

TOWN COUNCIL AGENDA
June 18, 2018
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.) **Proclamation Honoring an Outstanding Citizen**
- 2.) School District Building Presentation
Presented by Bob Slater

C. PUBLIC HEARING

- 1.) **Ordinance #2018-03** – An Amendment to the Municipal Code Title IV, Public Health, Safety & Welfare, Chapter XI Itinerant Vendors, Hawkers and Peddlers, Relating to Reduction in License Fees for Itinerant Vendors
Presented by Richard Canuel

D. OLD BUSINESS

NONE

E. NEW BUSINESS

- 1.) **Order #2018-11** – The Licensing of a Junkyard Pursuant to RSA 236 (S&S Metals)
Presented by Richards Canuel
- 2.) **Order #2018-12** – The Licensing of a Junkyard Pursuant to RSA 236 (Murray's Auto)
Presented by Richards Canuel
- 3.) **Resolution #2018-06** – The Acceptance of Non-Monetary Donations Under RSA 31:95-e
Presented by Doug Smith
- 4.) **Discussion of Proposed Changes to the Financial Management Policy**

F. APPROVAL OF MINUTES

Approval of June 4, 2018 Town Council Minutes

G. OTHER BUSINESS

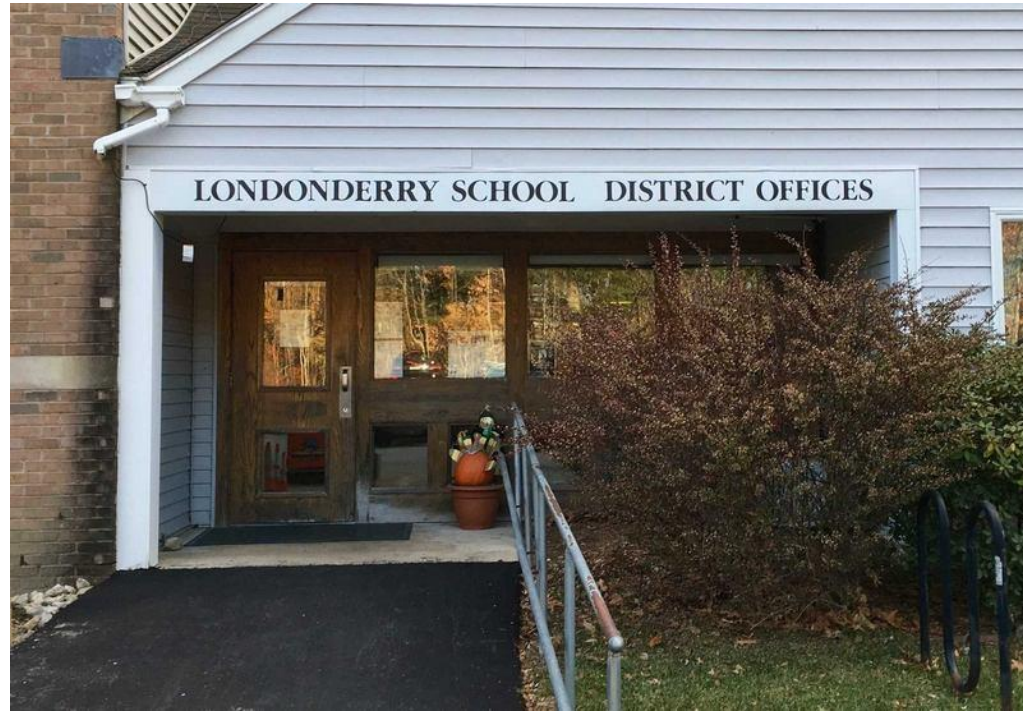
1. Liaison Reports
2. Town Manager Report
3. Assistant Town Manager Report
4. Board/Committee Appointments/Reappointment
 - 1.) Appointment of Jason Knight as an Alternate Member of the Heritage Commission
 - 2.) Appointment of Doug Thomas (Present Alternate) as a Full-Time Member of the Senior Resources Committee
 - 3.) Appointment of Suzanne Ogara as an Alternate Member of the Senior Resources Committee
 - 4.) Appointment of John Wilson as an Alternate Member of the Senior Resources Committee

H. ADJOURNMENT

I. MEETING SCHEDULE

1. Town Council Meeting – 07/16/18 Moose Hill Council Chambers, 7:00PM
2. Town Council Meeting – 08/13/18 Moose Hill Council Chambers, 7:00PM
3. Town Council Meeting – 09/03/18 Moose Hill Council Chambers, 7:00PM
4. Town Council Meeting – 09/17/18 Moose Hill Council Chambers, 7:00PM

