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

- A. CALL TO ORDER
- **B. PUBLIC COMMENT**
- C. PUBLIC HEARINGS
 - Resolution #2023-21 Acceptance of Unanticipated Revenue from the U.S. Department of Justice, Office of Community Oriented Policing Services

(Justin Campo, Director of Finance)

2. Resolution #2023-22 – Acceptance of Unanticipated Revenue from the State of New Hampshire Department of Safety

(Justin Campo, Director of Finance)

3. Resolution #2023-23 – Acceptance of Unanticipated Revenue from the New Hampshire State Council on the Arts

(Justin Campo, Director of Finance)

D. NEW BUSINESS

- 1. Adoption of New Electronic Ballot Counting Devices (Jonathan Kipp, Town Moderator)
- 2. Order #2023-15 The Expenditure of Maintenance Trust Funds for Winter Maintenance

(Dave Wholley, Director of Public Works & Municipal Facilities)

E. OLD BUSINESS

1. Town Treasurer Warrant Article Discussion

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

2. Old Mammoth Road Gate Petition

(Michael Malaguti, Town Manager)

F. APPROVAL OF MINUTES

1. October 16, 2023 Town Council Minutes

G. APPOINTMENTS/REAPPOINTMENTS

1. None

H. OTHER BUSINESS

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

I. ADJOURNMENT

J. MEETING SCHEDULE

- 1. November 20, 2023; Moose Hill Council Chambers; 7:00 p.m.
- 2. December 4, 2023; Moose Hill Council Chambers; 7:00 p.m.
- 3. December 18, 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.

RESOLUTION 2023-21

A Resolution Relative to the

Acceptance of Unanticipated Revenue Under RSA 31:95-b

First Reading: 11/6/2023 Public Hearing: 11/6/2023 Adopted: 11/6/2023

WHEREAS	the Town of Londonderry adopted the passage of warrant article 18 at their Marc	•
WHEREAS	the Town Council desires to and has comp to unanticipated moneys received in amoun	
WHEREAS	the Town of Londonderry was awarded Justice, Office of Community Oriented Po \$75,000.	
approve a grant agre	ORE BE IT RESOLVED by the Londond tement and further to authorize the Town Manary paperwork associated with such grant on be	ager to move forward in accepting this
A TRUE COPY 7	ΓΟ ATTEST:	John Farrell-Chairman Town Council
	n Farrell n Clerk	(TOWN SEAL)

RESOLUTION 2023-22

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

First Reading: 11/6/2023 Public Hearing: 11/6/2023 Adopted: 11/6/2023

WHEREAS		derry adopted the provisions of the last their March 1994 town	
WHEREAS		res to and has complied with R3 vs received in amounts greater th	
WHEREAS		nderry was awarded a grant ent of Safety in the amount of u	
approve a grant agreem	ent and further to author	D by the Londonderry Town rize the Town Manager to move the such grant on behalf of the T	e forward in accepting this
A TRUE COPY TO 11/6/2023	ATTEST:		John Farrell-Chairman Town Council
Sharon Fa Town Cl			(TOWN SEAL)

RESOLUTION 2023-23

A Resolution Relative to the

Acceptance of Unanticipated Revenue Under RSA 31:95-b

First Reading: 11/6/2023 Public Hearing: 11/6/2023 Adopted: 11/6/2023

WHEREAS	the Town of Londonderry adopted the passage of warrant article 18 at their March	
WHEREAS	the Town Council desires to and has complito unanticipated moneys received in amount	
WHEREAS	the Town of Londonderry was awarded a g Council on the Arts in the amount of \$5,400	
approve a grant agree	RE BE IT RESOLVED by the Londonder ment and further to authorize the Town Manage paperwork associated with such grant on behavior	ger to move forward in accepting this
A TRUE COPY TO 11/6/2023	O ATTEST:	John Farrell-Chairman Town Council
Sharon I Town C		(TOWN SEAL)

Londonderry Town Council Adoption of New Electronic Ballot Counting Devices November 6, 2023

New Hampshire law requires the governing body to vote to adopt a new device in a properly noticed public meeting and to send the Secretary of State a notice of that decision, clearly specifying which make and model of ballot counting device will be used in that town/city (RSA 656:40).

