

Michael Malaguti
Town Manager

Kellie Caron
Assistant Town Manager



Town Council
Chair John Farrell
Vice Chair Chad Franz
Jim Butler
Ted Combes
Ron Dunn

Town of Londonderry • 268B Mammoth Road • Londonderry, NH 03053

Londonderry Town Council Meeting
Monday, October 16, 2023, 7:00 p.m., Moose Hill Council Chambers

A. CALL TO ORDER

B. PUBLIC COMMENT

C. PUBLIC HEARINGS

- 1. Ordinance #2023-04 – Amending the Fee Schedule for the Issuance of Permits by the Londonderry Fire Department**
(Michael Malaguti, Town Manager)
- 2. Ordinance #2023-05 – An Amendment to Londonderry Zoning Ordinance, Building Code Amendments, Section 9 Reflecting the Adoption of the 2018 Editions of the International Codes**
(Kellie Caron, Assistant Town Manager)

D. NEW BUSINESS

- 1. Elections update from the Supervisors of the Checklist**
(Kristin Grages, Chair of the Supervisors of the Checklist)
- 2. Authorization to submit Drinking Water & Groundwater Trust Fund Application for Water Infrastructure Improvements**
(Michael Malaguti, Town Manager)
- 3. Order #2023-14 – The Expenditure of Maintenance Trust Funds for the Leach Library Roof Repair**
(Dave Wholley, Director of Public Works & Municipal Facilities)
- 4. Resolution #2023-18 – Amending the Elderly Exemption Policy**
(Stephan Hamilton, Contract Assessor)
- 5. Resolution #2023-19 – Amending the Disability Exemption Policy**
(Stephan Hamilton, Contract Assessor)

6. Resolution #2023-20 – Readopting the Property Tax Credit Provided to Veterans

(Stephan Hamilton, Contract Assessor)

7. ARPA Request – Upgraded first aid kits for Town Hall

(Kirsten Hildonen, Administrative Support Coordinator)

E. OLD BUSINESS

1. Town Treasurer Warrant Article Discussion

(Michael Malaguti, Town Manager & Justin Campo, Finance Director)

F. APPROVAL OF MINUTES

1. October 2, 2023 Town Council Minutes
2. October 2, 2023 Unsealed Non-Public Town Council Minutes

G. APPOINTMENTS/REAPPOINTMENTS

1. Update on requests for reappointment

H. OTHER BUSINESS

1. Liaison Reports
2. Town Manager Report
3. Assistant Town Manager Report

I. ADJOURNMENT

J. MEETING SCHEDULE

1. November 4, 2023; Budget Kick-off Workshop; Moose Hill Council Chambers; 9:00 a.m.
2. November 6, 2023; Moose Hill Council Chambers; 7:00 p.m.
3. November 20, 2023; Moose Hill Council Chambers; 7:00 p.m.

In addition to the items listed on the agenda the Town Council may consider other matters not on the posted agenda and may enter a non-public session or convene in a non-meeting in accordance with RSA 91-A if the need arises.

First Reading: 10-2-2023
Second Reading/Public Hearing: 10-16-2023
Adopted: 10-16-2023

ORDINANCE # 2023-04
AMENDING THE FEE SCHEDULE FOR THE ISSUANCE OF PERMITS BY THE
LONDONDERRY FIRE DEPARTMENT

- WHEREAS*** NH RSA 47:22 empowers and authorizes the board of mayor and aldermen, or the corresponding governmental body of any city, to pass and adopt ordinances, codes, rules and regulations for the prevention of fires provided that such regulations are not less stringent than the requirements of the state building code under RSA 155-A or the state fire code under RSA 153; and
- WHEREAS*** Pursuant to Ordinance 2011-08 (9/12/2011), the Town Council adopted Title IV, Chapter III of the Londonderry Municipal Code; and
- WHEREAS*** Title IV, Chapter III of the Londonderry Municipal Code governs Fire Prevention; and
- WHEREAS*** As set forth in Title IV, Chapter III, Section V(A) of the Londonderry Municipal Code, the Town has voted to adopt a fee schedule for the issuance of permits by the Londonderry Fire Department, said permits to be issued in accordance with State Fire Code Saf-C 6000 as allowed under the provisions of RSA 153:5; and
- WHEREAS*** Pursuant to Title IV, Chapter III, Section V(F) of the Londonderry Municipal Code, Town Council is to review and adjust the fees as necessary every two years; and
- WHEREAS*** The Town Council has determined that the fees established by the current Londonderry Fire Prevention Code Fee Schedule, attached hereto as Exhibit A, are insufficient to cover the costs associated with time spent by Town personnel, including employees of the Londonderry Fire Department, in connection with related permit requests; and
- WHEREAS*** Accordingly, the Town Council believes that it is in the public benefit to adjust the Londonderry Fire Prevention Code Fee Schedule to reflect the fees set forth on Exhibit B hereto in order to ensure that the costs associated with requests for permits from the Londonderry Fire Department are paid by the individual or entity requesting the permit(s) in

question rather than being passed through to the taxpayers of the Town of Londonderry; and

WHEREAS The Town Council affirms its intention to adopt the permit and fee requirements set forth on Exhibit B hereto in accordance with the NH State Fire Code, NFPA 1, Current State Adopted Edition; and

WHEREAS This Ordinance shall remain in effect until its rescission or amendment by further action of the Town Council; and

WHEREAS Upon adoption of this Ordinance, there shall be filed 3 copies of this Ordinance with the attachments hereto in the main office of the Town of Londonderry Fire Department; and

WHEREAS Upon adoption of this Ordinance, there shall be filed 3 copies of this Ordinance with the attachments hereto in the Office of the Town Clerk and

WHEREAS If there is a conflict between any provision of this Ordinance and an existing provision of the Londonderry Municipal Code, the terms of this Ordinance shall prevail.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Londonderry that the Londonderry Fire Prevention Code Fee Schedule be that which is attached hereto as Exhibit B.

