.
69 The Town Manager explained that the state has pulled back on its long-standing promise to fund
70 35% of public safety retirement costs, which is now funded at 25%. The Town lost \$300K in
71 general revenue sharing from the state two years ago; the remaining state aid is in rooms and
72 meals about \$1M and Highway Aid (\$500K), which has been stable. We have contractual
73 agreements with the state to pay off some of our sewer debt and landfill debt at Auburn Road. T.
74 Joncas asked about the departmental income of \$803,750; Town Manager Caron responded
75 ambulance fees comprise \$450K-\$600K of that amount.

76
77 **Community Development**

78
79 Community Development Director Andre Garron presented, along with Senior Building
80 Inspector Richard Canuel and Town Planner Tim Thompson.

81
82 Zoning/Building/Health Department/Code Enforcement - Key changes are contractual, salary &
83 other associated benefit lines were increased to reflect the Town Manager's proposal to transfer
84 the fire inspector position to the Building Department. The Building Department proposes
85 adding two new fees associated with the Town Council's direction to identify obsolete or
86 redundant policies. Richard Canuel reviewed revenues, mainly permit fees. To make up for the
87 revenue shortfall, he proposes increasing our fees for plan review and permitting. By doing this
88 it will make our fees comparable to the neighboring communities and increase our revenue by
89 about \$1,500 projected for next year. They are taking a look at implementing a mechanical
90 permit for HVAC and industrial commercial exhaust systems which would generate an estimate
91 of \$12K next year. They reviewed the fire inspector duties and found that some duties
92 overlapped. They will look at the fees they charge as well as the building department end to see
93 if there is a possible revenue gain for the department. A. Garron said they are proposing to
94 increase the ZBA application fee which has not been adjusted in over 20 years from \$60 to \$95.

95 He reviewed the revenue sources totaling \$14,130. He reviewed the
96 Zoning/Building/Health/Code Enforcement budget that totaled \$395,996. The Zoning budget
97 key changes are contractual; half of the salary is paid by the General Government. The 2012
98 proposed budget is \$872,219. The target amount is \$785,523.09.

99
100 **Capital Improvements Plan (CIP)** Tim Thompson explained the Priority 1 & 2 projects that the
101 Planning Board had approved of the CIP as part of FY12 budget. The Town Manager is
102 recommending the bond for the DPW Roadway Rehab/Reconstruction program. The second is
103 the Pettengill Road project which is not being recommended to move forward this year as he has
104 already explained. Priority 2 projects are: the DPW highway garage; Rt. 28/102 corridor plan
105 update and the Sanborn Road off-site improvements. Priority 3 projects are: Master Plan update,
106 DPW Recovery Way drop off center improvements and the GIS update & maintenance program.
107 Councilor Dolan asked S. Hickey what the impact would be of a million dollar bond for roads.
108 Town Manager Caron said the policy position is to pay off highway bonds in 10 years. He
109 explained a principal payment of \$125K is about 4 cents on the tax rate in FY13. There would
110 be no tax impact in FY12. Councilor O'Keefe asked what the Reclamation Trust Fund is and
111 how much is in it. S. Hickey responded there is approximately \$450K. Town Manager Caron
112 said town meeting approved the program about 5 years ago. It is restricted to the funding of
113 improvements to the drop off center and disposing of certain automobile related waste such as
114 tires and batteries. There is a plan in place to improve that area. Todd Joncas asked how close
115 we are to securing grants for Pettengill and bond funding. A. Garron said over the summer two
116 grants were submitted; the Town was unsuccessful and still waiting to hear about a grant in the
117 amount of \$3.7M for the sewer portion of the project. T. Joncas asked if there was a time limit
118 on using the grant money; A. Garron responded they want to see something happen within a year
119 of the grant. He said they are actively looking for more grants. T. Joncas questioned if he only
120 got that grant would he be able to do the sewer project. A. Garron responded the sewer combined
121 with the roadway network will stimulate investment. The sewer alone will not achieve that. T.
122 Joncas asked about the DPW highway garage improvements which are \$265,500 will there be
123 any impact to the taxpayer for that. Town Manager Caron responded that is funded through the
124 Maintenance Trust Fund. Councilor Farrell said the Conservation Commission from year to year
125 keeps asking for funding for Open Space. The majority of the CIP Committee and the Planning
126 Board is that there are no monies in these economic conditions for Open Space. The
127 Conservation Commission feels that this is the best time to buy property and they asked the
128 Budget Council and the Council to consider that.

129
130 **Planning Department** –Key changes are contractual, and the proposal to eliminate the Secretary
131 position. We were given the goal to reduce our budget 95% of what it would be. An additional
132 \$280K was needed to be cut due to a 13% increase in healthcare costs and declining state
133 revenues. He said 26% of the additional funds needed will come from the elimination of the
134 secretary's position in the Community Development Department. He proposed saving the
135 position by targeting an amount of \$75,754. This will result in a reduction of a full-time position
136 of 40 hours to 32 part-time hours saving \$33,500. At this point in time A. Garron explained the
137 duties of the secretary stating that it was a key position to the department. He also proposed
138 repurposing an existing Purchase Order in the amount of \$42,254. The combined totals will
139 meet the target amount of \$75,754. Management Services are being reduced by 36% which will
140 affect economic development and planning efforts. The proposed printing budget is being
141 reduced to advertise in just one paper versus two as has been done in the past. The proposed
142 budget for the Planning and Economic Division is \$435,446.00. Councilor O'Keefe asked how
143 much do we pay for engineering services, A. Garron responded private developers pay for