	RECOMMENDED	
Considerations	LHS Dominion ImageCast Precinct 2	VotingWorks VxSuite v3.2
Financial		
Purchase price for 6 tabulators	\$39,600.00	\$37,000.00
Warranty	1 year hardware included	5 years included
Service, support, maintenance (3 years)	\$3,600.00	\$5,250.00
3-year total cost	\$43,200.00	\$42,250.00
Training and Support		
Pre-Election	* 2 hours staff training* 2 hours moderator training* 8 Poll Worker Guides (tailored)* Instructional video tutorial	* In-person training with all new equipment* Video training refreshers* Complete online documentation
Election Day	* Help desk around the clock * 10 techs stationed throughout New England * Response to equipment issues within 30 minutes	* Immediate phone/email. * In-person within 2 hours
Device Deployment		
Total number of <u>jurisdictions</u> where devices deployed	Over 700 in New England (42 this device)	5 counties in Mississippi
Total number of <u>devices</u> deployed in those jurisdictions	Over 2000 in New England (349 this device)	72
Notes		
Write-in ballots	Phsically separated	Adjudicated electronically (laptop)
General	Long-standing relationship with Londonderry	Open-source

First Reading: 11/6/2023 Hearing/Second Reading: Waived

Adopted: 11/6/2023

ORDER #2023-15

An Order Relative to

THE EXPENDITURE OF MAINTENANCE TRUST FUNDS FOR WINTER MAINTENANCE

WHEREAS	voters since 2003 have approved funding for the maintenance and repair of public building 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 \$18,000 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.
Londonderry that	EFORE BE IT ORDERED by the Town Council of the Town of the Town Treasurer is hereby authorized to expend up to \$18,000 from the tenance Trust Fund for the aforementioned repairs and improvements.
	John Farrell - Chairman Town Council
Sharon Farrell - T	Town Clerk (TOWN SEAL)

A TRUE COPY ATTEST:

10/16/2023

Description	Vendor	Amount
Winter Maintenance - TH, LFD, LPD, Library, Morrison & Access Ctr.	FY 2018	\$ 37,970.50
This EMTF request is to allow for a draw down on Winter Maintenance funds. The	FY 2019	\$ 36,020.00
request is for \$18,000 which is slighty over 50% of the average amount spent over the	FY 2020	\$ 36,324.00
previous 5 fiscal years from the Expendable Maintenance Trust fund. This is being	FY 2021	\$ 26,730.00
requested in order to prevent requesting a withdrawal of funds after the expense has already occured. This request will be used for Plowing, salting, and shoveling and any	FY 2022	\$ 35,935.00
other winter maintenance items that may occur at our various town buildings.	Average:	\$ 34,595.90
, ,	50% of Avg:	\$ 17,297.95
If the total amount of Winter Maintenance does not total \$18,000 this request will be void after June 30, 2024. If the total amount of Winter Maintenace exceeds \$18,000		
there will be a secondary request for an amount that will be determined based on what	Requested	\$ 18,000.00
month the funds are utilized fully. Invoices for the services paid for can be provided upon request at the following council meeting.		