Sharon Farrell, Town Clerk
10/16/2023

John Farrell, Chairman, Town Council

A TRUE COPY ATTEST:

EXHIBIT

A



LONDONDERRY FIRE DEPARTMENT

280 Mammoth Road

Londonderry, New Hampshire 03053

www.londonderrynh.org

Business (603) 432-1124

FAX (603) 432-1129



NOTICE TO INSTALLERS

**INSTALLERS ARE RESPONSIBLE
FOR ALL INSPECTIONS**

**PERMITS WILL NOT BE ISSUED WITHOUT
STREET ADDRESS, LOT NUMBERS WILL NOT BE ACCEPTED
INSPECTIONS WILL NOT BE SCHEDULED WITHOUT PERMITS BEING PULLED**

LONDONDERRY FIRE PREVENTION CODE FEE SCHEDULE

<u>PERMIT</u>	<u>FEE</u>	<u>TERM</u>
OPEN BURNING		
BRUSH	Per NH State	24 HOURS
SEASONAL	Forest & Lands Website	END OF CALENDAR YEAR
RE-INSPECTION FEES		
1&2 FAMILY	\$25.00	PER RE-INSPECTION
COMMERCIAL	\$195.00 MINIMUM	PER RE-INSPECTION
OIL BURNER EQUIP. OR OIL/FUEL TANK (Per Burner or Tank)		
1&2 FAMILY	\$30.00	ONE TIME FEE
COMMERCIAL	\$75.00	ONE TIME FEE
UNDERGROUND TANK REMOVAL	\$30.00 (Per Tank)	ONE TIME FEE
BLASTING PERMIT	\$100.00	ONE (1) YEAR
FIRE ALARM PLANS REVIEW	\$1.00 PER DEVICE INCLUDING INITIATION DEVICES OR \$30.00 MINIMUM WHICHEVER IS GREATER	PAID WHEN PLANS ARE SUBMITTED
FIRE ALARM INSTALLATION	\$30.00	ONE TIME FEE
FIRE ALARM CONNECTION FEE	\$100.00	ONE TIME FEE
FIRE SUPPRESSION SYSTEM	\$30.00	ONE TIME FEE



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<u>PERMIT</u>	<u>FEE</u>	<u>TERM</u>
SPRINKLER PLANS REVIEW	\$1.00 PER SPRINKLER HEAD OR \$30.00 MINIMUM WHICHEVER IS GREATER	PAID WHEN PLANS ARE SUBMITTED
SPRINKLER INSTALLATION	\$30.00	ONE TIME FEE
STANDPIPE SYSTEM	\$50.00	ONE TIME FEE
FIREWORKS		
CONSUMER – Class C (Limit of 12 per year)	NO FEE	ONE (1) DAY
CLASS B DISPLAY SALES	\$100.00	PER EVENT
FLAME EFFECTS	\$1000.00	ONE (1) YEAR
PYROTECHNICS	\$100.00	PER EVENT
PLACE OF ASSEMBLY INSPECTION		
LESS THAN 100 PERSONS	\$25.00	ONE (1) YEAR
MORE THAN 100 PERSONS	\$75.00	ONE (1) YEAR
LIFE SAFETY COMPLIANCE REPORTS		
FAMILY DAY CARE 4 to 6 kids	\$30.00	PER INSPECTION
GROUP DAY CARE 7 to 12 kids	\$50.00	PER INSPECTION
DAY CARE CENTER over 12 kids	\$75.00	PER INSPECTION
FOSTER CARE	\$30.00	PER INSPECTION
RESIDENTIAL PLACEMENT	\$30.00	PER INSPECTION
TENT (400 sq. ft. or larger) or AIR SUPPORTED STRUCTURE		
COMMERCIAL	\$30.00	PER EVENT
SPECIAL AMUSEMENT	\$30.00	PER EVENT
OTHER FEES		
INCIDENT REPORTS	\$10.00	ONE TIME FEE
INVESTIGATION REPORTS	\$30.00	ONE TIME FEE
ENVIRONMENTAL SITE ASSESSMENT	\$30.00	ONE TIME FEE
PHOTOGRAPHS ELECTRONIC	\$30.00	ONE TIME FEE

EXHIBIT

B



DEPUTY CHIEFS
FRED HEINRICH
BO BUTLER

FIRE PREVENTION
BRIAN JOHNSON

CHIEF OF DEPARTMENT
EMERGENCY MANAGEMENT DIRECTOR

DARREN M. O'BRIEN
dobrien@londonderrynh.org

BATTALION CHIEFS
JEREMY MAGUE
PHILIP LEBLANC
BRUCE HALLOWELL
JEFFREY ANDERSON

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INSPECTIONS WILL NOT BE SCHEDULED WITHOUT PERMITS BEING PULLED**

LONDONDERRY FIRE PREVENTION CODE FEE SCHEDULE

<u>PERMIT</u>	<u>FEE</u>	<u>TERM</u>
OPEN BURNING		
BRUSH	Per NH State	24 HOURS
SEASONAL	Forest & Lands Website	END OF CALENDAR YEAR
RE-INSPECTION FEES		
1&2 FAMILY	\$30.00	PER RE-INSPECTION
COMMERCIAL	Same as Initial Fee	PER RE-INSPECTION
OIL BURNER EQUIP. (Per Burner)		
1&2 FAMILY	\$40.00	ONE TIME FEE
COMMERCIAL	\$75.00	ONE TIME FEE
OIL or FUEL TANK (Per Tank)		
1&2 FAMILY	\$40.00	ONE TIME FEE
COMMERCIAL	\$75.00	ONE TIME FEE
UNDERGROUND TANK REMOVAL		
Residential	\$40.00	Per Tank
Commercial	\$75.00	Per Tank
BLASTING PERMIT		
	\$100 a week + \$15 a day over 7 days	
	\$1000 a year for fixed sites	



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BO BUTLER

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BRIAN JOHNSON

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<u>PERMIT</u>	<u>FEE</u>	<u>TERM</u>
FIRE ALARM PLANS REVIEW	\$1.00 PER DEVICE INCLUDING INITIATION DEVICES OR \$50.00 MINIMUM WHICHEVER IS GREATER	PAID WHEN PLANS ARE SUBMITTED
FIRE ALARM CONNECTION FEE	\$100.00	ONE TIME FEE
FIRE ALARM INSTALLATION	\$1.00 PER DEVICE INCLUDING INITIATING DEVICES OR \$50.00 MINIMUM WHICHEVER IS GREATER	ONE TIME FEE
FIRE SUPPRESSION SYSTEM	\$50.00	ONE TIME FEE
FIRE SUPPRESSION PLANS REVIEW	\$50.00	ONE TIME FEE
RADIO BOX MONITORING FEE	\$400.000	ONE (1) YEAR
BDA INSTALLATION	\$75.00	ONE TIME FEE
ANNUAL BDA PERMIT	\$10.00	ONE (1) YEAR (WHEN 2021 CODE IS ADOPTED)
SPRINKLER PLANS REVIEW	\$1.00 PER SPRINKLER HEAD OR \$50.00 MINIMUM WHICHEVER IS GREATER	PAID WHEN PLANS ARE SUBMITTED
SPRINKLER INSTALLATION	\$1.00 PER SPRINKLER HEAD OR \$50.00 MINIMUM WHICHEVER IS GREATER	ONE TIME FEE
STANDPIPE SYSTEM	\$50.00	ONE TIME FEE
FIRE PUMP	\$250.00	ONE TIME FEE



