

**TOWN COUNCIL AGENDA**  
**November 16, 2015**  
**7:00 P.M.**

The Town Council meeting will be held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry, NH. Regular meetings are cablecast live and videotaped for the convenience of our viewers at home. 7:00 PM

**A. CALL TO ORDER**

**B. PUBLIC COMMENT**

- 1.) Introduction of New Firefighters  
**Presented by Chief Darren O'Brien**

**C. PUBLIC HEARING**

**D. OLD BUSINESS**

- 1.) **Budget Workshop**
- 2.) Update on Management of Town Forest  
**Presented by Kevin Smith**

**E. NEW BUSINESS**

- 1.) **Order #2015-32** – An Order Relative to the Distribution of Fire Equipment Capital Reserve Funds  
**Presented by Chief Darren O'Brien**
- 2.) **Order #2015-33** - Expenditure of Maintenance Trust Fund for Various Projects  
**Presented by Steve Cotton**

**F. APPROVAL OF MINUTES**

Approval of November 2, 2015 Town Council Minutes

**G. OTHER BUSINESS**

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

**H. ADJOURNMENT**

**I. MEETING SCHEDULE**

1. Town Council Meeting – **12/07/15** Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – **12/21/15** Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – **01/04/16** Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – **01/18/16** Moose Hill Council Chambers, 7:00PM

**J. BUDGET MEETING SCHEDULE**

1. Monday, November 16, 2015 – Town Council Budget Workshop, 7:00 PM
2. Monday, November 23, 2015 – Town Council Budget Workshop, 7:00 PM
3. Monday, November 30, 2015 – Town Council Budget Workshop, 7:00 PM
4. Monday, December 14, 2015 – First Budget Hearing/Preliminary Budget Adoption, 7:00 PM

# ORDER 2015-32

An order relative to

## *The Distribution of Fire Equipment Capital Reserve Funds*

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First Reading: 11/16/2015

Second Reading: Waived

Adopted: 11/16/2015

***WHEREAS***

the Town of Londonderry, by adoption of Article No. 6 at the March 13, 2012 Town Meeting, approved funding \$150,000 for the acquisition of fire department equipment; and,

***WHEREAS***

the Fire Department Equipment Committee has completed its review of several manufacturers' equipment and have made a recommendation that the Town purchase four (4) KNOX MED VAULT lockers from KNOX; and,

***WHEREAS***

the Committee further recommends that \$7,072.00 be withdrawn from the Capital Reserve Fund for Fire Department Equipment;

***NOW THEREFORE BE IT ORDERED*** by the Londonderry Town Council that the Town Treasurer is hereby directed and authorized to expend from the Fire Department Equipment Reserve Fund the sum \$7,072.00.

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John Farrell - Chairman

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Sharon Farrell - Town Clerk

( TOWN SEAL )

***A TRUE COPY ATTEST:***  
***11/16/2015***

<b>Vendor</b>	<b>Location</b>	<b>Amount</b>	<b>Description of Capital Reserve Expense</b>
KNOX	Fire Stations	\$7,072.00	KNOX MED VAULT Lockers
<b>Total 11/16/15 Order Amount</b>		<b>\$7,072.00</b>	

**ORDER #2015-33**

An Order Relative to

***EXPENDITURE OF***

***MAINTENANCE TRUST FUNDS FOR VARIOUS PROJECTS***

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Reading: 11/16/2015

Adopted: 11/16/2015

***WHEREAS*** voters since 2003 have approved funding for the maintenance and repair of public buildings and grounds in the town; and

***WHEREAS*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$3,446.98 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

***NOW THEREFORE BE IT ORDERED*** by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$3,446.98 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

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John Farrell, Chairman  
Town Council

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Sharon Farrell  
Town Clerk

***A TRUE COPY ATTEST:***  
*11/16/2015*

**Expendable Maintenance Trust TC Order Request  
for Town Council Meeting "11/16/15"**

Description	Vendor	Amount
<b><u>Chairs/Tables - Police Department</u></b> The Police Department is in need of additional chairs/tables, and replacement of worn out chairs (purchased in 2004) for their various conference/command rooms. This EMTF request is for the procurement of 12 stack chairs and 6 tables for their conference/command rooms.	W.B. Mason - Quote 103015 Chairs	\$ 1,693.08
	W.B. Mason - Quote 103015 Tables	\$ 1,359.90
		\$ 3,052.98
<b><u>CO Alarm/Detector - South Fire Station</u></b> The area of the sleeping quarters at South Fire had no CO Detector/Alarm. This EMTF request is for the installation of a CO Detector/Alarm, and connecting it into the fire alarm panel. If the CO detector is activated, an audio alarm along with the alarm panel will transmit a signal to Central Fire reporting a CO activation.	Active Fire Alarm - Invoice 052345	\$ 394.00
		\$ 394.00
<b>Total Town Council EMTF Order</b>		<b>\$ 3,446.98</b>

