

Shaun Mulholland
Town Manager

Kellie Caron
Deputy Town Manager



Town Council
Ron Dunn, Chair
Shawn Faber, Vice-Chair
Ted Combes
Dan Bouchard
Deb Paul

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

Londonderry Town Council Meeting
Monday, April 6, 2026, 7 p.m., Moose Hill Council Chambers

A. CALL TO ORDER

B. PUBLIC COMMENT

1. Manchester-Boston Regional Airport Director Tom Malafronte to discuss the operations and the future of Manchester Airport.

(Councillor Ted Combes)

C. BOARD APPOINTMENTS & REAPPOINTMENTS

1. Resignation of Patrick El-Azem from the Budget Committee.

Documents:

[2026-03-26 ELAZEM RESIGNATION BC REDACTED.PDF](#)

D. PUBLIC HEARING

1. None

E. NEW BUSINESS

1. Discuss and approve Order 2026-05: A request to withdraw funds from the EMTF for Winter Maintenance.

(Dave Wholley, Director of Public Works)

Documents:

[ORDER 2026-05 - EMTF COVER SHEET.PDF](#)
[EMTF 2026-05 WINTER MAINTENANCE.PDF](#)
[ORDER 2026-05 - EMTF \(WINTER MAINTENANCE\).PDF](#)

2. Discuss and approve Order 2026-07: A request to withdraw funds from the EMFT for the replacement of the hot water heater at the Fire Department Station 2.

(Dave Wholley, Director of Public Works)

Documents:

[ORDER 2026-07 EMTF COVER SHEET.PDF](#)
[LONDONDERRY FD STATION 2 HOT WATER HEATER REPLACEMENT PROPOSAL.PDF](#)
[2026-07 - EMTF \(STATION 2 HOT WATER HEATER\).PDF](#)

3. Discuss and approve Order 2026-06: A request to withdraw funds from the Reclamation Trust Fund for Blue recycling carts.

(John Trottier, P.E., Engineering)

Documents:

[ORDER 2026-06 RTF COVER SHEET.PDF](#)

[2026-06 - RTF \(RECYCLING CARTS\).PDF](#)

4. Discuss and approve Resolution 2026-03: Welfare Guidelines and 2026 allowable levels of assistance payments.

(Shaun Mulholland, Town Manager)

Documents:

[2026-04-06 - COVER SHEET_GENERAL ASSISTANCE GUIDELINES.PDF](#)
[TOWN OF LONDONDERRY GENERAL ASSISTANCE GUIDLINES.PDF](#)
[2026 GENERAL ASSISTANCE GUIDELINES APPENDIX A.PDF](#)
[2026 HUD FAIR MARKET RENTS.PDF](#)
[CHAPTER 165 AID TO ASSISTED PERSONS.HTML](#)
[2026-03 - A REVISION TO THE GENERAL ASSISTANCE GUIDELINES.PDF](#)

5. First Reading: Zoning Ordinance Amendment – Planned Unit Development Ordinance LZO Section 5.2

(Kellie Caron, Deputy Town Manager / Director of Planning & Economic Development)

Documents:

[2026-04-06 AGENDA ITEM COVER SHEET_PUD.PDF](#)
[1. SUMMARYMEMO_LZO5.2PUD_10.08.25.PDF](#)
[2. LZO5.2_PUD AMD_DRAFT TC FR_04.06.26.PDF](#)
[3. CURRENT_LZO_PUDSECTION5.2.PDF](#)
[4. LONDONDERRY PLANNING BOARD DRAFT MINUTES 3-23-26.PDF](#)
[5. ORDINANCE 2026-06_LZO 5.2 PUD ORDINANCE.PDF](#)

6. Discussion regarding procedures for addressing complaints and conducting investigations involving Town Councilors.

F. OLD BUSINESS

1. Discuss and schedule a public hearing to Adopt Town Council Rules of Order.

(Kirsten Hildonen, Administrative Services Director)

Documents:

[2026-04-06 TOWN COUNCIL RULES OF ORDER \(REV 2025-07-07\).PDF](#)
[2026-04-06 TOWN COUNCIL RULES OF PROCEDURE FOR PUBLIC COMMENT \(REV 2025-04-21\).PDF](#)

G. APPROVAL OF CONSENT ITEMS

1. Town Council Meeting Minutes from March 16, 2026

Documents:

[TC-MINUTES-2026-03-16.PDF](#)

2. Citizen Petition Warrant Article 27 Letter

Documents:

[2026-04-06 LETTER - WARRANT ARTICLE 27.PDF](#)

3. Citizen Petition Warrant Article 28 Letter

Documents:

[2026-04-06 LETTER - WARRANT ARTICLE 28.PDF](#)

4. Barn Preservation Renewal

Documents:

[BARN PRESERVATION RENEWAL.PDF](#)

5. 25-269-01-E Gravel Tax

Documents:

[25-269-01-E CONTINENTAL BILL 3.27.2026.PDF](#)

6. Land Use Change Tax Bill

Documents:

[2026-03-16 LUCT_013.043-0_REDACTED.PDF](#)

7. 2025 Statistical Reval

Documents:

[2025 STATISTICAL REVAL_TOL.PDF](#)

8. Supplemental Warrant_091 GRB5 - \$325

Documents:

[2026-03-16 SUPPLEMENTAL WARRANT_091 GRB5 - 325_REDACTED.PDF](#)

9. Supplemental Warrant_091 GRB5 - \$539

Documents:

[2026-03-16 SUPPLEMENTAL WARRANT_091 GRB5 - 539_REDACTED.PDF](#)

10. Timber Tax 25-096-2-T

Documents:

[TIMBER TAX 25-096-2-T_REDACTED.PDF](#)

11. Timber Tax 25-269-05-T

Documents:

[TIMBER TAX 25-269-05-T 3.27.26_REDACTED.PDF](#)

H. OTHER BUSINESS

1. Liaison Reports

2. Town Manager Report

a. Reverend Morrison House update

I. PUBLIC COMMENT

J. ADJOURNMENT

K. MEETING SCHEDULE

1. Proposed Future Agenda Items: Dates may be tentative, and this list is not considered all-inclusive

a. April 13, 2026; Moose Hill Council Chambers; 6:30 – 8:30 p.m.

- Strategic Plan Workshop

b. April 20, 2026; Moose Hill Council Chambers; 7 p.m.

- **Public Hearing:** Receive public input, discuss, and accept the unanticipated revenue pursuant to RSA 31:95-b, III(a) from New England HIDTA in the amount of \$30,000
- **Public Hearing:** Receive public input, discuss, and act upon a Zoning Ordinance Amendment – Planned Unit Development Ordinance LZ0 Section 5.2
- **Public Hearing:** Receive public input, discuss, and act upon adopting Town Council Rules of Order.
- Discussion regarding a resident request for skatepark renovations, sponsored by Councilor Paul
- Quarterly budget status review
- Discuss and schedule a public hearing for May 4, 2026 regarding the proposed revision to the Municipal Code, repealing Title I, Chapter XXIX, and adopting Chapter 20 Code of Ethics
- Provide direction to the Town Manager regarding goals and objectives

c. April 22, 2026; Moose Hill Council Chambers; 6:30 – 8:30 p.m.

Strategic Plan Workshop

d. May 4, 2026; Moose Hill Council Chambers; 7 p.m.

- **Public Hearing:** Receive Public input, discuss and act upon a proposed revision to the Municipal Code, repealing Title I, Chapter XXIX, and adopting Chapter 20 Code of Ethics

- Presentation from Londonderry Arts Council (LAC) on 2026 Concerts on the Common.
- Discuss and set a public hearing for May 18, 2026 regarding the 2027-2029 Strategic Plan.
- Discuss and schedule a public hearing for May 18, 2026 to adopt TC-105 Use of Legal Counsel Policy.

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.
most recent Town Council agenda online.*

View the

Fw: El-Azem Budget Committee Resignation

From Shaun Mulholland <smulholland@londonderrynh.gov>

Date Thu 2026-03-26 7:03 AM

To Kirsten Hildonen <KHildonen@londonderrynh.gov>

Kirsten

Add this to the list of open positions on our website.

Shaun Mulholland
Town Manager
Town of Londonderry, NH 03053
603-432-1100 Ext. 151

From: Patrick El-Azem <pel-azem@tolboards.org>

Sent: Thursday, March 26, 2026 6:59 AM

To: Kate Burbidge <kburbidge@tolboards.org>; Nicole Dery <ndery@tolboards.org>; Shaun Mulholland <smulholland@londonderrynh.gov>; Ron Dunn <Rdunn@londonderrynh.gov>

Subject: El-Azem Budget Committee Resignation

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning Budget Committee Chair Burbidge, Vice Chair Dery, Town Manager Mulholland and Town Council Chair Dunn –

This is to advise you that I am resigning from the Londonderry Budget Committee, effective immediately.

[REDACTED] will require a substantial amount of my time for at least this year, if not longer.

I have prior experience in similar situations, and I have concluded that along with my work as my family's sole provider, and with the expectation of an increased role for the Budget Committee in the budgeting process, I will not be able to dedicate the needed time to Budget Committee activities this year.

Because of this, I have decided that now is the right time for me to step aside from this role, so that the Town Council can appoint someone else with sufficient time to come up to speed before budgeting activity begins in earnest.

I will be glad to help with any transition activities as needed.

Thank you for your efforts on behalf of Londonderry taxpayers!

Patrick El-Azem
[REDACTED]



Town of Londonderry, New Hampshire
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Town Council Meeting – Agenda Item Coversheet

Meeting Date: 4/6/2026
Submitted By: Dave Wholley
Department: DPW

Contact Information: dwholley@londonderrynh.gov
Estimated Discussion Time: 5 minutes
Agenda Item Number: TC OFFICE USE

Agenda Item Title: EMTF request for Winter Maintenance of Town facilities

Background and Purpose: 4th Annual request for an allocation of funding for the purpose of paying invoices received for plowing and treating parking lots at municipal facilities.

Action: Approve a withdrawal from the Expendable Maintenance Trust Fund.

Proposed Motion: *MOVED that the Londonderry Town Council hereby approves Order 2026-05 and directs the Trustees of the Trust Fund to disburse \$10,000 from the Expendable Maintenance Trust Fund for winter maintenance of Town facilities.*

Attachments: Order 2026-05

Winter Maintenance #4 EMTF Order #2026-05		Vendor	Amount
<p>Winter Maintenance - TH, LFD, LPD, Library, Morrison & Access Ctr.</p> <p>This EMTF request is to allow for a final draw down on Winter Maintenance funds for the winter season of 2025-2026. This request is for \$10,000 which will cover existing invoices and the potential for any other events at this time of year. This request will be used for Plowing, salting, and shoveling and any other winter maintenance items that may occur at our various town buildings (TH, Library, LPD, Access Center, Senior Center, and all 3 Fire Stations).</p> <p>If the total amount of Winter Maintenance does not total \$10,000 this request will be void after June 30, 2026. If the total amount of Winter Maintenance exceeds \$10,000 there will be another request for an amount that will be determined based on what month the funds are utilized fully. Invoices for the services paid for can be provided upon request at the following council meeting.</p>	FY 2021	\$ 26,730.00	
	FY 2022	\$ 35,935.00	
	FY 2023	\$ 41,840.00	
	FY 2024	\$ 28,320.00	
	FY 2025	\$ 44,630.00	
	Average:	\$ 35,491.00	
	50% of Avg:	\$ 17,745.50	
Requested	\$ 10,000.00		



Town of Londonderry, New Hampshire

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ORDER 2026-05

An Order Relative to

AN EXPENDITURE FROM THE EXPENDABLE MAINTENANCE TRUST FUND

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

WHEREAS the Department of Public Works requests a disbursement of \$10,000 for winter maintenance at various Town buildings.

NOW THEREFORE BE IT ORDERED by the Town Council of the Town of Londonderry that the request to withdraw funds from the Expendable Maintenance Trust Fund is approved and that the Trustees of the Trust Funds are directed to disburse the sum of \$10,000 from the Expendable Maintenance Trust Fund for winter maintenance costs.

Ron Dunn – Chair
Town Council

Sharon Farrell – Town Clerk

PASSED AND ADOPTED by the Londonderry Town Council this 6th day of April 2026.



Town of Londonderry, New Hampshire
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Town Council Meeting – Agenda Item Coversheet

Meeting Date: 4/6/2006
Submitted By: Dave Wholley
Department: DPW

Contact Information: dwholley@londonderrynh.gov
Estimated Discussion Time: 5 minutes
Agenda Item Number: TC OFFICE USE

Agenda Item Title: EMTF 2026-07 request for replacement of hot water heater at Fire Department's Station 2.

Background and Purpose: During the week of March 10th it was discovered that the hot water tank heater at the South Fire Station was leaking and in failure. It is the original tank installed at the facility in 2007. A quote was provided by our contracted maintenance HVAC mechanical vendor in accordance with the provisions of our contract. Due to the nature of the emergency ENE Systems was instructed to proceed.

Action: Approve a withdrawal from the Expendable Maintenance Trust Fund.

Proposed Motion: ***MOVED that the Londonderry Town Council hereby approves Order 2026-07 and directs the Trustees of the Trust Fund to disburse \$7,885.00 from the Expendable Maintenance Trust Fund to pay the ENE invoice for the replacement of the water heater at the Fire Department Station 2.***

Attachments: Order 2026-07



Quote

Date: March 10, 2026
To: Londonderry Fire Department Station 2 – Jonathan Camire
Subject: Replacement of Propane Fired Hot Water Heater

Jon, our technician was recently on site responding to a service call and identified a leaking propane fired hot water heater located at Station 2. It was determined that the unit has failed, and it is recommended that a new propane fired hot water heater be installed. We propose replacement with a Rheem propane fired hot water heater. ENE Systems of NH proposes the following to address this work:

Scope of Work

- Isolate the existing State Select propane fired hot water heater (water side/propane/flue) to allow for safe removal/disposal.
- Perform complete disconnect of the existing unit, remove/dispose.
- Supply and install (1) New Rheem Professional Propane fired Hot Water Heater.
- Once the new water heater is in place, perform the complete reconnect of the existing system components to the new tank (water side/propane/flue). Existing flue and gas piping will be reused. No system additions/alterations included. Bleed excess air on water side connections.
- Perform a complete startup of the new unit. Test for safe and proper operations. Set tank temp setting as needed. Combustion test new unit and post results on unit.
- Quote includes 1-year warranty for work performed.
 - ****Tank warranty through manufacturer.*

*****Clarifications/Exclusions:**

1. This quote is based on work being performed during normal business hours Monday through Friday 7:30am – 4pm.
2. This quote is only to perform the work stated above. Anything needed or requested beyond this scope of work will be quoted separately and accordingly. Quote assumes all other components are viable.
3. Due to the current unstable pricing from manufacturers and vendors, this quote pricing is valid for **15 days**, whereafter pricing will need to be verified.
4. Building life safety devices are customer responsibility (I.e., smoke detectors, alarms, fire suppression, sprinklers, etc.). ENE will not be responsible or be held liable for any facility life safety devices, equipment, or systems.
5. Customer is responsible to allow access for work to be performed and must be done prior to the start of work.
6. Customer is responsible to allow free and clear access to all associated work areas throughout the entirety of the work being performed.
7. Controls work and roof work are excluded.
8. This quote does not include any other non-specified services.
9. Please be advised that upon the approval of this work, by means of signature or in written approval through email, the customer is acknowledging that they agree to these terms and conditions and the associated scope of work within this proposal. ENE Systems is not responsible for the failure of any individual or entity to read, understand, or clarify any items prior to the approval of the work.

Total Price.....\$7,885.00

Thank you and please call me with any questions.

Sincerely,
Andy Gamache



Town of Londonderry, New Hampshire

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ORDER 2026-07

An Order Relative to

AN EXPENDITURE FROM THE EXPENDABLE MAINTENANCE TRUST FUND

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

WHEREAS during the week of March 10, 2026, it was discovered that the hot water heater at Fire Department Station 2 had failed and was leaking; and

WHEREAS the unit was original to the facility and required immediate replacement to maintain operations at the station; and

WHEREAS ENE Systems of New Hampshire, the Town's contracted HVAC mechanical vendor, provided a proposal to replace the unit in accordance with the existing contract in the amount of \$7,885.00; and

WHEREAS due to the emergency nature of the failure, ENE Systems was authorized to proceed with the replacement.

NOW THEREFORE BE IT ORDERED by the Town Council of the Town of Londonderry that the request to withdraw funds from the Expendable Maintenance Trust Fund is approved and that the Trustees of the Trust Funds are directed to disburse the sum of \$7,885.00 from the Expendable Maintenance Trust Fund for the replacement of the hot water heater at the Fire Department Station 2.

**Ron Dunn – Chair
Town Council**

Sharon Farrell – Town Clerk

PASSED AND ADOPTED by the Londonderry Town Council this 6th day of April 2026.



Town of Londonderry, New Hampshire
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Town Council Meeting – Agenda Item Coversheet

Meeting Date: 4/6/2026

Submitted By: John Trottier P.E.

Department: Engineering and Environmental Services

Contact Information:

JRTrottier@LondonderryNH.gov

Estimated Discussion Time: 5

Agenda Item Number: TC OFFICE USE

Agenda Item Title: Approval of the Expenditure from the Reclamation Trust Funds for Recycle Carts

Background and Purpose: The town's curbside recycling program which utilizes 95-gallon blue recycle carts for residential curbside collection, has been in place since 2016. Funds for the purchase of replacement and additional recycling carts may be withdrawn from the Reclamation Trust Fund.

Action: Approve the expenditure of \$15,701.00 from the Reclamation Trust Fund for the purchase of 210 blue, 95-gallon recycle carts.

Proposed Motion: *Moved that the Town Council hereby approves Order 2026-06 and directs the Trustees of the Trust Fund to disburse \$15,701.00 from the Reclamation Trust Fund for the purchase of 210 Blue, 95-gallon recycle carts.*

Attachments: Order 2026-06



Town of Londonderry, New Hampshire

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ORDER 2026-06

An Order Relative to

THE EXPENDITURE OF RECLAMATION TRUST FUNDS

WHEREAS in 2003 voters established a Reclamation Trust Fund to fund the disposal of motor vehicle waste, and recycling and reclamation of other waste; and

WHEREAS recycling carts are required for the automated curbside recycling collection.

NOW THEREFORE BE IT ORDERED by the Town Council of the Town of Londonderry that the request to withdraw funds from the Reclamation Trust Fund is approved and that the Trustees of the Trust Funds are directed to disburse the sum of \$15,701.00 from the Reclamation Trust Fund for recycling carts.

**Ron Dunn – Chair
Town Council**

Sharon Farrell – Town Clerk

PASSED AND ADOPTED by the Londonderry Town Council this 6th day of April 2026.



Town of Londonderry, New Hampshire
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Town Council Meeting – Agenda Item Coversheet

Meeting Date: 4/6/2026

Submitted By: Shaun Mulholland

Department: Town Manager

Contact Information: Email or Telephone

Estimated Discussion Time: 10 Minutes

Agenda Item Title: Discuss and approve Resolution 2026-03: A revision to the General Assistance (welfare) Guidelines and 2026 Allowable Levels.

Background and Purpose: The Town of Londonderry contracts with Greater Derry Community Health Services, Inc. (CHS) to administer a General Assistance (Welfare) Program in accordance with RSA Chapter 165, which requires municipalities to adopt written guidelines governing eligibility, program administration, and levels of assistance.

The Town's current Welfare Guidelines were last revised on June 6, 2016 (Resolution 2016-15). In accordance with state law, allowable assistance levels must be reviewed annually to ensure continued compliance and alignment with prevailing economic conditions, including housing costs and applicable federal assistance benchmarks.

The proposed General Assistance Guidelines better align with services provided by Greater Derry Community Health Services, Inc. Appendix A, which establishes the 2026 Allowable Levels of Assistance Payments, has been updated using current data from HUD, HMFA, USDA SNAP benefit levels, and regional rental market surveys to ensure assistance remains appropriate and responsive to community needs. The allowable assistance levels will continue to be reviewed annually.

Town Council approval is required prior to implementing these revisions.

Action: Review, discuss, and approve the General Assistance Guidelines and 2026 Allowable Levels of Assistance (Appendix A).

Proposed Motion: *MOVED that Londonderry Town Council hereby approves Resolution 2026-03 The Revision of the General Assistance Guidelines and Appendix A – Allowable Levels of Assistance Payments for 2026, as presented.*

Attachments:

- Draft General Assistance (Welfare) Guidelines
- Appendix A – 2026 Allowable Levels of Assistance
- 2026 HUD Fair Market Rents
- RSA Chapter 165 – Aid to Assisted Persons
- Resolution 2026-03



Town of Londonderry, NH General Assistance (Welfare) Guidelines

Authority

The Town of Londonderry administers a General Assistance (Welfare) Program pursuant to New Hampshire Revised Statutes Annotated (RSA) Chapter 165.

The purpose of the program is to provide temporary assistance to residents who are unable to support themselves, while encouraging applicants to pursue all other available sources of support and self-sufficiency.

These guidelines establish the standards and procedures for the administration of the Town's General Assistance Program.

Administration of the Program

The Town of Londonderry has contracted with Greater Derry Community Health Services, Inc. (CHS) to administer the Town's General Assistance Program.

Under this agreement:

- The Executive Director of CHS serves as the Welfare Administrator for the Town of Londonderry.
- CHS is responsible for:
 - receiving and processing applications
 - determining eligibility
 - administering assistance
 - maintaining program records
 - assisting applicants in accessing other available resources

All determinations shall be made in accordance with:

- RSA Chapter 165
- The NHMA Model Welfare Guidelines as amended
- These guidelines
- The agreement between the Town and CHS

The Town retains authority for:

- adoption and amendment of these guidelines
- approval of assistance levels
- scheduling and conducting appeal hearings

The agreement between the Town and CHS shall be reviewed annually and executed by authorized representatives of both parties.

Definitions

For the purposes of these guidelines, the following definitions apply.

- **Applicant:** A person requesting General Assistance from the Town.
- **Assistance:** Temporary aid provided to eligible persons to meet basic living needs.
- **Household:** Individuals living together who share living expenses.
- **Income:** All money or financial support received from any source, including employment, benefits, pensions, or contributions from others.
- **Resources:** Cash, bank accounts, vehicles, property, or other assets available to the applicant.
- **Emergency Assistance:** Assistance required to prevent immediate harm to health or safety.

Applications for Assistance

Residents seeking General Assistance must apply through Greater Derry Community Health Services, which manages all applications and case management services on behalf of the Town.

The application process includes:

- completion of an application form
- an interview with the Welfare Administrator or designee
- submission of required documentation

Applicants must provide documentation necessary to verify:

- identity
- residency
- household composition
- income
- resources
- expenses

CHS shall make reasonable efforts to assist applicants in completing the application process. Applicants must cooperate fully with the application process and provide truthful and accurate information.

CHS shall process applications, determine eligibility, and provide assistance in accordance with RSA 165, the NHMA model guidelines, and the agreement with the Town.

Determination of Eligibility

Eligibility for assistance shall be determined based on NH RSA Chapter 165, the standards and procedures established in the NHMA Model Welfare Guidelines and applicable state law.

Eligibility is based on an assessment of:

- household income
- available resources
- necessary living expenses

Applicants must demonstrate that they are unable to meet their basic needs. Applicants must also pursue all other available resources, including:

- employment
- state or federal assistance programs
- unemployment benefits
- Social Security benefits
- assistance from family members or other sources. CHS will assist applicants in identifying and applying for such resources.

Types of Assistance

General Assistance may be provided to meet essential needs, including:

- shelter or housing expenses
- utilities
- food
- medication assistance for *life-threatening* conditions when no other resources are available
- transportation resources are typically through referral to CART

All assistance is provided through direct vendor payments issued by the Town Finance Department in the form of checks.

General Assistance shall not be provided as cash payments.

The allowable levels of assistance set forth herein shall be reviewed annually in accordance with applicable State and Federal guidance, including but not limited to HUD, HMFA, USDA, and New Hampshire Welfare Administrators Association data.

Any revisions shall require approval by the Town Council prior to implementation.

Special circumstances may be considered in determining allowable rental amounts based on an individual or household's risk of homelessness and the availability of viable housing solutions. In such cases, the Town may exercise discretion to approve rental assistance in

excess of standard allowable limits when strict adherence to those limits would likely result in eviction or loss of housing.

Emergency Assistance

Emergency assistance may be provided when an applicant faces an immediate threat to health or safety, including:

- imminent eviction
- utility shutoff
- lack of food or shelter

Emergency assistance may be granted prior to full eligibility determination when necessary to prevent serious harm.

Applicants receiving emergency assistance must complete the standard application process as soon as reasonably possible.

Applicant Responsibilities

Applicants receiving or seeking assistance must:

- cooperate with the Welfare Administrator
- actively seek employment if able to work
- apply for other available benefits
- provide requested documentation
- participate in case management services as required

Failure to comply with these responsibilities may result in denial or termination of assistance.

Disqualification

Assistance may be denied or suspended if applicant:

- provides false information
- refuses to cooperate with the application process
- voluntarily leaves employment without good cause
- refuses suitable employment
- fails to pursue other available resources

Appeals and Fair Hearings

Applicants who disagree with a decision regarding eligibility or assistance may request a fair hearing. Requests for hearings must be made in writing within the timeframe established by RSA 165.

Upon receiving a request:

- the Town shall schedule a hearing
- a hearing officer shall be appointed.

Following the hearing, the hearing officer shall issue a written decision.

Records and Confidentiality

All records related to General Assistance applications and determinations shall be maintained in accordance with RSA Chapter 165, applicable privacy laws, and the terms of the Town's agreement with CHS.

Fraud Recovery

If assistance is obtained through fraud or misrepresentation, the Town will pursue recovery of funds as permitted by law. Recipients are required to repay assistance when they become financially able to do so. Homeowners will have a lien placed on their home, with interest, for the amount of assistance provided.

Availability of Guidelines

These guidelines and the NHMA Model Welfare Guidelines shall be made available to any person upon request.