\$137,044.50

\$ 34,261.13 \$ 17,130.56

12/28/2017	Snow Removal	\$ 3,015.00
12/28/2017	Snow Removal	\$ 1,940.00
12/29/2017	Snow Removal	\$ 515.00
12/29/2017	Snow Removal	\$ 1,650.00
1/3/2018	Snow Removal	\$ 1,560.00
1/3/2018	Snow Removal	\$ 925.00
1/20/2018	Snow Removal	\$ 990.00
1/20/2018	Snow Removal	\$ 1,505.00
1/20/2018	Snow Removal	\$ 1,588.00
1/20/2018	Snow Removal	\$ 1,945.00
1/20/2018	Snow Removal	\$ 875.00
1/19/2018	Snow Removal	\$ 1,080.00
2/12/2018	Snow Removal	\$ 1,120.00
2/4/2018	Snow Removal	\$ 1,760.00
2/4/2018	Snow Removal	\$ 1,305.00
2/12/2018	Snow Removal	\$ 2,035.00
2/12/2018	Snow Removal	\$ 970.00
2/12/2018	Snow Removal	\$ 50.00
2/16/2018	Snow Removal	\$ 200.00
2/28/2018	Snow Removal	\$ 635.00
3/5/2018	Snow Removal	\$ 810.00
3/12/2018	Snow Removal	\$ 305.00
3/12/2018	Snow Removal	\$ 1,755.00
3/12/2018	Snow Removal	\$ 1,730.00
3/18/2018	Snow Removal	\$ 1,675.00
3/19/2018	Snow Removal	\$ 1,515.00
3/19/2018	Snow Removal	\$ 1,162.50
3/28/2018	Snow Removal	\$ 640.00
2/20/2018	Snow Removal	\$ 1,040.00
3/19/2018	Snow Removal	\$ 1,675.00

\$ 37,970.50

11/25/2018	Snow Removal	\$895.00
11/28/2018	Snow Removal	\$4,415.00
12/11/2018	Snow Removal	\$845.00
12/11/2018	Snow Removal	\$410.00
1/2/2019	Snow Removal	\$540.00
1/3/2019	Snow Removal	\$515.00
1/16/2019	Snow Removal	\$1,095.00
1/16/2019	Snow Removal	\$865.00
1/16/2019	Snow Removal	\$845.00
1/28/2019	Snow Removal	\$520.00
1/28/2019	Snow Removal	\$905.00
1/28/2019	Snow Removal	\$1,250.00
1/28/2019	Snow Removal	\$385.00
2/4/2019	Snow Removal	\$4,480.00

2/4/2019	Snow Removal	\$2,415.00	
2/27/2019	Snow Removal	\$8,585.00	
2/27/2019	Snow Removal	\$1,740.00	
3/11/2019	Snow Removal	\$340.00	
3/11/2019	Snow Removal	\$1,230.00	
3/2/2019	Snow Removal	\$385.00	
3/2/2019	Snow Removal	\$850.00	
3/10/2019	Snow Removal	\$2,180.00	
3/10/2019	Snow Removal	\$330.00	\$36,020.00
			, ,
12/6/2019	Snow Removal	\$ 595.00	
12/6/2019	Snow Removal	\$ 1,029.00	
12/9/2019	Snow Removal	\$ 75.00	
12/11/2019		\$ 145.00	
12/11/2019		\$ 3,200.00	
12/11/2019		\$ 2,370.00	
12/11/2019		\$ 2,370.00	
12/11/2019	Snow Removal	\$ 1,275.00	
12/11/2019		\$ 1,275.00	
12/14/2019		•	
12/17/2019		\$ 2,730.00	
12/19/2019	Snow Removal	\$ 1,135.00	
12/17/2019	Snow Removal	\$ 600.00	
12/18/2019	Snow Removal	\$ 745.00	
12/27/2019	Snow Removal	\$ 90.00	
1/13/2020	Snow Removal	\$ 4,680.00	
1/13/2020	Snow Removal	\$ 200.00	
1/27/2020	Snow Removal	\$ 3,915.00	
1/27/2020	Snow Removal	\$ 920.00	
2/18/2020	Snow Removal	\$ 3,355.00	
2/18/2020	Snow Removal	\$ 1,195.00	
3/9/2020	Snow Removal	\$ 1,070.00	
3/9/2020	Snow Removal	\$ 3,560.00	
3/9/2020	Snow Removal	\$ 480.00	
4/13/2020	Snow Removal	\$ 675.00	\$ 36,324.00
12/10/2020	Snow Removal	\$3,035.00	
12/15/2020	Snow Removal	\$75.00	
12/18/2020	Snow Removal	\$410.00	
12/19/2020	Snow Removal	\$75.00	
12/21/2020	Snow Removal	\$410.00	
12/20/2020	Snow Removal	\$445.00	
	Snow Removal	\$3,365.00	
	Snow Removal	\$445.00	
	Snow Removal	\$75.00	
	Snow Removal	\$635.00	
	Snow Removal	\$335.00	
1, 3, 2021	CHOW I COMOVAL	4333.00	

