

**TOWN COUNCIL MEETING/BUDGET WORKSHOP**  
**November 19, 2012**

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

**PRESENT:** Chairman, John Farrell; Vice Chairman Tom Dolan; Councilors: Jim Butler; Joe Green; Tom Freda; Acting Town Manager, LPD Chief William R. Hart; Finance Director, Sue Hickey, Executive Assistant Margo Lapietro.

**Budget Committee Members:** Dan Lekas, Chairman; John Curran, Vice Chair; William Mee; Lisa Whittemore, (absent); Chris Melcher; Tom Dalton; Todd Joncas.

**Call to Order**

Chairman Farrell opened the meeting at 7:01 PM with the Pledge of Allegiance. This was followed by a moment of silence for the men and women fighting for our country both here and abroad and for first responders.

**Public Comment**

Chairman Farrell announced that Council was having a non-meeting to discuss legal matters with legal counsel and they would be back in a few minutes. Councilors returned at 7:15PM.

Londonderry Police Chief William Hart - Chief Hart recognized several police officers for good things that have happened in the police department. He introduced recently hired police officer Narcisso Junior Garcia who is currently attending the police academy; officer Jake King who reinstated the Police Explorer program; Sgt. Shannon Coyle the first female to be promoted to the rank of supervisor; and Sean Doyle, who was promoted to the rank of Detective. He also introduced members of his command staff; Captain Gerry Dussault, Capt. Bob Michaud and Capt. Paul Fulone and recognized Sgt. Patrick Cheetham.

Mike Speltz, 18 Sugar Plum Lane, a member of the Master Plan Steering Committee commented that we have the best set of planners than any other municipality in the state. He stated it is hard for one person to do the job of two people. That is the position we have put our Planning staff in since Andre Garron left. He was here to beg the Councilors to restore the planning staff to full capacity. He pointed out that we are in the middle of a Master Plan that we are going to live with for the next 10 years or so; we are in a very critical point of evaluating the Woodmont Master Plan. He urged them to restore the planning staff to its full capacity.

Deanna Mele, 8 Valley Street read a letter (copy attached) regarding Dottie Grover's tone and manner towards her as a member of the Dog Park Committee. D. Mele relayed all the events that happened to her and led up to her making the decision to resign from the Dog Park Committee. Chairman Farrell said there were no minutes so they had nothing to go on. He said that Council will look into it but D. Mele said it was a dead issue since she resigned.

Chairman Farrell explained Jay Barrett contacted him today about a ZBA issue. He has spoken with the Zoning officer and the Acting Town Manager about having/owning a horse on property that is less than 2 acres which is a zoning violation. Chairman Farrell told Mr. Barrett that he would have to go through the process working with the ZBA. Mr. Barrett said he has extenuating circumstances. He is unable to attend the meeting in December, and if he does not attend the meeting he will be fined for being out of compliance. Mr. Barrett wants Council to ask the Acting Town Manager to speak with the Zoning Officer to see if he can get an extension without fines to the next ZBA meeting which is in January. Gale Leed from Sandown NH is a family friend and said they just got the zoning application a week ago. The application has to be submitted by tomorrow. She said he is on 1.6 acres and has had no problems with his neighbors. Chairman Farrell asked for a consensus from the Council for an extension which he received. Councilor Dolan said that it should be clear that Council is not the proper channel for this matter; the ZBA is the correct way to go.

### **Public Hearing**

None

### **Old Business**

None

### **NEW BUSINESS**

FY14 Budget Workshop Discussion – Chairman Farrell announced there was an error in the budget figures. Council is now looking for \$150K below default rather than the \$200K previously requested.

Councilor Dolan said there has been a request to address Orders 2012-20 and 21 before the budget is discussed.