New SAU Building



Cost Breakdown

YEAR	Lease Payment (1)	Property Tax Est. (2)	Fit Up Fee (3)
1.	\$123,015.75 - \$123,015.75	\$19,522.00	\$40,700.00
2.	\$125,476.07 - \$127,936.38	\$24,674.00	\$40,700.00
3.	\$127,985.59 - \$133,053.84	\$24,674.00	\$40,700.00
4.	\$130,545.30 - \$138,375.99	\$27,385.00	\$40,700.00
5.	\$133,156.21 - \$143,911.03	\$27,385.00	\$40,700.00
6.	\$135,819.33 - \$149,667.47	\$27,385.00	\$40,700.00
7.	\$138,535.72 - \$155,654.17	\$27,385.00	\$40,700.00
8.	\$141,306.43 - \$161,880.34	\$27,385.00	\$40,700.00
9.	\$144,132.56 - \$168,355.55	\$27,385.00	\$40,700.00
10.	<u>\$147,015.21 - \$175,089.77</u>	<u>\$27,385.00</u>	<u>\$40,700.00</u>
	\$1,346,988.17 - \$1,476,940.29	\$260,565.00	\$407,000.00

- ▶ 1. The variance in the yearly lease amount is the annual increase allowed per year, at a minimum of 2% and a maximum of 4%.
- ▶ 2. The property taxes are estimated. Based on a tax rate of \$21.61. Chances are the total paid in 10 years will be higher than the estimate. I feel the estimate is conservative.
- ▶ 3. The total fit up fee of \$407,000.00 is to be paid, regardless of the length of the lease. The balance owed becomes due in full if the lease is ended early.

Below are numbers based on keeping the lease for only three years, and building a new SAU building on the old building's site:

- ▶ 1) Savings on lease payments years 4 thru 10- \$970,510.76 - \$1,092,934.32.

* Lease may be terminated for convenience at any time with an 8 month notice.

- ▶ 2) Savings on property tax payments year 4 thru 10 - \$191,695.00.

* When the school is leasing the building, the taxes get paid out of their pocket, go into the town's pocket, and then the school gets a portion back, but if the school isn't leasing the property, then the taxes are paid by a different entity resulting in more money to the town and school which is the reason it is being included as a savings.

- ▶ 3) Penalty- Security Deposit of \$13,642.98 may be kept by the Landlord.

- ▶ 4) Penalty- 7 years of realtor's commission \$28,000.00 (\$4,000 per year).

- ▶ The previous slide shows a savings of approximately \$1.2 Million that could be used towards building the new SAU Office.
- ▶ Approximately another \$811,000.00 in interest savings* for a total of over 2 Million in savings, if the town is willing, and able, to build it without a bond, or with a smaller bond amount for any excess cost above the 2.5 million.
- ▶ This savings would possibly pay for 1/2 to 2/3 of the cost of the new building.

* based on a bond amount of 2.5 million for a 20 year term @ current interest rate.



**Benefits to having
the town build a new
SAU Office soon....**

- ▶ 1) The rental of the Kitty Hawk property is just a temporary fix. We would still need to build a new building in the future. Every year sooner that we can end the lease results in more money that can go towards the building of the new office (an asset for the town/school), rather than spent on rent.



- ▶ 2) If we wait, the town/school may not have a piece of property to build the SAU Office on. This could result in having to buy and develop a piece of land. This would add on substantial costs to the price of building the SAU office.

- ▶ 3) If the Town is willing to build it for the School, this would take the majority of the work involved away from the superintendent and school board which would allow for them to continue to focus on their current concerns.
- ▶ 4) Chances are costs of building and interest rates are going to continue to rise. There is little chance that it would be cheaper to build in the future than it is now.
- ▶ 5) The funds that are available now may not be available in the future, which would result in having to get a bond for the full amount, rather than partial.
- ▶ 6) The chance of getting a warrant article passed for a new SAU Building is greater now as the taxpayers would appreciate the cost savings of doing it in the next few years versus later, if these savings are explained to them. Who wouldn't want 1/2 to 2/3 of the building paid for?

**QUESTIONS OR
CONCERNS?**

LEGAL NOTICE

The Londonderry Town Council will hold a PUBLIC HEARING on the following item:

Ordinance #2018-03, An Amendment to the Municipal Code, Title IV, Public Health, Safety & Welfare, Chapter XI Itinerant Vendors, Hawkers and Peddlers, Relating to Reduction in License Fees for Itinerant Vendors

The Public Hearing is scheduled for Monday, June 18, 2018 at 7:00 PM at the Londonderry Town Hall, 268B Mammoth Road, Londonderry, NH 03053.