1/4/2021	Snow Removal	\$75.00	
1/6/2021	Snow Removal	\$1,335.00	
1/15/2021	Snow Removal	\$75.00	
1/12/20221	Snow Removal	\$685.00	
1/17/2021	Snow Removal	\$445.00	
1/24/2021	Snow Removal	\$145.00	
1/27/2021	Snow Removal	\$335.00	
1/28/2021	Snow Removal	\$75.00	
1/30/2021	Snow Removal	\$590.00	
1/30/2021	Snow Removal	\$1,625.00	
2/3/2021	Snow Removal	\$410.00	
2/4/2021	Snow Removal	\$75.00	
2/5/2021	Snow Removal	\$75.00	
2/6/2021	Snow Removal	\$75.00	
2/8/2021	Snow Removal	\$335.00	
2/6/2021	Snow Removal	\$2,780.00	
2/6/2021	Snow Removal	\$890.00	
2/10/2021	Snow Removal	\$295.00	
2/13/2021	Snow Removal	\$2,140.00	
2/13/2021	Snow Removal	\$890.00	
2/16/2021	Snow Removal	\$75.00	
2/17/2021	Snow Removal	\$75.00	
2/20/2021	Snow Removal	\$665.00	
2/22/2021	Snow Removal	\$1,105.00	
2/23/2021	Snow Removal	\$335.00	
2/24/2021	Snow Removal	\$75.00	
2/27/2021	Snow Removal	\$75.00	
2/28/2021	Snow Removal	\$75.00	
2/19/2021	Snow Removal	\$1,595.00	\$26,730.00



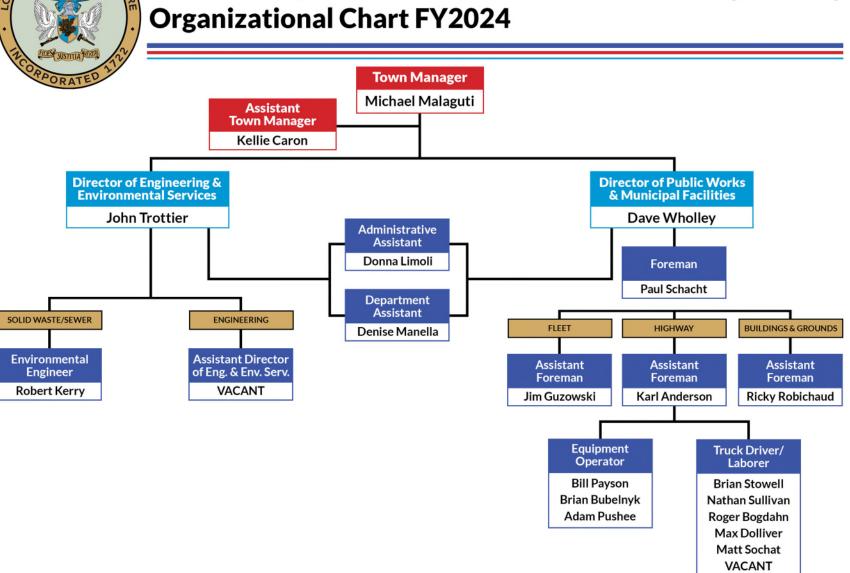


Other advantages to high level of service snow plowing:

- School doesn't get called or delayed
- Traffic is not slowed due to accidents
- Commerce-limited impact
- Delivery's arrive as schedule
- Mail-prescriptions, bills, holiday cards, etc.
- Events-youth sports, plays, concerts, gatherings
- Medical calls- to hospitals, wellness checks, hospice care
- Pizza delivery-Door Dash-Grubhub!!!



