

Londonderry Town Council Minutes
Monday, May 5, 2025, 7:00 p.m.
Moose Hill Council Chambers

Meeting Link: <http://173.166.17.35/CablecastPublicSite/show/12767?channel=4>

Attendance: Chair Ron Dunn; Vice Chair Shawn Faber; Councilors Ted Combes, Dan Bouchard, Deb Paul; Acting Town Manager Kim Bernard; Assistant Town Manager & Director of Economic Development Kellie Caron; Kirsten Hildonen, Administrative Support Coordinator

CALL TO ORDER

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

PUBLIC COMMENT

Proclamation for Municipal Clerks Week

Councilor Bouchard read a proclamation for Municipal Clerks Week.

Introduction of New Hires

Acting Town Manager Bernard introduced new and promoted members of the Police Department and Town Manager's Office.

Chair Dunn opened public comment.

Marge Badois, Conservation Commission Chair, clarified misinformation presented at the last Council meeting. The release or termination of a conservation easement requires court approval and a side-press proceeding. The Attorney General must be notified and is a party to this proceeding. Private property with a conservation easement can be sold, but the terms of the easement stay with the property forever.

Name: John Mahon

Address: 26 King Arthur Drive

John Mahon, representing Beautify Londonderry, reported they will be conducting the annual spring roadside cleanup on May 10th from 9 to 12, meeting at Matthew Thornton School. The rain date is May 17th. He described the road cleanup programs they sponsor, some in cooperation with DPW and other organizations. They have placed a roadside cleanup station at the Leach Library to check out materials. They would like to do the same on the first floor of Town Hall, using the honor system. Chair Dunn will discuss placement of this station with the Acting Town Manager.

Name: Jason Knights

Address: 9 Hall Road

Jason Knights spoke about motorcycles drag racing on Delta Drive evenings and weekends. Chief Bernard said the Police Department will do directed patrols. The Deputy Chief explained they are addressing the problem, but they cannot guarantee a permanent resolution.

47 **Name:** Bob Robicsek

48 **Address:** 13 Clover Lane

49 Bob Robicsek spoke about the PUD ordinance, highlighting his concerns. He recommended
50 suspending the implementation of PUDs until research can be done on how they are conducted in
51 other locations, and then amend the ordinance.

52

53 Councilor Combes said he was not notified that the discussion regarding PUDs had been added to
54 the agenda after it was originally published.

55

56 **Name:** Kristine Perez

57 **Address:** 5 Wesley Drive

58 Kristine Perez spoke to the number of dwelling units being constructed in Londonderry and the
59 added pressure they will put on services. She spoke to bills being considered in the state legislature
60 and their impact on the Town. Vice Chair Faber challenged whether all of these bills will harm
61 Londonderry.

62

63 **Name:** Maureen Hardy

64 **Address:** 13 Clover Lane

65 Ms. Hardy requested that the PUD ordinance be suspended and explained why.

66

67 **Name:** Sherry Farrell, Town Clerk

68 Sherry Farrell shared the results of the 4th annual rabies clinic, where \$1,120.10 was raised that
69 will be donated to Granite State Dog Recovery. She thanked Dr. Myrna Gregorio and the
70 Londonderry Animal Clinic for volunteering and donating the vaccinations. She thanked Carol
71 Murphy, Deb Desrosiers, Kelly from Bully Breeds, Animal Control Officer Dave Carver, Katie
72 Sullivan and the Pay It Forward volunteers, and Dawn Williams for their help.

73

74 Deb Desrosiers spoke about dog licensing. She thanked Poochies and Honey Dog for their
75 donations to the rabies clinic.

76

77 **Name:** Tony DeFrancesco

78 **Address:** 1 Cheshire Court

79 Tony DeFrancesco described the Pay It Forward program. He spoke in support of the Council
80 discussing PUDs, cautioning them to follow the process when addressing this issue, utilizing Town
81 Staff, Planning Board, and public hearings.