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<u>PERMIT</u>	<u>FEE</u>	<u>TERM</u>
FIRE PUMP PLANS REVIEW	\$50.00	ONE TIME FEE
CISTERN	\$250	PER TANK
FIREWORKS		
CONSUMER – Class C (Limit of 12 per year)	NO FEE	ONE (1) DAY
CLASS B DISPLAY	\$1000.00	PER EVENT
SALES	\$1000.00	ONE (1) YEAR
FLAME EFFECTS	\$100.00	PER EVENT
PYROTECHNICS	\$100.00	PER EVENT
PLACE OF ASSEMBLY INSPECTION		
LESS THAN 100 PERSONS	\$50.00	ONE (1) YEAR
100 PERSONS OR MORE	\$100.00	ONE (1) YEAR
LIFE SAFETY COMPLIANCE INSPECTIONS		
FAMILY DAY CARE 4 to 7 kids	\$30.00	PER INSPECTION
GROUP DAY CARE 7 to 12 kids	\$50.00	PER INSPECTION
DAY CARE CENTER over 12 kids	\$75.00	PER INSPECTION
FOSTER CARE	\$30.00	PER INSPECTION
RESIDENTIAL PLACEMENT	\$30.00	PER INSPECTION
HEALTHCARE FACILITY	\$150.00	PER INSPECTION
SCHOOL INSPECTION	\$75.00	PER INSPECTION
TENT (400 sq. ft. or larger) or AIR SUPPORTED STRUCTURE		
COMMERCIAL	\$30.00	PER EVENT
SPECIAL AMUSEMENT	\$30.00	PER EVENT



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<u>PERMIT</u>	<u>FEE</u>	<u>TERM</u>
OTHER FEES		
INCIDENT REPORTS	\$15.00	ONE TIME FEE
INVESTIGATION REPORTS	\$30.00	ONE TIME FEE
ENVIRONMENTAL SITE ASSESSMENT	\$30.00	ONE TIME FEE
PHOTOGRAPHS ELECTRONIC	\$30.00	ONE TIME FEE

Introduced: 10/2/23
Public Hearing: 10/16/23
Adopted: 10/16/23

ORDINANCE 2023-05
AN AMENDMENT TO LONDONDERRY ZONING
ORDINANCE, BUILDING CODE AMENDMENTS,
SECTION 9 REFLECTING THE ADOPTION OF THE 2018
EDITIONS OF THE INTERNATIONAL CODES

WHEREAS the New Hampshire State Legislature voted for House Bill 1681 for the adoption of the 2018 editions of the international codes as promulgated by the New Hampshire State Building Code which was signed into law by the Governor on July 1, 2022 and became effective on August 30, 2022; and

WHEREAS the Londonderry Zoning Ordinance should be reflective of those changes; and

WHEREAS the Planning Board has voted to recommend Town Council adoption of the proposed amendments.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Londonderry that Londonderry Zoning Ordinance, Building Code Amendments, Section 9 to be amended to reflect the adoption of the 2018 editions of the international codes as promulgated by the New Hampshire State Building Code. Said section of the Zoning Ordinance shall be amended as posted.

To become effective upon passage of this Ordinance.

John Farrell, Chairman
Londonderry Town Council

A TRUE COPY ATTEST:

Sherry Farrell - Town Clerk
10/16/2023

Town Seal

To: Kellie Caron, Assistant Town Manager | Director of Economic Development

From: Nick Codner, Chief Building Inspector/Zoning Administrator

Date: September 6, 2023

Subject: Proposed Zoning Amendment to update Adopted Code Editions

Language unchanged appears in Normal text

Language omitted appears ~~Strick-Through~~

New Language appears in ***BOLD RED italics*** (only those section paragraphs affected are included here.)

There are no newly proposed amendments to the Londonderry Building Regulations. The purpose of this amendment is to update our local regulations to coincide with the adoption of the 2018 editions of the International Codes as promulgated by the NH State Building Code. House Bill 1681, July 1, 2022.

9.1 Building Code Amendments - Part I

The International Building Code ~~2015~~ **2018** Edition as recommended and maintained by the voting membership of the International Code Council, Inc., with the following deletions and insertions:

F. **Section ~~107.2.6~~ **107.2.6.2**** Add the following section: “Section 107.2.6.2 Soil and Technical Data: All technical and soil data required by the current State of NH Subdivision and Individual Sewage Disposal System Design Rules and the Town of Londonderry Health Ordinance, Chapter XX shall be submitted with the site plan.”

G. **Section ~~107.2.7~~ **107.2.7.1 Driveway Plan****: Add the following section: “Section 107.2.7.1 Driveway Plan: The driveway plan shall indicate the location and profile of the driveway(s) in accordance with the Public Works design specifications for the Town of Londonderry. The driveway plan shall be reviewed and approved by the Public Works Department prior to the issuance of a building permit.”

R. **Section 2901.1 Scope**: Amend third sentence of paragraph to read as follows: “Private sewage disposal systems shall conform to the current State of NH Env.-WS1000 Subdivision and Individual Sewage Disposal System Design Rules and the Town of Londonderry Health Ordinance, Chapter XX.”

S. **International Plumbing Code ~~2015~~ **2018** – Section 106.6.2 Fee Schedule**: The fees for plumbing work shall be “in accordance with the schedule as determined by the Londonderry Town Council.”

T. **International Plumbing Code ~~2015~~ **2018** – Section 106.6.3 Fee refunds**: *Delete sub-section Item 2 and Item 3 entirely.*

U. **International Plumbing Code ~~2015~~ **2018**- Section 602.3.3 Water Quality**: Insert at the end of the section paragraph, the following sentence: “A water test report shall be submitted to the Building Inspector for review prior to the issuance of a certificate of occupancy. Such test shall include, “standard analysis” as recommended by the NH Department of Environmental Services, as well as volatile organic compounds (VOC) contaminants.”