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

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1  
2 **November 2, 2015**

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

6  
7 Present: Chairman John Farrell; Councilors Tom Freda and Tom Dolan; Town Manager Kevin Smith; Executive Assistant  
8 Kirby Wade; Absent; Vice Chairman Jim Butler; Councilor Green

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10 **CALL TO ORDER**

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12 Chairman Farrell opened the meeting with the Pledge of Allegiance. This was followed by a moment of silence all first  
13 responders and the men and women who serve us here and abroad.

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15 **PUBLIC COMMENT**

16  
17 NONE

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19 **PUBLIC HEARING**

20  
21 NONE

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23 **OLD BUSINESS**

24  
25 Chairman Farrell introduced the update on the Town Forest. Town Manager Smith stated that he has spoken to Attorney  
26 Ramsdell about this issue to get a clearer sense of if we were to move the authority of management of the Town Forest from  
27 the Conservation Commission to the Town Manager. Smith stated that all signs point to having to do this via warrant article.  
28 Smith stated that the cleanest way of doing it is to make the Town Forest apart of the Town Common area. The reason for  
29 that is because when you use a technical term like 'forest' there is a State Statute governing Town Forest in that they have to  
30 be managed in a particular way, different from how it has been discussed. Smith stated that Attorney Ramsdell suggested  
31 lumping it together with the Town Common and making it one. Smith stated that he did ask Attorney Ramsdell if the Council  
32 has authority to do it themselves. He is still looking into that matter. Smith stated that he is going to speak with the  
33 Conservation Commission to see if there can't be a happy medium right now in which Kent Allen can do some more work in  
34 the Town Forest.

35  
36 Kent Allen, Beech Hill Drive, stated that as Town Manager Smith has indicated, can the Town Council take control of the  
37 Town Forest. If so, Allen stated that he is hoping to start the cleanup going in that direction. Allen stated that he has been to  
38 the Conservation Commission and both times they have said no. Allen stated that he has some Scouts who are willing to help  
39 out. Allen stated that he would like to get started.

40  
41 Roger Fillio, 3 Hampshire Lane, stated that he only speaks for himself. He is a member of the Conservation Commission. He  
42 does not speak for them. Fillio stated that he has done a little work in the first. He got the information about who has  
43 authority, etc. Fillio stated that he has never been able to find a definition of the forest. Fillio stated that the Conservation  
44 Commission wants to leave all the debris on the ground, is that promoting the use of it by leaving it there. Fillio stated that to  
45 him, that says no. Chairman Farrell stated that what they are trying to identify is, around 1985 at a Town Meeting, action was

# LONDONDERRY TOWN COUNCIL MEETING MINUTES

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46 taken to give the authority of the Town Forest to the Conservation Commission, how did it happen? How the land granted  
47 and what was the provisions of the land being granted. Chairman Farrell stated that they are trying to get an answer to  
48 help everyone. Chairman Farrell stated that if it's something that has to wait for the ballot it has to wait for March. Town  
49 Manager Smith state that he is going to try to work out an agreement that is between doing nothing and cleaning the whole  
50 place up that both sides (Conservation Commission included) can agree to until the Council can get clarification. Fillio stated  
51 that he looks forward to a warrant if that is the step that needs to be taken.

52  
53 Councilor Freda asked if the Conservation Commission indicated why they said no. Allen stated that they said their Charter is  
54 that to enrich the nutrients of the forest, you have to allow the natural decaying of the trees and brush that fall. Allen stated  
55 that even their hired consultant said that a little cleanup wouldn't hurt. Allen stated that it is mentioned in their meeting  
56 minutes. Allen stated that if it is going to be used, it needs to be cleaned up.

57  
58 Allen stated that there was a Scout by the name of Nick Codner installed two kiosks on the backside of the Town Forest.  
59 Allen stated that he did a great job. Allen stated that the boy is a Scout master who is interested in helping. Allen stated that  
60 he wanted to thank Codner for his help.