82

83 **Name:** Moira Ryan

84 **Address:** 2 Snowberry Hollow

85 Moira Ryan suggested the Council conduct a survey regarding the PUD.

86

87 Chair Dunn closed public comment.

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89 **BOARD APPOINTMENTS AND REAPPOINTMENTS**

90 **Interviews of New Applicants**

91 The Council interviewed applicants for positions on the Trustees of the Trust Funds, Recreation
92 Commission, and Senior Resource Committee.

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Appointment to the Trustees of the Trust Funds

Vice Chair Faber made a motion to appoint Linda Green as Trustee of the Trust Funds. Seconded by Councilor Combes. Motion passed 5-0-0. Chair votes in the affirmative.

Appointment to the Recreation Commission

Kirsten Hildonen asked the Council to consider adding an additional alternate to the Recreation Commission to ensure a quorum is present at meetings. The Council agreed.

Councilor Combes made a motion to appoint Michael Campo to the two-year full member position and Jeremy Miller to the two-year alternate member position on the Recreation Commission. Seconded by Councilor Bouchard. Motion passed 5-0-0. Chair votes in the affirmative.

Appointment to the Senior Resources Committee

Councilor Combes made a motion to appoint Kelly McShane to the Senior Resources Committee. Seconded by Vice Chair Faber. Motion passed 5-0-0. Chair votes in the affirmative.

PUBLIC HEARING

Councilor Combes made a motion to open the public hearing. Seconded by Vice Chair Faber. Motion passed 5-0-0. Chair votes in the affirmative.

Ordinance 2025-02: An Amendment to the Municipal Code Relating to the Sewer Use Ordinance and Sewer User Charge Ordinance (second reading)

Bob Kerry, Environmental Engineer, recapped the request to change the user charge access fee, which is a one-time fee for new users to connect to the sewer system. He noted this change has no tax impact.

Chair Dunn asked for public comment; there was none.

Chair Dunn closed public comment.

Vice Chair Faber made a motion to approve Ordinance 2025-02. Seconded by Councilor Combes. Motion passed 5-0-0. Chair votes in the affirmative.

Councilor Combes made a motion to close the public hearing. Seconded by Councilor Bouchard. Motion passed 5-0-0. Chair votes in the affirmative.

NEW BUSINESS

Londonderry Arts Council Update on Wild Apples & Concerts on the Common

Larry Casey, Chair of the Londonderry Arts Council, described *Wild Apples*, an annual digital literary and art journal that will be launched at a celebration on May 17th from 4 to 6 p.m. at the Parmenter Barn.

139 Stephen and Julie Lee of Concerts on the Common provided an update on the upcoming concert
140 season. They described the volunteer program and activities occurring around the concerts, and
141 contributions from sponsors and community members.

142
143 Councilor Combes expressed appreciation for the Kids Concert. The Council thanked them for
144 their contribution to the community.

145
146 **Amendments to the Inter-Municipal Agreement with the Town of Derry for Wastewater**
147 **Service**

148 Bob Kerry, Environmental Engineer, reviewed the history of the inter-municipal agreement with
149 the Town of Derry and the status of the agreement today. There is a 15% surcharge being imposed,
150 but this is included in the FY 25-26 budget. There will be no change to the Londonderry sewer
151 user charges. He responded to questions from the Council on wastewater service. The Council
152 thanked Mr. Kerry for his work.

153
154 *Vice Chair Faber made a motion to approve the Inter-Municipal Agreement with the Town of*
155 *Derry as amended and to authorize the Town Manager and Council Chair to sign the*
156 *agreement. Seconded by Councilor Combes. Motion passed 5-0-0. Chair votes in the affirmative.*

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158 **FY 2025 Financial Update**
159 Finance Director Justin Campo provided an update on the Town's unaudited estimated financial
160 status as of April 30, 2025. He requested that this update occur at the second Council meeting of
161 the month in the future, and the Council agreed. He responded to questions from the Council.