144 required review services. Councilor O’Keefe asked what PO would be repurposed. A. Garron
145 responded it would be the GIS PO. We will have a surplus and he would like it to be used for
146 the secretarial position. Councilor O’Keefe asked if at a future date he will be asking to
147 replenish those monies. A. Garron responded it is only a one year proposal, hopefully he won’t
148 have to need it in the future. Councilor Dolan asked if there was an increase in the septic permit
149 fees for commercial shouldn’t there be revenues shown on the line item. R. Canuel said there
150 was nothing to compare it to because this would be the first time implementing it. Councilor
151 Brown verified that with the elimination of one secretary another staff person would be
152 responsible for all her work. He asked how many people does the full time secretary currently
153 support and how many people would this remaining staff position support if the proposal went
154 through. A. Garron responded right now the secretary supports 3 people within the Planning
155 Division. The duties will be transferred over to the Secretary currently supporting the ZBA,
156 Conservation Commission, she is the receptionist for the Town Hall and the floater secretary that
157 backs-up all the other secretaries in the building. This person currently supports two boards, two
158 staff members and the Building/Health secretary. It would be 6 individuals and 3 boards plus a
159 taskforce. Councilor Brown asked for clarification of the salary for the full time secretary
160 position that is proposed for elimination. The salary is listed in the budget book at \$48,483; he
161 said that A. Garron proposes to retain it in a half time capacity which will save \$33,500. He
162 asked what the full cost for this position is; A. Garron responded it is \$75K including salary and
163 benefits. Councilor Farrell asked what is the average payroll burden for an employee (health
164 benefits, FICA, etc) what is the percentage of salary on average. Town Manager Caron
165 responded it can range from 33-50%, the average is the low 40’s. Councilor Dolan mentioned
166 the anticipated future development near the airport, he asked what the anticipated tax revenue
167 would be when business moved in. A. Garron said he has that figure and will have it for
168 Monday’s meeting. Lisa Whittemore asked what particular grants coming from Washington are
169 funded by the stimulus funds. A. Garron said most of them have been targeted toward DOT
170 projects. L. Whittemore asked what the names of the grants are. A. Garron responded the
171 TIGER is one of them which were administered by the USDOT at \$600M.

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174 **Public Safety** –

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176 Fire/Rescue – Londonderry Fire Chief Kevin MacCaffrie, Captains Doug Cardwell, Darren
177 O’Brian and James Rogers were in attendance Chief MacCaffrie gave a background of the
178 department’s structure. He explained staffing levels with the proposed cuts of one Fire Marshall
179 and one Fire Inspector. He explained that as of 2010 there have been 2,930 calls for service with
180 a projection of 3,322. The proposed FY budget includes the elimination of the two positions.
181 He explained the 5% requested reductions in costs. He stated the impact will affect the staffing
182 level of captains, telephone services will be reduced, public education services will be reduced in
183 area programs, safety program services will eliminate the replacement schedule for personal
184 protective equipment. It will eliminate the scheduled replacement of small vehicles this year.
185 Facility expenses will be reduced by \$6K for station general supplies; machinery and equipment.
186 This will result in a reduction in maintenance and the replacement schedule will be put off;
187 requiring repairing old equipment instead of replacing them. EMS Ambulance overtime,
188 training, ambulance and EMS Office replies will be reduced. Overtime will be reduced which
189 would decrease the staffing and possibly reduce the availability of the second ambulance thus
190 requiring the need for mutual aid and reducing revenue. Ambulance training reduction would
191 eliminate the tuition payment for staff being trained as paramedics reducing the number of
192 paramedics on staff. The reductions will also include firefighting training, fire expense supplies

193 and the elimination of the Call Fire Department. Chief MacCaffrie outlined what an impact
194 these cuts would have on the department. Councilor Farrell clarified that with the elimination of
195 the 9 Call Firefighters the regular firefighters will be called in on their days off which will result
196 in the town paying them overtime. Chief MacCaffrie said eliminating the Fire Inspector
197 position will result in the Fire Marshal doing the work of both. The Town Manager proposed
198 eliminating that division and putting the Fire Inspector with the Planning Department resulting in
199 a net gain of \$28K. The impact will be a reduction of services to business and the public,
200 reduced customer service, it will affect the future growth of Woodmont & Pettengill areas. He
201 stated that these reductions do not relieve the Fire Department of its statutory responsibilities.
202 The Town Manager is proposing combining the Police and Fire Communications and
203 transferring the funds of \$238,482 to the police budget. He said the impact of this will result in a
204 loss of high quality cost effective dispatching service, loss of customer service, loss of back-up
205 communications system, initially they will incur a high cost of start up, the police will be
206 responsible for all repair and maintenance of the fire radio equipment and will lose the
207 operational control of service. Staffing will be reduced from 10 – 9 per shift affecting the
208 department’s ability to handle simultaneous multiple call. We are currently at 43% of the calls.
209 This will close stations periodically. Loss of funding will affect short and long term department
210 operations including the replacement schedule for personal protective equipment, department
211 vehicles and fixed equipment. Overtime has been reduced the past 3 years and will be continued.
212 In summary combining communications will limit customer service, eliminating the ability to do
213 business with the Fire Department 24/7. Eliminating the Fire Prevention Division will restrict
214 the fire departments ability to enforce the fire code and investigate fires effectively. Business
215 and general public customer service will be limited. Future growth projects will be unable to
216 have the support necessary to review large and small projects in a timely fashion. He said the
217 Fire Department will go back to providing only basic mission services. He listed the FY12
218 priorities. Councilor O’Keefe stated that they are budgeting \$20K for Call Firefighters and
219 asked how much has been spent this year. S. Hickey responded that they were paid \$16K last
220 year. Todd Joncas asked with the calls increasing and staff decreasing – what kind of impact and
221 support can we expect, how will they be able to handle simultaneous calls. The Chief responded
222 there will be an impact; he has no data to answer that question. He did say it reduces our
223 efficiency by 35% on scene it will lead to response time. We will use mutual aid more. T.
224 Joncas asked if everything is kept the same what the tax rate would be. Town Manager Caron
225 said it would be about fourteen cents on a thousand; \$42 per year on a \$300K house. Capt.
226 Rogers said dropping from 10 to 9 firefighters per shift might be breaking federal OSHA laws by
227 reducing staff at fires. Capt. Doug Cardwell pointed out that our mutual aid is right now going
228 up. Councilor Farrell asked the Chief by eliminating the Fire Marshall position, who will be
229 taking on that responsibility, the Chief responded he is technically responsible. Councilor Farrell
230 said the Building Department rules are different than Fire Departments. The Chief
231 acknowledged that they are different. Councilor Farrell asked what is the increased risk of
232 firefighters getting hurt in the field if we reduce staff from 10-9. Chief MacCaffrie responded
233 there is a 35% more chance of injury to staff currently there are no statistics on staff ratio and
234 risks involved but more staff lowers the risk. Capt. Doug Cardwell explained the “dead man
235 pump” scenario. Councilor Farrell asked if we reduce the budget by \$1K will we lose \$1K in
236 revenue, what is the net impact of loss of revenue. The Chief said currently the average loss with
237 mutual aid is \$130K in revenue. It will increase. Councilor Dolan asked if homeowners’
238 insurance costs will be affected by the cuts, the Chief responded yes, ISO will be back in two
239 years. Councilor Dolan asked if the design review process will be affected with the future
240 potential development planned in town, the Chief responded yes. Staff spends time reviewing
241 the plans. Councilor Dolan asked the Town Manager if he will talk to the Planning Director