V. **International Mechanical Code 2015 2018- Section 101.1 Title:** These regulations shall be known as the Mechanical Code of the “Town of Londonderry”, hereinafter referred to as “this code”

W. **International Mechanical Code 2015 2018- Section 106.5.2 Fee schedule:** The fees for mechanical work shall be “in accordance with the schedule as determined by the Londonderry Town Council.”

X. **International Mechanical Code 2015 2018- Section 106.5.3 Fee refunds:** Delete sub-section Item 2 and Item 3 entirely.

9.2 Building Code Amendments – Part II

The International Residential Code, 2015 2018 Edition as recommended and maintained by the voting membership of the International Code Council, Inc., with the following deletions and insertions.

O. **Table R301.2(1) Climatic and Geographic Design Criteria:** Insert design criteria in the Table as follows: Ground Snow Load - “It has been determined by a site-specific study conducted by the Structural Engineers of NH that the ground snow load for Londonderry is 65 pounds per square foot.” ;Wind Speed - “120 mph Exposure B” Seismic Design Category - “D”; Weathering - “Severe”; Frost Depth - “48”; Termite - “Moderate”; Winter Design Temp - “-3F”; Ice Barrier Underlayment - “Yes”; Flood Hazard - “2005”; Air Freezing Index - “1500”; Mean Annual Temperature - “45”

Q. **International Plumbing Code 2015 2018- Section 602.3.3 Water Quality:** insert at the end of the Section paragraph, the following sentence “A water test report shall be submitted to the Building Inspector for review prior to the issuance of a certificate of occupancy. Such test shall include, “standard analysis” as recommended by the NH Department of Environmental Services, as well as volatile organic compounds (VOC) contaminants.”

First Reading: 10/16/2023
Hearing/Second Reading: Waived
Adopted: 10/16/2023

ORDER #2023-14

An Order Relative to
***THE EXPENDITURE OF MAINTENANCE TRUST FUNDS
FOR REPAIR OF THE LEACH LIBRARY ROOF***

WHEREAS the roof at the Leach Library has had several ongoing leaks for at least a few years. After several temporary repairs it is necessary to replace both the original rubber membrane roofs and one-half dormer side of shingles. A bid has been solicited and awarded in accordance with the Town's Purchasing Policy; and

WHEREAS by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$145,000 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 authorized to expend up to \$145,000 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

John Farrell - Chairman
Town Council

Sharon Farrell - Town Clerk

(TOWN SEAL)

A TRUE COPY ATTEST:
10/16/2023

Description	Vendor	Amount
<p><u>Londonderry Leach Library roof replacement and repairs</u></p> <p>The roof at the Leach Library has had several ongoing leaks for at least a few years. After several temporary repairs it is necessary to replace both the original rubber membrane roofs and one half dormer side of shingles. A bid has been solicited and awarded in accordance with the Towns Purchasing Policy.</p>	<p>Roof Masters of Manchester, NH</p> <p>Base Bid</p> <p>Bond</p> <p>Contingency</p>	<p></p> <p>\$126,750.00</p> <p>\$ 4,183.00</p> <p>\$ 14,067.00</p>
Total Town Council EMTF Order #2023-14		\$145,000.00

RESOLUTION #2023-18

A Resolution Relative to the

ELDERLY EXEMPTION POLICY

First Reading: 10/16/2023
Hearing/Second Reading: 10/16/2023
Adopted: 10/16/2023

WHEREAS The Londonderry Town Council, at its meeting of February 24, 1997, adopted Resolution 97-2, which enacted Chapter XII - the Elderly Exemption Policy; and

WHEREAS The Town Council is desirous of reviewing exemption levels and making adjustments to insure that the eligibility criteria is appropriate for current economic conditions; and,

WHEREAS The Town Council may, pursuant to the provisions of RSA 72:27-a consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances and other legislation;

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Londonderry, that the provisions of *Title VI - Town Policy, Chapter XII - Elderly Exemption Policy* are hereby adopted and modified as set forth herein and shall become effective April 1st, 2023 and reviewed periodically thereafter.

John Farrell - Chairman

A true copy attest:

Sherry Farrell - Town Clerk
Dated: 10/16/2023

Chapter XII - ELDERLY EXEMPTION POLICY

SECTION I PURPOSE

- A. To adopt the provisions of RSA 72:39-A and RSA 72:39-B and establish qualifications for the optional adjusted elderly exemption.

SECTION II QUALIFICATIONS *and* DEFINITIONS

- A. To qualify the person must have been a New Hampshire resident for at least three (3) years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least three (3) years.
- C. In addition, the taxpayer must have a net income of not more than \$48,400 if single or widowed, or if married, a combined net income (as defined in RSA 72:39-A I (b)), of not more than \$59,600 and own net assets not in excess of \$162,300, excluding the value of the person's residence up to two (2) acres.

SECTION III BENEFITS

- A. The elderly exemption from property tax in the Town of Londonderry based on assessed value for qualified taxpayers shall be as follows, and shall be reviewed annually:
- | | |
|---|------------|
| For a person of 65 years of age, up to 74 years | \$ 175,000 |
| For a person of 75 years of age, up to 79 years | \$ 225,000 |
| For a person of 80 years or older | \$ 300,000 |
- B. The exemption under this section shall apply only in taxable years on the residential real estate for which the exemption is claimed on April 1 in any given year.
- C. Whenever the selectmen or assessors refuse to grant an applicant an exemption to which he/she may be entitled under this section, said applicant may appeal the decision in accordance with RSA 72:34a.
- D. An exemption granted under this section shall have no effect on an applicant's eligibility for other exemptions as authorized under this chapter.

—End of Policy—

memo

To: Londonderry Town Council
From: Stephan Hamilton, Contract Assessor *DWH*
CC: Michael Malaguti, Town Manager
Date: 4/10/2023
Re: Adjusted Elderly and Disability Exemption Benefit Amounts Analysis

The recently completed revaluation of the Town resulted in increasing property values for most classes of property. An important part of that process is to make sure that appropriate adjustments are made to the amount of benefit that is applied through the elderly and disabled exemption program.