61  
62 Reed Clark, Stonehenge Road, stated that he would like to see the forest cleared up. Clark stated that he would like to take his  
63 children and grandchildren in it.

## NEW BUSINESS

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66  
67 Chairman Farrell introduced Order #2015-31, the expenditure of Maintenance Trust Fund for various projects. Steve Cotton  
68 presented. Cotton stated that it has been five years since the lighting fixtures at Town Hall have been looked at. Cotton stated  
69 that LED bulbs will be tried out at Town Hall. The Order is also for VCT kitchen floor replacement at Sound Fire Station.  
70 Cotton stated that he is looking to expend \$4,785.88. Motion to approve Order #2015-31 made by Councilor Dolan and  
71 second by Councilor Freda. Chair votes 3-0-0.

72  
73 Chairman Farrell introduced Ordinance #2013-04 (B), an amendment to the Municipal Code, title VI, Chapter XIII,  
74 Ambulance Fees, Collections. Motion to waive the first reading for Ordinance #2013-04 and schedule a public hearing for  
75 November 16<sup>th</sup> made by Councilor Dolan and second by Councilor Freda. Chair votes 3-0-0.

76  
77 Chairman Farrell introduced Resolution #2015-09, a Resolution discontinuing Resolution #1997-07, establishing an  
78 Ambulance Hardship Abatement Committee. Town Manager Smith welcomed up Chief Darren O'Brien and Battalion Chief  
79 Heinrich. Chief O'Brien stated that this is an Ordinance to outline what the collection was on ambulance services if someone  
80 was not to pay. Chief O'Brien stated that there have been different things done in the past. Currently they are staying 140%  
81 out of Medicare. Motion to approve Resolution #2015-09 made by Councilor Dolan and second by Councilor Freda. Chair  
82 votes 3-0-0.

83  
84 Town Manager Smith gave a brief budget updated. Smith stated that there will be a budget presentation on Saturday,  
85 November 14<sup>th</sup>. Smith stated that things are a little behind this year. The Town audit got off to a late start because the Town  
86 switched auditors this year. Smith stated that Finance Director Doug Smith spent a lot of time with each Department head  
87 going over their budgets and getting down line by line. Smith stated that there will be a default budget presented but there has  
88 been a lot of lines moved around based on what historical trends have been in those different lines. Smith stated that he will  
89 also be coming in with an adjusted Town Manager budget from the default in areas where the money is in there but there  
90 doesn't need to be funding any longer based on historical trends are. The budget should be wrapped up soon. Smith stated  
91 that the Operating Budget has gone up about a million dollars, largely due to healthcare costs increased. Initially it was  
92 budgeted at seven and a half percent, taking an average of what has been seen over the last five years. Smith stated that when  
93 the Town received their recent guaranteed maximum rate from HealthTrust it was fifteen and a half percent. Half of this was  
94 due to the natural cost of healthcare increases that are being seen and the number of claims the Town has had over the past  
95 year. Smith stated that secondly, on the March ballot, there were four new full-time Firefighters added into the budget, and a



# LONDONDERRY TOWN COUNCIL MEETING MINUTES

96 new School Resource Officer. Chairman Farrell stated that revenue has increased.

97

98 Chairman Farrell asked Town Manager Smith if he can ask the school Finance Directors to see how much their insurance is  
99 going up on the school side. Town Manager Smith stated that he will do that. They have a couple different Unions, not all of  
100 them in the CIGNA school care. Chairman Farrell asked Smith to get the numbers for Saturday's workshop. Smith stated that  
101 CIGNA is being bought out by Anthem.

102

103 The Council discussed the very limited selection of healthcare New Hampshire has and shopping around for different  
104 insurance. Councilor Freda asked if you could only use insurance companies in state. Smith stated yes, only insurance  
105 companies in state. You cannot cross over state lines.

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## APPROVAL OF MINUTES

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109 Motion to approve the minutes from October 19, 2015 made by Councilor Freda and second by Councilor Dolan. Chair votes  
110 3-0-0.

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## ADJOURNMENT

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Motion to adjourn made by Councilor Freda and second by Councilor Dolan. **Chair votes 3-0-0.**

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Notes and Tapes by:	Kirby Wade	Date: 11/02/15
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Minutes Typed by:	Kirby Wade	Date: 11/05/15
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Approved by:	Town Council	Date: 11/16/15
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