Londonderry Town Council

First Reading: 06/04/18
Second Reading/Public Hearing: 06/18/18
Adopted: 06/18/18

ORDINANCE #2018-03
*AN AMENDMENT TO THE MUNICIPAL CODE
TITLE IV, PUBLIC HEALTH, SAFETY &
WELFARE, CHAPTER XI ITINERANT VENDORS,
HAWKERS AND PEDDLERS,
RELATING TO REDUCTION IN LICENSE FEES
FOR ITINERANT VENDORS*

WHEREAS since the adoption of ordinance provisions regulating itinerant vendors, there has not been a large influx of itinerant vendor businesses looking to operate in Londonderry, with only a handful of those operating from a stationary location; and

WHEREAS in the spirit of supporting our small businesses, and in the case of itinerant vendors, Micro-businesses, the Town Council would like to reduce the license fees for itinerant vendors and also offer itinerant vendors the option of obtaining up to a 90-day seasonal permit; and

WHEREAS vendor license fees for itinerant vendors contribute minimally to the Building Department revenue, and a reduction in fees would not have a significant impact;

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Londonderry that the Town Municipal Code, Title IV, Chapter XI, Section XII "Fees and Duration of Permits/Licenses." is hereby amended.

John Farrell - Chairman
Town Council

Sharon Farrell - Town Clerk

(TOWN SEAL)

A TRUE COPY ATTEST:

Date: 06/18/2018



TOWN OF LONDONDERRY
Building, Health & Zoning Enforcement

268 Mammoth Road
Londonderry, New Hampshire 03053
432-1100 ext. 115 Fax: 432-1128

MEMORANDUM

To: Kevin Smith, Town Manager
From: Richard G. Canuel, Chief Building Inspector
Date: May 8, 2018
Subject: Proposed Amendment to Municipal Code Title IV, Chapter XI Itinerant Vendors

Since the adoption of ordinance provisions regulating vendors there has not been a large influx of vendor businesses looking to operate in Londonderry, with only a handful of those operating from a stationary location.

In the spirit of supporting our small businesses, or in the case of vendors, Micro-businesses, it is proposed that we make our licensing fees more cost effective, and offer vendors the option of obtaining a "Seasonal" license. Vendor license fees contribute minimally to the Building Department revenue, and a reduction in fees would not have a significant impact.

Language added in ***bold italics***
Language deleted ~~struck through~~
Language in regular type remains unchanged

SECTION XII - FEES and DURATION OF PERMITS/LICENSES

A. An application fee in the amount of ~~Thirty-five~~ **(Twenty Five)** dollars (~~\$35.00~~) **(\$25.00)** shall be submitted with any application for a permit or license under this Ordinance. Said application fee shall not be refundable regardless of whether a permit or license is subsequently issued.

B. If an application is approved, the applicant, prior to issuance of the permit or license shall pay the following fees based on the duration of the permit:

1. 30-Day Permit:

For a permit which authorizes place-to-place vending or for a permit for a single vending site: ~~1 through 30 days: \$50.00~~ **For a period of any number of days up to and not exceeding 30 days. \$35.00**

2. Multiple Vending Sites:

For a license for multiple vending sites: ~~1 through 30 days: \$75.00*~~ **For a period of any number of days up to and not exceeding 30 days. \$50.00***

(*In addition, the licensee shall pay a fee of \$5.00 per vending site for the period covered by the license.)

Vendor Memo
May 8, 2018
Page 2

3. Seasonal Permit:

For a permit which authorizes place-to-place vending or for a permit for a single vending site: For a period of any number of days up to and not exceeding 90 days. \$75.00

C. The maximum period for which a permit or license may be issued is thirty (30) days **for licenses issued under Section B.1. & B.2., and ninety (90) days for licenses issued under Section B.3.,**subject to renewal under Section XIII.



TOWN OF LONDONDERRY
Building, Health & Zoning Enforcement

268 Mammoth Road
Londonderry, New Hampshire 03053
432-1100 ext. 115 Fax: 432-1128

MEMORANDUM

To: Kevin Smith, Town Manager & Town Council
From: Richard G. Canuel, Chief Building Inspector
Date: June 7, 2018
Subject: **2018 Year-End Junkyard Inspection Report**

S&S Metals 196 Rockingham Rd., Londonderry, NH Map 15 Lot 66
Murray's Auto Recycling 55 Hall Rd., Londonderry, NH Map 15 Lot 13
*** Londonderry Salvage Facility 211 Rockingham Rd., Map 15 Lot 23**

S&S Metals 196 Rockingham Rd., Londonderry, NH Map 15 Lot 66

No adverse conditions were observed during the past year that would prohibit renewal of this license.

The applicant continues to work with DES to maintain compliance with the recommended Best Management Practices (BMP). The applicant's compliance with these provisions was confirmed during my inspection. This facility has improved operations to accept scrap metals other than vehicles and has obtained appropriate licensing from the State as a scrap metal recycling facility. The applicant is presently in compliance with the licensing conditions that were established in June 2004, with the exception of vehicle parking along the front portion of the property. Condition #6 requires that only vehicles intended for sale may be parked in front outside of the fence, and that no junk or junk vehicles may be stored there. Also, vehicles must be parked behind a 3-foot wide mulched strip along the roadway. Mr. Solomini is in the process of addressing this issue, and I will continue to monitor, and work with him towards compliance.