Annual Review

These guidelines, the allowable levels of assistance (Appendix A), and the agreement between the Town and Greater Derry Community Health Services shall be reviewed annually. The Town may amend these guidelines as necessary to comply with changes in law or program administration.

Effective Date

These guidelines shall take effect upon adoption by the Londonderry Town Council and shall remain in effect until amended or repealed.

Appendix

The following appendix is incorporated into and made part of these Guidelines:

- APPENDIX A - Allowable Levels of Assistance Payments for the Town of Londonderry
- This Appendix is adopted pursuant to RSA 165 and related State of New Hampshire welfare regulations. It establishes the allowable levels of assistance for General Assistance administered by the Town of Londonderry.



Town of Londonderry, New Hampshire

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APPENDIX A ALLOWABLE LEVELS OF ASSISTANCE PAYMENTS FOR THE TOWN OF LONDONDERRY

MONTHLY SHELTER AND LIVING EXPENSE ALLOWANCE				
	0 Bedroom	1 Bedroom	2 Bedroom	3+ Bedroom
Rent	\$1,681	\$1,692	\$2,220	\$3,069
Mortgage	<i>Up to a single month to avoid foreclosure (based on budget calculation)</i>			
Electric	<i>Current month or minimum to avoid shut off</i>			
Heating Fuel	<i>100 gallons (at market rate)</i>			

Based on New Hampshire Welfare Administrators Association 2026 Rockingham County Rental Survey & HUD/HMFA Guidelines.

Note: Special circumstances may be considered in determining allowable rental amounts based on an individual or household's risk of homelessness and the availability of viable housing solutions. In such cases, the Town may exercise discretion to approve rental assistance in excess of standard allowable limits when strict adherence to those limits would likely result in eviction or loss of housing.

FOOD AND NON-FOOD EXPENSE ALLOWANCE			
	Maximum Weekly Food Allowance (Town assistance* & food stamps combined)	Maximum Monthly Food Stamps	Max Monthly Non-Food/Maintenance
1	\$150	\$298 (avg \$69/week)	\$100
2	\$250	\$546 (avg \$126/week)	\$120
3	\$300	\$785 (avg \$181/week)	\$140
4	\$315	\$994 (avg \$229/week)	\$160
5	\$350	\$1,183 (avg \$273/week)	\$180
6	\$400	\$1,421 (avg \$328/week)	\$200
7	\$450	\$1,571 (avg \$363/week)	\$220
8+	\$475	\$1,789 (avg \$413/week)	\$240

Based on USDA maximum monthly SNAP benefits for FY 2026 (October 1, 2025 through September 30, 2026)

*The Town of Londonderry will provide financial assistance up to the maximum weekly food allowance, less the value of any food stamps received during that period.

OTHER MONTHLY ALLOWANCES	
Basic Internet	Up to \$40
Cell Phone <i>(if not eligible for SafeLink)</i>	Up to \$50
Diapers	\$80 per child
Hulu/Netflix <i>(in lieu of cable)</i>	Up to \$13
Laundry	Up to \$30

OTHER ALLOWANCES	
Medication Assistance	For <i>life-threatening conditions</i> when no other resources are available
Burial/Cremation	Up to \$750.00
Transportation	Transportation resources are typically through referral to CART

The Town of Londonderry contracts with Greater Derry Community Health Services, Inc. (CHS) to provide Human Services, including General Assistance. For information please contact:

Human Services Department
c/o Community Health Services
14A Tsienneto Road Suite 301
Derry, NH 03038
Phone: 603-425-2545
Fax: 603-425-2378

Fair Market Rents FY 2026

Effective: 10/1/2025

Unit Size (number of bedrooms)

HUD_Metro_FMR_Areas	Studio	One	Two	Three	Four	Five	Six
Belknap County, NH	\$1,241	\$1,425	\$1,800	\$2,219	\$2,676	\$3,077	\$3,479
Boston-Cambridge-Quincy, MA-NH HUD Metro FMR Area	\$2,359	\$2,476	\$2,941	\$3,526	\$3,894	\$4,478	\$5,062
Carroll County, NH	\$1,190	\$1,343	\$1,709	\$2,353	\$2,834	\$3,259	\$3,684
Cheshire County, NH	\$1,328	\$1,468	\$1,926	\$2,518	\$2,550	\$2,933	\$3,315
Coos County, NH	\$988	\$994	\$1,287	\$1,702	\$1,708	\$1,964	\$2,220
Grafton County, NH	\$1,445	\$1,455	\$1,909	\$2,590	\$2,630	\$3,025	\$3,419
Hillsborough County, NH (part) HUD Metro FMR Area	\$1,286	\$1,294	\$1,698	\$2,036	\$2,842	\$3,268	\$3,695
Lawrence, MA-NH HUD Metro FMR Area	\$1,565	\$1,730	\$2,270	\$2,722	\$3,006	\$3,457	\$3,908
Manchester, NH HUD Metro FMR Area	\$1,404	\$1,552	\$2,037	\$2,442	\$2,697	\$3,102	\$3,506
Merrimack County, NH	\$1,361	\$1,504	\$1,974	\$2,604	\$2,614	\$3,006	\$3,398
Nashua, NH HUD Metro FMR Area	\$1,467	\$1,673	\$2,127	\$2,822	\$3,001	\$3,451	\$3,901
Portsmouth-Rochester, NH HUD Metro FMR Area	\$1,601	\$1,677	\$2,194	\$2,693	\$2,941	\$3,382	\$3,823
Sullivan County, NH	\$1,216	\$1,332	\$1,747	\$2,418	\$2,694	\$3,098	\$3,502
Western Rockingham County, NH HUD Metro FMR Area	\$1,681	\$1,692	\$2,220	\$3,069	\$3,080	\$3,542	\$4,004

TITLE XII

PUBLIC SAFETY AND WELFARE

Chapter 165

AID TO ASSISTED PERSONS

Section 165:1

165:1 Who Entitled; Local Responsibility. –

- I. Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has residence there. For the purposes of this chapter the term "residence" shall have the same definition as in RSA 21:6-a.
- II. The local governing body, as defined in RSA 672:6, of every town and city in the state shall adopt written guidelines relative to general assistance. The guidelines shall include, but not be limited to, the following:
- (a) The process for application for general assistance.
 - (b) The criteria for determining eligibility.
 - (c) The process for appealing a decision relative to the granting of general assistance.
 - (d) The process for the application of rents under RSA 165:4-b, if the municipality uses the offset provisions of RSA 165:4-a.
 - (e) A statement that qualified state assistance reductions under RSA 167:82, VIII may be deemed as income, if the local governing body has permitted the welfare administrator to treat a qualified state assistance reduction as deemed income under RSA 165:1-e.
- III. Whenever a town provides assistance under this section, no such assistance shall be provided directly to a person or household in the form of cash payments.

Source. RS 66:1. CS 70:1. GS 74:1. GL 82:1. PS 84:1. PL 106:1. RL 124:1. RSA 165:1. 1979, 243:1; 351:2. 1985, 380:2. 1986, 5:2. 1991, 355:56. 1992, 184:1. 1996, 175:2, eff. Aug. 2, 1996.

Section 165:1-a

165:1-a Assisted Person Defined; Local Responsibility. – Any person in a town or city who is poor and unable to support himself shall be known as a town or city assisted person, and shall be relieved and maintained at the expense of the town or city of residence.

Source. 1977, 336:1. 1985, 380:3, eff. Jan. 1, 1986.

Section 165:1-b

165:1-b Disqualification for Noncompliance With Guidelines. –

- I. Any person otherwise eligible for assistance under this chapter shall become ineligible to receive such assistance if he willfully fails to comply with written guidelines adopted by the governing body of the town or city relating to:
- (a) Disclosure of income, resources, or other material financial data;
 - (b) Participation in a work program authorized under this chapter;
 - (c) Reasonable work search; or
 - (d) Application with other public assistance agencies.
- II. No person shall be found ineligible for assistance or suspended from assistance pursuant to paragraph I until he

has been given:

(a) A written notice stating those specific actions he must take in order to comply; and

(b) A 7-day period within which to comply after receiving such notice.

III. If a person does not comply within the 7 days, the town or city may issue to the person a written notice that the person is ineligible for assistance or suspended from assistance. The written notice shall include a list of the guidelines with which the person is not in compliance, those actions necessary for compliance, and written notice of the opportunity to request a hearing within 5 days.

IV. If such person requests a hearing, the town or city shall give him an opportunity to continue to receive assistance, pending the outcome of the hearing, in accordance with any prior eligibility determination.

V. The period of ineligibility or suspension pursuant to this section shall be 7 days; provided, however, that any such suspension within 6 months after the end of any prior suspension period shall be for 14 days; and provided further that if upon the expiration of the 7-day or 14-day disqualification period the person continues to fail to carry out the specific actions set forth in the notice required in paragraph III, the disqualification shall continue until the person complies.

VI. The overseers of public welfare shall not be required to accept an application for general assistance from a person who is subject to disqualification or suspension under this section; provided, however, that in the event such disqualification or suspension continues beyond the 7 or 14-day period due to continued noncompliance pursuant to paragraph IV, and there is a dispute over a contention by such person that he has satisfactorily complied with the requirements set forth in the notice required by paragraph III, such person shall be given an opportunity to request a hearing to determine that issue, but paragraph IV shall not apply to such a hearing.

Source. 1985, 106:1. 1986, 142:1, eff. Jan. 1, 1987.

Section 165:1-c

165:1-c Nonresidents. –

I. Any person, poor and unable to support himself, who is temporarily in a town or city which is not his residence, and who does not intend to make it his residence, shall be provided such temporary assistance as is reasonable and necessary by such town or city. Such town or city may, if requested, cause such person to be returned to his residence.

II. In addition to emergency housing governed by RSA 126-A:30, a person does not change his or her residency status while in a hospital, a correctional facility, a treatment program center, or a hotel or motel paid for by a municipality or other service provider, except as provided in this section.

III. A person who leaves emergency housing of their own free will and remains in a situation of homelessness or is removed from emergency housing for non-compliance or policy violations of emergency housing or local welfare regulations, shall not be considered to have changed his or her residency status for 30 days.

IV. A person assisted by a municipality, or other assistance providers, with emergency housing assistance in a hotel or motel in another municipality, who then self pays for a consecutive 30 days without municipal or other provider assistance shall, for local welfare purposes, transition residency to the new municipality.

V. Temporary urgent assistance may need to be provided to meet basic needs of transient individuals or residents of other municipalities. Municipalities shall communicate and coordinate assistance options with each other, including reimbursements from municipalities of origin pursuant to RSA 165:2-a.

Source. 1985, 380:4, eff. Jan. 1, 1986. 2023, 161:1, eff. Sept. 26, 2023.

Section 165:1-d

165:1-d Disqualification for Voluntary Termination of Employment. –

I. Any person eligible for assistance under this chapter, who voluntarily terminated employment within the 60-day

period before filing an application for assistance, shall be ineligible to receive assistance for 90 days from the date of employment termination, provided the following conditions are met:

- (a) The person received general assistance within the last 365 days and was given notice that voluntary termination of employment without good cause could lead to disqualification from receiving general assistance in the future.
- (b) There are no minor or dependent children in the person's household which the person is legally responsible for supporting.
- (c) At the time of termination of employment, the person did not have a mental or physical impairment which caused such person to be unable to work.
- (d) The employment that the person voluntarily terminated consisted of at least 20 hours of work per week, and the person has not become reemployed for at least 2 weeks at a level consisting of at least 20 hours of work per week.
- (e) The person did not have good cause for terminating the employment, as defined in paragraph II.

II. Good cause for terminating employment shall include any of the following:

- (a) Discrimination by an employer based on age, race, sex, physical or mental disability, religion, or national origin.
- (b) Work demands or conditions that render continued employment unreasonable.
- (c) Retirement by a person 62 years of age or over or resignation by a person under 62 years of age which is recognized by the employer as retirement.
- (d) Employment which becomes unsuitable following the applicant's acceptance of such employment.
- (e) Leaving a job in order to accept a bonafide job offer which, because of circumstances beyond the control of the applicant, subsequently either does not materialize or results in employment of fewer than 20 hours per week or weekly earnings of less than the state or federal hourly minimum wage multiplied by 20 hours.
- (f) Leaving a job in connection with patterns of employment in which workers frequently move from one employer to another, such as migrant farm labor or construction work, even though employment at the new site has not actually begun.
- (g) Leaving a job because of circumstances, such as lack of transportation or a household emergency, which are beyond the control of the applicant to remedy as determined by the overseer of public welfare and which make continued employment impracticable.
- (h) Termination of employment for other good cause.

III. The applicant shall be responsible for demonstrating good cause. The welfare officer may offer assistance in obtaining necessary information.

IV. An applicant shall be considered to have voluntarily terminated employment if the applicant fails to report for work without good cause, as defined in paragraph II, resulting in the termination of the applicant's employment. An applicant who is fired or resigns from a job at the request of the employer due to the applicant's inability to maintain the employer's normal work productivity standard shall not be considered to have voluntarily terminated employment.

V. No person shall be found ineligible for assistance due to a voluntary employment termination unless the applicant has been given a written application for assistance and a written notice stating the reason for the denial of assistance and the specific actions which must be taken in order to reinstate eligibility, along with a written notice of the opportunity to request a hearing within 5 days.

VI. Notwithstanding a voluntary termination without good cause, assistance under this chapter may be given if the welfare officer determines that denial of assistance will put that person or members of the person's household at substantial risk of injury to health or other serious harm, which cannot be avoided or mitigated by other public or private resources.

VII. The provisions of RSA 165:1-b, II-VI shall not apply to persons found ineligible for assistance because of voluntary termination of employment without good cause. However, if at any time during the disqualification period, there is a dispute whether a person has satisfactorily complied with the requirements set forth in the written notice provided for by paragraph V, the person shall be given an opportunity to request a hearing to determine that issue only.

Source. 1995, 221:1, eff. Aug. 11, 1995.

Section 165:1-e

165:1-e Option to Treat a Qualified State Assistance Reduction as Deemed Income. –

The local governing body of a town or city may permit the welfare administrator to deem as income all or any portion of any qualified state assistance reduction pursuant to RSA 167:82, VIII. The following criteria shall apply to any action to deem income under this section:

- I. The authority to deem income under this section shall terminate when the qualified state assistance reduction no longer is in effect.
- II. Applicants for general assistance may be required to cooperate in obtaining information from the department of health and human services as to the existence and amount of any qualified state assistance reduction. No applicant for general assistance may be considered to be subject to a qualified state assistance reduction unless the existence and amount of the reduction has been confirmed by the department of health and human services.
- III. The welfare administrator shall provide the applicant with a written decision which sets forth the amount of any deemed income used to determine eligibility for general assistance.
- IV. Whenever necessary to prevent an immediate threat to the health and safety of children in the household, the welfare administrator shall waive that portion, if any, of the qualified state assistance reduction as is necessary.

Source. 1996, 175:3, eff. Aug. 2, 1996.

Section 165:2

165:2 Administration of General Assistance. – The administrator of town or city welfare in each town or city shall administer general assistance to all persons who are eligible for such assistance as provided under RSA 165:1-a and RSA 165:1-c.

Source. 1875, 7:3. GL 269:20. PS 84:7. PL 106:7. RL 124:2. RSA 165:2. 1985, 380:5. 1988, 180:1, eff. June 25, 1988.

Section 165:2-a

165:2-a Expense of General Assistance. – The financial responsibility for general assistance for assisted persons shall be the responsibility of the town or city in which the person making application resides, except as otherwise provided in RSA 165:1-c.

Source. 1985, 380:6. 1988, 180:1. 1993, 229:2, eff. July 1, 1993. 2021, 122:44, eff. July 9, 2021.

Section 165:2-b

165:2-b Disqualification for Certain Property Transfers. – No person who is otherwise eligible for assistance under this chapter shall receive such assistance if he has made an assignment, transfer or conveyance of property for the purpose of rendering himself eligible for such assistance within 3 years immediately preceding his application for such assistance.

Source. 1985, 380:6, eff. Jan. 1, 1986.

Section 165:2-c

165:2-c Withholding Names of Recipients of Aid. – Notwithstanding any other provision of law to the

contrary, no town, city or county official shall publish or disclose or allow to be published or disclosed in the annual report of the town, city or county, or in any other document or letter, except as is necessary for and connected with the administration of this chapter, the name, address or any other identifying information of any recipient who is receiving assistance or aid; provided, however, that any taxpayer shall be allowed to see the itemized account of such aid furnished. Any person violating any provision of this section shall be guilty of a violation.

Source. 1985, 380:6, eff. Jan. 1, 1986.

Section 165:3

165:3 Burial or Cremation. –

- I. If an assisted person shall die in any town or city the overseers of public welfare shall cause such person to be decently buried or cremated at the expense of the town or city.
- II. Notwithstanding any provision of paragraph I to the contrary, if an assisted person dies in a county nursing home, the overseers of public welfare shall cause such person to be decently buried or cremated at the expense of the town or city in which the assisted person was a resident, as that term is defined in RSA 21:6, on the date on which the assisted person entered the county nursing home.

Source. RS 66:7. CS 70:7. GS 74:7. GL 82:7. PS 84:8. PL 106:8. RL 124:3. RSA 165:3. 1985, 380:45, 47. 1993, 308:3. 2000, 202:1, eff. Jan. 1, 2001.

Section 165:4

165:4 Information Regarding Bank Deposits. – A cashier of a national bank and a treasurer of a savings bank and a trust company may, when requested by an overseer of public welfare of a town or city in the state, furnish to said overseer any information asked relative to the deposit of a person receiving or applying for public support.

Source. 1933, 116:1. RL 124:4. RSA 165:4. 1985, 380:45, eff. Jan. 1, 1986.

Section 165:4-a

165:4-a Application of Rents Paid by the Municipality. – Whenever the owner of property rented to a person receiving assistance under this chapter is in arrears in sewer, water, electricity, or tax payments to the municipality, the municipality may apply, upon approval of the governing body, the assistance which the property owner would have received in payment of rent on behalf of such assisted person to the property owner's delinquent balances, regardless of whether such delinquent balances are in respect of property occupied by the assisted person. For purposes of this section, a payment shall be considered "in arrears" if more than 30 days have elapsed since the mailing of the bill, or in the case of real estate taxes, if interest has begun to accrue pursuant to RSA 76:13.

Source. 1992, 184:2, eff. July 11, 1992.

Section 165:4-b

165:4-b Process for Application of Rents Paid by the Municipality. – Prior to utilizing the optional offset provisions of RSA 165:4-a, the governing body shall adopt, as part of the guidelines required under RSA 165:1, II, rules governing the process, including a policy which specifically sets out which bill shall be offset first and any further priority of such offset payments and a procedure for notifying the landlord.

Source. 1992, 184:2, eff. July 11, 1992.

Section 165:4-c

165:4-c Eviction Notice Not Required. – The governing body and overseers of public welfare shall not require the issuance of an eviction notice before providing rental assistance. An eviction notice may be required to assist the applicant in documenting emergency needs for emergency assistance, timely application and decision making, and referrals to other agencies with eviction notice requirements for consideration of additional rent arrearage assistance.

Source. 2021, 152:2, Pt. II, Sec. 1, eff. July 23, 2021.

Veterans' Relief

Section 165:5

165:5 Who Entitled. – Whenever any person, resident in this state, who served in the armed forces of the United States, in any war, insurrection, campaign, or expedition, in which the United States was engaged, and who received an honorable discharge, not being under guardianship or legal restraint, shall become poor and unable to provide maintenance for himself and his dependent family, such person, his wife, widow, or minor children, shall be supported at the public expense in the town or city of their abode, at their own home or such place, other than a town or county almshouse, as the overseers of public welfare or the county commissioners shall deem proper.

Source. 1885, 41:1, 2. 1887, 45:1. 1889, 81:1. 1891, 38:2. PS 84:9. 1901, 116:1. 1921, 104:1. PL 106:9. 1933, 78:1. RL 124:5. RSA 165:5. 1959, 98:1, eff. July 13, 1959.

Section 165:6

165:6 Repealed by 1985, 380:51, II, eff. Jan. 1, 1986. –

Section 165:7 to 165:11

165:7 to 165:11 Repealed by 1988, 180:5, eff. June 25, 1988. –

Section 165:12

165:12 Repealed by 1985, 380:51, III, eff. Jan. 1, 1986. –

Section 165:13

165:13 Repealed by 1985, 380:51, IV, eff. Jan. 1, 1986. –

Section 165:14

165:14 Repealed by 1988, 180:5, eff. June 25, 1988. –

Section 165:15

165:15 Repealed by 1985, 380:51, V, eff. Jan. 1, 1986. –

Section 165:16

165:16 Burial Expenses. – Whenever any person, a resident in this state, who served in the armed forces of the United States in any of the wars or conflicts defined in RSA 165:17 for a total of 90 days, unless sooner released from such service by reason of disability incurred in service, and whose services were terminated under conditions other than dishonorable, dies and did not leave sufficient estate to pay the expenses of his funeral, or was an assisted person, the overseers of public welfare shall cause him to be decently buried at the expense of the municipality in which he died. Funds received from the Department of Veterans Affairs towards burial expenses shall be retained by the municipality. The municipality shall make a request to the Department of Veterans Affairs to provide a suitable monument.

Source. 1909, 130:1. 1911, 31:1. 1919, 135:1. 1921, 63:1. 1925, 93:1. PL 106:20. 1929, 28:1. RL 24:16. 1943, 102:1. 1945, 88:1. 1947, 214:1. 1949, 28:1; 167:4. RSA 165:16. 1959, 77:1. 1965, 87:1. 1967, 171:1. 1988, 180:3, eff. June 25, 1988.

Section 165:17

165:17 Definition of Terms. –

The following shall constitute wars or conflicts for purposes of RSA 165:16:

- I. Any war or armed conflict that occurred between July 3, 1921 and December 6, 1941 and in which the resident earned an armed forces expeditionary medal or theater of operations service medal.
- II. "World War II" between December 7, 1941 and December 31, 1946.
- III. "Korean Conflict" between June 25, 1950 and January 31, 1955.
- IV. "Vietnam Conflict" between July 1, 1958 and December 22, 1961, if the resident earned the Vietnam service medal or an armed forces expeditionary medal.
- V. "Vietnam Conflict" between August 5, 1964 and May 7, 1975.
- VI. Any war or armed conflict that has occurred between May 8, 1975 and August 1, 1990 and in which the resident earned an armed forces expeditionary medal or theater of operations service medal.
- VII. "Persian Gulf War" between August 2, 1990 and the date thereafter prescribed by Presidential proclamation or by law.

Source. 1949, 167:5. 1951, 176:1. RSA 165:17. 1965, 69:1. 1967, 171:2. 1988, 180:4. 2010, 79:1, eff. July 18, 2010.

Section 165:18

165:18 Repealed by 1988, 180:5, eff. June 25, 1988. –

Liability for Support, and Recovery Over

Section 165:19

[RSA 165:19 effective until January 1, 2026; see also RSA 165:19 set out below.]

165:19 Liability for Support. – The relation of any poor person in the line of father, mother, stepfather, stepmother, son, daughter, husband, or wife shall assist or maintain such person when in need of relief. Said relation shall be deemed able to assist such person if his weekly income is more than sufficient to provide a

reasonable subsistence compatible with decency and health. Should a relation refuse to render such aid when requested to do so by a county commissioner, selectman, or overseer of public welfare, such person or persons shall upon complaint of one of these officials be summoned to appear in court. If, after hearing, it is found that the alleged poor person is in need of assistance, and that the relation is able to render such assistance, the court shall enter a decree accordingly and shall fix the amount and character of the assistance which the relation shall furnish. If the relation neglects or refuses to comply with the court order without good cause, as determined by the court at a hearing, or by refusing to work or otherwise voluntarily places himself in a position where he is unable to comply, he shall be deemed to be in contempt of court and shall be imprisoned not more than 90 nor fewer than 60 days. If a poor person has no relation of sufficient ability, the town or city in which he resides shall be liable for his support.

Source. RS 66:8. CS 70:8. GS 74:8. GL 82:8. PS 84:12. 1925, 112:1. PL 106:22. 1933, 65:1. RL 124:18. RSA 165:19. 1973, 115:1. 1985, 380:11, eff. Jan. 1, 1986.

Section 165:19

[RSA 165:19 effective January 1, 2026; see also RSA 165:19 above.]

165:19 Liability for Support. – The relation of any poor person in the line of father, mother, stepfather, stepmother, son, daughter, husband, or wife shall assist or maintain such person when in need of relief. Said relation may be deemed able to assist such person if their weekly income is more than sufficient to provide a reasonable subsistence compatible with decency and health. If a poor person has no relation of sufficient ability, the town or city in which they reside shall be liable for their support. Aid to a person who is otherwise eligible for assistance under this chapter shall not be withheld due to the failure of a legally liable relative to respond to the welfare administrator or their refusal to provide aid. Any town or city furnishing aid may seek reimbursement from any legally liable relative with sufficient means to provide the reimbursement without financial hardship.

Source. RS 66:8. CS 70:8. GS 74:8. GL 82:8. PS 84:12. 1925, 112:1. PL 106:22. 1933, 65:1. RL 124:18. RSA 165:19. 1973, 115:1. 1985, 380:11, eff. Jan. 1, 1986. 2025, 267:1, eff. Jan. 1, 2026.

Section 165:20

165:20 Recovery of Expense. – If a town, city, or county acting as agent for a town under RSA 165:34 spends any sum for the support, return to his home, or burial of an assisted person having a residence in another town or city, or for an assisted person having relations able to support him under RSA 165:19, such sum may be recovered from the town, city or relation so chargeable or from a county acting as agent for the town under RSA 165:34. In any civil action brought under this section to recover such sum, the court shall award costs to the prevailing party.

Source. RS 66:9. CS 70:9. GS 74:9. 1875, 7:4. GL 82:10; 269:21. PS 84:13. PL 106:23. RL 124:19. RSA 165:20. 1967, 192:3. 1977, 152:2; 367:1. 1985, 380:12, eff. Jan. 1, 1986.