**Order 2012-20 – Distribution of Capital Reserve Funds** – Chairman Farrell read the first reading. Acting Town Manager, LPD Chief Hart said this was approved by voters at town meeting; this simply gives the Town Manager the authority to sign the lease for those items. Councilor Butler questioned that we are required to get 3 written bids. Finance Director Sue Hickey responded that they had 4 banks expressing an interest and 1 independent company quoting. Councilor Butler asked if we require 3 written quotes for the equipment and she responded yes. Councilor Butler said he wanted to bring it to the attention of his fellow Councilors that they have only received two quotes for the ambulance; one quote for the pumper and two quotes for the defibrillators. We are required to get three written quotes and we have not received three for any of them and he expressed his concern about that. Chief MacCaffrie of the Londonderry Fire Department said they put it out to RFB expecting to get a number of quotes; nobody responded other than a couple of letters saying they don't want to bid that particular item. They sent bid specifications to every company they could as well as to people who requested copies of the bid. Two letters said they chose not to bid on the specifications listed in the bids. Councilor Dolan asked in that case how is it handled. S. Hickey said if we can't get

three quotes we have to clear that with the Town Manager that we were not able to receive the three quotes and the reason why. It needs to be approved by the Town Manager before the purchase is made. Acting Town Manager, LPD Chief Hart replied the exception does lay with the Town Manager; there is a section for an exception that often times is that the products may come from a sole source vendor. Another exception is we go to the state bid because they can get lower prices which can be an exception to our purchasing policy. Councilor Dolan suggested tabling the order and give the Fire Chief an opportunity to do more research. Acting Town Manager, LPD Chief Hart responded we are up against some time frames with positive lease rates being received on the project. He will however review the procedure with the Chief to see how it can be done better. Councilor Butler asked if the specifications on the pumper truck were that difficult that only one manufacture could handle it. Chief MacCaffrie responded they can take exceptions to any of the specifications; they are as generic as they can do. Councilor Butler said he finds it hard in this economy that we can only get one quote for a pumper truck that is going to cost the town over \$500K. Acting Town Manager, LPD Chief Hart told the Council that they worked very hard to obtain these lease rates. **Councilor Green made a motion to accept the Order, second Councilor Freda.** Open for discussion. Councilor Dolan said he would vote to accept this Order but it needs to be followed up to how it is working out. Chairman Farrell said he would like the two Chiefs to come back by the 12/17/12 meeting to see how it works out. **Councils vote 5-0-0.**

**Order 2012-21 – Distribution of Capital Reserve Funds** – Councilor Green read the Order and **made a motion to accept, second Councilor Freda.** Open for discussion. **Councils vote 5-0-0.** Acting Town Manager, LPD Chief William Hart said at the November 17 Budget Workshop there were a number of items that either the Council or Budget members requested additional information. These items are summarized in a memo which was distributed to the Council and Budget Committee.

One request was to provide a detailed expenditure report from the FY12 Budget for Management Services. One of the difficulties of moving it out of the department into the Town Managers line was we only have the one year history under the Town Manager. It had to be put back and then compared year-to-year.

Provide a detailed expenditure report from FY12 for equipment purchased through IT. The IT equipment increases specifically pertain to new licensing that was purchased this year.

The average benefit cost for a police officer was also asked. Salary is \$65,157, mandatory benefits are \$17,429 and health is \$27,494. Those figures are for hiring a certified officer at a mid level step rate with a family plan. An un-certified recruit would be a salary of \$49K with benefits and retirement of \$12K, health \$9K (not a family plan just a dual plan), dental \$500.00 to total \$76,966K for a year one police officer. A year one certified police officer would be \$101K. In terms of budgeting he suggests using the latter figure not the former because it will be an ongoing expense.

Software licensing increases are averaging between 0-3 percent annually. The increase in FY14 is due to two new contracts: a lease of four copy machines and Virtual Town Hall for the Town's web site hosting and maintenance.

Health insurance changes are due to recent federal legislation which will be provided at the next meeting.

