

TOWN COUNCIL AGENDA
September 18, 2017
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. Discussion of Warrant Article to Replace Lights at Nelson Road Softball Fields
Jim Edwards

C. PUBLIC HEARING

1. **Acceptance of Land Purchase State-Owned Land Money Resolution #2017-11** – A Resolution Relative to the Acceptance of Unanticipated Revenue Under RSA 31:95-b
Presented by Doug Smith

D. OLD BUSINESS

1. Amend **Resolution #2017-04** – A Resolution Relative to the Discontinuance of Highway Appletree Lane to Read **Resolution #2017-08**
2. Amend **Resolution #2017-05** – A Resolution Relative to the Veterans Tax Credit Policy to Read **Resolution #2017-09**
3. Amend **Resolution #2017-06** – A Resolution Relative to the Acceptance of Unanticipated Revenue Under RSA 31:95-b to Read **Resolution #2017-10**

E. NEW BUSINESS

1. Appointment of Tax Collector

F. APPROVAL OF MINUTES

1. Approval of September 11, 2017 Town Council Minutes

G. OTHER BUSINESS

Liaison Reports
Town Manager Report
Assistant Town Manager Report

Board/Committee Appointments/Reappointment

H. ADJOURNMENT

I. MEETING SCHEDULE

Town Council Meeting – 10/02/17 Moose Hill Council Chambers, 7:00 PM

Town Council Meeting – 10/16/17 Moose Hill Council Chambers, 7:00 PM

Town Council Meeting – 11/06/17 Moose Hill Council Chambers, 7:00 PM

Town Council Meeting – 11/20/17 Moose Hill Council Chambers, 7:00 PM

TOWN OF LONDONDERRY

NOTICE OF PUBLIC HEARING

ACCEPTANCE OF UNANTICIPATED FUNDS UNDER RSA 31:95

The Londonderry Town Council will hold a public hearing pursuant to RSA 31:95-b, acceptance of unanticipated funds in excess of \$10,000, relative to the receipt of funding for the purchase of a State-owned Controlled Access Right-of-Way located on the northerly side of NH Route 102 in the Town and adjacent to the parcel shown on Londonderry Tax Map as Tax Map 6, Lot 59-1 for FY 2018.

The public hearing will be held on Monday, September 18, 2017 at a meeting of the Council scheduled to begin at 7:00 p.m. in the Moose Hill Conference Room, 268B Mammoth Road, Londonderry, NH. Information on the funds to be accepted is available in the Finance Office during regular business hours. The public is urged to attend.

RESOLUTION 2017-11

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

First Reading: 09/18/17
Second Reading: Waived
Adopted: 09/18/17

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

WHEREAS the Town Council has complied with RSA 31:95-b, III (a) relative to unanticipated moneys received in amounts greater than \$10,000; and,

WHEREAS the Town has contracted with the State of New Hampshire and Cross Farm Development, LLC. for the purchase and sale of a state-owned Controlled Access Right-of-Way located on the northerly side of NH Route 102 in the Town and adjacent to the parcel shown on Londonderry tax map 6 lot 59-1; and,

WHEREAS Cross Farm Development, LLC will remit \$361,000 (Three Hundred Sixty-One Thousand Dollars) to the Town as required by the above referenced contract;

NOW THEREFORE BE IT RESOLVED by the Londonderry Town Council that additional funding in the amount of \$361,000 for the fiscal year ended June 30, 2018, is hereby accepted.

Tom Dolan - Chairman
Town Council

(TOWN SEAL)

Sharon Farrell - Town Clerk

A TRUE COPY ATTEST:

09/18/17

LONDONDERRY TOWN COUNCIL MEETING MINUTES

1 **September 11, 2017**

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

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

8
9 **CALL TO ORDER**

10
11 Chairman Dolan called the Town Council special meeting to order. Chairman Dolan led the Pledge of
12 Allegiance. This was followed by a moment of silence the victims of 9/11 in New York, Pennsylvania and
13 at the Pentagon. Also for those who have been lost in the two hurricanes during the past two weeks.

14
15 **PUBLIC COMMENT**

16
17 Chairman Dolan thanked the town for its generosity as a community for all of the donations that were
18 made to help the hurricane victims.

19
20 Chairman Dolan invited up Ian Hill with Parlinet to give an update on the program so far. See attached
21 PowerPoint.

22
23 **PUBLIC HEARING**

24
25 Chairman Dolan stated that each public hearing will be opened separately. It helps the Council
26 compartmentalize each topic from a legal standpoint.