Section 165:20-a

165:20-a Settlement of Disputes. –

- I. In any case where a town, city, county or the state seeks to recover a sum spent on assistance to a person and there is a dispute between a town, city, county or the state as to the liability for such assistance, the voluntary arbitration system established by this section shall be available.
- II. The department of health and human services shall maintain a roster of the selectmen and welfare administrators of the cities, towns, and counties of the state. If a town, city, county or the state decides to avail itself of the

voluntary arbitration system, the commissioner of the department of health and human services or his designee shall randomly select a panel of 3 persons from the roster to arbitrate the dispute. No selectman or welfare administrator shall serve on any panel resolving a dispute concerning his own city, town or county.

III. Any such voluntary arbitration session shall be held at a time and place to be determined by the commissioner of health and human services.

IV. The costs of such voluntary arbitration shall be equally divided between the town, city, county or the state involved in the dispute.

V. Any town, city, county or the state choosing the forum of the voluntary arbitration system shall lose the right to litigate the issue, and the decision of the panel of arbitrators shall be final.

Source. 1977, 373:1. 1979, 228:1. 1983, 291:1. 1985, 380:13. 1995, 310:176, 181, 182, eff. Nov. 1, 1995.

Section 165:20-b

165:20-b Recovery From Recipients. – Any town or city furnishing assistance to any person who is returned to an income status after receiving the assistance which enables him to reimburse the town or city without financial hardship may recover from such person the amount of assistance provided.

Source. 1981, 503:8. 1985, 380:45, eff. Jan. 1, 1986.

Section 165:20-c

165:20-c Repealed by 2021, 122:43, III, eff. July 9, 2021. –

Section 165:21 to 165:24

165:21 to 165:24 Repealed by 1967, 192:10, eff. Jan. 1, 1968. –

Section 165:25

165:25 Limitation of Action. – Actions by towns and cities to recover the expense of support, return to his home, or burial of a poor person may be brought within 6 years after the cause of action accrued and not afterward.

Source. RS 66:14. CS 70:14. GS 74:14. GL 82:15. PS 84:18. PL 106:28. RL 124:24. RSA 165:25. 1967, 192:4. 1981, 503:4. 1985, 380:14, eff. Jan. 1, 1986.

Section 165:26

165:26 Transfer of Action. – Whenever a county in which an action for the support of an assisted person is pending may eventually be liable for such support, the court, on motion, shall transfer the action to an adjoining county for adjudication.

Source. RS 66:15. CS 70:15. GS 74:15. GL 82:16. PS 84:19. PL 106:29. RL 124:25. RSA 165:26. 1985, 380:47, eff. Jan. 1, 1986.

Section 165:27

165:27 Recovery From Estates. – Towns and cities may recover from the estates of persons assisted in like

manner as counties under RSA 166:19.

Source. 1903, 42:1. PL 106:30. RL 124:26. RSA 165:27. 1985, 380:15, eff. Jan. 1, 1986.

Section 165:27-a

165:27-a Assignment for Funeral and Burial or Cremation Expenses. –

- I. Except when a town or city assisted person has made arrangements for a prepaid funeral, if there are liquid assets at death, there shall be an automatic assignment to the funeral director or the person who paid for the funeral and burial or cremation of the deceased to the extent of funeral and burial or cremation expenses up to \$2,000.
- II. The funeral director or the person who paid for the funeral and burial or cremation expenses may submit a notarized statement to the effect that he has paid the expenses, together with an itemized list of the expenses, to the entity holding the assets. Upon submission of the statement and the list, the person shall receive payment to the extent of the expenses authorized under this section.
- III. The entity making the payment shall provide a receipt and shall send a copy of the receipt to the town selectmen or city council of the appropriate town or city.
- IV. If no assets remain after a payment is made under this section, the entity making the payment shall so notify the probate court having jurisdiction over the estate.

Source. 1981, 253:2. 1985, 380:16. 2000, 202:3, eff. Jan. 1, 2001. 2019, 99:1, eff. Aug. 20, 2019.

Section 165:28

165:28 Liens on Real Property. – The amount of money spent by a town or city to support an assisted person under this chapter shall, except for just cause, be made a lien on any real estate owned by the assisted person. The liens are effective until enforced as provided in this chapter, or until released by the selectmen or city council; provided that there shall be no enforcement of the lien so long as the real estate is occupied as the sole residence of the assisted person, his surviving spouse, or his surviving children who are under age 18 or blind or permanently and totally disabled. Interest at the rate of 6 percent per year shall be charged on the amount of money constituting such lien commencing one year after the date of the filing of the lien unless a majority of the selectmen in the town or the councilmen in the city vote to waive such interest. The selectmen or council may file a notice of the lien or an acknowledgment of satisfaction of the lien with the register of deeds of the county in which the assisted person owns real property. A notice of lien which contains the owner's name and a description of the real property sufficient to identify it is a valid lien on the property. The register of deeds shall keep a suitable record of such notices without charging any fee therefor, and he shall enter an acknowledgment of satisfaction of the lien upon written request of the selectmen or the council without fee.

Source. 1965, 42:1. 1975, 303:1. 1985, 380:17. 1988, 180:2, eff. June 25, 1988.

Section 165:28-a

165:28-a Liens on Civil Judgments. –

- I. A town or city shall be entitled to a lien upon property passing under the terms of a will or by intestate succession, a property settlement, or a civil judgment for personal injuries awarded any person granted assistance by the town or city under RSA 165 for the amount of assistance granted by the town or city.
- II. The town or city shall be entitled to the lien only if the assistance was granted no more than 6 years before the receipt of the inheritance or the award of the property settlement or civil judgment, provided that this section shall not apply to inheritances, property settlements, or civil judgments awarded before August 28, 1981.
- III. This lien shall take precedence over all other claims.

Source. 1981, 503:1. 1985, 380:45, eff. Jan. 1, 1986.

Section 165:29

165:29 Enforcement of Liens. – Liens arising under RSA 165:28 or RSA 165:28-a may be enforced by a bill in equity.

Source. 1965, 42:1. 1981, 503:3, eff. Aug. 28, 1981.

Section 165:30

165:30 Relative Priority. – Any lien arising under RSA 165:28 shall be subordinate to mortgages and other valid liens, recorded with the register of deeds prior to the recording of the notice of the lien referred to in RSA 165:28.

Source. 1965, 42:1. 1981, 503:5, eff. Aug. 28, 1981.

Section 165:31

165:31 Work Program Requirements for Assisted Persons. –

I. The overseer of public welfare may require any person who is receiving support under this chapter and who is physically able to work, to participate in the municipality's work program as a condition of continued eligibility for assistance. The overseer of public welfare of the town or city may require the person receiving aid to work for the town or city at any job which it has available that is within the capacity of the person receiving support. Such persons shall receive aid in return for such required work at a rate of exchange equivalent to the prevailing wage for the kind of work they are required to perform in the community from which they receive support, as determined by the municipality's pay schedules prevailing at the time of application for assistance. The amount an assisted person may be required to reimburse the town or city for aid received shall be reduced by the credits received from participation in the municipal work program.

II. The overseer of public welfare of the town or city may require the person receiving aid to perform services for a nonprofit organization if that organization has agreed to participate as a municipal work program, and has been approved by the overseer of public welfare, provided the person is credited according to the prevailing wage scale of that institution.

III. In no case shall participation in a work program be required of the following persons as a condition of receiving assistance:

- (a) Single parents with children under the age of 5 years; and
- (b) Persons with mental or physical disabilities, as determined by the overseer of public welfare.

Source. 1965, 321:1. 1977, 59:1. 1985, 380:18. 1987, 261:1. 1996, 213:2, eff. Aug. 9, 1996.

Section 165:32

165:32 Employment of Relatives. – No person who is otherwise eligible for support under this chapter shall receive such support unless and until all able-bodied adults under the age of 65 years, except those regularly attending school, who are related to such person, regularly residing in the same household as such person, legally liable to contribute to the support of such person and not prevented from maintaining employment and contributing to the support of such person by reason of physical or mental disability or other substantial or other justifiable cause, are employed on a full-time basis. The amount or amounts earned by the persons obligated to maintain employment under this section shall be taken into consideration in determining the level of need for town or city

support. Nothing in this section shall be so construed to deny to any minor dependent child any needed support to which he would otherwise be entitled. Unrelated adults living in the same household in loco parentis as to any such person seeking town or city support shall be obligated to contribute to the poor person's support to the same extent as the parent of such person, and in default thereof, shall be subject to the same penalties as the parent of such person would be in such case.

Source. 1969, 451:2. 1985, 380:19, eff. Jan. 1, 1986.

Section 165:33

165:33 City or Town Districts. – Any city or town may contract with one or more cities or towns to form districts. Such districts shall administer general assistance for which the respective city or town is responsible. The districts are authorized to establish the rate which will be paid to the districts by the respective city or town and to establish written guidelines under which general assistance shall be administered.

Source. 1985, 380:20, eff. Jan. 1, 1986.

Section 165:34

165:34 City or Town may Contract With County. – Any city or town may contract with its respective county to permit the county to act as its agent in administering general assistance for which the city or town is responsible. The city or town and the county are further authorized to establish the rate which will be paid by the cities or towns to the counties and to establish written guidelines under which general assistance shall be administered.

Source. 1985, 380:20, eff. Jan. 1, 1986.

Section 165:35

165:35 Repealed by 2021, 122:43, IV, eff. July 9, 2021. –



Town of Londonderry, New Hampshire

268B Mammoth Road • Londonderry, NH 03053

(603) 432-1100 • londonderrynh.gov

RESOLUTION 2026-03

A Resolution Relative to

THE REVISION OF GENERAL ASSISTANCE GUIDELINES

WHEREAS towns in the State of New Hampshire are required, pursuant to RSA 165:1, to provide temporary assistance to persons in need; and

WHEREAS the Town of Londonderry contracts with Greater Derry Community Health Services, Inc. (CHS) for the administration of its General Assistance Program; and

WHEREAS CHS administers the Town's General Assistance Program in accordance with the Town's Welfare Guidelines adopted on July 22, 2004 (Resolution 2004-13) and amended on June 6, 2016 (Resolution 2016-15); and

WHEREAS the New Hampshire Municipal Association (NHMA) Model Local Welfare Guidelines were revised in 2024; and

WHEREAS the Town of Londonderry has updated its Welfare Guidelines to reflect the revised NHMA Model Local Welfare Guidelines and to align with services provided by Greater Derry Community Health Services, Inc.; and

WHEREAS CHS has recommended adjustments to Appendix A of the Welfare Guidelines, titled Allowable Levels of Assistance Payments for the Town of Londonderry, as set forth in the attached schedule.

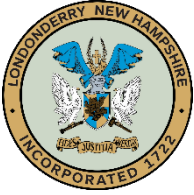
NOW THEREFORE BE IT RESOLVED by the Town Council of the Town of Londonderry that the General Assistance (Welfare) Guidelines and Appendix A, Allowable Levels of Assistance Payments, are hereby amended as presented and shall take effect upon passage of this Resolution.

BE IT FURTHER RESOLVED that the General Assistance Guidelines and Appendix A shall be reviewed annually, and any future revisions shall require approval by the Town Council prior to implementation.

**Ron Dunn - Chair
Town Council**

Sharon Farrell - Town Clerk

PASSED AND ADOPTED by the Londonderry Town Council this 6th day of April 2026.



Town of Londonderry, New Hampshire
268B Mammoth Road • Londonderry, NH 03053
(603) 432-1100 • londonderrynh.gov

Town Council Meeting – Agenda Item Coversheet

Meeting Date: 4/6/2026

Submitted By: Kellie Caron, DTM

Department: Planning & Economic Development

Contact Information: kcaron@londonderrynh.gov

Estimated Discussion Time: 20-30 minutes

Agenda Item Number: TC OFFICE USE

Agenda Item Title: First Reading: Zoning Ordinance Amendment – Planned Unit Development Ordinance LZO Section 5.2

Background and Purpose: On July 7, 2025, the Town Council directed the Town Manager to prepare amendments to Section 5.2 of the Londonderry Zoning Ordinance (Planned Unit Development).

In response to this directive, staff completed a comprehensive review of the PUD ordinance using American Planning Association (APA) guidance, New Hampshire statutory authority (RSA 674:21), and comparable ordinances from peer communities.

The proposed amendments modernize the Town's PUD framework and incorporate contemporary best practices in land use regulation. Key updates include:

- Clarification of the purpose and objectives to support housing diversity, mixed-use development, infrastructure efficiency, environmental protection, and economic vitality
- Updated definitions consistent with current planning standards
- A structured review process including pre-application consultation, conceptual review, and enhanced public participation
- Comprehensive PUD Master Plan submission requirements with measurable development standards
- Clear eligibility criteria and permitted uses, including support for appropriate mixed-use development
- Establishment of a density bonus framework tied to public benefits such as affordable housing, open space preservation, and infrastructure improvements
- Expanded Planning Board review criteria, including fiscal impacts, infrastructure capacity, and preservation of natural and cultural resources
- Clarification of ordinance interpretation and application, including designation of the PUD Master Plan as the controlling document and establishment of fee authority

The Planning Board has reviewed the amendments through three work sessions and a public hearing in accordance with LZO Section 8.6 and applicable NHRSA. The Planning Board voted on March 23, 2026 following a public hearing, to recommend the ordinance to the Town Council for their review and adoption.

Action: Hold a first reading and provide feedback to staff regarding the proposed amendment. Schedule a public hearing.

Proposed Motion: No formal action is required at this time. Action will be required at the Public Hearing.

Attachments: 10/8/25 Summary Memo; Draft PUD Ordinance; Current PUD Ordinance Section LZO 5.2; 03/23/26 Planning Board Minutes; Order 2026-XX

Town of Londonderry, New Hampshire



Planning & Economic Development Department
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Planning – Zoning – Economic Development – Conservation

MEMORANDUM

TO: Planning Board

FROM: Kellie Caron, Deputy Town Manager & Director of Economic Development

DATE: October 8, 2025

RE: Summary of Amendments – LZO Section 5.2 Planned Unit Development (PUD)

Background

On **July 7, 2025**, the Town Council adopted the following motion:

Motion 2: Direct Town Manager to Draft Amendments

I move that the Town Council direct the Town Manager to prepare draft amendments to the Planned Unit Development ordinance and proceed in accordance with the process outlined in Section 8.6 of the Londonderry Zoning Ordinance. The proposed amendments should address the following: Clarify the purpose and objectives of the ordinance to support housing diversity, infrastructure efficiency, and environmental protection; Amend the review process to include enhanced public participation through multiple public meetings and hearings; Establish clear, measurable development standards for open space, affordable housing, mixed-use development, and environmental protections; and Strengthen the criteria and justification required for any modifications or waivers to ordinance standards.

Pursuant to this directive, staff conducted a comprehensive review of Section 5.2 (Planned Unit Development) using **APA (American Planning Association) guidance, New Hampshire statutory authority (RSA 674:21), and ordinances from peer New Hampshire municipalities.** The attached amended draft reflects both the Council's directive and contemporary best practices in land use regulation.

Summary of Changes

The amended ordinance includes the following substantive updates:

1. Purpose & Objectives (Sec. 5.2.2)

- Clarifies PUD objectives consistent with the Council's July 2025 motion.
- Expands focus on **housing diversity, mixed-use opportunities, infrastructure efficiency, environmental protection, and economic vitality.**

2. Definitions (Sec. 5.2.3)

- Revised to align with APA and NH community standards.
- Clarifies key terms including **Planned Unit Development, Density Bonus, and Open Space.**

3. Administration & Review Process (Sec. 5.2.4)

- Incorporates **pre-application consultations, conceptual Planning Board discussions, and community input sessions.**
- Requires structured public hearings and written findings.
- Implements Council directive for **enhanced public participation.**

4. PUD Master Plan & Submission Requirements (Secs. 5.2.5 & 5.2.9)

- Requires comprehensive **Master Plan submission** supported by a **checklist adopted by the Planning Board.**
- Establishes measurable standards for **land use, density, open space, housing, and environmental protections.**

5. Eligibility & Permitted Uses (Secs. 5.2.6 & 5.2.7)

- Establishes tract size thresholds
- Clarifies permitted/prohibited uses and expressly support **mixed-use development** where appropriate.

6. Standards of Development (Sec. 5.2.8)

- Introduces a **Density Bonus Framework** (up to 25% above baseline) linked to community benefits: affordable housing, open space preservation, sustainable design, public amenities, and mixed-use integration.
- Adds measurable criteria for building height, parking, setbacks, and buffers.
- Requires covenants and easements to be recorded with municipal enforcement provisions.

7. **Planning Board Review Criteria (Sec. 5.2.8)**

- Expands evaluation to include fiscal impacts, infrastructure adequacy, preservation of natural and cultural resources, and public benefits.
- Strengthens standards for **harmonious mix of uses** and **sustainable design**.

8. **Interpretation, Application, and Fees (Secs. 5.2.10–5.2.12)**

- Clarifies the **PUD Master Plan as the controlling document**.
- Establishes fee-setting authority under the **Town Council Land Use Fee Schedule**.

References Used

- **Town Council Motion 2, July 2025** – directing amendments to Section 5.2.
- **APA Planning Advisory Service Reports:**
 - PAS Report 545, *The Principles of Planned Unit Development* (APA, 2006).
 - PAS Report 556, *Innovative Tools for Zoning and Subdivision* (APA, 2007).
 - PAS QuickNotes No. 12, *Planned Unit Developments*.
- **New Hampshire Statutes:**
 - RSA 674:21, *Innovative Land Use Controls*.
 - RSA 676:4, *Planning Board Procedures on Subdivision and Site Plans*.
 - RSA 677:15, *Appeals of Planning Board Decisions*.
- **Municipal Ordinances Reviewed:** Amherst, Bedford, Durham, Exeter, NH.

Conclusion & Next Steps

The revised Planned Unit Development (PUD) ordinance implements the Town Council's July 2025 directive, incorporates APA best practices, and strengthens Londonderry's regulatory framework for innovative, mixed-use, and sustainable development.

The Planning Board's task is to review the draft, provide feedback, and participate in work sessions to refine the language prior to public hearing and Town Council consideration.

Tentative Timeline

Planning Board (PB)

- October 8, 2025 – Introduction & Work Session: Presentation of initial amendments; Board discussion and feedback.
- November 12, 2025 – Work Session: Incorporation of revisions based on October session; further refinement.
- December 2025 (Date TBD) – Public Hearing: Formal public hearing on the proposed amendments, consistent with the Londonderry Zoning Ordinance.

Town Council (TC)

- January 5, 2026 – First Reading: Council consideration of Planning Board recommendations following work sessions and hearing.
- January 19, 2026 – Public Hearing & Adoption: Final Council review and vote on ordinance amendments.

Section 5.2 – Planned Unit Development (PUD)

5.2.1 Authority

This Section is enacted pursuant to RSA 674:21, Innovative Land Use Controls, which provides statutory authority for the Town of Londonderry to adopt and administer a Planned Unit Development (PUD) ordinance.

5.2.2 Purpose & Objectives

A. A Planned Unit Development (PUD) allows a landowner to propose a development project with flexibility from the standard land use regulations that would otherwise apply to the property. A PUD Master Plan functions similarly to a special zoning designation for a specific tract of land, establishing permitted uses, dimensional requirements, and development standards. (Note: In this ordinance, all references to a “Master Plan” mean the PUD Master Plan, unless specifically stated as the Town of Londonderry Master Plan.)

B. The purpose of this ordinance is to encourage innovative, high-quality development that provides a balanced mix of housing types, preserves open space and environmental resources, and promotes efficient land use and infrastructure investment. The PUD process is intended to:

1. Foster creative design that enhances community character and livability.
2. Support housing opportunities that meet the needs of a diverse population.
3. Ensure coordinated development that integrates with the Town’s long-range planning goals.
4. Provide flexibility from conventional zoning standards where such flexibility results in a higher-quality, more sustainable outcome.

PUDs are intended to offer flexibility from conventional zoning standards only when such flexibility yields higher-quality, sustainable land use, and measurable community benefit, and where the development demonstrates clear consistency with Londonderry’s Comprehensive Master Plan.

C. The objectives of this Planned Unit Development ordinance are as follows:

1. **Housing Diversity.** To encourage a variety of housing types, including single-family, multi-family, affordable, and workforce housing, in accordance with state law and the Town’s Comprehensive Master Plan.
2. **Mixed-Use Development.** To provide opportunities for the integration of residential, commercial, civic, and recreational uses in cohesive, walkable neighborhoods.
3. **Sustainable Land Use.** To promote compact development patterns that make efficient use of land and infrastructure, minimize sprawl, and preserve open space, agricultural land, natural resources, and environmentally sensitive areas.

4. **Quality and Transparency.** To establish clear, predictable, and measurable development standards, and to ensure transparency and accountability in the review process through meaningful public participation.
5. **Economic Vitality.** To support the Town’s long-term fiscal stability by encouraging development patterns that broaden the tax base, foster local business opportunities, and contribute to sustainable economic growth.

5.2.3 Definitions

Planned Unit Development (PUD): A form of development, generally under unified ownership or control, that permits flexibility in the application of conventional zoning and subdivision standards in order to encourage innovative design, a mix of land uses, efficient infrastructure, and the preservation of open space, consistent with the purposes and objectives of this ordinance.

Density Bonus: An allowance for additional dwelling units or floor area above the maximum otherwise permitted by the underlying zoning district, granted by the Planning Board upon a finding that the development provides specified community benefits, such as affordable housing, enhanced open space, environmental protection, or community amenities.

Open Space: Land within a PUD that is permanently set aside and legally protected for conservation, recreation, agriculture, or similar purposes. Open space shall not be occupied by residential, commercial, or industrial structures, but may include accessory facilities for recreation, stormwater management, or utilities that are compatible with the open space purpose.

Public Amenities / Public Infrastructure Improvements: Facilities, improvements, or investments provided as part of a Planned Unit Development that are accessible to and benefit the general public, and that exceed what would otherwise be required under conventional zoning or site plan regulations. Public amenities and infrastructure improvements may be on-site or off-site, provided there is a clear and direct relationship to the impacts of the development.

Community Benefit: A measurable, tangible improvement or contribution provided as part of a Planned Unit Development that serves the public interest, addresses impacts created by the development, and provides value beyond what would otherwise be required under conventional zoning, site plan, or subdivision regulations.

5.2.4 Administration and Review Process

The process for reviewing and administering a Planned Unit Development (PUD) shall be as follows:

A. Pre-Application Consultation.

1. Due to the complexity of PUDs, applicants are strongly encouraged to meet with the Planning & Economic Development Department staff prior to preparing a formal

application to discuss the concept, applicable regulations, and submission requirements.

2. Applicants are further required to hold a conceptual consultation with the Planning Board in accordance with RSA 676:4, II(a), to receive non-binding feedback on the general concept, density, mix of uses, and consistency with Town objectives.
3. The Planning Board may also request that the applicant hold an informational community input session to solicit early feedback from residents and abutters prior to submitting a formal application.

B. Formal Application.

1. A PUD application (referred to as the PUD Master Plan) and checklist shall be submitted in accordance with the requirements of this ordinance and the Planning Board's regulations.
2. The PUD Master Plan shall include proposed land uses, density, circulation, open space, utilities, phasing (including the sequencing of residential and non-residential development), and any requested modifications or waivers from zoning, site plan, or subdivision standards.

C. Public Hearing and Completeness Review.

1. The Planning Board shall hold at least one public hearing on the PUD Master Plan, properly noticed in accordance with RSA 676:4.
2. At the public hearing, the Board shall determine whether the application is complete. Upon a finding of completeness, the statutory review period under RSA 676:4 shall begin.

D. Planning Board Review and Action.

1. The Planning Board may conduct **work sessions or additional hearings** as necessary to evaluate the proposal, including referral to third-party peer review for technical matters (traffic, fiscal, utilities, environmental impacts, etc.).
2. The Planning Board shall approve, approve with conditions, or deny the PUD Master Plan within statutory deadlines.
3. In rendering its decision, the Planning Board shall make specific written findings regarding:
 - a. Consistency with the purpose and objectives of this ordinance;
 - b. Compliance with the Town's Master Plan;
 - c. Adequacy of open space, infrastructure, and environmental protections; and
 - d. Justification for any modifications or waivers granted including documentation of any substantial community benefit relied upon to approve flexibility or density bonuses.

E. Appeals.

Any appeal of a Planning Board decision on a PUD application shall proceed in accordance with RSA 677:15.

F. Recordation.

1. The Planning & Economic Development Department shall maintain a permanent record of all approved PUD Master Plans.
2. Each approved PUD shall be identified on the Official Zoning Map as an overlay, labeled sequentially as PUD-1, PUD-2, etc.

G. Subsequent Approvals.

1. Following approval of a PUD Master Plan, the applicant shall submit **site plan and/or subdivision applications** for specific phases or components of the project.
2. In the event of a conflict between the approved Master Plan and the Subdivision or Site Plan Regulations, the terms of the approved Master Plan shall control.

H. Compliance and Expiration.

1. All development shall be consistent with the approved Master Plan as determined by the Planning Board.
2. The PUD Master Plan shall include a phasing plan that clearly identifies the sequence of residential and non-residential development. Unless otherwise approved by the Planning Board based on specific findings, a substantial portion of the approved commercial component shall reach “active and substantial development” prior to the start of the residential development.
3. For purposes of this Section, “active and substantial development” shall have the meaning established in the Londonderry Site Plan Regulations (currently defined to include, at a minimum:
 - i. Construction and/or installation of basic infrastructure to support the development, including foundation walls and footings for proposed buildings; roadways, accessways, and parking lots to at least a gravel base; and utilities placed in underground conduit ready for connection to proposed buildings/structures;
 - ii. Construction and completion of drainage improvements to service the development, including detention/retention basins, treatment swales, pipes, underdrains, catch basins, and related improvements;
 - iii. Installation and maintenance of all erosion control measures specified on the approved plans; and
 - iv. Review and approval of items i-iii by the Department of Public Works and Engineering or its designee), consistent with RSA 674:39.
4. If active and substantial development has not begun within **two (2) years** of approval, or within another timeframe specified in the approval, the PUD approval shall expire and the underlying zoning shall control.
5. Extensions may be granted by the Planning Board for good cause shown.