Increase to Town Clerk/Tax Collector retirement line item. Retirement accounts have been increased due to assessments from the NH Retirement System. The Town will be charged 10.077% for all full-time employees in group 1 which is a 22.39% increase over the prior year.

Additional polling information and additional polling space will be discussed later due to the complexity of the issues.

A request for a break out of debt service for Open Space bonds was addressed with a spreadsheet supplied by the Finance Manager.

Maximizing space at cemeteries. Steve Cotton is looking into that. Concerns are that the climate in New England might prohibit going deep enough into the ground. Councilor Dolan said it is a widespread practice in MA, he suggested contacting them to see how they do it.

Cemetery maintenance overages were also questioned. Acting Town Manager, LPD Capt. Hart explained the increases in FY12 were due to hurricane Irene.

Bathroom repairs at the Senior Center. Due to the age of the building repairing the building is not a simple task. If we re-hab the bathrooms they would have to be ADA compliant and we might have to provide more ADA requirements once we start repairs. More information is needed and they will get back to Council on this matter.

Charitable organization contributions and the estimates of Londonderry residences being served. All contributions were supplied. Some organizations do not inquire residency when providing services.

Councilor Dolan said we have been making budgetary decisions based on part-time employees his concern is perhaps that definition is changing. Make sure that definition of a part-time employee is reflected in our budget. He said he is not suggesting changing people's hours. Acting Town Manager, LPD Chief Hart responded there are a couple of different ways to describe what that part-time situation is so we want to make sure we know what we are doing. Chairman Farrell suggesting talking to the School Board because they have more part-time employees.

Acting Town Manager, LPD Chief Hart said they found several errors that he made that were incorrect in the budget. The initial budget submitted to the Council was about \$140K below default. He credited staff with doing a great job with the budget. Police over time should be \$35K; the amount for the Town Manager's Management Services in General Government was

correct. They were corrected with the addition of \$60,282 to those lines. Those corrections totaled \$94K. There was a correction to the Solid Waste line of \$10,990.00 and a correction to the default line of \$4,935.00. Based on that the Council revised their recommendation to reduce the Town Manager's recommended budget to a target of \$150K below default. That includes the original \$31K that we were below default. Chairman Farrell said his understanding was that we were \$140K below default; when we asked for the \$200K below default we were asking for an additional \$60K. We were tracking it at \$140K to begin with \$200K, find out what we got and make a decision.

Acting Town Manager, LPD Chief said he came up with 4 options. The first two focus primarily although not exclusively, on non-personnel reductions. The second 2 options focus on personnel and/or salary reductions. He recommended that the Council and Budget Committee focus on option 1 & 2 as they spread the proposed deduction across all town departments. It puts the charge for those reductions into the hands of the department heads.

Option 1 deals with department heads in finance and the town clerk/tax collector to make significant dollar reductions on 7/1/13 as they see fit. They can focus on changes in salaries to make it consistent with state-wide averages or bring them in line with performance or job descriptions. The department head with the advice of the Town Manager may make other choices, always with the high level of professional services to the community.

Option 2 gives us some salary reduction but makes town wide reductions to achieve the standard goal. Option 2 is his recommendation. Salary reduction if necessary should be streamlined.

Chairman Farrell explained the overall view is to reduce by \$150K, the Town Manager is recommending Option 2. He advised the Council to look at that number with the option of reducing a salary as well as services. Councilor Green asked how he could compare line items from the prior years to the FY14 budget. Chairman Farrell asked for 2 spreadsheets to be put together to show this information. Budget member Chris Melcher asked how do you propose reducing salaries for union members. Acting Town Manager, LPD Chief responded he doesn't; salaries are negotiated for and they are under contractual agreements. There are only four people who are non-union. Councilor Dolan said we made a strategy decision last year for no road bonds. He asked if there is any impact on this budget. S. Hickey responded we are paying interest for bonds, eventually we are going to pay more for interest than it is worth. We put in the amount of reduction that we were going to have in debt service each year into a roadway maintenance trust fund; eventually we would get to the level where we were at of \$1M funding a year but would have very little tax impact. For this year the reduction in debt service was approximately \$350K as debt come off each year they would add to the roadway maintenance trust funds. Councilor Dolan asked what was the impact of the default; S. Hickey responded the default was level. Todd Joncas clarified that \$35,647,784 is the recommended budget. If we take out the special warrant articles and the overlay the FY14 impact will be \$5.17/\$100K. S. Hickey said it was \$4.86/\$100K last year.