The Assessing Department has undertaken a review of the current benefit amounts relative to the increased values of the homes receiving the exemption. The current exemption benefit amount per category for the 208 properties that receive these benefits is shown below, along with the number of recipients per category, the percent increase in value of the properties receiving these benefits, a calculated increase based on the categories and the recommended exemption amount per category (rounded):

Category	Number of Recipients	Current Exemption	Percent Increase Value in Category	Calculated Increase	Recommended Exemption
Median Disability	27	\$ 144,000	21.47%	\$ 174,900	\$ 175,000
Median 65 - 74	56	\$ 144,000	22.21%	\$ 176,000	\$ 175,000
Median 75 - 79	44	\$ 180,000	25.25%	\$ 225,400	\$ 225,000
Median 80+	81	\$ 240,000	23.88%	\$ 297,300	\$ 300,000

The increases in assessed value per category are consistent. The analysis has also reviewed the number of individuals who, by reason of the exemption they receive, will not have a taxable value. This occurs when the exemption amount exceeds the assessed value of individual property. There are a total of 74 individuals who last year had no tax liability, and the total number based on the recommended amount is the same, although there is some minor shifting of 4 properties. The number of properties with no tax liability in the 80+ age category has increased from 34 to 35.

Disability exemption amounts have historically been set at the exemption of the 65 to 75 age category. This is a reasonable approach and as the result of value changes in these categories are very similar there seems to be no indication that a change in that approach would be appropriate.

Based on the Council's prior request, I have undertaken an examination of what fiscal impact would occur if the exemption amount for the 80+ age category was increased to the total value of an individual's property. Currently the total new value of property receiving the 80+ age category exemption is \$26,207,700. Of that, \$19,876,500 will be exempted using the recommended \$300,000 exemption amount. An additional \$6,331,200 of value would be exempted from taxes if all value were exempt, reflecting an additional \$117,000 exempted taxes at the 2022 tax rate.

The final step in this process is to compare the recommended exemption categories in Londonderry to a selection of reasonable peer communities. The source of the data is the NH DRA 2022 Exemption/Credit Report:

Municipality	Amount of Exemption per Age Category*		
	65-74	75-79	80+
Londonderry	\$ 175,000	\$ 225,000	\$ 300,000
Hooksett	\$ 68,800	\$ 96,300	\$ 123,800
Merrimack	\$ 85,000	\$ 115,000	\$ 150,000
Exeter	\$ 152,251	\$ 183,751	\$ 236,251
Portsmouth	\$ 235,000	\$ 285,000	\$ 335,000
Hollis	\$ 159,000	\$ 190,000	\$ 222,000
Hudson	\$ 121,000	\$ 144,000	\$ 173,000
Windham	\$ 160,000	\$ 190,000	Full Value
Amherst	\$ 104,120	\$ 156,180	\$ 206,870
Bedford	\$ 90,100	\$ 96,000	\$ 141,600
Derry	\$ 85,000	\$ 125,000	\$ 165,000
Nashua	\$ 223,000	\$ 257,600	\$ 316,000
Manchester	\$ 156,000	\$ 210,000	\$ 280,000
Median Benefit Amount	\$ 136,626	\$ 169,966	\$ 206,870

I am available to answer any questions you might have.

RESOLUTION #2023-19

A Resolution Relative to the

DISABILITY EXEMPTION POLICY

First Reading: 10/16/2023
Hearing/Second Reading: 10/16/2023
Adopted: 10/16/2023

WHEREAS The Londonderry Town Council, at its meeting of October 07, 2002, adopted Resolution 2002-13, which enacted Chapter XIX - the Disability Exemption Policy; and

WHEREAS The Town Council is desirous of reviewing exemption levels and making adjustments to insure that the eligibility criteria is appropriate for current economic conditions; and,

WHEREAS The Town Council may, pursuant to the provisions of RSA 72:27-a consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances and other legislation;

NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Londonderry, that the provisions of *Title VI - Town Policy, Chapter XIX - Disability Exemption Policy* are hereby adopted and modified as set forth herein and shall become effective April 1st, 2023 and reviewed periodically thereafter.

John Farrell - Chairman

A true copy attest:

Sherry Farrell - Town Clerk
Dated: 10/16/2023

Chapter XIX - DISABLED EXEMPTION POLICY

SECTION I PURPOSE

- A. To adopt the provisions of RSA 72:37-b and establish qualifications for the exemption for persons with disabilities.

SECTION II QUALIFICATIONS and DEFINITIONS

- A. The disabled exemption from property tax in the Town of Londonderry shall apply to any person who is eligible under title II or Title XVI of the Federal Social Security Act for benefits to the disabled and is applied on a yearly basis in an amount to be shown by the Town.
- B. The exemption by be applied only to property which is occupied as the principal place of abode by the disabled person. The exemption may be applied to any land or buildings appurtenant to the residence or to manufactured housing if that is the principal place of abode.
- C. To qualify the person must have been a New Hampshire resident for at least five (5) years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five (5) years.
- D. The taxpayer's net income and assets levels shall be the same as specified in the Londonderry Elder Exemption Policy, Chapter XII of Title VI of the Municipal Code.
- E. The term "residential real estate" shall mean the real estate which the person qualified for an exemption or a tax credit thereunder occupies as his principal place of abode together with any land or buildings appurtenant thereto and shall include manufactured housing if used for said purpose.

SECTION III BENEFITS

- A. The disabled exemption from property tax in the Town of Londonderry, based on assessed value, for qualified taxpayers shall be \$175,000.
- B. The exemption under this section shall apply only in taxable years during which the person with a disability on the residential real estate for which the exemption is claimed on April 1 in any given year.

RESOLUTION #2023-20

To Re-Adopt the Property Tax Credit Provided to Veterans

First Reading: 10/16/2023

Hearing/Second Reading: 10/16/2023

Adopted: 10/16/2023

WHEREAS, the Town Charter designates the Town Council as the governing and legislative body of the Town; and

WHEREAS, RSA 72:27-a empowers the Town Council to determine if a credit will be applied against the property taxes of veterans eligible under RSA 72:28-a; and

WHEREAS, the Town, by action of the Town Council, has adopted the provisions of RSA 72:28-II providing for an optional veterans' tax credit, the amount of which is currently \$750 against the tax on the residential property of eligible veterans who are residents of Londonderry, or their eligible surviving spouses; and

WHEREAS, the State Legislature enacted revisions to state statute which requires the Council to re-adopt the optional veteran's credit or have the credit default to \$50; and

WHEREAS, the Council deems it worthwhile and beneficial as a demonstration of support and gratitude to said veterans for their service to the United States of America and the State of New Hampshire;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the amount of the veterans' property tax credit is hereby re-adopted to \$750(Seven Hundred Fifty Dollars) per eligible veteran.