I. Amendments and Extinguishment.

1. Amendments to an approved PUD shall follow the same review and hearing process as the original approval.
2. A landowner may extinguish a PUD by notifying the Planning Board in writing of the intent not to develop under the approved PUD.

5.2.5 PUD Master Plan

- A. In preparing a Planned Unit Development (PUD) Master Plan, applicants may request flexibility from certain dimensional and design standards otherwise required by the Zoning Ordinance, Site Plan Regulations, and Subdivision Regulations, pursuant to the Town’s authority under RSA 674:21 (Innovative Land Use Controls). Such flexibility may include, but is not limited to, permitted land uses, density, setbacks, buffers, building height, lot size and dimensions, parking, and other site design elements. Flexibility shall only be granted where the proposed plan demonstrates compliance with the purposes and objectives of this ordinance and results in equal or greater community benefit than would be achieved under conventional development standards.
- B. The PUD Master Plan shall consist of all documents, plans, and materials submitted by the applicant that collectively describe the proposed development. At minimum, submissions shall include those items outlined in the *PUD Master Plan Submission Checklist* adopted by the Planning Board, which includes but is not limited to:
1. A land use plan, including maps and drawings.
 2. A land use summary table identifying acreage, proposed uses, densities, and development standards.
 3. A completed PUD application form.
 4. A written narrative describing the overall development concept, consistency with the Town’s Master Plan, and justification for requested flexibility and any proposed density bonuses, including demonstration of substantial community benefit where applicable.
 5. Architectural, landscape, and site design guidelines, where applicable.
 6. A proposed phasing plan, including the timing of infrastructure and public amenities.
 7. Any additional development guidelines, conditions, or requirements imposed or accepted by the Planning Board as part of its approval.
- C. The land use plan shall clearly delineate one or more land use areas within the PUD. For each area, the accompanying land use summary shall specify approximate acreage, proposed uses, density, and any special development standards applicable to that area.

D. PUD Master Plan Submission Checklist.

The Planning Board shall adopt and maintain a *PUD Master Plan Submission Checklist* that sets forth the detailed submittal requirements for PUD applications. The checklist shall include, at a minimum, the items specified in subsection B above and may be updated periodically by the Planning Board to reflect changes in best practices, state law, or local needs. Use of the checklist shall be mandatory for all applicants, and no application shall be deemed complete until the requirements of the checklist are satisfied to the satisfaction of the Planning Board.

5.2.6 Basic Eligibility Requirements

The following criteria shall apply to all Planned Unit Developments (PUDs):

A. Location.

PUDs may be proposed in any zoning district, subject to the purposes and objectives of this ordinance, provided they comply with the review standards set forth herein.

B. Tract Size.

The minimum tract size for a Planned Unit Development (PUD) shall be one hundred (100) contiguous acres. Parcels separated by a road, right-of-way, utility corridor, waterway, or similar feature shall be considered contiguous unless the Planning Board determines the separation prevents the tract from functioning as a unified PUD.

Previously developed land may be included within a PUD only where the PUD Master Plan proposes substantial redevelopment that improves aesthetics, architectural design, connectivity, and overall site integration, resulting in a cohesive and unified development consistent with the purposes of this ordinance.

C. Ownership.

A PUD shall be under unified ownership at the time of application or, where multiple ownership exists, subject to a binding development agreement requiring all owners to comply with the approved PUD Master Plan. Following approval, parcels may be subdivided or transferred, provided the overall PUD remains consistent with the approved master plan.

D. Utilities.

All PUDs shall be served by public water and public sewer systems. Service shall be determined to be reasonably consistent with the Town's Sewer Facilities Master Plan, as determined by the Planning Board.

5.2.7 Permitted Uses

A. General Rule.

Uses permitted within a PUD shall be those specifically approved by the Planning Board as part of the PUD Master Plan. No use shall be permitted unless expressly authorized through the master plan approval process.

B. Eligible Uses.

1. Any use listed as permitted, special exception, or conditional use in the underlying zoning district may be proposed within a PUD.
2. In addition, mixed uses — including residential, commercial, civic, and recreational uses — may be combined within a PUD where consistent with the purposes of this ordinance and the Town's Master Plan.

C. Prohibited Uses.

1. Uses prohibited in the underlying zoning district remain prohibited in a PUD, unless specifically authorized as part of the PUD ordinance.
2. Residential uses shall not be permitted within a PUD located in the Gateway Business District.

D. Planning Board Discretion.

The Planning Board may approve, conditionally approve, or deny proposed uses based on consistency with the objectives of this ordinance, the Town's Master Plan, and the design standards set forth in Section 5.2.

5.2.8 Standards of Development

The following standards shall apply to all Planned Unit Developments (PUDs):

A. Parking and Loading.

1. Off-street parking and loading shall generally comply with Section 3.09 of the Site Plan Regulations for each proposed use.
2. The Planning Board may approve shared parking, reduced ratios, or other flexible arrangements where supported by a parking analysis, provided such waivers remain consistent with the design, purposes, and objectives of the PUD.

B. Building Height.

1. Except for non-occupiable structures (e.g., chimneys, water towers, steeples), no building shall exceed 50 feet in height unless otherwise authorized by the Planning Board through the Master Plan process.

2. All structures shall also comply with Federal Aviation Administration (FAA) requirements and the limitations of the Airport Approach Height Overlay (Section 3.7.4).

C. Residential Density.

1. The maximum residential density for a PUD shall be six (6) dwelling units per gross acre, except where density bonuses are approved in accordance with Section 5.2.7.C.3 (Density Bonuses). The Planning Board may grant such bonuses where the applicant demonstrates provision of significant community benefits, as defined in the density bonus table. In no case shall the total density exceed 25% above the baseline density. In reviewing proposed densities, the Planning Board shall evaluate:
 - a. The amount of buildable land (exclusive of wetlands, steep slopes, and other constrained areas).
 - b. The adequacy of public water and sewer to serve the proposed development.
 - c. Compatibility of the proposed residential density with adjoining land uses and the Town's Comprehensive Master Plan.
2. Non-residential uses may be located in a flexible pattern provided they are compatible with residential components and contribute to the overall design and objectives of the PUD.
3. Density Bonus Framework for PUDs
 - a. Baseline Density: Maximum of 6 dwelling units per gross acre (unless otherwise specified in the underlying zoning).
 - b. Eligible Density Bonuses:

The Planning Board may grant additional density, up to a maximum of 25% above baseline, where the applicant demonstrates substantial community benefit in one or more of the following categories:

Community Benefit	Bonus Allowed	Criteria / Standards
Affordable	+10–15%	At least 15% of total units deed-restricted for households earning ≤80% AMI; minimum 30-year affordability period.
Open Space & Environmental Protection	+5–10%	Preservation of ≥50% of tract as permanent open space, with enhanced protection of wetlands, floodplains, or wildlife corridors beyond ordinance minimum.
Sustainability / Green Building	+5%	Certification under LEED, Passive House, or equivalent green building program; significant stormwater management improvements.
Mixed-Use Integration	+5–10%	Inclusion of commercial, civic, or institutional uses that create a walkable, integrated environment consistent with the Master Plan.

Cap on Density Increases:

No PUD shall exceed 25% above baseline density (i.e., maximum of 7.5 dwelling units per acre where baseline is 6 du/acre), unless specifically authorized by the Planning Board after public hearing.

D. Compliance with Other Regulations.

1. Unless waived or modified as part of the PUD Master Plan approval, all PUDs shall comply with applicable provisions of the Zoning Ordinance, Site Plan Regulations, and Subdivision Regulations.
2. All PUDs must comply with applicable local, state, and federal requirements relating to public health and safety, building codes, stormwater, and environmental protection. These requirements shall not be waived.

E. Setbacks and Buffers.

1. All roads and principal structures shall be set back a minimum of fifty (50) feet from the external boundaries of a PUD tract where it abuts existing residential uses, unless a reduced setback is approved by the Planning Board to facilitate access or integration of compatible uses.
2. Landscaping, open space, and screening shall be used to provide a reasonable buffer between the PUD and adjoining properties, except where adjoining uses are compatible or integration is desirable.

F. Covenants, Restrictions, and Easements.

1. Any proposed covenants, restrictions, or easements shall be reviewed and approved by the Planning Board prior to recording.
2. All such documents shall provide for enforcement by the Town, at its option and at the developer’s expense, under appropriate circumstances.

3. Covenants, restrictions, and easements shall be recorded with the Rockingham County Registry of Deeds.

G. G. Phasing and Substantial Completion.

1. The PUD Master Plan shall identify phases, including the timing and triggers for residential, commercial, civic, and infrastructure components.
2. The Planning Board may require, as a condition of approval, that certain public infrastructure and/or a defined portion of the commercial component reach active and substantial development or substantial completion (as defined in the Site Plan Regulations and applied under RSA 674:39) before commencement of specified non-residential phases, to ensure that infrastructure and community benefit keep pace with development.

5.2.9 Planning Board Review Criteria

The following criteria shall guide the Planning Board in determining appropriate land uses, densities, and development standards for any PUD. Final determination of whether a proposal meets the purposes and objectives of this ordinance rests with the Planning Board in its reasonable discretion.

A. General Considerations.

In reviewing a PUD application, the Planning Board shall consider:

1. Compliance with the provisions of the Londonderry Zoning Ordinance, Site Plan Regulations, Subdivision Regulations, and all applicable state and federal laws, unless such provisions are expressly waived or modified through PUD approval.
2. Consistency with the Londonderry Master Plan and related plans or studies formally adopted by the Town.
3. Conformance with the purposes and objectives of this Section.
4. Adequacy of public infrastructure and services to accommodate the proposed development, including water, sewer, roads, drainage, emergency services, and schools.
5. Fiscal and economic impacts of the PUD on the Town, including both municipal revenues and costs of services.
6. The extent to which the proposal provides substantial community benefit, including but not limited to public infrastructure, amenities, and housing that would not reasonably be expected under conventional development.

B. Specific Objectives.

Every PUD shall incorporate a combination of the following elements, which distinguish it from conventional zoning and justify departures from otherwise applicable standards:

1. Harmonious Mix of Uses. A PUD shall provide a compatible and integrated mix of residential, commercial, civic, and/or recreational uses, designed in a manner that:
 - a. Creates walkable, connected neighborhoods or districts;

- b. Provides daily services, amenities, or employment opportunities in proximity to housing;
 - c. Ensures transitions in building scale, intensity, and design to minimize conflicts between differing land uses;
 - d. Balances private development with public spaces and community benefits; and
 - e. Supports the goals of the Londonderry Master Plan for mixed-use centers and sustainable growth.
2. High-quality architectural and site design, with placement of structures that respects natural topography, soils, vegetation, slopes, and drainage patterns.
 3. Preservation of meaningful open space and natural resources, including wetlands, wildlife corridors, agricultural land, and scenic viewsheds.
 4. Protection of cultural and historic resources, including stone walls, farmsteads, and archaeological features.
 5. Provision of active and passive recreational opportunities integrated into the development.
 6. Attractive and functional landscaping, pedestrian amenities, and integration of sidewalks, bikeways, and multi-use paths.
 7. Transportation improvements, including traffic mitigation, traffic calming, or transportation demand management measures to reduce reliance on single-occupancy vehicles.
 8. Design strategies that minimize the visual impact of parking, such as rear-lot placement, structured parking, or significant landscaping and screening.
 9. Incorporation of sustainable development practices, including energy efficiency, renewable energy systems, low-impact stormwater management, and green building design.
 10. Provision of additional community benefits, such as civic space, childcare facilities, community centers, or other amenities accessible to the public.
 11. Demonstrated substantial community benefit in the provision of public infrastructure and amenities, including but not limited to civic space, trails, transit facilities, or off-site infrastructure improvements that provide a clear, quantifiable benefit to the community beyond that required solely to serve the development.

5.2.10 Submission Requirements

A. General.

An application for a Planned Unit Development shall include a complete PUD Master Plan Submission Package, prepared in accordance with the requirements of this Section and the PUD Master Plan Checklist maintained by the Planning and Economic Development Department. The format, number, and method of submission shall be determined by the Department.

B. Required Materials.

The submission package shall include, at a minimum:

1. Completed PUD application form and application fee.
2. Abutters list prepared in accordance with RSA 676:4(I)(d) and Town of Londonderry ordinances.
3. Narrative statement describing:
 - a. The purpose of the PUD;
 - b. How the proposal advances the objectives of Section 5.2;
 - c. Anticipated community benefits and community impacts.
4. Proposed PUD Master Land Use Plan, including maps, plans, and supporting schedules.
5. Development phasing schedule, bonding/security provisions, and anticipated build-out timeline.
6. Proposed covenants, restrictions, easements, and ownership/management arrangements for common areas.

C. Required Information.

The PUD Master Plan shall include sufficient information to enable the Planning Board to evaluate compliance with this Section and other applicable regulations. Items may be preliminary in nature but must be of sufficient detail to convey the overall concept. Required information includes:

1. **Existing Conditions**
 - a. Underlying zoning classification and zoning of adjoining lots.
 - b. Total tract acreage.
 - c. General topography, soils, wetlands, surface waters, slopes, ridgelines, cultural and historic features, and other natural resources (overview format acceptable).
2. **Proposed Development Program**
 - a. Land use plan and land use list, delineating areas by type, acreage, density, and intended use(s).
 - b. Estimated number of dwelling units and overall density, with reference to density bonus provisions (if applicable).
 - c. Location, type, and scale of proposed non-residential uses.
 - d. Location and acreage of proposed open space and resource protection areas.
3. **Site Design and Infrastructure**
 - a. General layout of streets, sidewalks, bikeways, and multi-use paths.
 - b. Location and size of parking areas and loading facilities.
 - c. Conceptual water supply, sewer/septic, stormwater management, and utility systems.
 - d. Proposed fire protection and emergency access strategies.
 - e. Landscaping and buffering plan.

4. Design Guidelines

- a. Architectural standards or guidelines addressing building form, scale, and materials.
- b. Signage plan, including standards for size, placement, and design consistency.
- c. Lighting plan, if applicable.

5. Impact Analysis

- a. Preliminary traffic impact assessment (trip generation, distribution, and potential off-site improvements).
- b. Fiscal impact statement, including projected municipal service costs and revenues.
- c. Environmental impact summary, addressing resource areas to be preserved or mitigated.

6. Governance and Implementation

- a. Ownership/management structure for common areas (e.g., condominium, homeowners' association, master association).
- b. Articles of incorporation and bylaws for any association or entity responsible for ongoing management.
- c. Phasing schedule and bonding/security provisions to ensure timely completion of infrastructure and amenities.

D. Additional Information.

The Planning Board may require the submission of additional information, studies, or legal documentation reasonably necessary to evaluate the design, operation, or maintenance of the proposed PUD.

5.2.11 Interpretation and Application

- A. The approved PUD Master Plan shall serve as the controlling land use document for the subject tract. The Planning Board shall review subsequent site plan and subdivision applications for conformity with the approved Master Plan. In the event of a conflict, the provisions of the approved Master Plan shall govern.
- B. Elements of the Master Plan may be presented in conceptual or generalized form and refined through subsequent site plan or subdivision applications. Such elements may include lot layout, road alignment, parking configuration, utilities, landscaping, and architectural details. Modifications shall be permitted at the site plan or subdivision stage provided they remain consistent with the intent and objectives of the approved Master Plan.
- C. Where the Master Plan does not specify a particular development standard (e.g., dimensional requirement, setback, or performance standard), the applicable

provisions of the Zoning Ordinance, Site Plan Regulations, or Subdivision Regulations shall apply, as determined by the Planning Board.

5.2.12 Fees

- A. Application fees for PUDs shall be established by the Town Council as part of the Town's official Land Use Fee Schedule.
- B. In addition to application fees, applicants shall be responsible for costs of abutter notification, legal notices, and any third-party technical review, consistent with the Town's Subdivision and Site Plan Regulations.

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- F. For other residential development proposed to be serviced with public water and public sewer, and proposing no dwelling structures within 200 feet of a street other than one created by that development: twenty (20) dwelling units per year from the date of final approval.
- G. For all other residential development: fifteen (15) dwelling units per year from the date of final approval.

5.2 Planned Unit Development

5.2.1 Authority

The Section is enacted in pursuant to [RSA 674:21](#), innovative land use controls, which provides the statutory authority for the Town of Londonderry to allow for the development of a Planned Unit Development ordinance.

5.2.2 Purpose

- A. A Planned Unit Development (PUD) allows a landowner to propose his/her own development project largely independent from current land use regulations otherwise applicable to that property. A PUD master plan is akin to a special zoning district designation for a particular tract of land in terms of uses, dimensions, and other development standards. (Note: every reference to a master plan in this PUD ordinance refers to the PUD Master Plan rather than the Town of Londonderry Master Plan, except where the latter is specifically referred to as such.)
- B. The purpose of this ordinance is to promote flexibility in large scale development by considering project proposals based upon a comprehensive, integrated and detailed plan rather than the specific constraints applicable to piecemeal lot-by-lot development under conventional zoning. A PUD should improve the quality of new development by encouraging aesthetically attractive features and promoting quality site and architectural design. The Planning Board will use the 2004 Londonderry Master Plan and/or successor plans, 2009 Londonderry Small Area Master Plan and/or successor plans, 2003 Londonderry Design Charrette and/or successor plans (if applicable) and any other long range planning document as guidance in the land use development aspect of the PUD master planning process.

5.2.3 Process

The process for administering a Planned Unit Development is as follows:

- A. Due to the complexity inherent in PUD's, prior to developing a detailed PUD proposal or submitting an application, applicants are strongly encouraged to:
 - 1. Meet with the Community Development Department to discuss their ideas; and
 - 2. Hold a conceptual discussion with the Planning Board.
- B. The applicant submits a formal PUD application (also known as the proposed PUD master plan) as specified elsewhere in this section.
- C. The Planning Board holds a public hearing on the PUD application and determines whether or not it is complete, in accordance with this ordinance. The board must take final action on the application within 65 days of a finding of completeness.
- D. The Planning Board approves, denies, or approves with conditions the PUD application. An applicant may appeal any such decision of the Planning Board in the same manner specified for appeals for site plan determinations and subdivision determinations ([RSA 677:15](#)).

- E. The Community Development Department maintains a record of all approved PUD master plans. The PUD is demarcated on the Zoning Map of the Town (over the underlying zoning district) and labeled based on the order in which the master plan was approved (as PUD-1, PUD-2, etc.).
- F. Subsequent to the PUD approval, the applicant submits a separate site plan application and/or subdivision application for development of the tract in accordance with the master plan. In the event of a conflict between the terms of the approved master plan and the terms of the site plan regulations or subdivision regulations, the terms of the approved master plan shall control.
- G. Any development on the subject property must be consistent with the approved master plan as determined by the Planning Board. While it is the master plan, rather than the underlying zoning district, that regulates development of the subject tract, there shall remain an underlying zoning designation for the tract at all times.
- H. In the event active and substantial development or building has not begun on the site by the owner or the owner's successor-in-interest in accordance with the approved master plan within four years after the date of approval, or in accordance with other specific terms of the approval, then the master plan shall be deemed to have expired and the underlying zoning shall then control development of the land. Landowners may apply to the Planning Board for extensions of this time period for good cause shown.
- I. Landowners may apply to amend all or a portion of an approved PUD following the same process applicable to the establishment of a PUD. A landowner may extinguish a PUD by notifying the Planning Board in writing that he/she does not intend to utilize the PUD.

5.2.4 PUD Master Plan

- A. In devising the PUD master plan, subject to specific limitations, guidelines, and objectives stated elsewhere in this ordinance, there is flexibility in the selection of land uses, density, setbacks, buffers, building heights, lot sizes, lot dimensions, parking requirements, and most site design and development standards contained in the Zoning Ordinance, Site Plan Regulations, Subdivision Regulations.
- B. The master plan is composed of all of the elements submitted by the applicant which describe the project including:
 - 1. A land use plan (drawing),
 - 2. Land use list,
 - 3. PUD application,
 - 4. Narrative,
 - 5. Architectural guidelines (if applicable),
 - 6. Any other development guidelines
 - 7. Any additions, deletions, modifications, and/or clarifications stipulated by the Planning Board in its approval.
- C. The land plan delineates one or more land use areas. An accompanying land use list gives a designation for each land use area specifying approximate acreage, types of uses, density and any other development standards peculiar to that area.

5.2.5 Basic Requirements

The following requirements apply:

- A. **Location.** PUD's are permitted in any zoning district on one or more lots, or portions of lots, of land provided they meet all other criteria outlined in this Section.
- B. **Tract size.** The minimum area required for a PUD shall be one hundred (100) contiguous acres of land. Where portions of the tract are separated by a road, road right-of-way, utility, waterway, or another like element, the land shall be deemed contiguous unless the intervening feature is of such a nature that the Planning Board determines that the land could not function effectively as a PUD.
 - 1. A PUD may include land which has been previously developed under the requirements of the underlying zoning only when, as part of the PUD Master Plan, the previously developed portion of land is substantially redeveloped in a manner which is consistent with the spirit of the PUD ordinance and which proposes improvements to such items as the aesthetics, architectural design, connectivity with the undeveloped part of the PUD and which creates a unified concept and design for the entire parcel.
- C. **Ownership.** The PUD shall either be under unified ownership or be a collection of lots under separate ownership with a development agreement stipulating all owners are subject to the requirements of any PUD Master Plan approval by the Planning Board at the time of application. However, the tract may be subsequently subdivided consistent with the terms and conditions of the approved master plan. Multiple parties may own, manage, and/or develop various components of the PUD provided that the overall PUD remains integrated.
- D. **Water and Sewer.** Only those tracts which contain buildings that will be serviced by water (Manchester Water Works, Derry Municipal Water, or Pennichuck Water) and municipal sewer systems (and determined to be reasonably consistent with the Town's Sewer Facilities Master Plan as determined by the Planning Board) are permitted to be included in a PUD.

5.2.6 Permitted Uses

- A. The uses listed in the PUD column of the Table of Uses (Section 4.1) may be proposed for inclusion in a PUD. However, no use is permitted in a PUD unless specifically approved by the Planning Board as part of the PUD Master Plan.
 - 1. Due to the unique characteristics of the Gateway Business District, Residential uses otherwise permitted in a PUD shall not be permitted in a PUD Master Plan for any lot with Gateway Business District as the underlying zoning district.
- B. Any uses that are permitted in the underlying zoning district, either by right, special exception or conditional use permit (at such time as this procedure may be established) shall be considered permitted uses in a PUD.

5.2.7 Standards of Development

The following standards shall apply to all PUD's:

- A. Off street parking and loading shall comply with Section 3.09 of the Site Plan Regulations for each proposed use. However, the Planning Board may grant waivers for parking if the Board finds that waivers will be compatible with the design and purposes of the PUD.
- B. Except for structures not intended for human occupancy (chimney, water tower, etc.) height of buildings shall not exceed 50 feet, or as specified by the Federal Aviation Administration as part of their permitting process or by the limitations outlined in the Airport Approach Height Overlay (Section 3.7.4).
- C. In PUD's where residential uses are proposed, the overall residential density of a PUD may not exceed six (6) residential dwelling units (including single family homes) per gross acre of the PUD tract. In determining appropriate density, in addition to other criteria here, the Planning Board shall pay special attention to the amount of buildable land contained on the tract as determined or reasonably estimated in the submission materials. Permitted non-residential uses may be located in a flexible spatial environment, assuring compatibility with residential uses and with the overall development design.
- D. The PUD shall be in compliance with:
 1. All standards contained within the Zoning Ordinance, Site Plan Regulations, and Subdivision Regulations unless waived or modified as part of the master plan; and
 2. All applicable local, state, and federal law relating to public health and safety, building construction, and drainage (these standards may not be waived or modified).
- E. All roads and structures shall be set back a minimum of fifty (50) feet from all exterior PUD tract boundaries which abut residential uses except where transportation or use linkages are desired. Landscaping and other screening devices shall be designed to provide a reasonable buffer between the PUD and adjoining property except where compatible uses adjoin one another.
- F. Any proposed covenants, restrictions, and easements must be approved by the Planning Board. A provision must be built into the documents providing for municipal enforcement of the covenants, restrictions, and easements at the Town's option and at the developer's expense under appropriate circumstances.
- G. In a PUD where ownership is subject to restrictions, covenants and other agreements, those documents shall be recorded in the Rockingham County Registry of Deeds.

5.2.8 Criteria for Review of PUD Proposals

The following criteria shall guide the Planning Board in determining appropriate land uses, densities, and other development standards for the PUD. It is emphasized that the determination of whether or not a proposal meets the intent and objectives of this ordinance is made by the Planning Board in its reasonable discretion.

- A. **General Considerations.** The Planning Board shall consider the following:
 1. Provisions of Town of Londonderry Zoning Ordinance, Site Plan Regulations, Subdivision Regulations, and other applicable town, state, and federal law, where appropriate.



2. Consistency with the Town of Londonderry Master Plan, and any related plans or studies (such as the Londonderry Business Park Design Charrette, Northwest Small Area Master Plan, etc.)
 3. Conformance with the intent and objectives of this Section.
 4. Infrastructure capacity and the effect of the PUD upon public services and public safety.
 5. Prospective fiscal impact upon the Town of Londonderry.
- B. **Specific objectives.** Every PUD shall incorporate a number of the following elements. Their usage defines a planned unit development and justifies departures from standards otherwise applicable under conventional zoning (introduction of new uses, more intensive land uses, higher density, novel design approaches, etc.).
1. Inclusion of a harmonious mix of uses.
 2. Provisions for quality architectural design.
 3. Placement of structures on most suitable sites with consideration of topography, soils, vegetation, slope, etc.
 4. Preservation of open space.
 5. Preservation of natural vegetation and other important natural features.
 6. Preservation of important cultural resources such as stone walls and other archaeological sites.
 7. Development of active or passive recreational areas.
 8. Quality landscaping.
 9. Use of sidewalks, bikeways, and other multi-use paths.
 10. Use of traffic mitigation, traffic calming, or Transportation Demand Management measures.
 11. Significant screening of, or rear placement of, parking areas.
 12. Sustainable design and construction practices promoting energy conservation.
 13. Other public benefits such as provision of a community center or day care center.
 14. Public access to community facilities in PUD.