Londonderry Department of Public Works & Engineering Organizational Chart FY2024



2023-2024 STATISTICS

Town Equipment

- (2) Loaders
- (12) 6-Wheelers w/plow, wing and salter
- (1) 6-Wheeler w/plow and salter
- (4) 1-Ton Dump trucks w/plow and salter
- (1) 1-Ton Utility body w/plow (supervisor vehicle)
- (2) 1-Ton Pick Up w/plow (supervisor vehicle)

22 Total pieces of snow fighting equipment with a combined 181 years in service. (Avg. age is 8.6)

Contracted Equipment

- (1) 6-Wheeler w/plow & salter
- (1) 1-Ton dump body w/plow & Salter

Personnel

- (1) Director of Public Works
- (1) Foreman
- (3) Assistant Foremen
- (1) Equipment Operators/Mechanics
- (3) Equipment Operators
- (6) Truck Driver/Laborers

14 Full time available employees with 135 years of experience.

(3) Temporary part time truck drivers

17 Town personnel and 2 contracted personnel are provided with the equipment.

TOTAL 19 PLOW OPERATORS

Plowing by the numbers:

13 Routes

Covering 372.36 Lane Miles

Which include

187 Cul-de-sacs

44 Dead ends

19 Pieces of equipment plowing an average of almost 20 lane miles each, takes approximately 3 to 4 hours depending upon storms intensity and timing.



Impacts causing prolonged plowing

- Assumes all staff are available and able bodied –i.e. not ill (flu, covid), not on leave (injured, bereavement, FMLA, military)
- Assumes we are fully staffed (vacancies-currently 2, retirement, etc.)
- Equipment age/repairs (<u>3 large trucks and 1 Ton utility on order</u>)
- Staff trained on equipment and routes (including contractors)
- Duration of events-small staff ultimately needs rest at some point
- No mutual aid available to DPW
- The unknown!!! (Tree down, wires down, accidents, breakdowns, blown tires, etc.)

Costly challenges:

- Londonderry has invested approximately \$3.15M into its 21 pieces of snow fighting equipment
- On average we use <u>3400 Tons of sand</u> at a cost of \$62,900.00 (FY24 budget is \$25,000.00)
- On average we use 3900 Tons of salt at a cost of \$296,010.00 (FY24 budget is \$290,000.00) Valuable adjustment!!!
- A round of straight salt on the 13 routes is \$8,300.00 just for the salt.
- Fuel, plow cutting edges, equipment parts, etc. are other factors.
- HOWEVER, no operations decisions are based on money. Public Safety is always at the forefront of the decisions for the timeliness of an operations duration. These decisions are taken very serious.

Municipality Comparisons

<u>&</u>

Average snow fall accumulations

Municipality	Lane Miles	Pieces of Equipment	Avg. lane miles
Manchester	800	43	18.60
Nashua	624	61	10.23
Salem	384	75	5.12
<mark>Londonderry</mark>	<mark>372</mark>	<mark>19</mark>	<mark>19.58</mark>
Derry	340	30	11.33
Windham	228	20	11.40

AVERAGES	ACCUMULATION
Last year	68" Last storm 16" on 3/15/23
5 year Average	52.20"
7 year Average	61.43"
10 year Average	65.60"
15 year Average	66.53"

Questions:

From this



To this!!