242 about that. The Town Manager said the recommendations do not reduce emergency personnel, it
243 reduces overtime. Mark Oswald said it has been standard practice in the past years to look at
244 firefighter gear it is a safety issue for firefighters. Capt. D. Cardwell said the life span on their
245 gear is 5-6 yrs; they replace 9 sets a year out of 43. This year just 7 sets of gear were replaced.
246 He said this cut will not allow us to provide protective gear to firefighters this year. Don
247 Jorgenson asked if there is a community that does their telecommunications like we do. Capt.
248 Cardwell said Londonderry is rated in the top 20, we rank #9 in population he said he does not
249 have that information available. D. Jorgenson asked how many times we are called out on
250 mutual aid; Capt. Cardwell said he has that breakdown and will give it to the Town Manager. D.
251 Jorgenson also asked if we are tracking the anticipated call volume on Rt. 93. Capt. Cardwell
252 responded that they have been tracking that and he will provide the Town Manager with those
253 statistics. D. Jorgenson asked if staff goes down, what station will be closed. Chief MacCaffrie
254 responded when staffing drops to 8 they will close station# 2. Councilor Brown stated that the
255 vast majority of communities in NH do centralize their communication department. Derry can
256 centralize for themselves and four communities and have done this for a while. The Town
257 Manager suggested the Londonderry Police Department (LPD) can handle that, which is
258 common practice with several communities. Councilor Brown said the Town Manager's
259 suggestion is part of the restructuring requested by Councilors we should seriously consider this
260 because other communities are successful in combining their communications departments. He
261 thanked the Town Manager for bringing it up and said the discussion is long overdue. Rich
262 Dillon confirmed the 2 positions in the LFD telecommunications division will go over to LPD,
263 the Chief said that was correct. R. Dillon suggested charging a fee for all the classes offered to
264 the public. Councilor O'Keefe clarified the proposed FY12 budget saying the proposed 5%
265 reduction is coming out of salary, benefits, and one staff position. Councilor Farrell asked the
266 Town Manager if we will need new software that handles LFD & LPD, are we looking at cross
267 training the dispatchers. Town Manager Caron responded that Chief Hart will address those
268 issues. Councilor Farrell said an implementation plan will be difficult, actual reductions may not
269 show for a full year. Town Manager Caron said that Chief Hart is working with the LFD,
270 gathering all facts and information. He said that Chief Hart has formed a committee of fire,
271 police and civilians and they are working on a written report due in 4-6 weeks. That will allow
272 us to make a decision to go forward. He said he doubted in short term about cost savings, but
273 maybe there would be in the future. Betsy Mahon, 26 King Arthur Dr, who is also a dispatcher
274 at LFD, asked if there was a cost to moving all the equipment from the LFD to the LPD. Chief
275 Hart of LPD responded no, not at this time. Councilor Brown said 90% of the communities in
276 the state consolidate their dispatch; it is something we should consider. Chief Hart said there are
277 problems in some towns. John Curran asked about the redundancy in hardware and software
278 costs between both systems. Chief Hart said he does not know that is an issue they are looking at
279 it. Dan Lekas asked if he knew of other communities that do this, Chief Hart said he has talked
280 to other communities and there is a variety of opinions. Brian Johnson, acting Fire Marshall
281 said he was on a committee looking at combining communications on a regional basis and said
282 some are not satisfied. He listed the communities involved. Discussion ensued about a regional
283 fire dispatch center. B. Johnson cautioned the Council to make an informed decision. A lot of
284 communities have combined dispatching duties because of budget reasons which is why they
285 were looking into a regional dispatch center; the initial cost was huge so some communities
286 dropped out. Councilor Brown said that he knows of 11 communities who centralize with their
287 own police departments There are only 5 departments in NH that do what we do. Chief Hart
288 said the fire and police have different language in their communications. Al Baldasaro, 41 Hall
289 Rd. complimented the ambulance service. He spoke about the policy of sending a fire truck out
290 with the ambulance and stated he does not see the need of that. He said we should save money