5.2.9 Submission Requirements

- A. **Materials.** The applicant for a PUD shall provide the following materials (in format and number as reasonably determined by the Community Development Department):
1. Completed PUD application
 2. Narrative, including a statement of purpose for the PUD and how it meets the goals of this Section
 3. Proposed land plan
 4. Proposed land use list
 5. Completed abutters list
 6. PUD application fee
- B. **Information.** The applicant for a PUD shall provide the following information. Given the amount of information needed it is recommended that the plan be developed and refined through several conceptual/preliminary iterations with the staff and Planning Board. Many of

these items may be presented as approximations or preliminary estimates subject to change, where appropriate.

1. Present underlying zoning classification and zoning classification of all adjoining lots.
2. Topographic information on the tract including soil types, wetlands, surface water, land contours, natural and cultural resources, ridges and knolls, rock outcrops, steep slopes, etc. This information may be presented in an overview format, in less detail than would be required of a site plan or subdivision application provided that a clear sense of the tract is conveyed sufficient to evaluate the PUD proposal (for example, wetlands need not be professionally delineated if potentially wet low lying areas are roughly indicated).
3. Total acreage of the tract; rough delineation of each land use area with approximate acreage,
4. Proposed uses for each land use area, preferably given with some specificity.
5. Proposed total number of dwelling units and overall residential density for the tract (if applicable).
6. Proposed general estimates of location, size, use(s) for each structure.
7. Proposed general estimates of location, width, and materials of all streets, drives, sidewalks, and paths.
8. Proposed general estimates of location and number of spaces for each parking area.
9. Summary of proposed traffic impact, including preliminary estimates of trip generation, trip distribution, and potential areas of off-site transportation improvements.
10. Proposed open space areas.
11. Natural and cultural resources proposed to be preserved.
12. Proposed buffers, if appropriate, to adjoining property.
13. Sketch/plan of proposed landscaping.
14. Brief explanation or sketch of proposed water and sewer/septic systems.
15. Brief explanation or sketch of proposed stormwater management plan.
16. Brief explanation or sketch of other proposed utilities.
17. Brief explanation or sketch of proposed firefighting strategy.
18. Proposed architectural standards or guidelines or brief explanation/sketch of architectural treatment.
19. A "Signage Plan" shall be submitted. This document shall establish guidelines regulating and coordinating all signage within the PUD including general representations of tenant signage, development signage, directional signage, and vehicular and pedestrian traffic circulation signage. Specific criteria for design, size, proposed sign types (wall, free standing, etc.), materials, heights, colors, set-backs, projections and contextual issues shall be established. Any other sign design information as required by the Town shall also be provided.
20. Proposed time schedule for completion of the project, phasing schedule (if applicable depending on scale and type of PUD), plans for bonding if applicable, and well thought out plan to ensure that the amenities will be completed as proposed and in a timely manner.
21. Proposed covenants, restrictions and easements and how they will be monitored and enforced, if applicable.

22. Proposed ownership arrangement of each section of the PUD whether to be subdivided, held in fee simple, owned under a condominium arrangement, etc.
23. Proposed articles of incorporation and bylaws of any corporation and/or association to be formed.
24. *Miscellaneous Studies and Documents* - The Planning Board shall have the authority to require the submittal of any additional information, studies, documents, etc., relative to the design, operation, or maintenance of the proposed project.
25. Any other information that the Planning Board or the Town Attorney may deem reasonably necessary.

5.2.10 Interpretation/application of PUD master plan

The Planning Board shall review any site plan or subdivision application for its conformity with the approved PUD master plan; however, the PUD will have control over site review and subdivision regulations. The Board may use its discretion in determining if particular items are consistent with the intent of the plan.

- A. Many items in the PUD Master Plan will be presented and construed to be in preliminary sketch form subject to preparation of detailed, engineering analysis and some modification at the site plan/subdivision application stage consistent with the master plan. These items include exact lot locations and layouts, exact locations of roads and paths, size and configuration of parking lots, utility information, water and sewer/septic, drainage, landscaping, and architectural renderings. (For example, the land plan may show numerous trees to be planted. The applicant would be able to significantly modify the locations and types of planting at the site plan stage provided the intent of the landscaping element as presented in the land plan is met.)
- B. All development standards must ultimately be determinable for each land use area. Where specific development standards are neither stated nor implied in the PUD master plan, the most appropriate standards otherwise applicable (from the Zoning Ordinance, Site Plan Regulations, and/or Subdivision Regulations) shall apply as determined by the Planning Board. (For example, an area designated for a particular use in the PUD master plan does not specify front setbacks. The front setbacks contained in the appropriate underlying zoning district would then apply.)

5.2.11 Fees

The application fees for a PUD are as follows:

- A. \$20.00 per gross acre of the tract not to exceed \$5,000
- B. Legal notice and abutter notification fees shall be as determined in the latest version of the Town's Subdivision and Site Plan Regulations.

5.3 Conservation Subdivisions

5.3.1 Purposes

1
2
3 **LONDONDERRY, NH PLANNING BOARD**
4 **MINUTES OF THE MEETING OF MARCH 23, 2026**
5 **AT THE MOOSE HILL COUNCIL CHAMBERS**

6 Meeting Link: <http://173.166.17.35/internetchannel/show/14198?channel=4>

7
8 **Members Present:** Art Rugg, Secretary; Tony DeFrancesco, Member; Ann
9 Chiampa, Member; Shawn Faber, Town Council Ex-Officio; Jonathan Cruz, Ex-
10 Officio (left at 7:03 p.m.); Ryan Ouellette, Alternate

11
12 **Members Absent:** Jake Butler, Chair; Jeff Penta, Vice Chair; John Farrell, Member;
13 Giovanni Verani, Ex-Officio; Jason Knights, Alternate; Steven Bickford, Alternate

14
15 **Also Present:** Kellie Caron, Deputy Town Manager & Director of Economic
16 Development; Kristan Farr, Town Planner; John Trottier, Director of Engineering
17 and Environmental Services

18
19
20 **I. CALL TO ORDER**

21 A. Rugg called the meeting to order at 6:00 p.m. and led the Pledge of
22 Allegiance. He appointed Ryan Ouellette to vote for John Farrell.

23
24 **II. PUBLIC HEARING**

25 *Pursuant to RSA 675:2, RSA 675:6, and RSA 675:7, and the Town of*
26 *Londonderry Zoning Ordinance Section 8.6, the Londonderry Planning Board*
27 *will hold a public hearing to consider proposed amendments to the Town of*
28 *Londonderry Zoning Ordinance, Section 5.2 – Planned Unit Development*
29 *(PUD), adopted under the authority of RSA 674:21 (Innovative Land Use*
30 *Controls). The proposed amendments include a comprehensive update to*
31 *Section 5.2, establishing revised standards, definitions, and review*
32 *procedures for Planned Unit Developments.*

33
34 K. Caron explained the Town Council directed the Planning Board to amend
35 this ordinance. She reviewed the work done up until this point to achieve this
36 goal. As a result of this meeting, the Board will make a recommendation
37 whether or not to move this issue to the Town Council for action. Any
38 substantive changes suggested at this meeting would need to go through the
39 public hearing process again.

40
41 A. Rugg asked for Board comment.

42
43 T. DeFrancesco suggested edits to 5.2.4.H.2 to clarify that the commercial
44 part of a development should be substantially completed before the
45 residential phases begin.

47
48 A. Chiampa asked clarifying questions regarding setbacks to adjoining
49 properties and the responsibility of any additional costs of infrastructure. She
50 also asked about the ability of PUDs to amend existing plans, in light of
51 changes to the ordinance.
52

53 R. Ouellette asked clarifying questions regarding a PUD crossing into another
54 town. K. Caron explained any development must meet Londonderry's
55 requirements.
56

57 A. Rugg asked for public comment.
58

59 **Name:** Deb Paul

60 **Address:** 118 Hardy Road

61 D. Paul referred to suggested changes she emailed to the Board and Staff,
62 and asked that they be attached to the minutes.
63

64 **Name:** Ray Breslin

65 **Address:** 3 Gary Drive

66 R. Breslin asked about the benefit of PUDs to Londonderry. He asked if the
67 Board can take into account citizen input at public hearings. He asked what
68 changed from the original ordinance and T. DeFrancesco read the summary of
69 changes.
70

71 **Name:** Glenn Douglas

72 **Address:** 6 Overlook Avenue

73 G. Douglas asked if the Board read the current draft before this public
74 hearing. He asked if this meeting was being recorded. He spoke to the
75 difficulty he had finding the summary of changes. K. Caron explained the
76 Board did see this draft before this meeting; the meeting is being recorded
77 but is not being broadcast live; and pointed out the location of the summary
78 of changes online.
79

80 J. Cruz left the meeting.
81

82 **Name:** Dave Robbins

83 **Address:** 532 Mammoth Road

84 D. Robbins recommended defining "active and substantial development" in
85 5.2.4.H.4. K. Caron noted this is defined in the Town's site plan regulations,
86 and suggested adding the citation to the ordinance. D. Robbins asked about
87 "community benefit" and suggested ensuring developers understand the
88 definition. He suggested a phased approach in permitting would ensure a
89 balance between construction of commercial and residential components. K.
90 Caron explained this is addressed in the PUD Master Plan regulatory
91 documents; subsequent site plans would not be approved if the developer was
92 out of compliance.
93

94 **Name:** Marge Badois
95 **Address:** 189 Litchfield Road
96 M. Badois asked if the Conservation Overlay District is considered a buffer. K.
97 Caron said it is; the overlay district is discussed during presentation of a
98 proposed PUD. M. Badois noted the purpose of the overlay district is to
99 protect the water. She spoke to the impact of increased density and
100 suggested it be made more difficult not to respect the buffer. K. Caron noted
101 language has been added addressing justification for modifications/waivers
102 from zoning.
103

104 **Name:** Martha Smith
105 **Address:** 38 Chester Drive
106 M. Smith asked if a PUD ordinance is required by the state. K. Caron referred
107 to the innovative land use statute, which allows planning boards to adopt
108 more flexible provisions by way of zoning ordinance. M. Smith asked about
109 the benefit of a PUD to Londonderry. The Board explained it allows more
110 flexibility for planning and for the creation of a village district, and provides
111 the Board more control. M. Smith asked about the developer's need to
112 understand the Town's regulations when proposing a PUD. The Board
113 reviewed the process involved in considering and approving developments.
114

115 **Name:** Kristine Perez
116 **Address:** 5 Wesley Drive
117 K. Perez expressed concern over vague terms and requested criteria be put
118 around them. She asked clarifying questions about issues including the
119 relation of public amenities and public infrastructure; the timeframe of the
120 beginning of active and substantial development; the Board requiring a
121 community input session prior to an application being submitted; the zoning
122 districts where PUD can be proposed; who monitors compliance; and
123 protection of conservation buffers.
124

125 **Name:** Leo Lee
126 **Address:** 70 High Range Road
127 L. Lee suggested developers should pay for associated infrastructure
128 improvements.
129

130 **Name:** Gregory Carson
131 **Address:** 19 Tokanel Road
132 G. Carson address concern about issues including the definition of community
133 benefit, the density bonus structure, the two-year expiration period, the
134 phasing language, and the discretion of the Planning Board.
135

136 The Board questioned if changing the two-year timeframe in 5.2.4.H.4 would
137 be considered a substantive change. K. Caron said this change could be
138 made, as the section states "or within another timeframe."
139

140 **Name:** Ray Breslin
141 **Address:** 3 Gary Drive
142 R. Breslin asked if the PUD Master Plan is a legal and binding contract between
143 the Town and the developer and was told it was, once it is approved by the
144 Planning Board. It can be amended, if both parties agree and it goes through
145 the appropriate process. He expressed concern about the impact of
146 stormwater runoff and culvert replacement in PUDs.
147

148 **Name:** Deb Paul
149 **Address:** 118 Hardy Road
150 D. Paul asked how the responsibility for issues such as road plowing would be
151 decided between multiple owners, once a PUD is established. The Board
152 explained there would be an agreement between the original owner and
153 future property owners. D. Paul suggested all PUDs should be subject to a
154 development agreement. The Board agreed this would be a Town Council
155 decision.
156

157 **Name:** Gregory Carson
158 **Address:** 19 Tokanel Road
159 In response to D. Paul's comment, G. Carson explained that a PUD overlay
160 continues with the land, regardless of the number of subdivisions.
161

162 A. Rugg closed public comment.

163
164 The Board discussed whether to hold a workshop and another public hearing in
165 light of the public input around the ordinance, or whether to send it to the
166 Town Council to obtain their input and perspective.
167

168 **T. DeFrancesco made a motion to move this to the Town Council with**
169 **the change that the Board agreed to and the documentation from**
170 **public comment. R. Ouellette seconded the motion. The motion carried**
171 **4-1-0. Chair votes in the affirmative.**
172

173 **III. ADJOURNMENT**
174

175 **T. DeFrancesco moved to adjourn the meeting. S. Faber seconded the**
176 **motion. The motion carried 5-0-0. Chair votes in the affirmative.**
177

178 The meeting was adjourned at 8:50 p.m.

179
180 These minutes were prepared by Beth Hanggeli.

181 Respectfully submitted,
182
183

184 _____

185
186 **Name:** Arthur Rugg
187 **Title:** Secretary

188
189
190

These minutes were accepted and approved on _____ by a motion made by
_____ and seconded by _____.

Targeted Review of Proposed PUD Ordinance Amendments Town of Londonderry, NH

By Resident Gregory Carson

This memorandum addresses five substantive areas in the proposed Planned Unit Development (PUD) ordinance that warrant closer examination before adoption. The goal is not to oppose the ordinance's direction, which is generally sound, but to ensure it is administrable, internally consistent, and defensible if challenged.

1. Community Benefit: Sufficiency of Definition and Risk of Arbitrary Application

Standard

Under New Hampshire land use law, discretionary decisions must be guided by sufficiently clear standards to avoid arbitrary or capricious application. While planning boards are afforded broad discretion, that discretion must be anchored in objective or at least reasonably ascertainable criteria.

Application

The proposed ordinance conditions density bonuses and regulatory flexibility on the provision of "community benefit." The ordinance usefully provides examples, such as affordable housing, open space, infrastructure improvements, and public amenities. However, the term remains broadly framed and non-exhaustive, and the ordinance does not establish:

- A prioritization or weighting among benefits
- Minimum thresholds (except in limited cases such as affordability)
- A consistent method for evaluating equivalency between different types of benefits

As a result, two similarly situated applications could produce materially different outcomes depending on how the Planning Board values particular benefits in a given case.

Implications

This creates three practical risks:

First, inconsistent application across projects, which undermines predictability for applicants and the public.

Second, increased exposure to appeal based on claims of unequal or arbitrary treatment.

Third, difficulty for the Board in defending approvals or denials where the benefit determination is largely qualitative.

Recommendation

The ordinance would benefit from adding a structured framework, such as:

- A non-exclusive but ranked list of community benefits
- Minimum thresholds or benchmarks for certain categories
- A requirement that findings explicitly compare proposed benefits to baseline zoning outcomes

Even modest calibration, such as requiring the Board to identify the “primary” and

2. Density Bonus Framework: Calibration and Practical Effect

Standard

Density incentives must be rationally related to legitimate public purposes and structured in a way that is both achievable and proportional. If thresholds are too high, the incentive will not be used. If too low, the Town risks granting density without commensurate benefit.

Application

The proposed ordinance allows up to a 25 percent density increase above the six-unit-per-acre baseline, with eligibility tied to categories such as affordable housing, open space, sustainability, and mixed-use integration.

The affordable housing provision is the most clearly defined, requiring a minimum percentage of units at or below 80 percent of area median income with long-term restrictions. Other categories are less quantified.

Two calibration issues arise:

- It is unclear whether the economic value of the density bonus is sufficient to offset the cost of compliance, particularly for affordable housing components.
- The ordinance does not clearly state whether bonuses may be combined, capped per category, or subject to diminishing returns.

Implications

If the thresholds are too stringent relative to market conditions, applicants may simply default to the base density, rendering the incentive framework largely ineffective.

Conversely, if loosely administered, the Town risks granting additional density without receiving proportionate public benefit.

Recommendation

The Board should consider:

- Clarifying whether density bonuses are cumulative and, if so, how they are capped
- Providing at least general guidance on proportionality between benefit and bonus
- Evaluating, through staff or consultant input, whether the affordable housing requirement is economically feasible under current market conditions

A modest refinement here will determine whether the incentive system functions as intended or becomes largely theoretical.

3. Two-Year Expiration Period: Practicality for Large-Scale Development

Standard

Vesting and expiration provisions must strike a balance between preventing speculative approvals and recognizing the realities of development timelines, particularly for large, phased projects.

Application

The proposed ordinance reduces the default expiration period from four years to two years unless otherwise specified in the approval.

For PUDs of 100 acres or more, typical pre-construction timelines often include:

- Engineering and final design
- State and federal permitting
- Financing and market positioning
- Infrastructure planning

These steps alone can approach or exceed two years, particularly in fluctuating economic conditions.

Implications

A rigid two-year expiration period may:

- Discourage otherwise viable large-scale proposals

- Force premature or inefficient project sequencing
- Result in repeated requests for extensions, shifting the burden back to the Board

Recommendation

The ordinance would be improved by:

- Establishing a longer default period for large-scale or phased PUDs (for example, three to five years)
- Alternatively, tying expiration to phasing milestones rather than a single fixed date
- Clarifying extension criteria to ensure predictable administration

The goal should be to prevent land banking without penalizing legitimate development timelines.

4. Phasing Provisions: Clarity and Enforceability

Standard

Conditions of approval must be clear, internally consistent, and capable of objective enforcement. Ambiguous sequencing requirements are difficult to administer and may be vulnerable to challenge.

Application

The proposed ordinance introduces phasing requirements intended to ensure balanced development, particularly between residential and non-residential components. However, the language governing sequencing is unclear and, in at least one instance, internally inconsistent.

Specifically, the provision appears to require that a substantial portion of a commercial component be underway before certain other development phases proceed, but the phrasing creates uncertainty as to what is being restricted and when.

Implications

Ambiguity in phasing provisions creates several risks:

- Difficulty in determining compliance at the permitting stage
- Inconsistent interpretation across projects
- Increased likelihood of dispute between applicants and the Town

Recommendation

This section should be revised for clarity by:

- Clearly defining triggering events (for example, issuance of building permits, completion of infrastructure, or issuance of certificates of occupancy)
- Explicitly stating which phases are dependent on others
- Ensuring internal consistency in terminology

As written, this is the single area most in need of technical correction before adoption.

5. Scope of Planning Board Discretion: Quasi-Legislative Concerns

Standard

While planning boards exercise both administrative and quasi-judicial functions, zoning ordinances themselves are legislative in nature. Ordinances should not delegate policy-making authority without clear standards.

Application

The proposed ordinance requires the Planning Board to make detailed findings on:

- Consistency with ordinance purposes and objectives
- Adequacy of infrastructure and environmental protections
- Justification for density bonuses and waivers

This is generally appropriate and strengthens the record. However, when combined with broadly defined terms such as “community benefit,” the ordinance may effectively shift policy determinations from the legislative body (Town Council) to the Planning Board.

Implications

This raises two concerns:

First, it may blur the line between legislative policy-setting and administrative application.

Second, it increases the likelihood that different Boards, or the same Board over time, apply materially different standards.

Recommendation

To preserve the proper balance, the ordinance should:

- Provide clearer baseline standards for key determinations, particularly community benefit and density bonuses
- Require findings to reference specific ordinance criteria, not just general objectives
- Avoid reliance on purely subjective or open-ended standards

This does not require reducing Board discretion, but rather anchoring it more firmly in the ordinance itself.

Conclusion

The proposed PUD ordinance is a substantial and generally positive modernization. It improves structure, transparency, and alignment with planning goals. However, several areas would benefit from targeted refinement to ensure the ordinance is predictable, enforceable, and legally defensible.

The most immediate areas for revision are the phasing provisions and the calibration of the density bonus framework. The definition and application of “community benefit” and the two-year expiration period also merit adjustment to avoid unintended consequences.

With these refinements, the ordinance will be better positioned to achieve its stated objectives while providing clear guidance to applicants, the Planning Board, and the public.

1. Close the Contiguity Loophole

Draft language: “Parcels separated by a road, right-of-way, utility corridor, waterway...shall be considered contiguous...” (5.2.6(B))

Fix: “Parcels separated by major roads, utility corridors, or rights-of-way shall not qualify as contiguous unless the applicant proves they operate as one unified development with no adverse impacts to traffic, safety, or town services.”

Why: Prevents “patchwork PUDs” assembled solely to meet the 100-acre minimum.

2. Require Independent Fiscal, Traffic & Infrastructure Analysis

The draft requires the Board to consider: “Adequacy of public infrastructure...” and “Fiscal and economic impacts...” (5.2.9(A)(4–5))

Fix: Require independent third-party studies, selected by the Town and paid by the applicant, for:

- Fiscal impact
- Traffic impact
- Water/sewer capacity
- Storm-water & groundwater impacts

Why: Protects taxpayers from hidden long-term costs and prevents developers from self-certifying benefits.

3. Define “Community Benefit” So It Cannot Be Abused

Draft definition: “A measurable, tangible improvement...beyond what would otherwise be required...” (5.2.3)

Fix: “Community benefit shall not include any improvement the developer is required to build to mitigate the project’s own impacts, including but not limited to internal roads, sidewalks, drainage, utilities, traffic mitigation, or other infrastructure necessary for the development to function. These are obligations, not bonuses.”

Why: Prevents developers from claiming required improvements as “benefits” to justify density bonuses.

4. Establish a Minimum 40% Open Space Requirement

The draft defines open space but sets **no minimum** and allows storm-water basins to count.

Fix: Add a new section requiring:

-
- **40% minimum open space**
-
- **At least 50% contiguous**
-
- **No more than 50% wetlands/steep slopes**
-

- **Protected by a recorded conservation easement**

Why: Ensures open space is real, usable, and ecologically meaningful — not leftover scraps.

5. Strengthen Water & Groundwater Protections

Draft only states: “All PUDs must comply with applicable... stormwater and environmental protection.” (5.2.8(D))

Fix: Require:

- Hydrogeologic study
- Groundwater impact assessment
- Stormwater infiltration analysis
- Independent third-party review

Why: Protects wells, aquifers, and drinking water — especially critical as density increases.

6. Make Traffic Mitigation Mandatory, Not Optional

Draft says: “Transportation improvements...may” be required. (5.2.9(B)(7))

Fix:

- Change “may” to “**shall require**”
- Require improvements to be **built and operational** before more than **25% of residential COs** are issued

Why: Prevents hundreds of units from being occupied before roads are upgraded.

7. Tighten Density Bonus Rules

Draft allows: Up to 25% more density (5.2.8(C)(3))

Fix:

- Require independent fiscal analysis showing **net-positive impact**
- Require **quantifiable** community benefits
- Cap density at **7.5 units/acre**
- Prohibit bonuses in environmentally sensitive areas

Why: Prevents runaway density increases and ensures taxpayers aren’t subsidizing development.

8. Strengthen Phasing Requirements

Draft says: “A substantial portion” of commercial must be built first. (5.2.4(H))

Fix: “**No more than 25% of residential units may receive certificates of occupancy until at least 40% of the approved commercial square footage has reached active and substantial development, as defined by RSA 674:39 and the Town’s Site Plan Regulations.**” “**Failure to meet phasing requirements shall result in automatic suspension of further residential permits until compliance is achieved.**”

Why: Ensures the commercial tax base is delivered — not promised and abandoned.

9. Make Enforcement of Covenants Mandatory

Draft says: Enforcement is “at the Town’s option.” (5.2.8(F))

Fix: “All covenants, restrictions, and easements shall be enforceable by the Town at the developer’s expense.”

Why: Ensures long-term compliance and protects residents.

10. Protect the Conservation Overlay District (COD)

Fix: “No PUD may waive or reduce Conservation Overlay District buffers or protections.”

Why: COD buffers protect wetlands and drinking water — they cannot be negotiated away.

11. Add a Project Timeline / Restart Requirement

Fix: “If a PUD has not commenced active and substantial development within two (2) years of approval, the approval shall expire and the applicant must reapply under the zoning ordinance then in effect. Extensions may only be granted for unforeseen circumstances beyond the applicant’s control and shall not exceed one year.”

Why: Prevents developers from freezing zoning for decades and forces timely project start.

THE FIVE MOST IMPORTANT FIXES (If Time Is Short Tonight)

1. **40% minimum contiguous open space**
2. **Mandatory traffic mitigation & phasing tied to road improvements**
3. **Mandatory hydrogeologic & groundwater studies**
4. **Independent fiscal analysis for density bonuses**
5. **Close the contiguity loophole**

These five alone dramatically reduce overdevelopment risk and protect water, roads, and taxpayers.

Thank you, Mr. Chair.

The PUD ordinance is one of the most powerful tools in our zoning code. It can shape hundreds of acres at a time, and once approved, it locks in development rights for decades.

That means we have one chance — right now — to get this right.

The draft before us is a major improvement, but it still leaves the Town exposed in several critical areas.

The fixes I've proposed tonight are not anti-development. They are pro-taxpayer, pro-infrastructure, and pro-water-protection. They ensure that any PUD we approve is fiscally responsible, environmentally sound, and aligned with the Master Plan.