Petition

We the residents of the area of town commonly referred to as "The Village" do hereby petition the Town of Londonderry to install an electronically controlled gate on Mammoth Rd at the southern entrance to the 4 way intersection with Page / Grenier Field road in order to reduce excessive speed through this area which has been the scene of many accidents.

NAME	ADDRESS	SIGNATURE	DATE
Tava Crowley	2 Buchtnorn St	1101604	8-13-23
Kevin Scartel	2 Backtham St	Kugh. Us	8.13-23
David Alan Wa	lo HodoHenry	Delle	P-10-27
JIII DOUTE	& BUUKThorn 87	Some	P. 13 28
Grani Hally &	10 Boyo Rd	and the second	8 (3) 23
ann Burk	14 Buckthornst.	am Berri	7/13/23
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London	nderry Town Council Minut	tes
\mathbf{M}	londay, October 16, 2023	
	7:00 PM	
Moose Hill Council Chambers		
Meeting Link: http://173.166.17.	35/CablecastPublicSite/show/123	339?channel=4
Eliki ittibu itt	oor capitoasti asitostorisiiotti 120	
Attandance Duggante Chairman	John Formally Coverailons Tod Cor	whee and Dan Dunne Toyen
Manager Michael Malaguti; Assist	John Farrell; Councilors Ted Cortant Town Manager Kellie Caron	noes and Ron Dunn; Town
CALL TO ORDER		
Chairman Farrell. This was followe	Council meeting to order at 7:00 ed by a moment of silence led by Cled States who have been deployed	hairman Farrell for the safety
PUBLIC COMMENT		
Chairman Farrell opened public	comment.	
Name: Doug Thomas Address: 143 Mammoth Road Mr. Thomas expressed his gratitude along with Officer Reitze receifor the work she did when he was	ently, and for their professionalism	
	C	
Name: Robert Lebreux Address: 76 Hall Road		
	Council, the Londonderry Traffic	c Safety Committee. Public
Mr. Lebreux thanked the Town Council, the Londonderry Traffic Safety Committee, Public Works, and Engineering for striping Mammoth Road.		
Chairman Farrell closed public	comment	
Chairman Farren Closed public	comment.	
PUBLIC HEARINGS		
O 11 // // // // /		
<u>Ordinance #2023-04 – Amendi</u> Londonderry Fire Department	ng the Fee Schedule for the Is	ssuance of Permits by the
Londonucity the Department		
Councilor Combes moved to open the public hearing. Councilor Dunn seconded the motion.		
John Farrell	Yes	
Ted Combes	Yes	

Ron Dunn	Yes	

Motion passed 3-0-0.

Division Chief Brian Johnson appeared before the Council to present a revised fee schedule for the issuance of permits by the Fire Department. The first reading of this ordinance was waived at the last meeting. This updates the fee structure to bring it into line with that of other communities. In many cases, the current fees do not cover the associated costs. The fees have not been updated since 2008.

Councilor Combes asked for examples of the fees that have increased. Chief Johnson listed a number of items, such as inspections and permits, as well as tasks that they do not charge for.

Chairman Farrell asked for public input; there was none.

Councilor Combes moved to approve Ordinance #2023-04. Council Dunn seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

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

Ms. Caron explained the purpose of this amendment is to update specific local regulations to coincide with the adoption of the 2018 editions of the International Codes. This is in accordance with the state building code. There are no substantive changes; this is merely updating sections referenced and the year.

Chairman Farrell asked for public input; there was none.

Councilor Dunn moved to approve Ordinance #2023-05. Council Combes seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

Councilor Combes moved to close the public hearing. Councilor Dunn seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

NEW BUSINESS

Elections update from the Supervisors of the Checklist

 Kristin Grages, chairman of the Supervisors of the Checklist, appeared before the Council to present an update on the work they are doing to update the voter checklist. In 2021, they participated in the statewide reconciliation that occurs every ten years, where anyone who hasn't voted in the last four years is removed from the voter rolls. Approximately 4,000 voters were removed who were no longer eligible. Only 10 to 15 of those individuals have re-registered. They also have accessed permanent change of address information from the U.S. Postal Service, which allows them to remove voters who are not eligible.