NOW.MEREFOR BE IT RESOLVED by the Town Council of the Town of Londonderry that the provisions of *Title VI - Town Policy, Chapter XXI – Veterans Tax Credit Policy* are hereby adopted and modified as set forth herein and shall become effective April 1st, 2023 and reviewed periodically thereafter.

John Farrell - Chairman

A true copy attest:

Sherry Farrell - Town Clerk

Dated: 10/16/2023

CHAPTER XXI -VETERANS' TAX CREDIT

POLICY CHAPTER XXI -VETERANS' TAX CREDIT POLICY

SECTION I PURPOSE

- A. To adopt the provisions of RSA 72:28 and establish qualifications for the Veteran's Tax Credit.

SECTION II QUALIFICATIONS and DEFINITIONS

- A. Every resident of the State who served not less than 90 days in the armed forces of the United States in any qualifying war or armed conflict pursuant to the provisions RSA 72:28 and as amended.
- B. The surviving spouse of any resident who suffered a service-connected injury or death.
- C. The term "residential real estate" shall mean the real estate which the person qualified for an exemption or a tax credit thereunder occupies as his principal place of abode together with any land or buildings appurtenant thereto and shall include manufactured housing if used for said purpose.
- D. The term "surviving spouse" shall not include a surviving spouse that has remarried, but if the surviving spouse is later divorced, his or her status as the surviving spouse of a veteran is regained. If the surviving spouse remarries and the new husband or wife dies, he or she shall be deemed the widow or widower of the latest spouse and shall not revert to the status of a surviving spouse of a veteran.

SECTION III BENEFITS

- A. The optional Veteran's tax credit shall replace the standards Veterans' credit in its entirety, and shall not be in addition thereto. It shall be a standard rate of \$750.
- B. The tax credits under this Policy may be applied only to property which is occupied as the principal place of abode by the disabled person, veteran, or the surviving spouse. The tax credits may be applied to any land or buildings appurtenant to the residence or to manufactured housing if that is the principal place of abode.

–End of Policy–

Product has been removed from your cart. ✕

Cart | ID: 15224453

4 items | \$505.56

Product	Sold By ▼	List Price	Your Price	Qty	Your Total
Item #: SEEFRKITGA First Responder Trauma Kit With C.A.T. Tourniquet, Red With GA Logo By: CURAPLEX	EA	\$254.99	\$229.99	2	\$459.98
Item #: PK6050 FIRST AID ONLY® 25-Person ANSI A First Aid Kit Refill By: ACME UNITED CORPORATION	EA	\$24.99	\$22.79	2	\$45.58

Subtotal:

\$505.56
[Live Chat](#)

Delivery:

TBD

Tax:

TBD

Londonderry Town Council Minutes
Monday, October 2, 2023
7:00 PM
Moose Hill Council Chambers

Meeting Link: <http://173.166.17.35/CablecastPublicSite/show/12339?channel=4>

Attendance: Present: Chairman John Farrell; Vice Chairman Chad Franz; Councilors Ted Combes, Jim Butler, and Ron Dunn; Town Manager Michael Malaguti; Assistant Town Manager Kellie Caron; Administrative Support Coordinator Kirsten Hildonen

CALL TO ORDER

Chairman Farrell called the Town Council meeting to order at 7:00 PM. The Pledge was led by Chairman Farrell. This was followed by a moment of silence led by Chairman Farrell for the Londonderry Fire Department.

NON-PUBLIC MEETING

Chairman Farrell announced that the Council would be holding a non-public meeting under RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

A roll call vote was taken to go to non-meeting:

John Farrell	Yes
Chad Franz	Yes
Ted Combes	Yes
Ron Dunn	Yes

The Council entered the non-public meeting at 7:01 p.m.

The Council returned from the non-public meeting at 7:20 p.m.

Councilor Butler joined the Council during the non-public meeting.

A roll call vote was taken to come out of the non-public meeting:

John Farrell	Yes
Chad Franz	Yes

Jim Butler	Yes
Ted Combes	Yes
Ron Dunn	Yes

37
38 Motion passed 5-0-0.

39
40 **PUBLIC COMMENT**

41
42 **Chairman Farrell opened public comment.**

43
44 Londonderry Fire Chief Butler presented an update on the Fire Department. Due to the recent
45 promotion of Chief Butler, the following positions are available:

- 46
- 47 • Phil LeBlanc was promoted from Battalion Chief to Deputy Chief
 - 48 • The Battalion Chief position was posted on October 2, with a closing date of October 9, 2023.
 - 49 • The lieutenants underwent an assessment interview and written exam last week. The results
50 were scored by an outside agency and will be presented to Deputy Chief Heinrich. The
51 positions will then be filled.

52
53 Chief Butler recognized Division Chief Brian Johnson, who streamlined the posting of these
54 openings to seven days.

55
56 The notification deadline for winners of the SAFER grant, which would fund four firefighter
57 positions, was last Friday. Londonderry has not been informed regarding the status of this grant.

58
59 The Fire Department had a Budget Committee site visit on October 25, 2023, which was time well
60 spent. He thanked Councilor Dunn for his participation as well as the chairman of the Budget
61 Committee, Patrick Cassidy.

62
63 Chief Butler reported a kitchen fire at 29 Red Deer. He noted all Londonderry fire personnel were
64 committed to other emergencies when the call came in, so off-duty personnel were called in and
65 responded. There were no injuries and a cat was rescued. The fire is under investigation.

66
67 **Name:** Richard Bielinski
68 **Address:** 89 Hall Road
69 In July, R. Bielinski asked for clarification regarding \$80,000 owed to the Town for repairs to the
70 Lions Hall. He has not received a response and submitted a 91-A request to the Council.

71
72 **Name:** Kristine Perez
73 **Address:** 5 Wesley Drive
74 K. Perez said that a citizen organized an open house last month to discuss what should be done
75 with the Lions building. A meeting was scheduled on October 14 by the Town for citizens to
76 discuss what should be done with the Lions building. She noted that tonight, a very detailed plan
77 is being presented regarding the Lions building, but the Town has not heard what the people of

78 Londonderry want from this building. She said this presentation should occur at the October 14th
79 meeting, to receive citizen input. She said this appears as a "done deal," which is why the people
80 of Londonderry don't trust the transparency of the town.