To be clear, **the five most important fixes we need tonight are:**

- 1. A minimum of 40% contiguous open space**
- 2. Mandatory traffic mitigation and phasing tied to road improvements**
- 3. Mandatory hydrogeologic and groundwater studies**
- 4. Independent fiscal analysis for any density bonuses**
- 5. Closing the contiguity loophole so scattered parcels cannot be stitched together**

These five alone dramatically reduce overdevelopment risk and protect our water, our roads, and our taxpayers.

-When the ordinance says parcels “separated by a road or utility corridor shall be considered contiguous,” that’s a loophole we must close.

-When density bonuses can be granted without independent fiscal analysis, that’s a risk we cannot take.

-When open space has no minimum requirement, when traffic mitigation is optional, when groundwater studies are not required

— those are weaknesses that will cost this town far more in the long run than any developer contribution.

My goal is simple: if a PUD is approved in Londonderry, it must protect our water, protect our roads, protect our neighborhoods, and protect our taxpayers.

These amendments do exactly that.

I urge the Board to incorporate these changes so that this ordinance becomes what it is intended to be — a tool for smart, balanced, sustainable growth that truly benefits the people who live here.



Town of Londonderry, New Hampshire

268B Mammoth Road • Londonderry, NH 03053

(603) 432-1100 • londonderrynh.gov

ORDINANCE 2026-06

AN AMENDMENT TO THE ZONING ORDINANCE, SITE PLAN REGULATIONS, AND SUBDIVISION REGULATIONS RELATING TO THE DEFINITION OF “ABUTTER”

WHEREAS the Planning Board has completed a comprehensive review of Section 5.2 of the Londonderry Zoning Ordinance relating to Planned Unit Development (PUD); and

WHEREAS the Planning Board, at the direction of the Town Council, have prepared amendments to modernize and strengthen the PUD ordinance consistent with RSA 674:21, best practices, and the Town’s land use goals; and

WHEREAS the proposed amendments include the following substantive updates:

- **Purpose & Objectives (Sec. 5.2.2):** Clarifies the intent of the PUD ordinance and expands focus on housing diversity, mixed-use development, infrastructure efficiency, environmental protection, and economic vitality.
- **Definitions (Sec. 5.2.3):** Updates terminology to align with APA guidance and New Hampshire standards and clarifies key terms including Planned Unit Development, Density Bonus, and Open Space.
- **Administration & Review Process (Sec. 5.2.4):** Establishes a structured review framework including pre-application consultation, conceptual Planning Board review, community input, formal public hearings, and written findings.
- **PUD Master Plan & Submission Requirements (Secs. 5.2.5 & 5.2.9):** Requires a comprehensive Master Plan submission supported by a Planning Board-adopted checklist and establishes measurable standards for land use, density, open space, housing, and environmental protections.
- **Eligibility & Permitted Uses (Secs. 5.2.6 & 5.2.7):** Defines minimum tract size and clarifies permitted uses, with an emphasis on appropriate mixed-use development.
- **Standards of Development (Sec. 5.2.8):** Introduces a density bonus framework tied to public benefits and establishes clear, measurable development standards for site design, including building height, parking, setbacks, and buffers, along with requirements for recorded covenants and easements.

- **Planning Board Review Criteria (Sec. 5.2.8):** Expands evaluation criteria to include fiscal impacts, infrastructure capacity, natural and cultural resource protection, and overall public benefit.
- **Interpretation, Application, and Fees (Secs. 5.2.10–5.2.12):** Clarifies the PUD Master Plan as the controlling document and establishes fee authority under the Town Council Land Use Fee Schedule; and

WHEREAS the Planning Board has reviewed the proposed amendments through work sessions and a duly noticed public hearing and has voted to recommend adoption of the amendments to the Town Council.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Londonderry, New Hampshire, that Section 5.2 of the Londonderry Zoning Ordinance is hereby amended as set forth in the attached, which is incorporated herein by reference.

BE IT FURTHER ORDAINED that this amendment shall take effect upon adoption by the Town Council.

**Ron Dunn – Chair
Town Council**

Sharon Farrell – Town Clerk

PASSED AND ADOPTED by the Londonderry Town Council this XXth day of [month] 2026.

A. PURPOSE:

Pursuant to Section 3.6 D of the Town Charter, these Rules of Order describe the duties and methods of operation of the Londonderry Town Council.

B. ORGANIZATION:

1. Responsibilities of Members:

All members shall make every effort to attend each scheduled meeting.

The Council shall act in all matters as a body. Except as expressly provided elsewhere in this Charter, neither the Council nor any of its members shall direct or request the appointment of any person to office or employment; or direct the removal, suspension, discipline, adjustment in pay, benefits, or working conditions of any employee by the Manager or of any of the Town department heads.

No Councilor shall give orders to or interfere with the performance of the duties of any of the administrative officers or employees, either publicly or privately. Nothing contained in this section shall prohibit the Council from meeting with the Manager to discuss the operation or conduct of any department head or employee and to recommend an investigation and report by the Manager of any complaint. Any violation of the provisions of this section by a Councilor shall constitute grounds for forfeiture of office under the provisions of Town Charter Section 3.3. (*Charter, Section 4.8*)

2. Officers:

- (a) Election - A Chair and Vice-Chair shall be elected for a term of one (1) year at the first regular meeting within 10 calendar days following the annual election of officers. Election shall be by a majority vote of those present. (*Charter, Section 3.2*)

Vacancies occurring in the office of Councilor at any time shall be filled, by appointment, until the next regular election, by the Council at its next regular meeting by majority vote of the Councilors, provided, however, that, if the vacancy occurs fewer than ninety (90) days prior to the next regular election, the vacancy shall not be filled by appointment, but shall be filled at the next regular election. (*Charter, Section 3.4*)

- (b) Duties - The Chair shall preside at all meetings of the Council and perform all duties required by law. In the absence of the Chair, the Vice-Chair shall preside and assume all duties and responsibilities of the Chair.

3. Committees:

The Council will meet at the Organizational Meeting and select the Committees they serve on. If the Councilors cannot agree, the assignments will be made by the Chair.

C. OPERATION:

1. Meetings:

- (a) Organizational Meetings - An organizational meeting to elect officers shall be held in accordance with B.2(a). The Council may adopt the previous Council's Rules of Procedure, subject to amendment as provided in these Rules of Procedure. The Council shall establish a schedule for meetings.
- (b) Regular Meetings - A formal meeting of the Council generally conducted in accordance with the order of the "Agenda" contained herein.
- (c) Workshop Meetings - A less formalized meeting of the Council generally conducted for the purpose of providing Council members with a more detailed understanding of a limited number of issues or to permit discussion of issues in greater depth.
- (d) Non-Public Meetings - A meeting of the Council held in accordance with RSA 91-A:3.
- (e) Special Meetings - May be called by the Chairman upon the written request of at least three (3) members of the Council or the Town Manager through the Chair. The method of delivery of notice for special meetings shall be by established Council rule. (Charter, Section 3.6 C)
- (f) Emergency Meetings - May be called by the Chair when immediate un-delayed action is deemed to be imperative by the Chair, who shall employ whatever means are reasonably available to inform the public and all Council members that an emergency meeting is to be held. (Charter, Section 3.6 C)
- (g) Committee Meetings - Meetings shall be called by the Chair of the committee under the rules governing special meetings.

2. Schedule of Meetings:

The Council meeting shall be published on the Town's website. Each meeting shall be posted in accordance with RSA 91-A.

3. Reports of Committees:

Written reports from committees received by the Council shall be included in the agenda packet for the meeting at which they are presenting. If no written report is made available, a summary of any oral reports made by a committee shall be included in the meeting minutes.

4. Review of Audit Reports:

The Council shall review the audit report as soon as the report is made available and take any action related thereto.

- 5. Town Manager:**
Annually, the Town Council is responsible for evaluating the job performance of the Town Manager. It is the Chair's responsibility to coordinate the evaluation, including obtaining input from the other members of the Council, aggregating that information, and presenting to the Council a comprehensive draft of the evaluation document. The Town Council shall complete the final evaluation document during the budgetary process.
(Charter, Section 4.2)

The final evaluation document shall remain on file with the Human Resources Director.

D. RULES OF ORDER:

- 1. Quorum:**
A quorum of the Council for the transaction of any business shall be three (3) of the members currently in office. However, a smaller number may adjourn the meeting to another time or date. *(Charter, Section 3.6.B)*
- 2. Agenda:**
Shall be published and included in the minutes. A suggested agenda is provided below. It may be changed by the chair or by vote of the Council.

AGENDA

- Call to Order
- Public Comment
- Board / Committee Appointments & Reappointments
- Public Hearing
- Old Business
- New Business
- Meeting Minutes
- Other Business
- Liaison Reports
- Town Manager's Report
- Public Comment
- Adjourn

- 3. Agenda Item Requests:**
- (a) **Requests by Town Councilors**
- (i) Any Town Councilor may request the inclusion of an item on a future Town Council meeting agenda. Such requests should be submitted in writing to the Town Manager via the Agenda Item Request Form at least ten (10) days prior to the desired meeting date.
- (ii) The Council Chair, in consultation with the Town Manager, will determine the appropriateness and timing of the requested agenda item.

(b) Requests by Members of the Public

- (i) Residents or stakeholders may request the addition of items to the Town Council agenda by submitting a written request via the Agenda Item Request Form to a Town Councilor, who may at their discretion submit the agenda request in accordance with Subsection A above.
- (ii) Requests should be submitted at least ten (10) days before the meeting at which the item is proposed to be discussed.
- (iii) The request must include:
 - The name and contact information of the requester.
 - A clear and concise description of the proposed agenda item.
 - The purpose or objective of including the item on the agenda.
 - Any supporting documentation that the requestor plans to present or provide to the Town Council.
- (iv) The Town Manager will inform the requester of the decision regarding their agenda item request and what date the matter will be on the Town Council agenda.

(c) General Provisions

- (i) The Town Council reserves the right to limit the number of public-requested items per meeting to ensure efficient conduct of business.
- (ii) The Town Council may refer certain requests to appropriate committees, boards, or departments for further review before inclusion on the agenda.
- (iii) This provision does not restrict the public's right to speak during designated public comment periods.
- (iv) Items of an urgent nature which require special attention or are in need of immediate action by the Council may be placed on any agenda at the discretion of the Town Manager or Council Chair.

4. Role of the Chair:

The Chair's duties are as follows:

- To open the session at the time at which the Council is to meet by calling the members to order;
- to announce the business before the Council in the order in which it is to be acted upon;
- to recognize members entitled to the floor;
- to state and put to vote all the questions which are regularly called or necessarily arise during the proceedings and to announce the result of the vote;
- to protect the Council from annoyance;

- to assist in expediting all business in every way compatible with the rights of the members, as by allowing brief remarks when un-debatable motions are pending or by calling a brief recess to permit restoration of order or clarification of an obscure point if the Chair thinks it advisable;
- to restrain the members when engaged in debate within the rules or order;
- to enforce on all occasions the observance of order and decorum among the members, deciding all questions of order (subject to an appeal by any two (2) members) unless the Chair prefers to submit the question for the decision of the Council;
- to inform the Council on a point of order or practice pertinent to pending business; and
- to authenticate by their signature, when necessary, all resolutions, orders and ordinances as directed by vote of the Council.

The Chair shall direct the Town Manager's office to issue calls for candidates and specify dates for return of applications for positions appointed by the Council.

The Chair shall vote as a member of the Council.

Discussions which do not address the business before the Council, or which are conducted in a disorderly or disrespectful manner, shall be ruled out of order. The Chair shall take whatever action is necessary to achieve and maintain order, including ordering the removal of any person who continues disorderly conduct.

5. Role of the Vice-Chair:

Please see section B.2(b) above.

6. Conduct of Meetings:

Meetings shall be conducted in accordance with generally accepted practices of order and decorum. In the event of dispute regarding procedural matters a vote of the Council shall be the final deciding authority.

- (a) Motions - All matters of business shall be brought before the Council by motion from a Councilor, duly seconded by another Councilor. All matters duly seconded will be subject to debate, discussion, amendment (by motion) and approval by a majority of the present Councilors. (*Charter, Section 3.6 A, D*)
- (b) Motion to Table - A Councilor may move to table any pending matter of business. The motion to table shall be seconded and requires approval by a majority of the present Councilors. The motion is not debatable. Approval of the motion is equivalent to defeating the question tabled. Successive motions to table a matter of business previously voted on and defeated shall not be permitted. (*Charter, Section 3.6 A, D*)

- (c) Motion to Reconsider - A Councilor who voted on the prevailing side in the original vote on a motion may make a motion to reconsider that vote. A motion to reconsider may only be made during the same meeting that the vote whose reconsideration is sought passed. A motion to reconsider, made by a Councilor who was on the prevailing side, shall be seconded (by any Councilor) and is debatable. The motion to reconsider requires approval of a majority of the present Councilors. (*Charter, Section 3.6 A, D*)

7. Council Objection:

On the first occasion that the question on adoption of a measure is put to the Council, if a single Councilor objects to the taking of the vote, the vote shall be postponed until the next regular meeting. This procedure shall not be used more than once for any agenda item. Any item once postponed shall not be further postponed under this section. The Council objection privilege is not available with respect to the emergency ordinance. (*Charter, Section 3.6 E*)

8. Ordinances:

- (a) An ordinance may be introduced by any member at any regular or special meeting of the Council. Upon introduction of any ordinance, a copy shall be distributed to each Councilor and to the Manager, and a reasonable number of copies shall be filed in the office of the Clerk and posted in such other public places as the Council may designate.
- (b) Every proposed ordinance of the Council shall be introduced in writing and in the form required for final adoption. No ordinance shall contain more than one subject, which shall be clearly expressed in its title. Each ordinance shall be identified by a number and a short title. The enacting clause shall be "The Town of Londonderry ordains...". Any ordinance which repeals or amends an existing ordinance shall set out in full the ordinance, sections or subsections to be repealed or amended, and shall indicate matter to be omitted by enclosing it in brackets or by strikeout type and shall indicate new matter by underscoring or by italics. After passage of the ordinance's first reading, it shall be published at least once together with a notice of the time and place when and where it will be given a public hearing and be considered for final passage. The first such publication shall precede the date of said hearing by at least five (5) working days. Publication for purposes of this section shall mean the publication of a notice in any paper distributed in the Town of Londonderry, stating the number and title of the ordinance and either the text of the ordinance in full or if the full text is not published, then a brief explanation of the purpose of the ordinance and information as to where and when any interested person may obtain a copy of the complete ordinance.
- (c) Every ordinance, including zoning ordinances, adopted by referendum, shall take effect upon passage and publication as ordinances required by law, or at a later date as specified in the ordinance. No ordinance shall be introduced and adopted during the same meeting.

- (d) All ordinances, including any amendments thereto, shall be recorded in full, uniformly and permanently, by the Clerk, and each ordinance so recorded shall be authenticated by affixing the signatures of the Council Chair and the Clerk and the Town Seal, and kept on file in the office of the Clerk. The Clerk shall be responsible for the systematic indexing, printing, publication and maintenance of the ordinances of the Town. Copies of all ordinances shall be available to the public, and the Clerk may charge a fee to defray the printing costs. (*Charter, Section 3.7*)

9. Emergency Ordinances:

Notwithstanding other provisions of the Town Charter to meet a public emergency affecting life, health, property or the public peace, the Council may adopt one or more emergency ordinances, but such ordinances may not levy taxes, grant, renew or extend a franchise, regulate the rate charged by a public utility for its services or authorize the borrowing of money, except as provided in Section 3.9 of the Charter. An emergency ordinance shall be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendment or rejected at the meeting at which it is introduced, but two-thirds majority vote of the councilors present shall be required for adoption.

After its adoption the ordinance shall be published and printed as prescribed for other adopted ordinances. It shall become effective upon adoption. Every emergency ordinance, except one made pursuant to Sec. 3.10 of the Charter, shall automatically stand repealed as of the sixty-first (61st) day following the date on which it was adopted, but this shall not prevent reenactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adoption of a repealing ordinance in the same manner specified in this section for adoption of emergency ordinances. (*Charter, Section 3.8*)

10. Recording of Votes:

Votes shall be by a voice vote or by a roll call. Every matter coming before the Council for action shall be put to a vote and all members shall vote “aye,” “nay,” or abstain and give a reason for abstaining. The results of such voting shall be duly recorded.

11. Requests for Information:

Should it become apparent to the Chair or an individual Council member, in the interim between meetings, that additional information relative to a specific item may be needed for Council use at the next regularly scheduled meeting, a request for this information shall be submitted to the Town Manager before the agenda is set.

Any information provided to any individual Councilor shall be provided to the rest of the Council.

E. EMPLOYEES:

1. Duties:

The Executive Assistant shall ensure the minutes of all Town Council meetings are recorded and that an official copy of all records remains on file in the Town Manager's office and open to inspection by any person at reasonable times. The Executive Assistant shall ensure the essentials called "the minutes" of the proceedings are recorded as follows:

- (a) The type of meeting - regular, special, work session, or recessed
- (b) Time of meeting and place of meeting
- (c) The presence / absence of Council members
- (d) Whether the minutes of the previous meeting were approved or amended
- (e) All main motions and points of order and appeals, whether sustained or lost, and all other motions that were not lost or withdrawn, including the identity of the Councilor who introduced said point, motion, second, or amendment
- (f) The results of any vote taken, including the number of votes and the names on each side if the vote is not unanimous
- (g) The hour of adjournment

In addition to the strict record of what is transacted, the public minutes should contain the list of speakers on each side of every question with an abstract of all relevant points. Reports of committees should be printed exactly as submitted. The minutes should show what action was taken by the Council in regard to them.

F. AMENDMENT PROCEDURE:

An amendment to these Rules of Procedure may be moved at one Council meeting but shall not be voted upon until the next regularly scheduled meeting, not less than seven (7) days later. A copy of any amendment shall then be certified and submitted to the Town Clerk for inclusion in the Town Records.

G. APPOINTMENT TO BOARDS AND COMMISSIONS:

- 1. The Chair shall request from members their choices of committees, Councils and commissions they wish to serve on as Councilor Liaison. The Chair shall distribute to the Council all choices and set a meeting date as to when the Chair shall make appointments.
- 2. The term of all appointments of Councilor Liaisons, including the terms of any ex-officio members (voting members) of the Town Council serving on local land use Boards (i.e., Planning Board, Heritage Commission) shall be for one (1) year, or until the Council's organizational meeting, whichever is sooner.



Town of Londonderry, New Hampshire

268B Mammoth Road • Londonderry, NH 03053

(603) 432-1100 • londonderrynh.gov

RESOLUTION 2025-11

A Resolution Relative to
ADOPTING RULES OF ORDER FOR THE TOWN COUNCIL

WHEREAS the Title I, Chapter V of the Londonderry Municipal Code proscribes the procedure for conducting Town Council meetings; and

WHEREAS the Town Council last adopted revisions to Section IV of Title I, Chapter V on June 20, 2011; and,

WHEREAS Chapter I, Article 3, Section 3.6 D of the Londonderry Town Charter requires that the Town Council establish rules for its proceedings.

NOW THEREFORE BE IT RESOLVED that the Town Council of the Town of Londonderry hereby adopts the attached Rules of Order and amends Title I, Chapter V, Section IV to reflect the Rules of Order as adopted.

Sharon Farrell - Town Clerk

Ron Dunn - Chair
Town Council

A TRUE COPY ATTEST:
07/07/2025





Town of Londonderry, New Hampshire

268B Mammoth Road • Londonderry, NH 03053
(603) 432-1100 • londonderrynh.gov

RULES OF PROCEDURE FOR PUBLIC COMMENT

The following rules of procedure have been adopted by the Town Council of Londonderry to govern citizen input during public hearings and during “public comment” sessions and may be enforced at the discretion of the Chair:

- There shall be a time limit for each individual speaker of five minutes.
- Speakers are not permitted to donate time to other speakers.
- During public hearings, speakers are required to limit their comments to the topic which is before the Town Council and which is the subject of the hearing.
- During “public comment,” speakers are required to limit their comments to matters of public concern, relating to Town governance.
- Placement on agenda: Individuals or groups wishing to speak at a regular Town Council meeting at a time other than public hearing shall submit a written request to the Town Manager or Council Chair as well as the Executive Assistant. The Chair of the Town Council retains the discretion to allow or deny permission on the agenda.
- Citizens should refrain from the following:
 - ❖ Using profanity or vulgar language or gestures;
 - ❖ Using language which is likely to lead to a disturbance or disorder, because it insults or demeans any person or which, when directed at a public official or employee is not related to his/her official duties; however, citizens have the right to comment on the performance, conduct and qualifications of public figures;
 - ❖ Interrupting other speakers or engaging in behavior that disrupts the meeting including but not limited to applause, cheers, jeers, etc.;
 - ❖ Engaging in behavior that threatens or intimidates others; or
 - ❖ Addressing the Council on issues that do not concern the services, policies or affairs of the Town.

**Londonderry Town Council Meeting
Monday, March 16, 2026, 7:00 p.m.
Moose Hill Council Chambers**

Meeting Link: <http://173.166.17.35/internetchannel/show/14181?channel=4>

Council Members Present: Chair Ron Dunn; Vice Chair Shawn Faber; Councilors Dan Bouchard, Deb Paul, Ted Combes

Council Members Absent: None

Other Staff Present: Town Manager Shaun Mulholland; Administrative Services Director Kirsten Hildonen

A. CALL TO ORDER

Chair Dunn called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

B. ORGANIZATIONAL MEETING

Elections

Councilor Combes moved to nominate Ron Dunn as Chair of the Town Council. Seconded by Vice Chair Faber. Motion carried 5-0-0. Chair votes in the affirmative.

Councilor Combes moved to nominate Shawn Faber as Vice Chair of the Town Council. Seconded by Vice Chair Faber. Motion carried 5-0-0. Chair votes in the affirmative.

Review Town Council Rules of Order

Chair Dunn said the Council needs to be more respectful of the public's time and act in a more professional manner. The Council will answer any questions posed during the public comment section of the meeting either that evening or at the next meeting. He asked the Councilors to limit their speeches to three to five minutes. The other Councilors concurred.

Instead of officially amending the Rules of Order, Chair Dunn asked the Council to follow these suggestions during Council meetings.

Review Public Comment Policy

The Council discussed reducing the time limit on public comment from five minutes to three minutes, but decided not to make a change. They discussed reviewing the Agenda in advance to determine whether topics need to be moved to avoid meetings being overlong.

Councilor Bouchard asked to include a recognition of retirements/resignations on the Agenda.

C. PUBLIC COMMENT

47 Chair Dunn opened public comment.

48

49 **Name:** Dennis Martin

50 **Address:** 182 Pillsbury Road

51 Mr. Martin asked about the status of the Veterans' Tax Credit. He asked if there will be a
52 problem with placing a Blues Festival sign on the strip of land between the Police Station and
53 the Grange Hall.

54

55 **Name:** Robin Stewart

56 **Address:** 522 Mammoth Road

57 Ms. Stewart spoke to the need for independent traffic studies when developments are proposed.
58 She asked what the Council was willing to do to encourage public engagement.

59

60 **Name:** Ray Breslin

61 **Address:** 3 Gary Drive

62 Mr. Breslin spoke to the need for Council meetings to be controlled and for the public to have
63 an opportunity to comment. In regards to public engagement, he suggested the public attend
64 the upcoming meeting on March 19th to express their thoughts.

65

66 **Name:** Tony DeFrancesco

67 **Address:** 1 Cheshire Court

68 Mr. DeFrancesco congratulated the individuals who were reelected. He spoke to the number
69 of people who do not vote in elections. He asked when the current form of government is going
70 to be evaluated and an investigation conducted to see if there is a better one. He spoke to the
71 taxpayers voting to increase the tax rate. He commented on the results of votes on a number of
72 amendments and suggested better marketing was needed.

73

74 **Name:** Kristine Perez

75 **Address:** 5 Wesley Drive

76 Ms. Perez thanked those who voted for her during her run for Town Council.

77

78 **Name:** Megan Donovan

79 **Address:** 45 Chase Road

80 Ms. Donovan shared information regarding a high school freshman named Molly, who offered
81 to read to young children and suggested holding sessions to create art for a contest. The Arts
82 Council has also agreed to be involved with this program. Ms. Donovan commented on the
83 depth of Londonderry students and the collaboration between different groups.

84

85 **Name:** Sherry Farrell

86 **Address:** 4 Hancock Drive

87 Ms. Farrell stressed the importance of serving veterans.

88

89 Councilor Combes reported that Chronicle would be in Londonderry that evening to feature
90 O'Sheas. Ms. Farrell noted the Historical Center and David Ellis would also be highlighted.

91

92 Chair Dunn closed public comment.

93
94 Sherry Farrell and Jonathan Kipp offered an update on the election. They thanked everyone
95 involved in putting on the election. They noted the positive impact of the second tabulator
96 machine on reducing the lines. They also reported on the results of the Kids Vote.

97
98 Ms. Farrell spoke to the need for an electronic message board to advertise elections and other
99 events in Town. She also complimented John Wilson on his efforts regarding Article 22.

100
101 Chair Dunn noted the Secretary of State was complimentary of Londonderry's elections.

102
103 Councilor Paul congratulated the girls' basketball team on their State Championship.

104
105 Town Manager Mulholland said there should be no issue posting the Blues Festival sign, as it
106 is not political. He said the Council will respond to the Veterans Tax Credit question. He agreed
107 the Town should conduct independent traffic studies, but noted this is a Planning Board
108 decision. He said there have been a number of public engagement events and they will
109 continue; however, he believed the comments he has heard were regarding public engagement
110 at a particular Planning Board meeting.

111
112 Vice Chair Faber encouraged the public to watch the recording of the March 11th Planning
113 Board meeting, during which the role of the Planning Board was clarified in terms of what they
114 are permitted to consider when making decisions. He stressed public opinion is important, but
115 the Board has rules and regulations that need to be followed.

116
117 Town Manager Mulholland thanked the voters for supporting one of the Fire Department
118 positions.