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163 **Discussion of Town Clerk Compensation**
164 Acting Town Manager Bernard noted the Town Clerk has not received a COLA in three years. Per
165 State law, the Town Clerk's compensation needs to be brought to the Town annually for a vote,
166 which has not been done in two years. He reviewed the salaries of town clerks in neighboring
167 towns and noted that Londonderry is \$30,000 below the standard. He stressed all employees need
168 to be compensated accordingly and that this needs to be addressed during budget season.

169
170 **Order 2025-11: An Expenditure from the Master Plan Capital Reserve Fund**
171 K. Caron noted the Town is in the process of updating the comprehensive Master Plan, and
172 requested a disbursement of \$17,496 from the Master Plan Capital Reserve Fund. This will cover
173 the cost of meetings, work sessions, and composition of draft chapters by the SNHPC.

174
175 *Councilor Combes made a motion to approve Order 2025-11. Seconded by Vice Chair Faber.*
176 *Motion passed 5-0-0. Chair votes in the affirmative.*

177
178 **Order 2025-07: An Expenditure from the Expendable Maintenance Trust Fund**
179 **(Town Hall Replacement Windows)**
180 DPW Director Dave Wholley reviewed a request for \$2,450 for replacement windows for the
181 Town Hall.

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183 **Order 2025-08: An Expenditure from the Expendable Maintenance Trust Fund**
184 **(Town Hall Exterior Maintenance)**

185 Director Wholley reviewed a request for \$8,858 to replace the pine trim fascia.

186

187 **Order 2025-09: An Expenditure from the Expendable Maintenance Trust Fund**
188 **(Central Fire Station Humidifier)**

189 Director Wholley described the need for a water filtration system to protect the Central Fire Station
190 humidifier and water heater from further damage. Repairs were done to these units that were costly.

191

192 **Order 2025-10: An Expenditure from the Expendable Maintenance Trust Fund**
193 **(Station 1 Boiler Replacement)**

194 Director Wholley reviewed a request to replace the boilers that failed at the North Fire Station.

195

196 *Councilor Combes made a motion to approve Orders 2025-07, 2025-08, 2025-09, 2025-10.*
197 *Seconded by Councilor Bouchard. Motion passed 5-0-0. Chair votes in the affirmative.*

198

199 **Discussion Regarding Upcoming Town Hall Maintenance Projects**

200 Director Wholley reviewed upcoming Town Hall maintenance projects, including the need to
201 replace the plexiglass installed during COVID and the A/C units at Town Hall.

202

203 Councilor Bouchard suggested creating a comprehensive maintenance plan for all Town buildings.

204

205 Councilor Paul asked Director Wolley to present a detailed breakout of the cost of these projects
206 at the May 19th Council meeting and the Council concurred.

207

208 **Council Discussion on Planned Unit Developments**

209 Councilor Paul suggested putting the PUD ordinance on hold, while the Town determines how it
210 can be revised to better benefit the Town. Vice Chair Faber noted the Council cannot discuss any
211 PUDs that are in process. He spoke with Planning Board Chair Jake Butler, who said the Council
212 should follow the process and have the Planning Board recommend any changes to the Council.

213

214 K. Caron explained the Town is required to follow the current ordinance for any project that is in
215 the queue. She reviewed the process required to change an ordinance.

216

217 The Council discussed the amount of control the PUD provides over how large parcels of land are
218 developed as opposed to using underlying zoning. Vice Chair Faber suggested the Council work
219 with the Planning Board to resolve current issues, such as traffic and water, noting that the current
220 lack of large parcels of available land makes the PUD issue less important.