Recommendation: Based on the recent inspection and other visits to the property during the year, it appears that the applicant is operating within the requirements of their license, and renewal of the license is recommended.

Murray's Auto Recycling 55 Hall Rd., Londonderry, NH Map 15 Lot 13

Over the past year I have monitored this facility more closely than the others as a result of past complaints regarding operational practices. The required visual fabric installed along the top of the existing fencing required re-attachment in some locations. After informing Mr. Dudek, he took action to have the fabric repaired. The applicant continues to work with DES to maintain compliance with the recommended Best Management Practices (BMP). This facility has addressed the (BMP) deficiencies noted by DES during their last property visit. The applicant's compliance with these provisions was confirmed during my inspection.

Recommendation: It is recommended that the Council conduct a public hearing to review the existing licensing conditions to determine renewal of the license.

*** Londonderry Salvage Facility 211 Rockingham Rd., Map 15 Lot 23**

Mr. Iodice has not responded to the license renewal notice, and was not available for our scheduled year-end yard inspection. The renewal application and fee has not yet been submitted.

From what I observed of the junkyard, it appears that very little vehicle salvage work is being conducted.

As of July 1st, the junkyard license will be invalid.

Recommendation: Allow Mr. Iodice until July 1st to submit his renewal application. If the application is received by that date, then the Council can schedule review of the license at a later meeting.

ORDER #2018-11

An Order Relative to
THE LICENSING OF A JUNKYARD PURSUANT TO RSA 236

First Reading: 06/18/2018

Second Reading: Waived

Adopted: 06/18/2018

WHEREAS Vito J. Solomini, who resides at 39 Tsienneto Road, Derry, NH and is the owner of S & S Metals, 196 Rockingham Road, Londonderry, NH desires a license to continue operations of said business; and

WHEREAS Vito J. Solomini, has complied with the requirements of RSA 236; 111-129; and

WHEREAS the Londonderry Building/Health Inspector has inspected the premises and recommends insurance of the license; and

IT IS THEREFORE ORDERED by the Londonderry Town Council that Vito J. Solomini, doing business as S & S Metals, be granted a license to operate an auto recycling facility in accordance with RSA 236; 111-129.

John Farrell - Chairman
Town Council

(TOWN SEAL)

Sharon Farrell - Town Clerk

A TRUE COPY ATTEST:
06/18/2018

ORDER #2018-12

An Order Relative to
THE LICENSING OF A JUNKYARD PURSUANT TO RSA 236

First Reading: 06/18/2018

Adopted: 06/18/2018

WHEREAS Edward Dudek, Jr., who resides at 36 Strafford Lane, Bedford, NH and is the owner of Murrays Auto Recycling, 55 Hall Road, Londonderry, NH desires a license to continue operations of said business; and

WHEREAS Edward Dudek, Jr. has complied with the requirements of RSA 236; 111-129; and

IT IS THEREFORE ORDERED by the Londonderry Town Council that Edward Dudek, Jr., doing business as Murrays Auto Recycling, be granted a license to operate an auto recycling facility in accordance with RSA 236; 111-129.

John Farrell - Chairman
Town Council

(TOWN SEAL)

Sharon Farrell - Town Clerk

A TRUE COPY ATTEST:
06/18/2018

RESOLUTION 2018-06

A Resolution Relative to the
Acceptance of Non-Monetary Donations Under RSA 31:95-e

First Reading: 06/18/18
Second Reading: Waived
Adopted: 06/18/18

WHEREAS the Town of Londonderry adopted the provisions of RSA 31:95-e with the passage of warrant article 20 at their March, 1994 town meeting; and,

WHEREAS the Town Council has complied with RSA 31:95-e, II relative to the acceptance of gifts of personal property in amounts exceeding \$5,000; and,

WHEREAS the Town has received non-monetary donations valued at \$.1,399 during the fiscal year ended June 30, 2018,

NOW THEREFORE BE IT RESOLVED by the Londonderry Town Council that the donations appearing on the attached list, totaling \$1,399 for the fiscal year ended June 30, 2018, are hereby accepted.

John Farrell - Chairman
Town Council

(TOWN SEAL)

Sharon Farrell - Town Clerk

A TRUE COPY ATTEST:

06/18/18

TOWN OF LONDONDERRY
FY 2018 DONATIONS

DONATED BY:	DESCRIPTION	ESTIMATED DONOR VALUE
Auto Auction of NE	2003 Chevy Trailblazer	\$ 200
Charles George Trucking	Collapsible Tent w/ PD Logo	\$1,199
Total		\$1,399