81

82 **Chairman Farrell closed public comment.**

83

84 **NEW BUSINESS**

85

86 **Town Treasurer Discussion**

87

88 M. Malaguti noted during last year's budget season, there was a discussion regarding possible
89 changes to the method of installing the Town Treasurer. This is currently an elected position. The
90 Council voted to move a charter amendment to the ballot that would appoint the Town Treasurer
91 instead, which failed.

92

93 Due to the lead time involved in bringing this measure forward, M. Malaguti invited the Town
94 Treasurer to address the Council regarding this issue. He clarified that he is not proposing this this
95 year, but alerting the Council that now is the time to begin discussing this, if they want to consider
96 it in the future.

97

98 Kathleen Wagner, Town Treasurer, explained that it is appropriate for a Finance Department to
99 manage the Town's \$40 million budget. She said that residents who are concerned about oversight
100 can ask to see the Town's books. She noted that over \$500,000 is processed by the Town, and this
101 should not be managed by an elected treasurer who is paid \$2,500/annum.

102

103 Chairman Farrell said businesses are being run differently than they were 20 years ago and the
104 Council should discuss these changes. K. Wagner noted the budget was approximately \$1 million
105 to \$3 million in the '70s. She said there have been accusations of wrongdoing and questioned why
106 anyone would run for this position, with today's political environment. An appointed person would
107 be protected from this.

108

109 Chairman Farrell asked M. Malaguti to obtain a legal opinion as to whether or not the Town could
110 conduct a background check on applicants for this position.

111

112 Vice Chair Franz asked K. Wagner to outline the duties and responsibilities of the Town Treasurer,
113 which she did. She noted that if there are misappropriations, she is held responsible, although she
114 does not set the budget or have authority over how funds are spent. She said she is obligated to
115 pay all Town bills, and there are protection points to prevent the treasurer from going into a bank
116 account.

117

118 The Council asked if K. Wagner is in favor of this change. She said she is, due to what an individual
119 undergoes when running for public office. She said participating in a Town election is a popularity
120 contest and not the most qualified person is elected. She feels that the Town would be in a better
121 position to have the treasurer appointed.

122

123 The Council requested a list of Towns that have an appointed treasurer. Vice Chair Franz expressed

124 an interest in finding out what their experience is with having an appointed treasurer and if they
125 transitioned from elected to appointed. Vice Chair Franz asked the Finance Director to contact
126 these towns and find out when they changed from elected to appointed and their observations. K.
127 Wagner recommended finding out if they receive a stipend as well.

128
129 Vice Chair Franz clarified the reason the Town needs to move to an appointed treasurer is there
130 are people who are hesitant to run for the elected position based on the political outfall. Also, if
131 the position is appointed, some form of legal background check could be conducted on qualified
132 applicants. K. Wagner added that the position is antiquated at this point. She requested that if a
133 citizen is appointed, it should be someone who is not in the Town Hall, to retain transparency.

134
135 K. Wagner also suggested citizens be educated on how the Town government works and what
136 responsibilities the individual positions have.

137
138 Councilor Combes noted that if this position becomes appointed, the job description would have
139 to change, as the majority of the financial tasks are now completed digitally.

140
141 M. Malaguti said if the Council decides to pursue this issue, an earlier Public Hearing would allow
142 more time to receive community input but also to adjust the wording of the charter amendment.
143 Chairman Farrell said if they receive information from the other towns before the next Council
144 meeting, this subject can be addressed again.

145
146 **Ordinance #2023-05 – An Amendment to Londonderry Zoning Ordinance, Building Code**
147 **Amendments, Section 9 Reflecting the Adoption of the 2018 Editions of the International**
148 **Codes**

149
150 Chairman Farrell noted this is a first reading only.

151
152 Vice Chair Franz moved to waive the first reading and Councilor Butler seconded the motion:
153

John Farrell	Yes
Chad Franz	Yes
Jim Butler	Yes
Ted Combes	Yes
Ron Dunn	Yes

154
155 Motion passed 5-0-0.

156
157 Chairman Farrell announced the first reading is waived.

158
159 Chairman Farrell announced there will be a public hearing on October 16 regarding Ordinance
160 #2023-05.

161

162 **Ordinance #2023-04 – Amending the Fee Schedule for the Issuance of Permits by the**
 163 **Londonderry Fire Department (First Reading)**

164
 165 Chairman Farrell noted this is a first reading only.

166
 167 Vice Chair Franz moved to waive the first reading and Councilor Combes seconded the motion:
 168

John Farrell	Yes
Chad Franz	Yes
Jim Butler	Yes
Ted Combes	Yes
Ron Dunn	Yes

169
 170 Motion passed 5-0-0.

171
 172 Chairman Farrell announced the first reading is waived.

173
 174 **First Pass Lions Hall Presentation**

175
 176 Chairman Farrell noted this is the first opportunity the Council has to see what has been discussed
 177 for several months. There will be no public comment. There will be a listening session on October
 178 14th. If this concept is entertained during the budget process, there will be multiple public hearings.
 179 The Council has made no decisions.

180
 181 Dave Wholley, Director of Public Works and Municipal Facilities, addressed the Council. He
 182 presented a timeline of the history of the building. The Town assumed all operational costs and
 183 oversight of the facility in September 2022. Weston & Sampson were brought in to evaluate the
 184 structure of the building and determine its deficiencies. The Town entered into a contract in July
 185 2023 with Weston & Sampson to create a conceptual design. They were tasked to find out what it
 186 would take to reopen the building as a municipal facility, being sensitive to the fact that it is a
 187 historical building.

188
 189 Daniel Tenney, Weston & Sampson, appeared before the Council and presented the results of their
 190 investigation. They evaluated the structure and the site for condition, accessibility, energy
 191 compliance, and building code compliance. He presented a preliminary concept plan that addresses
 192 issues including parking, accessibility, interior renovations, and landscaping. He also presented
 193 anticipated costs of the building additions, repairs, and renovations, which total approximately
 194 \$3.5 million. There are items that have been zeroed out, such as the kitchen, sprinkler system,
 195 generator, and parking lot markings, until a direction for the building is established. Councilor
 196 Combes noted these numbers are "spot on," from his experience.

197
 198 D. Wholley said this is the time for discussions to occur. These numbers will be presented to the
 199 CIP Committee. The community meeting on October 14th will give the public an opportunity to

200 share questions and comments.