221

222 After an extended discussion, the Council requested the Planning Board hold a workshop on the
223 PUD ordinance. Acting Town Manager Bernard asked the Council to provide Staff with legal
224 questions and requests for information in a timely manner so that they can prepare responses before
225 the workshop. K. Caron noted the Planning Board has asked the Council to provide specific
226 direction to serve as a starting point for discussion. The Council agreed to submit questions to K.
227 Caron by May 16th.

228

229 **APPROVAL OF MINUTES**

230

231 *Councilor Combes made a motion to approve the April 7, 2025, meeting minutes as amended.*
232 *Seconded by Vice Chair Faber. Motion passed 5-0-0. Chair votes in the affirmative.*

233
234 *Councilor Combes made a motion to approve the April 21, 2025, meeting minutes as presented.*
235 *Seconded by Vice Chair Faber. Motion passed 5-0-0. Chair votes in the affirmative.*

236
237 **OTHER BUSINESS**

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239 **Liaison Reports**

240 Vice Chair Faber reported the Planning Board discussed 2024 regulations in response to legislation
241 that was passed last year at the state, and made changes. The Council discussed adjusting the
242 language in notices to abutters referring to compliance with local regulations. K. Caron described
243 the new solar ordinance.

244
245 **Acting Town Manager Report**

246 Acting Town Manager Bernard offered the Town Manager report. There will be a meet and greet
247 with the new Town Manager on May 27th from 9 to 11 a.m. and 6:30 to 8:30 p.m. at the Police
248 Department Community Room.

249
250 **Assistant Town Manager Report**

251 Ms. Caron offered the Assistant Town Manager report.

252
253 **PUBLIC COMMENT**

254 Chair Dunn opened public comment.

255
256 **Name:** Tony DeFrancesco

257 **Address:** 1 Cheshire Court

258 Tony DeFrancesco spoke about the difficulty of running a municipality. He warned the Council to
259 be careful of unintended consequences and of making decisions without their being fully vetted.
260 He spoke to the cost and complexity of creating a comprehensive maintenance plan for Town
261 buildings.

262
263 **Name:** Lynn Wiles, Secretary of the Planning Board, Chairman of the Utilities Committee

264 **Address:** 46 Bartley Hill Road

265 Lynn Wiles spoke in support of following the prescribed process in considering the PUD. He
266 explained the zoning ordinances are silent on solar power, so this is being addressed. He concurred
267 with being mindful of unintended consequences.

268
269 **Name:** Kevin Smith

270 **Address:** 6 King Phillip Drive

271 Kevin Smith clarified statements that Councilor Paul said he made at an earlier meeting. He
272 explained how building permits are counted. He clarified when PUDs require a development
273 agreement. He said nothing done at Woodmont thus far is contrary to the PUD. They are building
274 out the residential, and are currently in talks with commercial users. Councilor Paul asked
275 clarifying questions and Mr. Smith answered.

276

277 **Name:** Glenn Douglas

278 **Address:** 6 Overlook Avenue

279 Glenn Douglas said the residents feel like they are being ignored and gave examples.

280

281 Councilor Bouchard referred to a letter from a resident about trees cut on Shady Brook. He asked
282 to see the plan, so he can respond. K. Caron explained the gravel pit is grandfathered, so there is
283 no plan. She outlined what she has done to obtain a plan.

284

285 Councilor Bouchard referred to a letter from a resident requesting information about holding a car
286 show; this has been forwarded to the Acting Town Manager, who is looking into it.

287

288 Chair Dunn closed public comment.

289

290 **MEETING SCHEDULE**

291

292 May 19, 2025; Moose Hill Council Chambers; 7 p.m.

293 June 2, 2025; Moose Hill Council Chambers; 7 p.m.

294

295 **ADJOURNMENT**

296 Councilor Combes made a motion to adjourn the meeting. Seconded by Vice Chair Faber. Motion
297 passed 5-0-0. Chair votes in the affirmative.

298

299 The meeting was adjourned at 10:54 p.m.

300

301 *Minutes prepared by Beth Hanggeli*