

LONDONDERRY TOWN COUNCIL MEETING MINUTES

1
2 **April 21, 2014**

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

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

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10 **CALL TO ORDER**

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12 Chairman Dolan opened the meeting with the Pledge of Allegiance. This was followed by a moment of silence for those who
13 serve us locally and especially remembering those that were killed or injured during the Marathon in Boston last year.

14
15 **PUBLIC COMMENT**

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17 Chairman Tom Dolan invited up the members from the Londonderry Lions Club to give an update. Paul Bauer, 153
18 Litchfield Rd, and Jerry Gulezian, 14 Brookview Dr. Gulezian thanked the Council for giving them the opportunity and as an
19 organization they would like to thank the residents of Londonderry, Town Manager, Town Council and Steve Cotton and all
20 the efforts of the people who helped to get the floors done. Bauer stated that he is happy the floor got done fast since he
21 already has May and June booked for events at the Lions Hall.

22
23 Chairman Dolan stated that the Council has been informed from PSNH that early this week they are continuing with their
24 efforts to reduce the problems from falling and broken branches. They are continuing their work and if you see a low flying
25 helicopter, it will be assessing the vegetation growth around the wires.

26
27 Chairman Dolan invited up the towns auditors, Frank Biron and Karen Snow, for a fiscal year 13' audit update. Biron stated
28 that he will be walking through the highlights of the audited financial statement and the comprehensive annual financial
29 report. Biron stated that there are 115 pages to the report and it is broken down into three sections. Biron stated that the last
30 part is a Certificate of Achievement which is an award that the town has received for ten years now, this will be the eleventh
31 year, for providing a comprehensive financial report and going through the evaluation process. Biron stated that he will be
32 discussing the financial statements, and the numbers. Biron went through the report. Biron stated that the wording of the
33 report is different than it has been in the past because general accepted audits standards have changed this past year. Biron
34 discussed the number pages. Biron stated that there will be another accounting standard that will be applicable in 2015, called
35 Government Accounting Standard Board Statement #68, which deals with pension plans. Biron continued to go through
36 report. Biron stated that the numbers haven't changed very much in the General Fund and Sewer Fund. Chairman Dolan
37 stated that this past budget cycle the Council was careful not to use any unassigned fund balance because the Council didn't
38 want it to get too low. Chairman Dolan asked Biron how the Council can assess where it is now going forward. Biron stated
39 the town used \$600,000 in 2013 as the funding source, and in 2014 none was used. Biron stated that the town used \$600,000
40 that it wasn't able to recover through the revenues and the turn backs on the appropriation side. They did not exceed what the
41 town used. Biron stated that it is a good idea to hold back using some of the fund balance for now. Biron stated that there is
42 no single audit this year. Biron stated that the town did not have a single audit this year. A single audit is the federal
43 compliance part of the audit, if the town receives and spends over a half million dollars of federal funds, than a single audit
44 would be done. Londonderry just fell under the five hundred thousand for FY13. The Council thanks Biron and Snow for
45 their report.

46
47 Chairman Dolan moved the agenda around and invited up Londonderry Fish and Game Club President, Richard Olson Jr from
48 Manchester to talk about the upcoming fireworks show. Olson stated that Saturday, April 26th, the NH Pyrotechnics

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49 Association will be hosting their annual meeting at the Londonderry Fish and Game Club grounds. That involves examining
50 and critiquing different types of fireworks. This year it will be class C fireworks. During the afternoon hours, 12pm-6:30pm,
51 the use of fountain like products will only be used. After 6:30pm they will be allowed to shoot off the products with reports
52 until 10:00pm. Olson stated that they have spent a lot on advertising this year, \$800-\$1,000 so far this year. The public is
53 welcome to come at 8 PM. Councilor Green stated that the town has an alert system with the police department so maybe it
54 should be put up as a public service announcement.