Budget Chair Dan Lekas asked what is the general reduction. Acting Town Manager, LPD Chief said they defer it to the department head and let them make the decision where the reductions will be. DPW, Police and Fire are the largest budgets; they will exclude the library because they

made some savings Saturday. Chris Melcher questioned the charitable organizations, Acting Town Manager; LPD Chief said one of the entities is closing so we will be saving \$12K. C. Melcher said the appraiser position is listed on a number of options of cutting to a part time position but there are no costs associated with that. Acting Town Manager, LPD Chief said it was part of their exercise and probably shouldn't be there, it is just an option. Councilor Dolan said the difference between the FY13 budget and the proposed FY14 is a change of increase of 1.69%. He would like to see what the changes were in the previous 4 years. S. Hickey said she could put that together for him. Councilor Green questioned the library reductions. Acting Town Manager, LPD Chief Bill Hart explained the library proposed that three individuals at the Library had agreed to not take their COLA's and merit increases which amounted to \$22,500.00. That is the reduction listed in all the options proposed. Councilor Green pointed out that there was a mistake in option 2 and the Acting Town Manager agreed. Chris Melcher clarified there were no personnel eliminations. Acting Town Manager, LPD Chief responded that was true in in options 1 & 2. Option 3 eliminated 1 full time from the police or fire. Option 4 there are no full time reductions just shifting to part time. C. Melcher pointed out that there is a proposed warrant article to replace a police officer. Acting Town Manager, LPD Chief Hart responded, we have everything on the table. C. Melcher said he thinks we have cut as far as we can cut over the recent years and he has a problem with cutting anyone else.

Chairman Farrell summarized that what we have seen in this current budget cycle is that we have taken a \$452K downshift from the state. We have taken \$275 increase in health benefits for a total of \$727K. The Council asked for \$150K below default budget. He asked the Council to ask the Town Manager to come back on Monday with a budget of \$100K below default. Let him and the Finance Director figure out where it will come from and that will be our final position. The consensus was to do that and figure out what that does so everyone understands. We have a meeting scheduled for 11/29 along with a bond hearing. He is looking for a consensus to move the bond hearing to 12/3/12 and cancel the 11/29/12 meeting. Consensus was to cancel the 11/29/12 meeting. Open for discussion.

**Order 2012-11-A – An Amendment to the Expenditure of Ecological Industrial park Expendable Trust Funds** – Councilor Dolan made a motion to dispense with the reading of the amended order because it is adding \$300.00 to a previously approved Order and made a motion to adopt, second Councilor Green . Open for discussion. Councils vote 5-0-0.

**Resolution 2012-14 – Sanctioning of the Londonderry Youth Soccer**

**Resolution 2015-15 – Sanctioning of the Londonderry Women's Softball**

**Resolution 2013-16 – Sanctioning of the Londonderry Men's Softball League**

**Resolution 2012-17 – Sanctioning of the Londonderry Coed Softball Team**

**Resolution 2012-18 – Sanctioning of the Londonderry Youth Lacrosse Association**

**Resolution 2012-19 – Sanctioning of the Londonderry United Youth Travel Soccer**

**Resolution 2012-20 – Sanctioning of the Londonderry Youth Football & Spirit**

**Resolution 2012-21 – Sanctioning of the Londonderry Basketball Club**

**Resolution 2012-22 – Sanctioning of the Londonderry Athletic & Field Association**

**Resolution 2012-23 – Sanctioning of the Londonderry Blue Lions**

**Councilor Green made a motion to approve the above listed Resolutions, second Councilor Dolan. Councils vote 5-0-0.**

**APPROVAL OF MINUTES**

**Council meeting minutes of 11/05/12 – Councilor Dolan made a motion to accept the minutes, second Councilor Freda. Council’s vote 5-0-0.**