27
28 Motion to open the public hearing for Ordinance #2017-05 made by Vice Chairman Farrell and second by
29 Councilor Combes. Chair votes 3-0-0.

30
31 Chairman Dolan introduced Ordinance #2017-05 which is an amendment to the Zoning Ordinance relating
32 to the use and storage of multiple travel trailers on property in the AR-I district. Town Planner Colleen
33 Mailloux presented. Motion to adopt Ordinance #2017-05 made by Vice Chairman Farrell and second by
34 Councilor Combes. Chair votes 3-0-0.

35
36 Motion to close public hearing for Ordinance #2017-05 made by Vice Chairman Farrell and second by
37 Councilor Combes. Chair votes 3-0-0.

38
39 Motion to open the public hearing for Resolution #2017-04 made by Vice Chairman Farrell and second

LONDONDERRY TOWN COUNCIL MEETING MINUTES

40 by Councilor Combes. Chair votes 3-0-0.

41

42 Resolution #2017-04 is a Resolution relative to the discontinuance of highway Appletree Lane. Colleen
43 Mailloux presented. Mailloux stated that Appletree Lane is an existing class five highway, a public road.
44 A request has been received from the property owner to discontinue Appletree Lane. This request would
45 be to completely discontinue form the intersection of Pillsbury Rd to its terminus.

46

47 Steve Feinberg, 9 Morrison Drive, owns Appletree Business Services asked if he could have the sign that
48 says Appletree Lane. The Council stated that that would be okay.

49

50 Motion to approve Resolution #2017-04 made by Vice Chairman Farrell and second by Councilor
51 Combes. Chair votes 3-0-0.

52

53 Motion to close the public hearing for Resolution #2017-04 made by Vice Chairman Vice Chairman
54 Farrell and second by Councilor Combes. Chair votes 3-0-0.

55

56 Motion to open the public hearing for Ordinance #2017-06 made by Vice Chairman Farrell and second by
57 Councilor Combes. Chair votes 3-0-0.

58

59 Ordinance #2017-06 is an Ordinance requiring automated sprinkler system installations in new and
60 existing assembly occupancies including bars. Assistant Town Manager Lisa Drabik presented. Drabik
61 stated that the purpose of the Ordinance is to readopt the previous standards of the NFP life safety code
62 with regards to the installation of automated sprinkler systems in bars. The Ordinance provides that new
63 bars with occupancies of more than 50 will e required to have automated sprinklers and existing bars with
64 over 100 occupancy.

65

66 Motion to approve Ordinance #2017-06 made by Vice Chair Farrell and second by Councilor Combes.
67 Chair votes 3-0-0.

68

69 Motion to close public hearing for Ordinance #2017-06 made by Vice Chairman Farrell and second by
70 Councilor Combes. Chair votes 3-0-0.

71

72 Motion to open the public hearing for Ordinance #2017-07 made by Vice Chairman Farrell and second by
73 Councilor Combes. Chair votes 3-0-0.

74

75 Ordinance #2017-07 is the restriction of use of Town property to remove water from bodies of water for
76 commercial use. Assistant Town Manager Drabik presented. Drbik stated that the previous Ordinance was
77 a 60-day mandatory ban which has since expired. This next Ordinance does not have a time frame on it
78 but instead would prohibit anyone from taking water from bodies of water in Londonderry essentially by
79 parking on or being on town property at the time if they are going to take that water for commercial use.

80

LONDONDERRY TOWN COUNCIL MEETING MINUTES

81 Deanna Mele, 8 Valley St, handed out a quote to the Council that stated....

82

83 “Water promises to be to the 21st century what oil was to the 20th century; the precious commodity that
84 determines the wealth of nations.” – Fortune Magazine, May 15, 2000

85

86 Councilor Joe Green entered the meeting.

87

88 Mele stated that things seem to have quieted down. There haven’t been many problems as far as she knows
89 with people taking water from town property or public properties. Mele stated that she hasn’t heard from
90 her friends anything about that. Mele stated that the Ordinance is needed and she is glad to see one has
91 been written. Mele stated that she has one concern. The Ordinance regarding the drought, the penalty for
92 the third violation is \$1000 but on this one it’s \$500. Mele stated that the one for this Ordinance should
93 also be \$1000. Make it \$500 for the second violation. Mele also stated that she is concerned about the
94 habitual offender. Mele stated that she doesn’t see how this Ordinance covers the habitual offender. All
95 we do would keep fining him/her and they will just keep paying the fine. Mele stated that the hydro seeders
96 and landscapers have been very good since this issue has been addressed.