55
56 Chairman Dolan invited up GIS Manager John Vogl and Stu Arnette. Town Manager Smith stated that one of the first items
57 that came across his desk was the need to revamp what was the old Economic Development website. Smith stated that it was
58 largely outdated. Smith stated that the ton was paying a vendor a fee to keep the old site up and running so this way it is all
59 done in house and no fees to keep it up and running. Arnette thanked those who have helped with input on the website. Arnette
60 stated that there is a handout of the second slide [see attached] that will be a good example of what it will look like. Arnette
61 stated that the site needs to be efficient. Arnette stated that the contract to do the website was \$3,500. Arnette stated that the
62 new website is for people who want data. Arnette went through the website. To get to the website you can click on the
63 Economic Development tab on the left hand side of the screen on the town's main webpage. Arnette stated that every tile listed
64 on the page will always take you to current data. Chairman Dolan asked that if you are on Google and you google 'economic
65 development in New Hampshire', what drives this page to the top. Arnette stated that they have not done anything yet in terms
66 of search engines. Arnette went over the goals of the eight tiles on the webpage. Arnette stated that no new software is being
67 bought to host this but it has been a little bumpy. A couple of the sites the links have not worked. Councilor Farrell asked
68 Arnette where the hook is. Farrell stated Londonderry has a great story to tell but the story is not told anywhere on the site.
69 Annette Stoller, introduced herself as a Londonderry business woman and stated that there needs to be a marketing piece and
70 what the website is right now is not a marketing piece. Stoller stated that her real estate company would be happy to help and
71 give some insight and advice about the website. Chairman Dolan stated that in terms of the Councils feedback, it seems like
72 the town has some marketing resources in the community that seem willing to help. The Council addressed that the website
73 need a little more work and needs to be more focused on what Londonderry has to offer and what Londonderry can give back
74 to people. Arnette thanked the Council for their feedback.

75
76 Councilor Farrell stated that he recently read a story about the Dog Park in the Londonderry Times about how it has taken the
77 committee two years to find a dog park and now the Recreation Department has come back to them saying that the site that
78 they chose is no good because it is closed from November until April. Farrell stated that he believes that is up to the Council
79 and not the Recreation Department as to whether the town opens or closes fields. Councilor Green, liaison to the Recreation
80 Commission stated that there is a town ordinance that says no dogs and walking in those fields while kids are playing. Green
81 stated that he doesn't understand how dogs can get to the park while soccer and other sports are going on. Green stated that
82 there have been water issues that have come up with that spot as well. Green stated that there was also some confusion on how
83 it was going to work, such as who was going to clean up after the dogs. Green stated that Farrell was right, the Council can
84 change it, but as a town those properties are gated off at a certain time of the year. Green stated that he spoke with Dottie
85 Grover and Grover stated that the park will need to be accessible 12 months out of the year. Green stated that if the dog park
86 really needs to be in that area, the Council can go through and make those changes. Farrell stated that he doesn't know we do
87 or we don't. Chairman Dolan stated that it will be the Councils call.

88 Anne Chiampa, 28 Wedgewood Drive stated that there was a comment about PSNH doing cutting around the roads in town.
89 Chiampa asked if they are responsible for the Valley Cemetery cutting. Chiampa stated that the Valley Cemetery sign took a
90 little hit on the top and asked if someone could take a look at it. Chairman Dolan asked Town Manager Smith could take a
91 look at it. Smith stated that he will have Steve Cotton take a look.

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PUBLIC HEARING

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NONE

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OLD BUSINESS

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99 Chairman Dolan asked Councilor Farrell, liaison to the Airport Authority to describe what the process is going forward for the
100 open position. Councilor Farrell stated most appointments are done to boards that are within town. Chairman Farrell stated that
101 Londonderry has two seats on the board and one has to be a licensed pilot and there is one on there today. Farrell stated that
102 the Council makes a recommendation to the Airport Director of who the Council would like to see on the board. The airport
103 director can either agree or disagree. Councilor Farrell stated that the Manchester Alderman makes the appointment.

104
105 Chairman Dolan invited up Raymond Brown, 8 Hazelnut Lane. Brown stated that he has been a Londonderry resident for 22
106 years and he wants to contribute to his community. He has been a part of the community with recreational sports. Brown stated
107 that while on active duty he was a flight deck officer and a landing signal officer. Brown stated that he has also been a security
108 consultant. Right after 911 he was a part of a team of 4 who trained every employee at Logan in security. Brown stated that he
109 has worked at airports all over the country. Councilor Freda asked Brown if he has any experience in the business side of
110 airports. Brown stated that he has worked directly with directors of operations of several airports. Brown stated that he is
111 concerned with safe and timely arrivals. Brown stated that he has also worked with vendors at several airports. Councilor
112 Farrell stated that the airport is focused on the development of the community and how to grow the passenger community and
113 what kind of companies can we attract to the region. Chairman Dolan asked if there are any conflicts of interest in the position.
114 Brown stated there is not.