She reported that last week was the last opportunity for voters to change their party before the presidential primary this winter.

Councilor Combes asked how many new voters have registered. Grages said they have seen significant new registrations. He asked about the total number of registered voters and Grages guessed it is probably around 14,000 or 15,000.

Grages noted at the last presidential election, there were 17 supervisors registering more than 1,100 people to vote on the same day. She also outlined the other duties and responsibilities of the three full-time supervisors.

Malaguti said he is impressed by Grages knowledge of state election laws and her professionalism. He has full confidence in the conduct of Londonderry's elections, due to the work of Grages and her colleagues.

Grages expressed their gratitude for the collaboration and support from the Council, the School Board, Town officials, and the Board of Elections. She encouraged all residents to vote.

<u>Authorization to submit Drinking Water & Groundwater Trust Fund Application for Water</u> Infrastructure Improvements

116 Chairman Farrell noted the Town has been working for over a year with DES to resolve the water 117 issue in town.

Mr. Malaguti appeared before the Council to present an update on the work that has been done to bring public water to Londonderry, including warrant articles on water infrastructure investments and improvements, and applications for state grant funding. He described the details involved in improving the infrastructure as well as supporting the full buildout of Londonderry's water system in the future.

He is seeking the Council's authorization to proceed with a grant application to the Drinking and Groundwater Trust Fund to partially fund this project. He clarified this is not a request for approval of a particular plan or an obligation to spend money. He anticipates there will be changes to this project; this is a proposal to "get their foot in the door."

Chairman Farrell clarified this is not the \$250 million water system the Town has been discussing; this is Day One of the entire project. There will be presentations in public forms in the future regarding additional plans and additional funding.

Councilor Dunn moved to approve the funding application for New Hampshire Drinking and Groundwater Advisory Commission. Councilor Combes seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

<u>Order #2023-14 – The Expenditure of Maintenance Trust Funds for the Leach Library Roof Repair</u>

David Wholley, Director of Public Works and Municipal Facilities, appeared before the Council to discuss a permanent solution to the continuing issues with the flat rubber membrane roof over the library. An RFP was issued and a vendor chosen. He is seeking \$145,000, which covers the repairs, a bond, and contingency money to cover any unanticipated issues experienced during the process. The work should begin at the end of the month and take approximately two weeks.

Councilor Dunn asked if the work will be warrantied and Wholley verified that it will be. Wholley stressed the impeccable references of this vendor.

Council Combes asked about the state of other Town building roofs. Wholley said there are some concerns at Station 2 and while there are no other issues, the buildings are aging.

Councilor Dunn asked about the balance of the maintenance trust funds. Finance Director Justin Campo said once this project is fully expended, there will be between \$250,000 and \$260,000 in the fund, pending other outstanding authorized projects. Councilor Combes asked about the projected winter spenddown. Wholley predicted an expenditure of \$40,000 to \$50,000.

Councilor Dunn moved to accept order #2023-14, Expenditure of Maintenance Trust Funds. Councilor Combes seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

Resolution #2023-18 – Amending the Elderly Exemption Policy

The exemption program grants a benefit amount, which is effectively reduced by the impact of the revaluation that occurred this year. It is recommended that the elderly exemption amount for persons ages 65 to 74 be increased to \$175,000, for ages 75 to 79 to \$225,000, and for ages 80 or older to \$300,000. By examining the change in value for the properties that are impacted by this, these increases are about 23% per category, which is about the same increase in value as the Town overall.

Resolution #2023-19 - Amending the Disability Exemption Policy

The disability exemption is set at the amount of the lowest age category for the elderly exemption program.