119
120 Town Manager Mulholland addressed a Facebook message posted by Vice Chair Faber, saying
121 that the information in it was incorrect. Town Manager Mulholland and Vice Chair Faber both
122 provided information to support their statements. Councilor Bouchard took offense to Vice
123 Chair Faber calling the Town Manager a liar, saying the Council cannot work together with
124 this type of attack.

125
126 **D. BOARD APPOINTMENTS AND REAPPOINTMENTS**

127
128 **Tax Collector**

129
130 *Vice Chair Faber moved to amend the stated Tax Collector salary, changing it to \$84,455,*
131 *and to remove the COLA. Seconded by Councilor Combes.*

132
133 *Discussion:* Councilor Bouchard said the current salary is one of the lowest. He questioned
134 why this position is reappointed every year; Town Manager Mulholland explained this is a
135 decision made at Town Meeting. Chair Dunn noted this would be a 5% increase.

136
137 *Motion 4-1-0. Chair votes in the affirmative.*

138

139 Allison Parsons said only one Council member came to speak to her about her salary.
140 Removing the COLA is unfair, as she has received it throughout her tenure in this position.
141 She was told the stated amount included her \$5,000 stipend. She spoke to reassurances made
142 when she took the position that the compensation would be increased to where it should be .
143 She asked the Council to reconsider their motion.
144

145 *Vice Chair Faber amended his motion to not remove the COLA and that the \$5,000 stipend*
146 *be added, for a total of \$89,455. Seconded by Councilor Combes. Motion carried 5-0-0. Chair*
147 *votes in the affirmative.*
148

149 **Emergency Management Director**

150
151 *Councilor Combes moved that that Phil LeBlanc be appointed as the Emergency*
152 *Management Director for the Town of Londonderry, as he is a resident of Londonderry.*
153

154 *Discussion:* Councilor Combes explained the Fire Chief lives 1.5 hours from Londonderry.
155 Once he moves closer, the appointment could be changed. Town Manager Mulholland noted
156 the Fire Chief has the authority to best fulfill this role.
157

158 The Council agreed to table this decision until the next meeting.
159

160 **E. PUBLIC HEARINGS**

161 None
162

163 **F. NEW BUSINESS**

164 **1. Discuss and schedule a public hearing for April 6, 2026 to repeal TC-901 Financial**
165 **Management Policy, formerly Chapter XVII of Title VI-Town Policy of the**
166 **Municipal Code.**
167

168 *Vice Chair Faber moved to table TC-901. Seconded by Councilor Combes. Motion*
169 *carried 4-1-0. Chair votes in the affirmative.*
170

171 **2. Discuss and schedule a public hearing for April 6, 2026 to adopt TC-100 Cash**
172 **Management and Investment Policy.**
173

174 *Vice Chair Faber moved to table TC-100. Seconded by Councilor Combes. Motion*
175 *carried 4-1-0. Chair votes in the affirmative.*
176

177 **3. Discuss and schedule a public hearing for April 6, 2026 regarding the proposed**
178 **revision to the Municipal Code, repealing Chapters I & II of Title V, and adopting**
179 **Chapter 4 Administrative Departments.**
180

181 *Vice Chair Faber moved to table the Municipal Code, repealing Chapters I & II of*
182 *Title V, and adopting Chapter 4 Administrative Departments. Seconded by Councilor*
183 *Combes. Motion carried 4-1-0. Chair votes in the affirmative.*
184

- 185 **4. Discuss and schedule a public hearing for April 6, 2026 to adopt TC-105 Use of**
186 **Legal Counsel Policy.**

187
188 *Vice Chair Faber moved to table TC-105. Seconded by Councilor Combes. Motion*
189 *carried 4-1-0. Chair votes in the affirmative.*

- 190
191 **5. Anonymous Hotline and Anonymous Hotline Policy**
192 Councilors commented that this item was not on the Agenda and suggested it should have
193 been, as the public might want to have input.

194
195 The Council discussed the need for guidelines as to how anonymous hotline complaints
196 are handled. They questioned the validity of the complaints and the need to spend money
197 investigating anonymous complaints without backup documents.

198
199 Town Manager Mulholland explained this is an administrative policy, not a Council
200 policy, and he has no intention of removing it. It provides an opportunity to address
201 corruption primarily involving paid employees, and he will continue to investigate these
202 complaints. Complaints involving councilors and individuals the Council appoints are
203 given to the Council to handle; the Council can create a policy on how to handle these
204 complaints. The only complaints given to the attorney are ones against the Town
205 Manager, as a neutral party must conduct this investigation.

206
207 The Council agreed to send their suggestions to Administration on a policy for handling
208 complaints against councilors. This topic will be added to the agenda of a future meeting.

209
210 **G. OLD BUSINESS**

- 211 **1. Discuss and schedule a public hearing for April 6, 2026 regarding the proposed**
212 **revision to the Municipal Code, repealing Title I, Chapter XXIX, and adopting**
213 **Chapter 20 Code of Ethics.**

214
215 *Vice Chair Faber moved to table proposed revisions to the Municipal Code, Title I,*
216 *Chapter XXIX, adopting Chapter 20 Code of Ethics. Seconded by Councilor Combes.*
217 *Motion carried 4-1-0. Chair votes in the affirmative.*

218
219 Councilor Paul asked for clarification about what is done with tabled items. Vice Chair
220 Faber noted the desire for the Town Manager to focus on operations of the Town under
221 the Council's direction instead of crafting policy that was not directed by the Council.

222
223 Chair Dunn explained a tabled item can be reintroduced at any time by a vote of three
224 Councilors. He noted a motion to table cannot be discussed.

225
226 A discussion followed regarding the importance of revising policies and honoring public
227 input.

228
229 Councilor Paul asked how the Council can meet to discuss how to direct the Town
230 Manager. They agreed to schedule a non-meeting. Town Manager Mulholland disagreed,

231 noting that public policy needs to be discussed in front of the public.

232

233 In response to Councilor Paul's question, Chair Dunn reiterated the method of
234 reintroducing a tabled item.

235

236 **2. Reverend Morrison Meeting House**

237 The Council asked the Town Manager to develop options as to what to do with the
238 Reverend Morrison Meeting House, as the voters did not support the Warrant Articles.

239

240 Town Manager Mulholland asked for specific direction. The Council suggested donating
241 it and selling the building for \$1. Councilor Paul suggested the Town Manager come up
242 with as many options as possible, and the pros and cons of each.

243

244 *Vice Chair Faber moved to direct the Town Manager to come back with as many*
245 *possibilities for the Reverend Morrison House as possible. Seconded by Councilor*
246 *Combes. Motion carried 5-0-0. Chair votes in the affirmative.*

247

248 **3. Purchasing Policy**

249 Councilor Bouchard asked if he could work with Vice Chair Faber and the Town
250 Manager on the Purchasing Policy, and Vice Chair Faber agreed.

251

252 *Vice Chair Faber moved to operate under the terms of his draft Purchasing Policy*
253 *until the next Council meeting. Seconded by Councilor Combes. Motion carried 5-0-*
254 *0. Chair votes in the affirmative.*

255

256 **H. APPROVAL OF CONSENT ITEMS**

257 **1. Town Council meeting minutes from March 2, 2026**

258

259 *Councilor Combes moved to approve the Consent items. Seconded by Vice Chair Faber.*
260 *Motion carried 5-0-0. Chair votes in the affirmative.*

261

262 **I. OTHER BUSINESS**

263 **1. Boards and Appointments**

264 Chair Dunn said all appointments remain the same, with the exception of Councilor
265 Combes serving as the alternate for the Planning Board. Councilor Paul questioned her
266 assignments.

267

268 **2. Liaison Reports**

269 Councilor Combes reported the Airport Director would like to give a presentation on the
270 status of the airport to the Council on April 6th.

271

272 Vice Chair Faber reiterated his suggestion that the public watch the video of the March
273 11th Planning Board meeting.

274

275 **3. Town Manager Report**

276 Town Manager Mulholland suggested the Library speak to the \$16,000+ in duct work and

277 the bonds. Chair Dunn expressed appreciation for the Library's weekly update.

278

279 ***Councilor Bouchard moved to approve \$16,685 for the work being done at the Library.***
280 ***Seconded by Councilor Combes. Motion carried 5-0-0. Chair votes in the affirmative.***

281

282 Town Manager Mulholland clarified this amount is in addition to the \$257,000 originally
283 approved.

284

285 Town Manager Mulholland asked that Chair Dunn schedule a phone call with him and
286 legal counsel to review the draft agreement regarding the Procopio development. This will
287 occur on March 17th.

288

289 **4. Deputy Town Manager Report**

290 Ms. Caron was not present to provide a report.

291

292 **J. PUBLIC COMMENT**

293 Chair Dunn opened public comment.

294

295 **Name:** Ray Breslin

296 **Address:** 3 Gary Drive

297 Mr. Breslin asked if the committee for the Morrison Meeting House had been sunsetted. Chair
298 Dunn will research this. Mr. Breslin spoke to the failure of the Warrant Article regarding the
299 Morrison Meeting House and the funds expended. He stressed the need to know the status of
300 the foundation. He asked that the building be saved.

301

302 **Name:** Marge Badois

303 **Address:** 189 Litchfield Road

304 Ms. Badois suggested that a suggestion box be made available for the public to submit their
305 ideas as to how to preserve the Morrison Meeting House that do not involve taxes.

306

307 **Name:** Robin Stewart

308 **Address:** 522 Mammoth Road

309 Ms. Stewart asked for clarification regarding the Planning Board requiring independent traffic
310 studies. Vice Chair Faber explained the Council could make the suggestion, but the Planning
311 Board would make the decision to do so. She asked the Council to do this and they agreed to
312 discuss this. She asked who is thinking about what is best for Londonderry. She said the
313 behavior at this meeting was horrible and not very professional, and the councilors need to
314 work together if they are going to accomplish anything.

315

316 **Name:** Brian Macdonald

317 **Address:** 6 Picadilly Circle

318 Mr. Macdonald asked the Council to consider utilizing the Braver Angels program, Citizen-
319 Led Solutions, to facilitate discussing options for the Morrison Meeting House.

320

321 **Name:** Glenn Douglas

322 **Address:** 6 Overlook Avenue

323 Mr. Douglas asked about the process of filling the position of the Library Board of Trustees
324 Chair, in light of the former chair's resignation. He spoke to the contents of a website that
325 comments on issues concerning Londonderry.

326

327 **Name:** Dan Gore

328 **Address:** 8 Lane Way

329 As a member of the Morrison Meeting House Committee, Mr. Gore urged the Council not to
330 keep rehashing the same options for the Meeting House.

331

332 Chair Dunn closed public comment.

333

334 **K. MEETING SCHEDULE**

- 335 • March 31, 2026, Moose Hill Council Chambers, 6:30 p.m.
- 336 • April 6, 2026, Moose Hill Council Chambers, 7:00 p.m.
- 337 • April 20, 2026, Moose Hill Council Chambers, 7:00 p.m.
- 338 • April 22, 2026, Moose Hill Council Chambers, 6:30 p.m.

339

340 **L. ADJOURNMENT**

341

342 *Vice Chair Faber moved to adjourn the meeting. Seconded by Councilor Combes. Motion*
343 *carried 5-0-0. Chair votes in the affirmative.*

344

345 The meeting was adjourned at 8:56 p.m.

346

347 *Minutes prepared by Beth Haggeli*

Shaun Mulholland
Town Manager

Kellie Caron
Deputy Town Manager



Town Council
Ron Dunn, Chair
Shawn Faber, Vice Chair
Ted Combes
Daniel Bouchard
Deb Paul

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

April 6, 2026

To the Honorable Governor Ayotte, Senator Carson, Representative Dolan, Representative Dunn, Representative Lundgren, Representative MacDonald, Representative Packard, Representative Perez, Representative Soti, and Representative Thomas:

At the March 10, 2026 Town Election, Londonderry voters considered three citizen petition warrant articles **placed** on the Town ballot. Two of the articles included a provision directing that the results be shared with the Governor and members of the General Court representing Londonderry.

In accordance with those directives, the Town is providing the full text and voting results for Article 27 below.

Article 27 – CITIZENS PETITION - STATE FUNDING TO LOCAL COMMUNITIES

New Hampshire thrives when state funding fairly supports local communities. Therefore, the residents of Londonderry are asked: **Do we call on the New Hampshire Legislature to protect local taxpayers by ensuring adequate state revenues for essential services, and by avoiding policies that shift costs onto local property taxpayers?** This question arises because recent state budgets have reduced or eliminated key revenue sources, forcing towns and counties to raise property taxes to maintain education, healthcare, county nursing homes, public safety, and infrastructure. These shifts burden working families strain local budget, limit flexibility, and undermine long-term community prosperity. A state budget that prevents cost shifting and restore municipal revenue sharing eases the tax burden on local property taxpayers and strengthens communities. Be it further resolved that the Town Council shall send the results to the Governor and all members of the General Court representing Londonderry within 30 days. (CITIZENS PETITION)

(If passed, this article will require the Town to raise \$0.00 in property taxes, resulting in a tax rate impact of \$0.00 in FY 27 based upon projected assessed values.)

Results:

Yes: 3,353 (76.6%)

No: 1,024 (23.4%)

This result reflects the will of Londonderry voters on a matter of local concern and broader state policy. We respectfully ask that you consider this outcome when evaluating future legislation related to this topic.

Please confirm receipt of this correspondence so the Town may document compliance with the warrant article directives. Confirmation may be made via email to Tanya Pinter at tpinter@londonderrynh.gov or by phone at 603-432-1100 ext. 150.

Thank you for your attention to this matter and for your continued service to the residents of Londonderry.

Sincerely,

Ron Dunn, Town Council Chair

Shaun Faber, Town Council Vice Chair

Dan Bouchard, Councilor

Ted Combes, Councilor

Deb Paul, Councilor

Shaun Mulholland
Town Manager

Kellie Caron
Deputy Town Manager



Town Council
Ron Dunn, Chair
Shawn Faber, Vice Chair
Ted Combes
Daniel Bouchard
Deb Paul

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

April 6, 2026

To the Honorable Governor Ayotte, Senator Carson, Representative Dolan, Representative Dunn, Representative Lundgren, Representative MacDonald, Representative Packard, Representative Perez, Representative Soti, and Representative Thomas:

At the March 10, 2026 Town Election, Londonderry voters considered three citizen petitioned warrant articles placed on the Town ballot. Two of the articles included a provision directing that the results be shared with the Governor and members of the General Court representing Londonderry.

In accordance with those directives, the Town is providing the full text and voting results for Article 28 below.

Article 28 – CITIZENS PETITION- EMERGENCY RISK PROTECTION ORDER OR RED FLAG LAW

New Hampshire communities value public safety and the responsible use of firearms. Therefore, the voters of Londonderry, New Hampshire, are asked: **Shall we call on our legislators to strengthen public safety by advocating for an Emergency Risk Protection Order (ERPO) or Red Flag law, joining more than twenty other states including Florida and the other five New England states?** ERPO/Red Flag laws have been enacted throughout the country, and most recently in Maine, allowing law enforcement and family and household members to petition the court for the temporary removal of firearms from individuals deemed a danger to themselves or others. These laws have been highly effective in reducing the incidents of suicide which is tragically high in New Hampshire. Our state loses someone to suicide with a firearm every three days. Our veterans have been particularly hard hit by this epidemic. Be it further resolved that the Town Council shall send the results to the Governor and all members of the General Court representing Londonderry within 30 days. (CITIZENS PETITION)

(If passed, this article will require the Town to raise \$0.00 in property taxes, resulting in a tax rate impact of \$0.00 in FY 27 based upon projected assessed values.)

Results:

Yes: 3,060 (71.7%)

No: 1,207 (28.3%)

This result reflects the will of Londonderry voters on a matter of local concern and broader state policy. We respectfully ask that you consider this outcome when evaluating future legislation related to this topic.

Please confirm receipt of this correspondence so the Town may document compliance with the warrant article directives. Confirmation may be made via email to Tanya Pinter at tpinter@londonderrynh.gov or by phone at 603-432-1100 ext. 150.

Thank you for your attention to this matter and for your continued service to the residents of Londonderry.

Sincerely,

Ron Dunn, Town Council Chair

Shaun Faber, Town Council Vice Chair

Dan Bouchard, Councilor

Ted Combes, Councilor

Deb Paul, Councilor

FORM

PA-36-A

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION

STEP 1 PROPERTY OWNER (S)

PLEASE TYPE OR PRINT	LAST NAME	Alsman		FIRST NAME	Wesley	
	LAST NAME	Alsman		FIRST NAME	Amy	
	STREET ADDRESS	101 Hardy rd.				
	STREET (continued)					
	TOWN/CITY	Londonerry		STATE	NH	
				ZIP CODE	03053	

STEP 2 PROPERTY LOCATION OF LAND AND HISTORIC AGRICULTURAL STRUCTURE BEING CLASSIFIED

PLEASE TYPE OR PRINT	STREET	101 Hardy rd.				
	TOWN/CITY	Londonerry		COUNTY	Rockingham	
	NUMBER OF ACRES	MAP#	LOT#	BOOK#	PAGE#	
	1.64	012	2	4374	2749	
	CHECK ONE:	Original Application <input type="checkbox"/>			Renewal <input checked="" type="checkbox"/>	
				Tax Year 2025		

STEP 3 REASON FOR DISCRETIONARY PRESERVATION EASEMENT APPLICATION

Describe how the Historic Agricultural Structure meets one of the tests of public benefit per RSA 79-D:3. Submit additional sheets, if necessary.

As the only stone barn in Londonerry, it is assessable from Hardy road for viewing & was inspected and met the historical requirement of 75+ years old.

How many square feet will be subject to the easement?

29 x 35 → 870sq ft.

STEP 4 SIGNATURES OF ALL PROPERTY OWNERS OF RECORD

TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
Wesley Alsman	<i>[Signature]</i>	03/20/26
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
Amy Alsman	<i>[Signature]</i>	3/23/26
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink)	SIGNATURE (in black ink)	DATE

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
DISCRETIONARY PRESERVATION EASEMENT APPLICATION
 (CONTINUED)

STEP 5 TO BE COMPLETED BY THE LOCAL ASSESSORS

<input type="checkbox"/> APPROVED	Pending approval of Discretionary Preservation Easement Agreement by landowner and assessing officials.
<input type="checkbox"/> DENIED	
Comments: Renewal of barn preservation easement; done once every 10 years	

STEP 6 APPROVAL OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (ink black ink) <i>Ron Dunn</i>	SIGNATURE (in black ink) <i>[Signature]</i>	DATE <i>3/30/26</i>
TYPE OR PRINT NAME (ink black ink) <i>Dan Rowland</i>	SIGNATURE (in black ink) <i>[Signature]</i>	DATE <i>3/30/26</i>
TYPE OR PRINT NAME (ink black ink) <i>Shawn Faber</i>	SIGNATURE (in black ink) <i>[Signature]</i>	DATE <i>3-30-26</i>
TYPE OR PRINT NAME (ink black ink) <i>Tec Combes</i>	SIGNATURE (in black ink) <i>[Signature]</i>	DATE <i>3/30/26</i>
TYPE OR PRINT NAME (ink black ink) <i>Deb Paul</i>	SIGNATURE (in black ink) <i>[Signature]</i>	DATE <i>3-30-26</i>

STEP 7 DOCUMENTATION

Is a map of the entire parcel showing the property location, orientation, overall boundaries and acreages clearly showing easement area requested submitted?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	------------------------------	-----------------------------

TOWN OF LONDONDERRY, NH

OFFICE OF THE TAX COLLECTOR
 268 B MAMMOTH RD.
 LONDONDERRY, NH 03053
 (603) 432-1100

March 27, 2026

Mark Charbonneau
 Continental Paving
 1 Continental Dr
 Londonderry, NH 03053

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2025 - MARCH 31, 2026

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL		\$0.02	\$0.00
002 040 0				
	SAND	81420	\$0.02	\$1,628.40
OPERATION NUMBER:				
25-269-01-E				
	LOAM		\$0.02	\$0.00
ACCOUNT NUMBER:				
	STONE PRODUCTS	208464	\$0.02	\$4,169.28
SERIAL NUMBER:				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	289884	TOTAL TAX:	\$5,797.68

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER April 30, 2026 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday - Friday 8:30-5:00

TOWN OF LONDONDERRY, NH

OFFICE OF THE TAX COLLECTOR
 268 B MAMMOTH RD.
 LONDONDERRY, NH 03053
 (603) 432-1100

March 27, 2026

Mark Charbonneau
 Continental Paving
 1 Continental Dr
 Londonderry, NH 03053

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2025 - MARCH 31, 2026

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL		\$0.02	\$0.00
011 046 0				
	SAND	40800	\$0.02	\$816.00
OPERATION NUMBER:				
25-269-02-E				
	LOAM		\$0.02	\$0.00
ACCOUNT NUMBER:				
	STONE PRODUCTS	78671	\$0.02	\$1,573.42
SERIAL NUMBER:	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	119471	TOTAL TAX:	\$2,389.42

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

***** 18% APR INTEREST WILL BE CHARGED AFTER April 30, 2026 ON UNPAID TAXES *****

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday - Friday 8:30-5:00

ORIGINAL WARRANT

GRAVEL TAX LEVY

TAX YEAR: APRIL 1, 2025 - MARCH 31, 2026


THE STATE OF NEW HAMPSHIRE

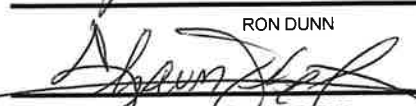
ROCKINGHAM COUNTY, SS


TO: ALLISON PARSONS, Collector of Taxes for TOWN OF LONDONDERRY, NH , in said county:

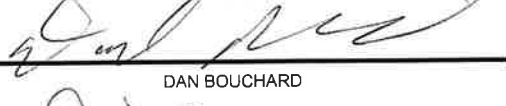
In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$8,187.10** , with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.


Given under our hands and seal at TOWN OF LONDONDERRY, NH



RON DUNN


SHAWN FABER


TED COMBES


DAN BOUCHARD


DEB PAUL

DATE: **March 27, 2026**

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Mark Charbonneau Continental Paving 1 Continental Dr Londonderry, NH 03053	002 040 0	25-269-01-E	\$5,797.68
Mark Charbonneau Continental Paving 1 Continental Dr Londonderry, NH 03053	011 046 0	25-269-02-E	\$2,389.42

DATE DUE: **April 30, 2026**

TOTAL DUE: **\$8,187.10**

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPALITY LAND USE CHANGE TAX BILL

STEP 1- LAND USE CHANGE TAX TO BE BILLED TO:

PROPERTY OWNER(S) OR RIGHT OF WAY RESPONSIBLE PARTY LISTED BELOW:

PLEASE TYPE OR PRINT	LAST NAME/CORPORATION/TRUST NAME 99 ROCKINGHAM ROAD, LLC	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
	LAST NAME/CORPORATION/TRUST NAME	FIRST NAME/CORPORATION/TRUST NAME	INITIAL

STEP 2 - PARCEL IDENTIFICATION OF DISQUALIFIED CURRENT USE LAND

PLEASE TYPE OR PRINT	(a) RIGHT OF WAY LAND USE CHANGE TAX - PROVIDE NAME OF LANDOWNER ON WHICH THE RIGHT OF WAY IS LOCATED 99 ROCKINGHAND ROAD			
	(b) ACCESSIBLE STREET LOCATION	MUNICIPALITY LONDONDERRY	COUNTY ROCKINGHAM	
	(c) TOTAL ACRES OF PARCEL 8.26	PARCEL TAX MAP AND LOT # 013	043-0	DEED BOOK AND PAGE # 6570 2469
	(d) CHECK ONE BELOW: <input type="checkbox"/> PARTIAL RELEASE <input checked="" type="checkbox"/> FULL RELEASE <input type="checkbox"/> RIGHT OF WAY LAND USE CHANGE TAX			

NOTE: A separate land use change tax (LUCT) must be submitted for each separate parcel of land.