**OTHER BUSINESS**

**Liaison Reports** – Councilor Butler said the Heritage Commission recommends the Planning Board does nothing with the sign ordinance, leave it as is. A memo from the Commission was distributed to the Councilors (copy attached)

**Town Manager Report** - None

**Board/Committee Appointments/Reappointments**

Immediate resignation of Matt Neumann from the ZBA, term expiration of 12/31/12.

**ADJOURNMENT**

**Councilor Freda made a motion to adjourn at 8:31 PM, second Councilor Green. Council’s vote 5-0-0.**

<b>Notes and Tapes by:</b>	<b><u>Margo Lapietro</u></b>	<b>Date: <u>11/19/12</u></b>
<b>Minutes Typed by:</b>	<b><u>Margo Lapietro</u></b>	<b>Date: <u>11/ 27/12</u></b>
<b>Approved by:</b>	<b><u>Town Council</u></b>	<b>Date: <u>12/17/12</u></b>

November 19, 2012

Londonderry Town Council

For some time I have been concerned about Dotty Grover's tone and manner towards me at the Dog Park Committee meetings. I spoke to John Farrell, council chairman, about this. He asked what I wanted him to do about it. Talk to her and tell her there is a complaint, was my reply. I also mentioned that perhaps she should not be chairperson and John Beaulieu would do better communicating with all members. John suggested having a council member attend our meeting. I felt this was of no use. At a later date, I spoke with Chief Hart, Acting Town Administrator. I told him I felt Dotty was pressuring me so I would leave the committee.

I felt uncomfortable attending meetings not knowing how I would be addressed by Dotty. However, I did attend meetings. Some I left early, as others have done as well. If I couldn't attend, I would leave information to be reviewed and shared by those present. On Thursday, October 11, I had a message on my answer machine from John Farrell telling me I should be at the October 15<sup>th</sup> council meeting. Dotty /committee was going to ask for my resignation. I had planned to attend this meeting as the dog park was to be discussed. What a shock I would have received to find at that time about the resignation request. I called John back to find why my resignation was being requested. Since this was late morning/early am, I called and met with Sue Hickey, acting administrator for Chief Hart. She said for attendance. Steve Cotton, Sue and I met. I received the charter and other information. Friday I spent at the library preparing my response for Monday, October 15<sup>th</sup> meeting. I feel this backed up my belief --- NO CAUSE. On October 15<sup>th</sup> meeting Dotty discussed the dog park. She DID NOT ask for my resignation even though John Farrell asked twice if she had anything else to discuss. Her reply---NO. Dotty later said at the November dog park meeting she did not to request my resignation on the agenda. John Farrell said it was listed on the agenda. I stayed at the council meeting until Dotty left. Later spoke to John asked him about her not requesting my resignation. He said he/council considered this a DEAD ISSUE. I did too. I thought it was only it was not with Dotty/committee. She/committee were still intent on my resignation. It seems she/they are on a mission. Too bad all this energy wasn't put to more constructive use, instead of going after one who disagrees with her/them. Sanborn Road has been mentioned since conception of the dog park committee as a desired area; heritage committee meeting I attended in September and recently at the November dog park committee meeting. I did not attend September's meeting as I felt I needed a break from all that was going on. This has been very stressful for me. On the day of Sandy's affecting New Hampshire, Monday, I received a call from Dotty that Tuesday there would a meeting. My position on the committee was to be addressed. I said, you will call me if the meeting is cancelled. Yes and she did. John Farrell told me that if Londonderry was closed the cable building would be too. Therefore, there would no meeting. This was not our regular meeting date. I feel she wants to get me resigned at the November council meeting. I attended our meeting for November. Dotty, it seems,