291 and stop doing it. He spoke about freezing wages for one year instead of laying off people.
292 Capt. Fred Heinrich, EMS Director explained fixed costs exist and explained why fire and
293 ambulance go out on a call together. Capt Rogers said they did try just sending just an
294 ambulance but they have found that the use of the fire engine is also sometimes needed because
295 they are also EMS trained. Not knowing exactly what the call is for allows them to have
296 additional help if it is needed. Councilor Dolan said that has always been a dispatch issue about
297 being partly deployed for the next call being out of the station. Capt. Heinrich said if a fire truck
298 is first on scene they will wait for an ambulance and turn the patient over to them. Sgt. Mike
299 McKutchen, a citizen in town and a LPD officer shared his experience of being a walk-in to the
300 LFD needing help for a family member. He said 11 out of the top 20 fire stations do have
301 separate dispatch services and advised the Council to look into that. Sgt. McKutchen verified
302 that the Town Manager was not reporting any reductions on the EMS services, the Town
303 Manager responded yes. Betsy Mahon 26 King Arthur said in addition to being a dispatcher they
304 also take in money for permits and fees and asked who will handle those job responsibilities.
305 Chief MacCaffrie said some one else will have to handle it. B. Mahan said they also handle all
306 records, Chief MacCaffrie said it would have to be handled by some other means. T. Joncas
307 reminded everyone we were talking about 14 cents per \$1K; it is \$42.00 on a \$300K home.
308 Capt. Cardwell explained the question about overtime. Captain Roger spoke about not having a
309 deputy chief. He explained that the Captains go to meetings, write manuals and do a lot of work
310 while not on shift. The command staff will have to do other duties while not on shift due to
311 shortages. Reed Clark, Stonehenge Drive said he is willing to pay extra money to have
312 emergency services.

313
314 Police – Londonderry Police Chief Bill Hart made the presentation and thanked Capt. Gerry
315 Dussault, Lt Michaud and John Ledoux who helped with the presentation and with the budget.
316 Chief Hart reviewed the mission statement. He explained that with his cuts in budget his
317 department will no longer be able to provide pre-active community police services. He reviewed
318 organizational levels in the LPD. He said this June we will be at the end of a 3 year agreement
319 providing service at the Manchester/Boston Regional Airport (MHT), they are working on
320 another 2 year option. Everything is paid for by MHT. The SRO program will end in FY12.
321 Animal Control has 2 part-time positions w/o benefits, which has enabled them to expand
322 coverage by 13 hours. The cuts in budget are reducing coverage from 50 hrs/wk to 16 hrs/wk.
323 Housing and code enforcement will have to be limited. Changing communications providers
324 will enhance the departments and reduce the costs for the communication department. Using the
325 IMC system to scan files has resulted in a fully digital management system. It has resulted in
326 savings in the “discovery” process dealing with lawyers. Training and Career development will
327 be limited with current cuts. Currently he has 24 patrol officers, that is being reduced to 22, they
328 will transfer 2 SRO’s who will be added to patrol officers. They are reducing the Training
329 Coordinator hours to a part time position. He said the state mandate of 32 hours for every
330 certified officer by the Training Coordinator may be in jeopardy. The Training Coordinator does
331 schedules for the officers; these cuts of \$9,500 decrease this year’s training for 65-70 people.
332 Councilor O’Keefe asked if the Training Coordinator is a sworn officer, Chief Hart responded
333 yes. He explained that that individual is cross trained in law enforcement which is why a civilian
334 is not used. He said the cuts also call for eliminating a full time custodian person. Currently he
335 has 7 crossing guards who are being proposed to come under the school budget. The Telecomm
336 officers have already been discussed. He stated that he is losing 2 officers at MHT effective
337 March. He proceeded to review staffing over the years for both uniformed and un-uniformed
338 divisions. These budget cuts mean they will have to eliminate all community functions. A key
339 consideration is the elimination of a police school presence, in the past 12 months the SRO’s had

340 3 now none. Since 1989 there has been at least one SRO in the school. The ACO presence has
341 been reduced. Overtime is grossly underfunded. He said they spend about 21% in overtime on
342 vacation coverage and sick days. He explained Police and dispatch are highly stressful positions.
343 He spoke about the spending on overtime to 15% on training 9% on court and 4% on Old Home
344 Day. There will be 1 staff position eliminated in the administrative staff. The combined
345 communication center will take time and thought to implement. Elimination of the custodial
346 position will compromise the buildings cleaning and result in the potential devaluation of repairs
347 that will take place. The current custodian can handle haz mat contamination in the building and
348 in police cars. He also acts as an escort when someone comes into the building for repairs.
349 Whoever does clean and do repairs will need back-ground checks to have free access to LPD.
350 Snow & ice removal will be limited as well as ground maintenance. He reviewed calls for
351 service with 44 police officers and have estimated up to 26K calls. Written reports have
352 increased as well as arrests and incidents. He said it costs about 92 cents out every dollar to
353 have a professional police officer in Londonderry He listed the spending allocation for FY12
354 breakdown totaling 173,897 for FY11 (2.5%), In FY 12 he projected the spending allocation to
355 be \$153,897 (2.3%). Building costs and operational costs were discussed; tuition costs were
356 decreased with the help of the unions and he thanked them for that concession. Special
357 investigations were reduced; office supplies & postage will be reduced due to going digital. In
358 the future we will have business and residential community growth, increased training
359 requirements and succession planning. Councilor Farrell stated that he is the liaison for the
360 School Board and they communicated to him that they are frustrated and very tired that the first
361 thing that happens is that SRO's are eliminated. That has been the threat for the past 5 years.
362 They will go to sheriffs and hire them to provide services. They feel it is irresponsible for this
363 community to eliminate those positions. Councilor Farrell said he would support an SRO in
364 Londonderry High School. Chief Hart said he is disappointed, but he had to make this choice.
365 Serious crime has increased; it would be irresponsible of him if he cut patrol officers. Councilor
366 O'Keefe stated that we are forced with the same kind of issues. We have shortfalls presented by
367 the state. We have already asked unions to freeze their pay and they refused. It has to come
368 from somewhere and we have to make the best of it. He asked what other options we have.
369 Chief Hart said there are no other options. Councilor Dolan said if the school board did hire
370 their own SRO's are there any legal issues with having an additional police force in town. Chief
371 Hart said communication and intelligence sharing would pose problems. An agreement would
372 have to be made for sharing communications. If they hired outside services they would have to
373 be equal in pay. Councilor Dolan asked if our school board could hire our own police officers.
374 Chief Hart responded it could be done but they are in the teaching business not in the policing
375 business. Councilor Dolan said we are decreasing officers at MHT, are they happy with our
376 customer service. Chief Hart responded all the airport tenants including MHT like them.
377 Councilor Dolan asked if the state mandated training is paid for by the state. Chief Hart
378 explained in order to maintain certification a police officer has to have a total of 32 hours of
379 training and they have looked for ways to manage costs. Councilor Dolan suggested having the
380 7 part-time crossing guards be a volunteer force and asked if there are any other communities
381 that have part-time volunteer crossing guards. Chief Hart said he would have some training and
382 liability concerns with that proposal. The crossings at Londonderry High School and South are
383 dangerous. Councilor Dolan asked if we decrease our police presence what would be the value
384 of having neighborhood watches, self policing, do they have any value. Chief Hart said
385 community policing is valuable. We build a trust basis with the community, we follow-up on it.
386 We reach out to the business and community. He said the greatest tool a police officer has is
387 their training and their brain. Councilor Brown said we don't have a police officer currently in
388 every school. Chief Hart said currently we have one SRO assigned to LHS, and one is located in