STEP 3 - DOCUMENTATION AND FEE FOR PROPERTY TO BE ENROLLED IN CURRENT USE (CU)

(a) Owners Name When Land Was First Recorded in Current Use: ROBERT G. & FRANCES M. GAMLIN, TRS OF ROBERT G & FRANCES M. GAMLIN	DEED BOOK AND PAGE # 3101 0967	
(b) Total Number of Acres Originally Enrolled in Current Use	2	
(c) Total Number of Acres Previously Released Since The Original Recording	0	
(d) Number of Acres Subject to the LUCT Per This Assessment	2	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	0	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPALITY LAND USE CHANGE TAX BILL
 (continued)

STEP 4 - ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative Description of the Disqualification: CHANGE IN USE TO CONDOMINIUM	
(b) Actual Date of Change in Use (MM/DD/YYYY)	08/01/2025
(c) Full and True Market Value at Time of Change in Use	\$ 0
(d) Land Use Change Tax [Step 4(c) multiplied by 10%]	\$ 0

STEP 5 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink) Ron Dim	SIGNATURE (in black or dark blue ink) <i>[Signature]</i>	DATE 3/16/26
TYPE OR PRINT NAME (in black or dark blue ink) Jan Roucheud	SIGNATURE (in black or dark blue ink) <i>[Signature]</i>	DATE 3/16/26
TYPE OR PRINT NAME (in black or dark blue ink) Deb Paul	SIGNATURE (in black or dark blue ink) <i>[Signature]</i>	DATE 3-16-26
TYPE OR PRINT NAME (in black or dark blue ink) Ted Cambes	SIGNATURE (in black or dark blue ink) <i>[Signature]</i>	DATE 3/16/26
TYPE OR PRINT NAME (in black or dark blue ink) Shawn Faber	SIGNATURE (in black or dark blue ink) <i>[Signature]</i>	DATE 3-16-26

STEP 6 - BILL LAND USE CHANGE TAX TO: (COMPLETED BY MUNICIPAL ASSESSING OFFICIALS)

LAST NAME/CORPORATION/TRUST NAME 99 ROCKINGHAM RD, LLC	FIRST NAME/CORPORATION/TRUST NAME	INITIAL
(b) Actual Date of Change in Use (MM/DD/YYYY)	08/01/2025	
(c) Date of Land Use Change Tax Bill (MM/DD/YYYY)	03/11/2026	
(d) Full and True Market Value at Time of Change in Use	\$ 0	
(e) Land Use Change Tax Due	\$ 0	

FORM
A-5

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
MUNICIPALITY LAND USE CHANGE TAX BILL
 (continued)

STEP 7 - CHECKS PAYABLE AND MAILED TO: (COMPLETED BY MUNICIPAL TAX COLLECTOR)

(a) MAKE CHECKS PAYABLE TO: TOWN OF LONDONDERRY		
(b) MAIL TO: TOWN OF LONDONDERRY		
MAILING ADDRESS: 268B MAMMOTH RD		
MUNICIPALITY LONDONDERRY	STATE NH	ZIP CODE 03053
(c) MUNICIPAL TAX COLLECTOR PHYSICAL OFFICE LOCATION: 268B MAMMOTH RD, LONDONDERRY, NH 03053		
(d) MUNICIPAL TAX COLLECTOR OFFICE HOURS: 8:30 - 5		
(e) LAND USE CHANGE EXEMPT FROM RECORDING RSA 79-A:7, I (c): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(f) RECORDING FEE: INCLUDE A SEPARATE CHECK IN THE AMOUNT OF \$ 21.00		
PAYABLE TO: ROCKINGHAM COUNTY REGISTRY OF DEEDS		
(g) PAYMENT OF THE LAND USE CHANGE TAX IS DUE NO LATER THAN 30 DAYS AFTER MAILING OF THIS BILL. INTEREST, AT THE RATE OF 18% PER ANNUM, SHALL BE DUE IF THE TAX IS NOT PAID ON OR BEFORE: _____		

STEP 8 - ACKNOWLEDGEMENT OF PAYMENT (COMPLETED BY MUNICIPAL TAX C OLLECTOR)

TYPE OR PRINT NAME (In black or dark blue Ink)	SIGNATURE OF MUNICIPAL TAX COLLECTOR (In black or dark blue Ink)	DATE OF PAYMENT
--	--	-----------------

NH DEPARTMENT OF REVENUE ADMINISTRATION
Municipal and Property Division
Equalization Bureau



2025 MUNICIPAL ASSESSMENT
DATA CERTIFICATE

MUNICIPALITY: Londonderry

We, the undersigned, do hereby certify that the assessment and sales information provided by us on the NH Mosaic Equalization System has been thoroughly reviewed by this Board and is complete and accurate to the best of our knowledge.

We understand that this information will be used by the NH Department of Revenue Administration to calculate the municipality's equalization ratio. The equalization ratio will be used to calculate the total equalized valuation for this municipality.

SIGNATURES OF MUNICIPAL ASSESSING OFFICIALS

DATE

(Must be signed by a majority of Selectmen, if a Town, or Assessor, if a City)

<u>Ronald Dunn</u>		3/23/2026
<u>[Signature]</u>		3/23/2026
<u>Dan Bouchard</u>		3/23/2026
<u>Ted Combes</u>	3/30/2026	<u>Deb Paul</u>

Name of Contact Person: Laura Keeley, Assistant Assessor

E-mail Address: lkeeley@londonderrynh.gov

Office Phone Number: 603-432-1100 ext. 117

Office Hours: 8:30 a.m. to 5:00 p.m. (Mon - Fri)

(Note: If your office keeps irregular hours, please provide an alternate means of contacting you.)

(Please check appropriate box, if applicable)

Full Reval Cyclical Reval (Values Updated) Statistical Reval Partial Reval

Name of Company Performing Revaluation Work: Whitney Consultants

COMMENTS: _____

Please upload to: nhsalesportal.org no later than December 15, 2025



Town of Londonderry Assessing Department

268B MAMMOTH RD.
LONDONDERRY, NH 03053
Main: (603) 432-1100, Ext. 190

SUPPLEMENTAL WARRANT March, 2026 STATE OF NEW HAMPSHIRE

ROCKINGHAM SS

**TO: ALLISON PARSONS
COLLECTOR OF TAXES FOR THE TOWN OF LONDONDERRY IN SAID COUNTY.**

IN THE NAME OF SAID STATE YOU ARE DIRECTED TO COLLECT THE REAL ESTATE TAXES FOR **PRORATION OF TAX YEAR 2025 (189 DAYS)** FOR AGNES BOCKMON FAMILY LLC, DBA NUTFIELD MANUFACTURED HOME COMMUNITY, [REDACTED] MAP 091, BLOCK GRB, LOT 5, AMOUNTING TO **THE SUM OF THREE HUNDRED TWENTY FIVE DOLLARS AND ZERO CENTS (\$325.00)** WITH INTEREST AT EIGHT PERCENT (8%) ON ALL SUMS NOT PAID ON OR BEFORE THE DUE DATE.

“A TAX COLLECTOR SHALL REMIT ALL MONEY COLLECTED TO THE TOWN TREASURER, OR TO THE TOWN TREASURER’S DESIGNEE AS PROVIDED BY RSA 41:29,VI, AT LEAST ON A WEEKLY BASIS, OR DAILY WHENEVER TAX RECEIPTS TOTAL \$1,500 OR MORE.”

THE LIST ON THE FOLLOWING PAGES IS A CORRECT LIST OF ASSESSMENT OF THE COUNTY, TOWN, PRECINCT, HIGHWAY, STATE AND SCHOOL TAXES FOR THE **YEAR 2025**, UPON THE ESTATES IN SAID LONDONDERRY AND OF ALL TAXES ASSESSED ON THE REAL ESTATE IN SAID TOWN, OF PERSONS AND CORPORATIONS NOT RESIDENTS THEREIN AS MADE BY US, THE TOWN COUNCIL OF SAID LONDONDERRY.

GIVEN UNDER OUR HANDS AND SEAL, AT LONDONDERRY, **THIS 16TH DAY OF MARCH, 2026.**



RON DUNN, CHAIRMAN



SHAWN FABER



TED COMBES



DEB PAUL

PARCEL ID	PARCEL LOCATION	OWNER AT TIME OF BILL	CURRENT OWNER	ASSESSMENT	BILL	REASON FOR SUPPLEMENTAL BILL
091 GRB 5		Agnes Bockmon Family LLC DBA Nutfield Manufactured Home Community	Agnes Bockmon Family LLC DBA Nutfield Manufactured Home Community	\$ 43,300.00	\$ 325.00	Ownership changed, but was not recorded with registry 12/4/23. Elderly exemption should have been taken off for 2024; demoed mobile home 7/8/25 prorated taxes for 2025 and billed to Agnes Bockmon Family LLC for 2025.



Town of Londonderry Assessing Department

268B MAMMOTH RD.
LONDONDERRY, NH 03053
Main: (603) 432-1100, Ext. 190

SUPPLEMENTAL WARRANT March, 2026 STATE OF NEW HAMPSHIRE

ROCKINGHAM SS

**TO: ALLISON PARSONS
COLLECTOR OF TAXES FOR THE TOWN OF LONDONDERRY IN SAID COUNTY.**

IN THE NAME OF SAID STATE YOU ARE DIRECTED TO COLLECT THE REAL ESTATE TAXES FOR **TAX YEAR 2024** FOR AGNES BOCKMON FAMILY LLC, DBA NUTFIELD MANUFACTURED HOME COMMUNITY, [REDACTED], MAP 091, BLOCK GRB, LOT 5, AMOUNTING TO **THE SUM OF FIVE HUNDRED THIRTY NINE DOLLARS AND ZERO CENTS (\$539.00)** WITH INTEREST AT EIGHT PERCENT (8%) ON ALL SUMS NOT PAID ON OR BEFORE THE DUE DATE.

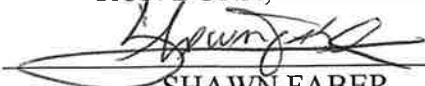
“A TAX COLLECTOR SHALL REMIT ALL MONEY COLLECTED TO THE TOWN TREASURER, OR TO THE TOWN TREASURER’S DESIGNEE AS PROVIDED BY RSA 41:29,VI, AT LEAST ON A WEEKLY BASIS, OR DAILY WHENEVER TAX RECEIPTS TOTAL \$1,500 OR MORE.”

THE LIST ON THE FOLLOWING PAGES IS A CORRECT LIST OF ASSESSMENT OF THE COUNTY, TOWN, PRECINCT, HIGHWAY, STATE AND SCHOOL TAXES FOR THE **YEAR 2024**, UPON THE ESTATES IN SAID LONDONDERRY AND OF ALL TAXES ASSESSED ON THE REAL ESTATE IN SAID TOWN, OF PERSONS AND CORPORATIONS NOT RESIDENTS THEREIN AS MADE BY US, THE TOWN COUNCIL OF SAID LONDONDERRY.

GIVEN UNDER OUR HANDS AND SEAL, AT LONDONDERRY, **THIS 16TH DAY OF MARCH, 2026.**



RON DUNN, CHAIRMAN



SHAWN FABER



TED COMBES



DEB PAUL

PARCEL ID	PARCEL LOCATION	OWNER AT TIME OF BILL	CURRENT OWNER	ASSESSMENT	BILL	REASON FOR SUPPLEMENTAL BILL
091 GRB 5		Agnes Bockmon Family LLC DBA Nutfield Manufactured Home Community	Agnes Bockmon Family LLC DBA Nutfield Manufactured Home Community	\$ 33,400.00	\$ 539.00	Ownership changed, but was not recorded with registry 12/4/23. Elderly exemption should have been taken off for 2024; and billed full amount to Agnes Bockmon Family LLC of taxes for 2024.

TOWN / CITY:	LONDONDERRY
COUNTY:	ROCKINGHAM
OWNER:	JON WEIGLER
COMPANY / OWNER 2:	BELIZE REAL ESTATE HOLDINGS LLC
ADDRESS:	██████████
TOWN / STATE / ZIP:	LONDONDERRY, NH 03053

INTENT FILED DURING TAX YEAR: April 1, 2025 to March 31, 2026

ACCOUNT & SERIAL #:	
TAX MAP & LOT #:	005 028 0
OPERATION #:	25-269-02-T
DATE OF BILLING:	March 24, 2026

SPECIES	LOW MBF	HIGH MBF			RANGE DIFFERENCE	RATING %	STUMPAGE VALUE*	BOARD FEET (In Thousands)			
WHITE PINE	\$110.00	\$175.00			\$65.00	0.83	\$ 163.95	21.655			
HEMLOCK	\$25.00	\$50.00			\$25.00	0.83	\$ 45.75	3.920			
RED PINE	\$25.00	\$60.00			\$35.00	0.83	\$ 54.05	0.000			
SPRUCE & FIR	\$80.00	\$125.00			\$45.00	0.83	\$ 117.35	0.000			
HARD MAPLE	\$150.00	\$300.00			\$150.00	0.83	\$ 274.50	0.265			
WHITE BIRCH	\$60.00	\$120.00			\$60.00	0.83	\$ 109.80	0.000			
YELLOW BIRCH	\$120.00	\$225.00			\$105.00	0.83	\$ 207.15	0.000			
OAK	\$200.00	\$400.00			\$200.00	0.83	\$ 366.00	36.895			
ASH	\$140.00	\$225.00			\$85.00	0.83	\$ 210.55	0.290			
SOFT MAPLE	\$75.00	\$150.00			\$75.00	0.83	\$ 137.25	0.905			
BEECH/PALLET/TIE LOGS	\$30.00	\$90.00			\$60.00	0.83	\$ 79.80	0.000			
PINE BOX / PALLET	\$5.00	\$25.00			\$20.00	0.83	\$ 21.60	0.000			
OTHER: B BIRCH	\$120.00	\$225.00			\$105.00	0.83	\$ 207.15	0.240			
OTHER: HICKORY	\$30.00	\$90.00			\$60.00	0.83	\$ 79.80	0.080			
OTHER:	\$0.00	\$0.00			\$0.00	0.83	\$ -	0.000			
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS	STUMPAGE VALUE CORDS	#TONS	#CORDS
SPRUCE & FIR	\$0.00	\$1.00			\$1.00		0.83	\$ 0.83		0.000	
HARDWOOD & ASPEN	\$1.50	\$4.00			\$2.50		0.83	\$ 3.58		0.000	
PINE	\$0.00	\$0.50			\$0.50		0.83	\$ 0.42		0.000	
HEMLOCK	\$0.00	\$1.50			\$1.50		0.83	\$ 1.25		0.000	
BIOMASS CHIPS	\$0.00	\$0.25			\$0.25		0.83	\$ 0.21		1305.590	
HIGH GRADE SPRUCE	\$12.00	\$16.00			\$4.00		0.83	\$ 15.32		0.000	
CORD WOOD/FUELWOOD			\$8.00	\$15.00		\$7.00	0.83		\$ 13.81		0

* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE

CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: April 1, 2025 to March 31, 2026

TOWN / CITY OF: LONDONDERRY
COUNTY OF: ROCKINGHAM
DATE OF BILLING: March 24, 2026

SEND SIGNED COPY TO: NH DEPARTMENT OF REVENUE ADMINISTRATION
 MUNICIPAL AND PROPERTY DIVISION
 PO BOX 487
 CONCORD, NH 03302-0487
 or E-mail to timber@dra.nh.gov

DocuSigned by:
 Ronald Dunn 3/18/2026
 Signed by: [Signature] Date: 3/19/2026
 Selected Assessor:
 Signed by: Dan Bouchard 3/19/2026
 Selected Assessor:
 Ted Combes 3/25/2026
 Signed by: [Signature] Date: 3/19/2026
 Selected Assessor:
 Deb Paul Date:

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET (In Thousands)	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VALUE	TAX AT 10 %	
JON WEIGLER BELIZE REAL ESTATE HOLDINGS LLC [REDACTED] LONDONDERRY, NH 03053	WHITE PINE	21.655			\$163.95	\$3,550.34	\$355.03	Subtotal of TAXES Due (Col. #9)
	HEMLOCK	3.920			\$45.75	\$179.34	\$17.93	
	RED PINE				\$54.05			
	SPRUCE & FIR				\$117.35			
# 2	HARD MAPLE	0.265			\$274.50	\$72.74	\$7.27	
DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH				\$109.80			\$1,781.82
	YELLOW BIRCH				\$207.15			
	OAK	36.895			\$366.00	\$13,503.57	\$1,350.36	
MAP & LOT NUMBER	ASH	0.290			\$210.55	\$61.06	\$6.11	Less bond or amount previously paid, if applicable
005 028 0	SOFT MAPLE	0.905			\$137.25	\$124.21	\$12.42	
	BEECH/PALLET/TIE LOGS				\$79.80			
	PINE BOX / PALLET				\$21.60			
	OTHER: B BIRCH	0.240			\$207.15	\$49.72	\$4.97	
	OTHER: HICKORY	0.080			\$79.80	\$6.38	\$0.64	
# 3	OTHER:							
OPERATION NUMBER					TONS	CORDS		
25-269-02-T	SPRUCE & FIR				\$ 0.83			Total Amount Due
	HARDWOOD & ASPEN				\$ 3.58			
	PINE				\$ 0.42			
	HEMLOCK				\$ 1.25			
ACCOUNT OR SERIAL #:	BIOMASS CHIPS		1,305.59		\$ 0.21	\$270.91	\$27.09	\$1,781.82
	HIGH GRADE SPRUCE				\$ 15.32			
	CORDWOOD				\$ 13.81			
						\$17,818.27	\$1,781.82	

**ORIGINAL WARRANT
YIELD TAX LEVY
March 24, 2026
THE STATE OF NEW HAMPSHIRE**

COUNTY OF: ROCKINGHAM

TO: *ALLISON PARSONS*, Collector of Taxes for Town of: **LONDONDERRY**, in said County.

In the name of said State, you are hereby directed to collect on or before thirty (30) days from the date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the yield tax due, below, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00, or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at **LONDONDERRY**

DocuSigned by: <i>Ronald Dunn</i>	3/18/2026
Selection Assessor	Date
Signed by: <i>[Signature]</i>	3/19/2026
Selection Assessor	Date
Signed by: <i>Dan Bouchard</i>	3/19/2026
Selection Assessor	Date
DocuSigned by: <i>Ted Combes</i>	3/25/2026
Selection Assessor	Date
Signed by: <i>Deb Paul</i>	3/19/2026
Selection Assessor	Date

DATE OF BILLING: March 24, 2026

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
JON WEIGLER BELIZE REAL ESTATE HOLDINGS LLC [REDACTED] LONDONDERRY, NH 03053	005 028 0	25-269-02-T	\$1,781.82
DATE YIELD TAX DUE:			April 23, 2026

TOWN OF LONDONDERRY
268B MAMMOTH RD

LONDONDERRY, NH 03053
(603) 432-1100 EXT 105

JON WEIGLER
BELIZE REAL ESTATE HOLDINGS LLC
[REDACTED]
LONDONDERRY, NH 03053

YIELD TAX ON TIMBER CUT

Account & Serial #:

Tax Map & Lot #: **005 028 0**

Operation #: **25-269-02-T**

Date of Billing: **March 24, 2026**

Subtotal of Taxes Due: **\$1,781.82**

Less bond or amount previously paid, if applicable:

Amount Committed to me for Collection Per RSA 79: **\$1,781.82**

18% APR interest will be charged on unpaid taxes after: April 23, 2026

APPEAL: An owner may, within 90 days of Notice of Tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 79:10 and 11. (RSA 79:8)

TAX COLLECTOR OFFICE HOURS:

ENTER OFFICE HOURS 8:30AM-5:00PM MON-FRI

Sincerely,

ALLISON PARSONS
Tax Collector

CERTIFICATION OF YIELD TAXES ASSESSED
INTENT FILED DURING TAX YEAR: April 1, 2024 to March 31, 2025

TOWN / CITY OF: LONDONDERRY
COUNTY OF: ROCKINGHAM
DATE OF BILLING: March 31, 2026

SEND SIGNED COPY TO: NH DEPARTMENT OF REVENUE ADMINISTRATION
 MUNICIPAL AND PROPERTY DIVISION
 PO BOX 487
 CONCORD, NH 03302-0487
 or E-mail to timber@dra.nh.gov

[Handwritten Signature] 3/30/26
 Selectman/Assessor Date
[Handwritten Signature] 3-30-26
 Selectman/Assessor Date
[Handwritten Signature] 3/30/26
 Selectman/Assessor Date
[Handwritten Signature] 3-30-26
 Selectman/Assessor Date

# 1	# 4	# 5	# 6	# 6	# 7	# 8	# 9	# 10
NAME OF OWNER	SPECIES	NUMBER OF BOARD FEET (In Thousands)	NUMBER OF TONS	NUMBER OF CORDS	STUMPAGE VALUE	TOTAL ASSESSED VALUE	TAX AT 10 %	
Brook Hollow Corp. Robert Lamontagne [REDACTED] Bedford, NH 03110	WHITE PINE	381.455			\$175.00	\$66,754.63	\$6,675.46	Subtotal of TAXES Due (Col. #9)
	HEMLOCK				\$50.00			
	RED PINE				\$60.00			
	SPRUCE & FIR				\$125.00			
# 2	HARD MAPLE				\$300.00			Less bond or amount previously paid, if applicable
DESIGNATED ON NOTICE OF INTENT TO CUT	WHITE BIRCH				\$120.00			
	YELLOW BIRCH				\$225.00			
	OAK				\$400.00			
MAP & LOT NUMBER	ASH				\$225.00			
004 057 0	SOFT MAPLE				\$150.00			
	BEECH/PALLET/TIE LOGS				\$90.00			
	PINE BOX / PALLET				\$25.00			
	OTHER:							
# 3	OTHER:							
OPERATION NUMBER					TONS	CORDS		
25-269-05-T	SPRUCE & FIR				\$ 1.00			Total Amount Due
	HARDWOOD & ASPEN				\$ 4.00			
	PINE		98.33		\$ 0.50	\$49.17	\$4.92	
	HEMLOCK				\$ 1.50			
ACCOUNT OR SERIAL #:	BIOMASS CHIPS		1,825.40		\$ 0.25	\$456.35	\$45.64	
	HIGH GRADE SPRUCE				\$ 16.00			
	CORDWOOD				\$ 8.00			
						\$67,260.15	\$6,726.02	



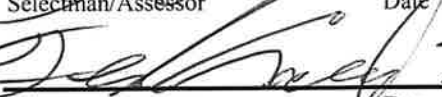
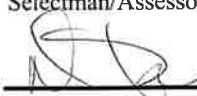
**ORIGINAL WARRANT
YIELD TAX LEVY
March 31, 2026
THE STATE OF NEW HAMPSHIRE**

COUNTY OF: ROCKINGHAM

TO: **ALLISON PARSONS**, Collector of Taxes for Town of: **LONDONDERRY**, in said County.

In the name of said State, you are hereby directed to collect on or before thirty (30) days from the date of bill from the person(s) named herewith committed to you, the Yield Tax set against their name(s), amounting in all to the yield tax due, below, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day. We further order you to pay all monies collected to the treasurer of said town, or treasurer's designee as provided in RSA 41:29, VI, at least on a weekly basis, or daily when receipts exceed \$1,500.00, or more often when directed by the Commissioner of Revenue Administration.

Given under our hands and seal at **LONDONDERRY**

	3/31/26
Selectman/Assessor	Date
	3/30/26
Selectman/Assessor	Date
	3-30-26
Selectman/Assessor	Date
	3/30/26
Selectman/Assessor	Date
	3-30-26
Selectman/Assessor	Date

DATE OF BILLING: March 31, 2026

NAME & ADDRESS	TAX MAP & LOT	OPERATION #	YIELD TAX DUE
Brook Hollow Corp. Robert Lamontagne [REDACTED] Bedford, NH 03110	004 057 0	25-269-05-T	\$6,726.02
DATE YIELD TAX DUE:			April 30, 2026

TOWN OF LONDONDERRY
268B MAMMOTH RD

LONDONDERRY, NH 03053
(603) 432-1100 EXT 105

Brook Hollow Corp.
Robert Lamontagne
[REDACTED]
Bedford, NH 03110

YIELD TAX ON TIMBER CUT

Account & Serial #:

Tax Map & Lot #: **004 057 0**

Operation #: **25-269-05-T**

Date of Billing: **March 31, 2026**

Subtotal of Taxes Due: **\$6,726.02**

Less bond or amount previously paid, if applicable:

Amount Committed to me for Collection Per RSA 79: **\$6,726.02**

18% APR interest will be charged on unpaid taxes after: April 30, 2026

APPEAL: An owner may, within 90 days of Notice of Tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 79:10 and 11. (RSA 79:8)

TAX COLLECTOR OFFICE HOURS:

ENTER OFFICE HOURS 8:30AM-5:00PM MON-FRI

Sincerely,

ALLISON PARSONS
Tax Collector

TOWN / CITY:
 COUNTY:
 OWNER:
 COMPANY / OWNER 2:
 ADDRESS:
 TOWN / STATE / ZIP:

LONDONDERRY
ROCKINGHAM
Brook Hollow Corp.
Robert Lamontagne
[REDACTED]
Bedford, NH 03110

INTENT FILED DURING TAX YEAR: April 1, 2024 to March 31, 2025

ACCOUNT & SERIAL #:	
TAX MAP & LOT #:	004 057 0
OPERATION #:	25-269-05-T
DATE OF BILLING:	March 31, 2026

SPECIES	LOW MBF	HIGH MBF			RANGE DIFFERENCE	RATING %	STUMPAGE VALUE*	BOARD FEET (In Thousands)			
WHITE PINE	\$110.00	\$175.00			\$65.00	1.00	\$ 175.00	381.455			
HEMLOCK	\$25.00	\$50.00			\$25.00	1.00	\$ 50.00	0.000			
RED PINE	\$25.00	\$60.00			\$35.00	1.00	\$ 60.00	0.000			
SPRUCE & FIR	\$80.00	\$125.00			\$45.00	1.00	\$ 125.00	0.000			
HARD MAPLE	\$150.00	\$300.00			\$150.00	1.00	\$ 300.00	0.000			
WHITE BIRCH	\$60.00	\$120.00			\$60.00	1.00	\$ 120.00	0.000			
YELLOW BIRCH	\$120.00	\$225.00			\$105.00	1.00	\$ 225.00	0.000			
OAK	\$200.00	\$400.00			\$200.00	1.00	\$ 400.00	0.000			
ASH	\$140.00	\$225.00			\$85.00	1.00	\$ 225.00	0.000			
SOFT MAPLE	\$75.00	\$150.00			\$75.00	1.00	\$ 150.00	0.000			
BEECH/PALLET/TIE LOGS	\$30.00	\$90.00			\$60.00	1.00	\$ 90.00	0.000			
PINE BOX / PALLET	\$5.00	\$25.00			\$20.00	1.00	\$ 25.00	0.000			
OTHER:	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
OTHER:	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
OTHER:	\$0.00	\$0.00			\$0.00	1.00	\$ -	0.000			
TONS & CORDS	TONS LOW	TONS HIGH	CORDS LOW	CORDS HIGH	TONS	CORDS	RATING %	STUMPAGE VALUE TONS	STUMPAGE VALUE CORDS	#TONS	#CORDS
SPRUCE & FIR	\$0.00	\$1.00			\$1.00		1.00	\$ 1.00		0.000	
HARDWOOD & ASPEN	\$1.50	\$4.00			\$2.50		1.00	\$ 4.00		0.000	
PINE	\$0.00	\$0.50			\$0.50		1.00	\$ 0.50		98.330	
HEMLOCK	\$0.00	\$1.50			\$1.50		1.00	\$ 1.50		0.000	
BIOMASS CHIPS	\$0.00	\$0.25			\$0.25		1.00	\$ 0.25		1825.400	
HIGH GRADE SPRUCE	\$12.00	\$16.00			\$4.00		1.00	\$ 16.00		0.000	
CORD WOOD/FUELWOOD			\$8.00	\$15.00		\$7.00	0.00		\$ 8.00		0

* STUMPAGE VALUE = % RATING X RANGE DIFFERENCE + LOW RANGE VALUE