201
202 Chairman Farrell asked if there were grants available to help address these costs. M. Malaguti
203 explained there is a grant for community centers, but structures that are currently being used as
204 community centers fare better under the ranking criteria. He has had no discussions about the
205 building being used for anything else than a community center. D. Wholley added there is the
206 potential for other grants to offset some of the costs.

207
208 Councilor Butler pointed out the improvements needed to meet ADA standards will be required,
209 regardless of what the building is used for. It is not useable at this point, as it is not accessible. D.
210 Wholley noted the planned use of the building will also determine what changes are made.

211
212 Councilor Combes asked if everything need to be updated, once repairs begin. D. Wholley said
213 commercial buildings fall under heavy scrutiny. Councilor Combes asked about the potential use
214 for the vault. D. Wholley replied that it would probably be used for storage.

215
216 Chairman Farrell noted it is imperative to decide what will be done with the building before
217 anything else is done. Public input is vital. He believes it will be a tall task for the voters to absorb
218 this cost. D. Wholley agreed. Vice Chair Franz asked D. Wholley to determine what the operating
219 cost would be to maintain the building as is. D. Wholley noted the electricity needs to remain on
220 to keep the building operational, although there are minimal expenditures for mowing, plowing,
221 and so on.

222
223 D. Wholley added that bids were opened for the library roof. The goal is to have the work
224 completed before wintertime.

225
226 The Council thanked D. Tenney and D. Wholley for their work on this project.

227
228 **OLD BUSINESS**

229
230 **Final Review of Term Expiration List for Appointed Town Boards**

231
232 K. Hildonen shared the list of all Board and Commission positions that are either expiring this
233 year, are vacant, or are open due to resignations. Two people resigned from Boards this past
234 week: Glenn Douglas (Recreation Commission) and Lee Jeffers (Heritage Commission).

235
236 Vice Chair Franz moved to accept the resignations as presented and Councilor Combes seconded
237 the motion:

238

John Farrell	Yes
Chad Franz	Yes
Jim Butler	Yes
Ted Combes	Yes

Ron Dunn	Yes
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Motion passed 5-0-0.

Chairman Farrell expressed his disappointment over G. Douglas's resignation and wished him well.

K. Hildonen said she reviewed the Town municipal code and the Town charter, and found there is one additional spot that is not on the list: an alternate position for the ZBA. She will send this to the newspaper and post it on the website and social media.

Chairman Farrell said they will discuss whether Council will interview sitting Board members. K. Hildonen will contact sitting members to update their current information. She noted there are a large number of positions that will need to be filled, and there are only four meetings to fill these positions. Chairman Farrell said they will determine if they are going to interview the applicants and, if necessary, can hold an additional meeting.

APPROVAL OF MINUTES

Minutes for the September 25, 2023, meeting were presented.

Vice Chair Franz moved to approve the minutes as presented and Councilor Combes seconded the motion:

John Farrell	Yes
Chad Franz	Yes
Jim Butler	Abstain
Ted Combes	Yes
Ron Dunn	Yes

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Motion passed 4-0-1.

APPOINTMENTS/REAPPOINTMENTS

None

LIAISON REPORTS

Vice Chair Franz reported the School Board had their second reading of their purchasing policy and that will move to a third reading.

Councilor Combes is on the building committee for the study of building the kindergarten. The

275 building committee will be presenting their findings to the School Board on October 3.

276

277 **TOWN MANAGER & ASSISTANT TOWN MANAGER REPORTS**

278

279 M. Malaguti noted that the claim during public comment that 91-A requests must be filed to get
280 information from the Town is incorrect. He said the Town departments are very responsive to any
281 requests received from the public. He also clarified that R. Bielinski's claim that the Town has
282 ignored his request about recovering \$80,000 to repair the Lions Hall was incorrect, which he has
283 discussed with Mr. Bielinski. Chairman Farrell clarified that the expenditure of the funds was
284 approved by the sitting Town Council.

285

286 M. Malaguti outlined the Rec Department fall activities and events.

287

288 Assistant Town Manager Caron made her report.

289

290 **OTHER BUSINESS**

291

292 **MEETING SCHEDULE**

293

294 1. October 16, 2023: Moose Hill Council Chambers, 7:00 p.m.

295 2. November 4, 2023: Budget Kick-off workshop, Moose Hill Council Chambers, 9:00 a.m.

296 3. November 6, 2023: Moose Hill Council Chambers; 7:00 p.m.

297 4. November 20, 2023: Moose Hill Council Chambers; 7:00 p.m.

298

299 **ADJOURNMENT**

300

301 Vice Chair Franz moved to adjourn, with Councilor Combes seconding the motion:

302

John Farrell	Yes
Chad Franz	Yes
Jim Butler	Abstain
Ted Combes	Yes
Ron Dunn	Yes

303

304 Motion passed 5-0-0. Meeting adjourned at 8:44 p.m.

305

306 Minutes prepared by Beth Hanggeli

Londonderry Town Council Non-Public Minutes
Monday, October 2, 2023
7:00 PM
Moose Hill Council Chambers

1
2
3
4
5
6
7 10/2/2023 - UNSEALED NONPUBLIC MINUTES
8

9 The Town Council entered nonpublic session under RSA 91-A:3, II(c), to discuss a tax deficiency
10 issue, with the following councilors voting "aye" by roll call vote:
11

12 Chair Farrell;
13 Vice Chair Franz;
14 Councilor Combes; and
15 Councilor Dunn.
16

17 Present were the Town Councilors voting "aye," the Town Manager, and the Assistant Town
18 Manager.
19

20 The Town Manager provided background information about a taxpayer experiencing financial
21 distress, who has agreed to prior payment plans to resolve their tax deficiency, but who due to
22 recent illness, may be unable to fulfil the terms of the active payment plan.
23

24 Councilor Butler arrived.
25

26 The Finance Director provided additional background information.
27

28 Consensus was reached to explore options, identify other possible resources, and enter
29 negotiations over a reasonable payment plan, if possible, as the last thing the Town Council
30 would want is someone to lose their home if avoidable.
31

32 The Town Council returned to the Moose Hill Town Council Chambers, and voted to leave the
33 nonpublic session, with the following councilors voting "aye" by roll call vote:
34

35 Chair Farrell;
36 Vice Chair Franz;
37 Councilor Butler;
38 Councilor Combes; and
39 Councilor Dunn.
40

41 Minutes prepared by: Town Manager Michael Malaguti