389 the Middle School who responded to the lower level schools. He said he originally had 4 SRO's
390 now down to 2. Councilor Brown asked if a police officer currently checks into the schools,
391 Chief Hart responded yes. Councilor Brown asked if there were any communication options like
392 giving admin staff radios to check in with the LPD. Chief Hart said they have a different radio
393 frequency, yes it could be done but he would like to get more information. Councilor Brown
394 asked what the total cost of the SRO's is; S. Hickey responded \$200K. Councilor Brown asked
395 about the cost of having crossing guards, Chief Hart said it is about \$37K. Councilor Brown
396 asked if we had any flexibility in using MHT officers for calls for service to supplement regular
397 officers. Chief Hart stated we have ongoing communication with MHT. Councilor Brown asked
398 how much is the custodian salary. S. Hickey responded total costs including benefits are \$81K.
399 Councilor Brown said we rarely loose officers to other departments, what is the turn-over
400 percentage. Chief Hart said in 10-15 years only 2 left in and they came back. Councilor Dolan
401 said there would be security concerns with outside custodian. Dan Lekas asked what it cost for
402 crossing guards; Chief Hart responded about \$37K. D. Lekas asked what measures would be
403 taken if the volunteers don't show up would you have back-up. Chief Hart responded a police
404 officer would be back-up, there are concerns about using volunteers. Lisa Whittemore asked
405 what the CALEA standards are. Chief Hart answered they are the educational standard making
406 body for law enforcement, we are not a member. L. Whittemore asked what the cost to hire
407 outside custodians is; Chief Hart said he is just starting to obtain that information. The building
408 will have to be maintained on a week-to week basis, the cruisers have to be cleansed of bodily
409 waste and the custodian would have to have biological hazard training. L. Whittemore asked
410 him to describe all the community relation functions that would be dropped on the list. Chief
411 Hart said some have already been limited and proceeded to explain them. John Curran
412 questioned about extending the life of the cruisers. Chief Hart explained leasing helps keep the
413 costs down. The fleet manager gets high turn-in value because of the rotation and maintenance
414 schedules. J. Curran asked if we get restitution from the courts with court cases, Chief Hart
415 responded said sometimes you get restitution. J. Curran asked if the 2 SRO's will go back to
416 assigned duties. Chief Hart explained that what is happening is we have 2 empty positions,
417 down from 24 to 22. The two former SRO's will be rotated back into patrol duties. J. Curran
418 talked about replacing the SRO's with sheriffs, and asked if they are as well versed with juvenile
419 cases in court. Chief Hart said that is a bridge that will be crossed when we get there. The
420 mission of sheriffs is different than local police. They will need to be trained; there won't be the
421 same investment in the community. The sheriff does not have that investment. Todd Joncas
422 asked what the tax rate is if we kept it intact; Town Manager Caron responded 15 cents about
423 \$45 per home to maintain it as it is. T. Joncas said calls are increasing per officer he asked the
424 Chief what his plans are on handling those increases are there any delays. Chief Hart said yes
425 there will be delays they will always prioritize their calls. T. Joncas asked about keeping the 3
426 year car leases longer. Chief Hart said when they turn them back in they get a higher return. T.
427 Joncas said he is looking forward to finding out about using the sheriffs. Dan Jorgenson asked if
428 there was any relation between economic conditions and crime. Chief Hart said the decrease in
429 economic conditions does reflect an increase in crime. That correlation can not be made in
430 Londonderry. D. Jorgenson asked what benefits you saw from the SRO. Chief Hart said yes,
431 there were benefits. Without an SRO we will see an increase in call volume, increased court
432 time for the juvenile officer and the prosecutor. The SRO's dealt with the court issues in the
433 past. D. Jorgenson asked how many hours would be done in training if it was not state
434 mandated. Chief Hart stated he would have continuing training whether it was mandated or not.
435 Richard Dillon asked how long the open sergeant and patrol positions have been open. The
436 Chief replied one was about 4 months and the other 5 months. R. Dillon asked if they used the
437 SRO at all in other positions. The Chief responded yes during the summer, but when school is in