97

98 Chairman Dolan asked if the Council wanted to modify the Ordinance to change the fines. The Council
99 stated that it was okay the way it is. Motion to approve Ordinance #2017-07 made by Vice Chairman
100 Farrell and second by Councilor Green. Chair votes 4-0-0.

101

102 Motion to close the public hearing for Ordinance #2017-07 made by Vice Chairman Farrell and second
103 by Councilor Combes. Chair votes 4-0-0.

104

105 Motion to open the public hearing for Resolution #2017-06 made by Vice Chairman Farrell and second
106 by Councilor Combes. Chair votes 4-0-0.

107

108 Chairman Dolan stated that this is the acceptance of highway block grant money. The acceptance of
109 unanticipated revenue under RSA 31:95-b. Finance Director Doug Smith presented.

110

111 Ray Breslin, 3 Gary Drive, stated that he is familiar with this Resolution. Breslin stated that it was his
112 understanding that there would be a special town meeting for it but it looks like in this case we have been
113 given the option for a public meeting. Breslin stated the money came from the DOT. Breslin stated that
114 the Town Manager suggested that we use that money for the end of Stonehenge. Breslin stated that the
115 money is to be used at the town’s discretion for the infrastructure. Breslin stated that he doesn’t understand
116 why the money is just going to go back to NHDOT.

117

118 Motion to approve Resolution #2017-06 and accept the revenue of \$519,823.38 made by Vice Chairman
119 Farrell and second by Councilor Combes. Chair votes 4-0-02.

120

121

LONDONDERRY TOWN COUNCIL MEETING MINUTES

122 Motion to close the public hearing for Resolution #2017-06 made by Councilor Combes and second by
123 Councilor Green. Chair votes 4-0-0.

124

125

OLD BUSINESS

126

127 Chairman Dolan introduced an update on the proposed open space purchase for Griffin Rd Map Lot 26
128 and Map 3, Lot 40. Colleen Mailloux stated that the planning staff was asked to look at a few parcels.
129 Mailloux presented an update for the Council. Chairman Dolan stated that the Council has to give feedback
130 to the Conservation Commission to let them know if the Council wants to go forward with the negotiation.
131 The Council gave consensus to move forward.

132

133

NEW BUSINESS

134

135 Steve Cotton presented Order #2017-22, an Order relative to the expenditure of Maintenance Trust Fund
136 for various projects in the amount of \$25,375.00. Motion to approve #2017-22 made by Councilor Green
137 and second by Councilor Combes. Chair votes 4-0-0.

138

139 Janusz Czyzowski, Public Works Director, presented Order #2017-23, an Order relative to the expenditure
140 of Roadway Maintenance Trust Funds in the amount of \$650,000.00 since we are in the middle of
141 construction season. Motion to approve Order#2017-23 made by Councilor Combes and second by
142 Councilor Green. Chair votes 4-0-0.

143

144 Chairman Dolan introduced the first reading of Resolution #2017-05, a Resolution relative to the veteran's
145 tax credit policy. The public hearing will be held on October 2nd. Motion to waive the first reading and
146 schedule a public hearing for October 2nd made by Vice Chairman Farrell and second by Councilor Green
147 Chair votes 4-0-0.

148

149

BOARD/COMMITTEE APPOINTMENT/RE-APPOINTMENT

150

151 Motion to accept the resignation of Elizabeth LaRocca from the Manchester Airport Authority made by
152 Vice Chairman Farrell and second by Councilor Green. Chair votes 4-0-0.

153

154

APPROVAL OF MINUTES

155

156 Approval of Town Council minutes from August 14, 2017 made by Councilor Green and second by Vice
157 Chairman Farrell. Chair votes 4-0-0.

158

159

160

161

LONDONDERRY TOWN COUNCIL MEETING MINUTES

162

163

TOWN MANAGER REPORT

164

165 Town Manager Smith reminded the public about the GACIT hearing happening at Town Hall in Moose
166 Hill at 7 PM on Thursday the 14th.

167

168

ASSISTANT TOWN MANAGER REPORT

169

170 Lisa Drabik gave an update on the CART/Green Cab pilot program. Drabik stated that the program began
171 on July 1st and it was set to run for 90-days but it has now been extended until the end of October. Since
172 it began we have done articles, mailings and postings to get the word out. CART has made two referrals
173 to the Town of Londonderry when they couldn't accommodate a ride. In that same period, they have
174 provided four hundred and one rides to Londonderry riders and that consists of twenty unduplicated
175 riders. Since July 1st the Town has paid for one ride.