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

This is a readoption that has been recommended by the New Hampshire Department of Revenue Administration due to a change to the qualification statute. This readoption is necessary to maintain the credit at the level it had previously been adopted at.

Councilor Dunn asked what the exemption costs the Town. Mr. Malaguti noted that it costs the Town nothing, as an exemption reallocates the tax burden. It does not change the amount of tax that is being collected.

Councilor Combes moved to approve Resolution #2023-18, 19, and 20. Councilor Dunn seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

ARPA Request - Upgraded first aid kits for Town Hall

Administrative Support Coordinator Kirsten Hildonen noted at the Joint Loss Management Committee Meeting in July, it was proposed to enhance the medical supplies in Town Hall. With the help of Fire Department staff, it has been decided to place a trauma kit on each floor of Town Hall. She is requesting \$505.56 of ARPA funds to purchase these supplies.

Councilor Combes moved to approve the ARPA fund request. Councilor Dunn seconded the motion.

John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

Motion passed 3-0-0.

OLD BUSINESS

Town Treasurer Warrant Article Discussion

Mr. Malaguti said the Council requested that he research whether a background check can be legally performed on an appointed position. He said the answer appears to be yes, as long as the position involves the handling of money.

Mr. Campo clarified comments made by the Town's treasurer at the last meeting regarding deterrents and safeholds that she instituted to protect the Town's finances. He expressed his concern that the current qualifications to hold the treasurer position are not adequate, given the size of the Town's budget. He noted that the new treasurer could institute new procedures that are not as stringent as the current restrictions. He believes that if the position is appointed, a background check can be conducted and the applicant's resume and qualifications can be considered. Mr. Campo listed neighboring towns that have appointed treasurers, many of whom also hold the position of Town Finance Director, Deputy Finance Director, Controller, or Accountant.

Chairman Farrell asked if Campo's professional recommendation is that the Town move forward with a charter amendment to the ballot recommending the Town treasurer be an appointed position. Campo agreed and noted that if something goes awry, he believes it is easier to remove or freeze the ability of an appointed official quicker than with an elected official. Malaguti will obtain legal clarification of this.

Councilor Dunn asked if the person should be someone from outside Town Hall. Campo believes it should be someone from the Finance Department, to avoid duplication of efforts as well as the fact that these individuals are hired to do this work.

236 Malaguti said the next step in the process would be to hold a public hearing. The Council agreed 237 to make this decision at the next meeting, due to Council members being missing. 238 239 240 **APPROVAL OF MINUTES** 241 Councilor Combes moved to approve the October 2, 2023, Town Council minutes as presented. 242 Councilor Dunn seconded the motion. 243 244 John Farrell Yes Ted Combes Yes Ron Dunn Yes 245 Motion passed 3-0-0. 246 247 Councilor Combes moved to approve the October 2, 2023, Unsealed Non-Public Town Council 248 minutes as presented. Councilor Dunn seconded the motion. 249 250 John Farrell Yes Ted Combes Yes Ron Dunn Yes 251 Motion passed 3-0-0. 252 253 254 **APPOINTMENTS/REAPPOINTMENTS** 255 None 256 257 **OTHER BUSINESS** 258 259 **Liaison Reports** 260 261 Chairman Farrell attended the Lions Hall presentation. He has asked the Town Manager and the 262 263 Public Works director to present a phased understanding to the Council of what is and is not possible. 264 265 **Town Manager Report** 266 267 There was no Town Manager report. 268 269

Assistant Town Manager Caron made her report.

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272 <u>MEETING SCHEDULE</u>

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

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ADJOURNMENT

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Councilor Combes moved to adjourn. Councilor Dunn seconded the motion.

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John Farrell	Yes
Ted Combes	Yes
Ron Dunn	Yes

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283 Motion passed 3-0-0. Meeting adjourned at 8:09 p.m.

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285 Minutes prepared by Beth Hanggeli.