438 session they try to keep them there. R. Dillon asked if there is a break-down when there is a
439 down time when you use the SROs. Chief Hart explained it is important that officers and
440 dispatchers take time off from their stressful jobs and the SRO's are used as fill ins. R. Dillon
441 asked how much does it cost to meet minimum training standards. The budget had \$20K in
442 training; the total amount spent in training was \$40,275. What was the base amount? Chief Hart
443 said most of the cost of training comes out of overtime. The amount was over spent because
444 ammo costs that are included in the training have gone up. Councilor Brown verified that the
445 proposal is to not fill 2 positions as to lay two people off. Town Manager Caron said we have 2
446 vacant patrol positions. The proposal is to lay off crossing guards and a janitor. Councilor
447 Brown asked how many service calls you get from the 2 park/ride facilities in town. Chief Hart
448 responded he can get statistics, as a percentage it is extremely low. Martin Srugis, 17
449 Wimbledon Dr. asked when and how did the SRO program start. Chief Hart said it started in
450 1989, first as a Safety Officer and then as a DARE Officer. In 1997 Chief Ryan delegated a
451 second police officer due to the high volume and went to the idea of community policing. In the
452 early 2000's the Dept. of Justice offered a grant (CIS) we applied for 3, received the grant and
453 deployed 2 more officers to the school. Chief Hart stated the interactive relationship with the
454 school officer reduces crime. M. Srugis also stated that he thinks it is fine to combine the
455 communications dept with the LFD. He brought up elderly housing, taxes, and state aid. He
456 stated we have to cut back on services. Art Psaledas, 12 Mont Vernon Drive, and the Assistant
457 Principal at LHS said the SRO's get to know the kids; we are being short-sighted. He said the
458 subject came up about getting volunteers as crossing guards and didn't think that was a viable
459 solution; it is difficult getting volunteers. He suggested putting in a warrant article for the SRO.
460 They are an extremely important part of the schools, and he strongly advocated keeping the
461 SRO's, they are a necessity. Dan Lekas verified that we are not letting 2 police officers go
462 (SRO's), we are replacing 2 officers.

464 **Public Works**

465
466 Highway – Public Works Director Janusz Czyzowski and Admin. Assist. Donna Limoli
467 presented. J. Czyzowski said their mission statement is the same

468
469 Solid Waste has increased due to contractual obligations. Councilor O'Keefe asked how much
470 of an increase? Janusz explained there is an increase in recycling, and a decrease in tonnage. He
471 explained that the economy effects garbage. Curbside pick-up is working very well; tonnage
472 will be about \$10K. Councilor Brown said the increase in solid waste is \$55K. J. Czyzowski
473 stated if we stayed with the old contract it would cost us much more. Councilor Brown said the
474 new program mitigated our costs.

475
476 Sewer is lower it is a special revenue account paid for by users. He announced that he has hired
477 an environmental engineer to fill the vacant position and he will be starting 11/29/10. He listed
478 the decreased items that dealt with usage services and sewer machinery & equipment for
479 Manchester Water Works. Sewer Management Services increased at the Plaza 28 pumping
480 station. Sewer repairs & maintenance was increased due to cleaning of the collection system per
481 EPA permit. Councilor Dolan asked are there costs attributed to the General Fund, J. Czyzowski
482 responded they are paid for by user fees.

483
484
485

486 Highway Division was reduced this year and he stated that he couldn't do this again at the next
487 budget season. Contractual items and rentals had a small increase. Non increased items had a
488 small change. He reviewed the decreased items totaling \$1,527,500. He explained he is keeping
489 equipment a little longer so the maintenance is costing more. He reviewed the shim and overlay
490 cycle. Councilor Dolan asked for a description of shim and overlay. J. Czyzowski proceeded to
491 explain the whole process including grinding of a road. J. Czyzowski explained there is no
492 money in paving & reconstruction for this year. If a bond is supported he will use it for paving
493 and reconstruction. He reviewed the projects he finished this year. Fuel costs were the non
494 contractual items that increased for the FY 12 budget. If the bond passes he will do sections on
495 Auburn, Litchfield, Mohawk Roads, and all of Stokes Rd. will be done. Councilor Farrell
496 asked if everyone in the highway gets 5 hours overtime every week. J. Czyzowski said yes many
497 years ago they agreed their work schedule would be 45 hr./wk. Councilor Farrell said Mark
498 Greenwood is complimented for a good job at a recent accident. Janusz said we have very good
499 highly trained staff. Councilor Dolan asked how much does it cost to put in a box culvert that is
500 6 x 6; J. Czyzowski responded about \$40-\$60K. Councilor Dolan said for a future consideration
501 we would benefit by installing a "people tunnel" across from Sargent Rd to LHS. Councilor
502 Brown said the \$48K addition to a warrant article is four cents for FY13. Chairman DiMarco
503 asked what happened to South Rd.; J. Czyzowski said it will be part of the state project; it is not
504 in our budget and will not cost us anything. T. Joncas asked if we have enough salt in the shed,
505 Janusz said yes, we use an average of 400 tons. T. Joncas asked what you do to reduce
506 consumption of salt; J. Czyzowski said we only use what we absolutely have to. Don Jorgenson
507 asked how many miles of road repair were needed and how much was done. J. Czyzowski
508 responded the need was \$25M, the lower section of Bartley Hill was done; he said he will send
509 him the information. Martin Srugis thanked Janusz for his work and for the re-painting of the
510 fog lines.

511
512 Recreation – Recreation Director Art Psaledas presented. He said he is requesting \$128,549.00
513 for the FY 12 budget. A 5% reduction will be for the part-time salaries in the summer program
514 There will be an increase in maintenance and repairs but it will result in an overall decrease of
515 \$15,266. They are going to one site at Matthew Thornton for the summer program. Councilor
516 O'Keefe thanked A. Psaledas for working with a lot less money with a lot of programs. A.
517 Psaledas said "kudos" go to the volunteers. A. Psaledas announced he has one new activity this
518 year, it is adult dodge ball.

519
520 Senior Affairs – Senior Affairs Director Sara Landry will present her budget at the Town
521 Council Meeting scheduled for 11/22/10.

522
523 Library – Library Director Barbara Ostertag-Holtkamp will present her budget at the Town
524 Council Meeting scheduled for 11/22/10.