had E-mailed the members. I WAS NOT CALLED. John Curan did not reply. John Beaulieu not present but wanted to be called if there was a vote. After reading a statement to the council [not dated or signed] it was obvious I was to be the topic of discussion. Some at the meeting who had not been attending meetings and missed three or more in consecutive order spoke. One in particular seemed to be most verbal. How he knew about my manner, etc if not present is questionable. All present were encouraged to speak about me. It was a stressful experience. The October minutes mentioned an argument between me and another member. A meeting I left early as did John Beaulieu. When I arrived and mentioned I wouldn't be staying long. Before I left Doty's tone and manner about my not answering her three calls [when she wanted to share with me] were not answered made me feel this would not be something I nor those present should discuss at this time. She asked if I would be attending future meetings and leaving after a few minutes. I said I don't know. I would let her know. As I was leaving, she lowered her head and said YOU BETTER. At the November meeting everyone present was encouraged to speak about me. Remarks about my lack of attendance, behavior and my impeding progress were said. Raj was the only one who said something must have triggered my behavior. I believe he was looking at others involvement as well. A vote was taken for my resignation. 4-yes, 2 abstains-1 no. John Beaulieu was to be called. I decided to leave. Scott Benson asked for the information I brought to discuss concerning Auburn Road and the questioner. He and I discussed this briefly. I left it with him to present to others. Doty was calling John Beaulieu as I was leaving. I told her to leave message on my machine. She curtly replied no. I spoke to John Farrell at length about this meeting. Chief Hart as well. It was mentioned that perhaps the dog park committee should be disbanded if they cannot act like adults. Although this had not entered my mind or what I had hoped for as a solution, I said maybe it should be. I will not be a part of a character assassination or psychoanalysis of this committee as I was subjected to at this November meeting. Perhaps God is telling me step aside—leave the issues/problems in his hands. SO BE IT. I RESIGN.



Deanna J Mele

cc Dog Park Committee  
cc Chief Hart, acting town administrator

Memo To: Planning Board, Londonderry, New Hampshire  
Town Council, Londonderry, New Hampshire

From: Heritage and Historic District Commission, Londonderry, New Hampshire

Date: November 15, 2012

Re: Zoning Ordinances

The Heritage and Historic District Commission (Commission) recommends that the Planning Board and/or the Town Council take no action to modify or suspend the Town's Zoning Ordinances with regards to outdoor and electronic signs. The Commission feels that the current regulations for signage are adequate to

The current sign regulations help to preserve the look and character of the Town of Londonderry. The Commission feels that there are no underlying feelings amongst the citizens for a reversal of the signage rules. The Commission thinks that the citizens like the non-electronic sign status of the Town in which they have chosen to reside. cover any needs for private or governmental entities.

Recently the Londonderry Fire Department has been considering the erection of a permanent, electronic sign at the Central Fire Station to provide emergency communications to the Town. Such a sign would be contrary to the current zoning ordinances regulating such signage.

The Commission recognizes that the Town Government may choose to ignore the Town's Zoning Ordinances in order to achieve goals that it feels provides a betterment for the citizens. The Commission feels that the current use of temporary signs to address temporary situations is a course of action that has been useful.

The Commission feels that the Fire Department staff should consider other means of providing mass communications. These could include cellular telephone calls, text messaging, possibly increasing the power of the school's FM station and the use of a reverse 911 calling system. A single stationary sign is only good for those people who can get to it and if it contains the information that they want. The Commission feels that the wired and wireless world holds more promise than the line-of-sight visual approach to disseminating news and information.

The Commission strongly recommends that the Town government and its entities adhere to the current Zoning Ordinances.

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This recommendation is prepared pursuant to a vote of the Commission in session on November 15, 2012. Approved 7-0-0.

David Colglazier, Secretary