176

177

ADJOURNMENT

178

179 Motion to adjourn made by Councilor Green and second by Councilor Combes. Chair votes 4-0-0.

180

181 Notes and Tapes by: Your name Date: 09/11/2017

182 Minutes Typed by: Kirby Wade Date: 08/24/2017

183 Approved by: Town Council Date: 09/11/2017



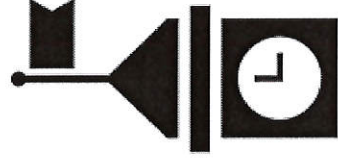
parlinet

Town Council
Londonderry, NH
September 11, 2017

Ian Hill, Founder
ian@parlinet.com
603.998.7605

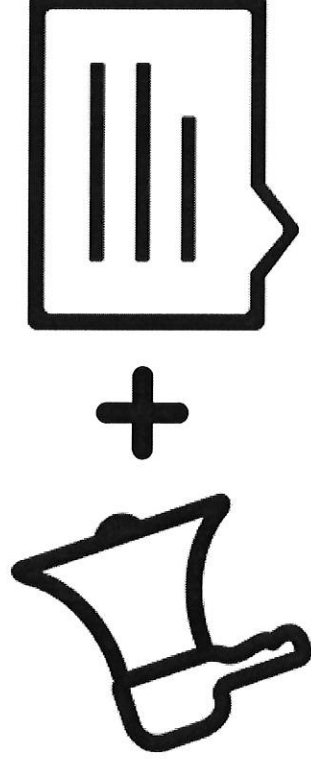


Who we are



We're helping citizens **understand** and **participate in** their local government.

The Parlinet Platform



An improved online **notification** and **public comment** tool for local and state government.

Original Timeline

- **July 10:** Town Council Approval
- **July 31:** Prepare marketing with
Town Manager, Library Staff
- **Aug. 7:** Launch to Londonderry
- **Sept. 4 - Feb. 5:** Update the Town
Council and request feedback
- **Feb. 5:** Consider paid subscription



Londonderry, NH



The bumps and frost heaves on Road Street Ln.

Following

1

Followers

3

Questions

1

Suggestions

1

Supporters

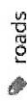
I live on Road Street Ln, and my neighbors and I have been concerned about the potholes and cracks in the road. Here's a picture:



Who can I talk to about this?

Samantha Baker, 21 hours ago

edit



roads



frostheaves

Support

Ask Question

Create Suggestion

Updates

Hi Samantha, I called the Highway Department, and they said they'd take a look at it.

Riley Evans, 20 hours ago

Provide Update

All

Newest



Search



Clear filter

Questions

Has anyone come out to look at it?

AUGUST 22

1



Are you referring to this road?

AUGUST 22

1



When was the last time they repaved that road?

AUGUST 22

1



Suggestions

You could always call the Highway Department

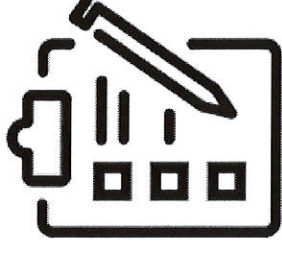
AUGUST 22

1



Overview of Today's Update

- Where we are
- Lessons learned
- Proposed changes
- Next steps



Where we are

74

Users from
Londonderry

89%

Have not commented
at a 2017 TC Meeting

30

Weekly active users

6

People commented

Lesson 1: Questions not issues

Lesson: “Issues” are not the right first abstraction for citizens.

Reason: Users either had a question or a suggestion. Creating a separate issue would have been an extra step.

Lesson 1: Questions not issues

Proposed changes:

- Making questions and suggestions should be the first actions that users can do.
- Parlinet can later group questions and suggestions into issues.

Lesson 2: Notifications

Lesson: Notifications are necessary to keep people coming back.

Reason: Users haven't been checking back in on Parlinet of their own accord. Notifications constitute more of Parlinet's value than we realized.

Lesson 2: Notifications

Proposed changes:

- Better design how content is displayed on email notifications.
- Allow users to get notifications via text.
- Enable users to direct questions at certain officials.

Lesson 3: Backlash

Lesson: There is a group of citizens who don't engage online for fear of backlash from peers or officials.

Reason: Engaging with government isn't in everyone's comfort zone, and each town has a different culture around expressing opinions.

Lesson 3: Backlash

Proposed changes:

- Provide commenting by proxy.
- Allow anonymous comments with moderator approval.

Next Steps

- Grow our Londonderry user base through **Facebook marketing**.
- Schedule an orientation with the **Town Councilors** (and other officials).
- Encourage as many **officials** to engage as possible.

Questions? Feedback?

3k+

Working hours to
create Parlinet

30+

Interviews of citizens
and local official

50k

Lines of code

8

Team members