525
526 Family Mediation – Town Manager Caron said this budget is \$26,827 and is being eliminated for
527 FY12. He explained they served 475 people on an annual basis. L. Whittemore asked what
528 alternatives we have. S. Hickey responded that we participate with the Upper Room in Derry and
529 the school has resources. Don Jorgenson asked what the implications of loss to those families
530 are. Town Manager Caron said he will go over the transition with the current director and
531 Community Health Services. Most referrals come from LPD and School Dept. D. Jorgenson
532 asked if the services will still be at no cost, Town Manager Caron responded he didn't know.
533 Councilor Farrell asked what was the donation to the Upper Room, S. Hickey said the budget
534 was \$12K then it was reduced 5% after that. Councilor Brown asked if the cost for management

535 and service could be provided by volunteers. Town Manager Caron responded the Director
536 provided services herself. Councilor Brown said hopefully the volunteers continue the program,
537 and asked if space will be available. Town Manager Caron said he would look at it.
538

539 Assessing – Town Assessor Karen Marchant presented her operating budget. She said she has
540 some outstanding PO's so she is reducing line items by using her PO's. She said her full-time
541 secretary's hours have been reduced to part time, down to \$24,900 to make a \$57,700 total
542 reduction. Some line items have been reduced by \$3,460 and she is taking a PO equal to \$17K.
543 These reductions will mean the office will have to be closed because the appraisers are in the
544 field. Reduced hours will be done for appraisers as well. Closing the office will result in no
545 access to computers, maps, and property record cards. Phone calls are going to voicemail. She
546 proceeded to list all the admin delays. Councilor Brown asked what the total cost of a full-time
547 secretary is; S. Hickey responded \$84,419 with full benefits and she supports 3 other people.
548 Chairman DiMarco asked when the DRA re-certification is, K. Marchant responded in 2014. He
549 asked if there was any way to use a temp; K. Marchant said she needed someone who was
550 trained. Councilor Farrell asked what software costs were she responded \$6K and \$15K on the
551 web.
552

553 Town Clerk/Tax Collector – Town Clerk/Tax Collector Meg Seymour presented. She has an
554 overall increase of \$6,238 in her budget for FY12 and is requesting \$506,938.00. She went
555 through line items trying to go with past trends. If she has to reduce a full time position to 32
556 hours, the wait time will increase to the public as well as staff. She talked about fleet
557 management requiring a window to be closed with less staffing. The presidential primary
558 elections are time consuming and are governed by state law. She proceeded to list the impacts
559 the decreased staffing levels will have. Councilor Dolan asked if there is any way to expand our
560 services to license boats. She responded she has asked but the state won't allow it. Councilor
561 Dolan asked if there is any other class of vehicle we can do, M. Seymour responded we are doing
562 everything that the state will allow us to do. Chairman DiMarco said we should talk to our state
563 reps about getting more.
564

565 Supervisors of the Checklist – Deborah Currier and Ann Warner were in attendance. A. Warner
566 explained that 98% of what they do is required by state law. She proceeded to review their
567 duties. The FY 11 budget was \$17,039.99; the FY12 budget is \$17,314.00. The increase of
568 \$275 or 2% is due to increased hours resulting in increases in salaries and changes in hours.
569 They work on a 4 year cycle and explained their work load throughout the 4 year cycle. It
570 involved elections, presidential primaries and purging records. Their work grows as the
571 population grows. She explained the purge procedures. They have to get trained from the
572 Secretary of State's office; they must identify and notify all voters subject to removal from the
573 checklist. She explained they must re-register any of the notified voters who contact us, and
574 remove all non-responsive voters. L. Whittemore asked what is the criteria for purging and A.
575 Warner said the state targets inactive voters. Councilor Dolan stated the postage seems low, A.
576 Warner said they are sending them postcards to keep costs low. Councilor Dolan asked why
577 they don't check ID's at elections. Deborah Currier said it is against the law, they think it is
578 discriminatory. If the person did not have an ID they would have to go to the state to buy a
579 voter ID. Chairman DiMarco suggested they talk to state reps to change that. They cautioned
580 that the population of Londonderry continues to grow. That means more voters and more work
581 to maintain the checklist and the associated files.
582

583 Town Council – Town Manager Dave Caron presented and reviewed the general government
584 budget. The Town Council budget was decreased \$12,104.

585

586 The Moderator has no changes in her budget of \$300.

587

588 The Budget Committee decreased their budget to \$1.

589

590 Legal Budget – Town Manager Caron said this is being reduced again this year to \$104,500.
591 This is due to the fact that we have a knowledgeable veteran senior staff. We are also using a
592 retired negotiator to help with the collective bargaining units. We will negotiate 2 contracts in
593 FY12. Councilor Dolan asked if we cover potential legal expenses for the library. S. Hickey
594 responded we cover it. Town Manager Caron said we have not had legal activity there. John
595 Curran asked how the legal bills were billed, Town Manager Caron said it is done on an hourly
596 basis and has been steady. J. Curran asked for the fees, the Town Manager responded he will get
597 it for him.

598

599 Town Manager - Up 1.5% to \$385,081.00; all operating funds are level funded or down. He said
600 that 1/3 of the cost of the Admin. Services Coordinator will be funded from the Expendable
601 Maintenance Trust. He has the skills to make minor repairs in all our facilities. Town Manager
602 Caron said that he thought eliminating funding for the Southern NH Planning Commission but
603 Community Development Director Andre Garron recommended not leaving that organization.
604 Chairman DiMarco asked what the cost is; Town Manager Caron responded it is \$14-15K. He
605 explained it is an organization that is a lobbying service which is critical to the town.

606

607 General Budget – Town Manager Caron said this is \$418,249.00, down 6.5% or \$29,427.00.
608 Personnel costs of \$36,685 are being moved to the Community Development Division. He
609 removed Environmental Testing of \$4K because it has not been active for a while. He is adding
610 \$25K for gasoline. He explained our usage has been consistent for about 6 years. It pays for all
611 fuel except for the highway vehicles. It pays for the LPD, LFD and town staff vehicles, and
612 includes gas and diesel. There is a reduction in Cultural Activities of \$1,693. The funds for the
613 Morrison House are being reduced to \$1K; cleaning services in Town Hall are being reduced
614 from 5 to 3 days. Our telephone system contract has ended; the IT Dept. got a new system that
615 should save money. L. Whittemore asked what was the environmental testing for. Councilor
616 Dolan said he was involved in it and said with the power plant coming to town there was a lot of
617 concern with environmental items to include MHT and the town's well water. They picked
618 several areas in town to check local wells to test if we saw a deterioration. This enabled them
619 to get a baseline so they could find the source of contamination. Now the data can be used for
620 the future. L. Whittemore asked when was it started and was anything found at MHT. Councilor
621 Dolan stated it was in 2001 or 2002 and varying levels were found mostly the high levels were
622 located in Manchester. We have 3 EPA superfunds in town the most in the state but they have
623 all been cleaned up.