115
116 Chairman Dolan stated that this process will take the Council into the middle of May.

117
118 Chairman Dolan invited up Tim Patten, 29 Auburn Rd. Patten stated that he has been a resident for 15 years. He has been in
119 air traffic control since 1974 and started in the Air Force. Patten stated that he has been around for a while. He has worked in
120 both Manchester and Boston radar rooms. He was involved in developing new routes and expanding Manchester airport,
121 bringing in in other airlines such as South West. Patten stated that he retired in 2007. He taught an air traffic control class at
122 Daniel Webster until 2012. Patten continued to list his accomplishments. Patten stated that he has no conflict of interest. Green
123 asked Patten what are some ideas he could offer the committee. Patten stated that the way to grow the airport is to make sure
124 that the community uses the airport. We need to work more on time arrivals and departures. Patten stated that Manchester
125 airplanes are now carrying bigger loads and more people than they were a few years ago. Chairman Dolan asked if there are
126 any conflicts of interest in the position. Patten stated there is not.

127
128 Chairman Dolan invited up Matt Caron, 84 Pillsbury Rd. Caron stated that he has been a resident since 2006. He holds a
129 Bachelor's Degree in geography and regional planning and a Masters in community and economic development. Caron stated
130 that he has been involved in transportation and transportation planning for ten years. Caron stated that he serves as the airport
131 planner for the transportation company he now works for, at Gail Associates. Councilor Farrell asked how the transportation
132 around the airport can get better. Caron stated that a lot of it has to do with the promotion of the region and what the region has
133 to offer. Chairman Dolan asked if there are any conflicts of interest in the position. Caron stated the only conflict would be is
134 if his firm decides to go after a project that the airport is advertising. Caron stated that he would excuse himself form any
135 conversation etc. Caron stated that they work with the smaller airports so he doesn't see it being a problem.

136 137 NEW BUSINESS

138
139 Councilor Green read Order #2014-09, an order for the Expenditure Maintenance Trust Fun for various projects in the amount
140 of \$2,268.98. Motion to approve Order #2014-09 made by Councilor Green and second by councilor Freda. Town Manager
141 Smith went over the three items that are covered under this order. The main hall floor R-30 insulation and vapor barrier at the
142 Lions Hall, winter maintenance at town buildings and garage bay overhead doors at the Public Works Garage. **Chair votes 4-**
143 **0-0.**

144 145 COMMITTEE APPOINTMENT/RE-APPOINTMENT

146
147 Chairman Dolan introduced the appointment of Annette Stoller to the Zoning Board of Adjustment. Chairman Dolan invited
148 up Stoller referred to the sheet of her experience that she passed out. Stoller stated that she has a great deal of experience in

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149 land use planning and related fields. Stoller shared that she has been a member of the Windham Planning Board as well as
150 many other boards. Councilor Freda brought up whether Stoller will be a full time member or an alternate member. Kirby
151 Wade stated that it will be up to the ZBA whether Stoller will be a fulltime member or an alternate member. Chairman Dolan
152 asked if there are any conflicts of interest in the position. Stoller stated that there are no conflicts. Motion to appoint Annette
153 Stoller to the ZBA made by Councilor Green and second by Councilor Freda. **Chair votes 4-0-0.** Chairman Dolan stated that it
154 will be up to the ZBA chairman to decide whether she will fill the alternate or full member position.

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156 Motion to accept the resignation of James Totten from the Zoning Board of Adjustments made by Councilor Farrell and
157 second by Councilor Freda. **Chair votes 4-0-0.**

APPROVAL OF MINUTES

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161 Motion to approve minutes from April 21, 2014 made by Councilor Freda and second by Councilor Green. Chair votes **3-0-1.**
162 Councilor Farrell abstained because he was absent.

TOWN MANAGER REPORT

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166 Town Manager Smith stated that on Saturday, April 26th, more than 100 Comcast employees, family members and friends will
167 dedicate a day of service at the Londonderry Athletic Sargent Road playground. If your schedule allows they are allowing the
168 public to attend from 8 AM - 12:30 PM. It will be site cleanup, painting graffiti, landscaping etc.

ADJOURNMENT

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

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176 Notes and Tapes by: Kirby Wade Date: 04/21/14
177 Minutes Typed by: Kirby Wade Date: 04/25/14
178 Approved by: Town Council Date: 05/05/14
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