624

625

626 Finance & Administration

627

628 Finance – Assistant Town Manager and Finance Director Susan Hickey presented. This year's
629 budget has an increase of \$6,121 or 1%. One position in the Finance Department was reduced to
630 32 hours. The operational line items have been level funded from FY11. The budget for the

631 Human Resource Division is included in the Finance Division section and she proceeded to give
632 the statistics.

633

634 Human Services - ATM/Fin. Dir. Sue Hickey presented. The budget decreased \$17,325 or 8.6%
635 because donations to outside agencies were reduced; all other line items are level funded. Town
636 Manager Caron stated the Town outsources services to Community Health Services in Derry and
637 they do a great job.

638

639 Human Resources – S. Hickey explained this department is included with the Finance Dept.
640 Councilor Farrell asked if HR handles all the hiring, life, and dental, insurance benefits. S.
641 Hickey said the benefits are explained to employees; training and benefits are handled through
642 HR. The HR Manager also helps to prepare with labor negotiations. Town Manager Caron
643 explained the HR Manager does all the admin paperwork she coordinates the benefits fair,
644 advertises job openings; proctors police and fire exams in this building. Councilor Dolan asked
645 if we have an employee assistance program, S. Hickey responded it is done by LGC. Councilor
646 Dolan asked if the HR Manager offers a sexual harassment training course, Town Manager
647 Caron responded it is done by the LGC she coordinates it. John Curran asked if there was any
648 chance of outsourcing HR, he said a lot of companies have been doing it. He also asked if all
649 town employees get life insurance, Town Manager Caron said life insurance is provided by the
650 town. Dan Jorgenson talked about salaries and asked if they are compared to other towns. Town
651 Manager Caron said that is another task that HR does and the HR Manager will get that
652 information if requested. Councilor Dolan asked if the insurance could be picked more than
653 once a year, S. Hickey said it is only done once a year at the annual benefits fair, it is a onetime
654 enrollment.

655

656 IT - ATM/Finance Dir. Sue Hickey presented. She said there is a decrease of \$16,885 or 5% in
657 the budget. Spaulding Hill Networks is our new vendor and changing vendors resulted in a
658 savings of \$17,125. Management services increased by \$2,300; general expenses increased by
659 \$900. Increases are due to IT supplies. Machinery equipment decreased \$1,338. Don Jorgenson
660 asked for an explanation of line items under IT on page 49; S. Hickey explained the costs for
661 him. Councilor Brown asked how many employees have blackberries and is it for phone calls
662 and a data plan. He said employees who are on call positions should only have phones. S.
663 Hickey said department heads only have them and we pay for phone calls and a data plan. If
664 personal calls are made the employee reimburses the town. Councilor Brown said he wants a
665 breakdown of who has one; S. Hickey said she will provide a list. Chairman DiMarco said
666 software is not cheap. Town Manager Caron said we transitioned to an outside firm, now that
667 we have a person on site it has been beneficial to us. Councilor Dolan asked if we are adequately
668 funded for security and offsite back-up. S. Hickey said we have off-site storage; we do daily
669 back-up and every Friday do off-site back-up. Councilor Dolan asked if we are comfortable with
670 having security for taxpayers for e-reg. S. Hickey responded we don't keep that information; it
671 is kept at a separate location. We pay a small admin fee to a secured vendor.

672

673

674 Debt Services – ATM/Finance Dir. Sue Hickey presented. The net property tax supported debt
675 \$2,495,147. The next bond to be retired is a multi-purpose bond that will end in FY13.

676

677 Municipal Insurance - Funds all casualty - liability property, and vehicle insurance, they are
678 requesting \$234,006. Councilor Dolan asked if the school is part of this coverage. Town
679 Manager Caron responded they receive some but Town is a member of LGC and are in a

680 municipal pool, resulting in a \$94K credit for securing all lines of coverages. If the unions agree
681 the Town can look at different health providers for savings.

682
683 Cemeteries - Town Manager Caron said this budget was reduced to \$32,974. The expansion of
684 the cemetery on Hovey Road has been completed. The expansion should be good for the next 12
685 years. Councilor Dolan asked if Open Space is available for cemeteries, Town Manager Caron
686 said he is currently looking at that.

687
688 Historic District Commission/Morrison House – Town Manager said the budget for the Heritage
689 Commission was reduced.

690
691 Conservation Commission – Budget reduced to \$3,300.00. Councilor Farrell asked if the
692 Council wants to explore Woodmont. Town Manager Caron responded it needs town meeting
693 approval.

694
695 Cable Services – Will be presented at the Town Council Meeting scheduled for 11/22/10.

696
697
698 Councilor Dolan said at the next meeting we should refresh the benchmark of what the town
699 portion of the tax rate is with local communities. Councilor Brown thanked the Town Manager
700 and Assistant Town Manager/Dir. Of Finance for all the material provided. Chairman DiMarco
701 thanked everyone for being here today.

702
703 **Councilor Farrell made a motion to adjourn at 4:45 PM, second, Councilor O’Keefe**
704 **Council’s vote 5-0-0.**

705
706
707 **Notes and Tapes by:** Margo Lapietro **Date:** 11/20/10

708
709 **Minutes Typed by:** Margo Lapietro **Date:** 11/30/10

710
711 **Approved:** Town Council **Date:** 12/07/10