

Town of Londonderry Town Council Agenda

May 4, 2020

7:00 p.m.

REMOTE MEETING

Per Emergency Order #12 Pursuant to Executive Order 2020-04, during the current declared State of Emergency, the Governor has waived the requirement in RSA 91-A:2, III (b) that a quorum of a body be physically present as it relates to public meetings. Under the same directive, the Governor has also waived the requirement in RSA 91-A:2, III(c) that each part of a meeting of a public body be audible or otherwise discernable to the public "at the location specified in the meeting notice as the location of the meeting." These two requirements are waived so long as the public body:

1. Provides public access to the meeting by telephone, with additional access possibilities by video or other electronic means;
2. Provides public notice of the necessary information for accessing the meeting;
3. Provides a mechanism for the public to alert the public body during the meeting if there are problems with the access; and
4. Adjourns the meeting if the public is unable to access the meeting.

In accordance with this directive, the Londonderry Town Council will conduct its meeting as follows:

1. The public shall have access to participate in the meeting by telephone. To join via telephone, the public may call 1-312-626-6799 and when prompted enter Code 831 4748 1446 and Password 657930.
2. The meeting will also be broadcast on Londonderry Access Center TV channel GOV-22 or via live stream at <http://www.lactv.com/>
3. This notice serves as the public notice of the necessary information for accessing the meeting.
4. You may also provide public testimony via e-mail. Please e-mail your testimony to kbrown@londonderrynh.org by May 4, 2020 no later than 12:00 PM. Your testimony will be read into the public record at the meeting.
5. The Council encourages that any documentation that you wish for the Council to consider be submitted by May 1, 2020 no later than 12:00 PM to allow distribution to the Board at the virtual meeting. You can submit documentation electronically to kbrown@londonderrynh.org, drop it in the black Drop Boxes located outside the Town Hall front or back doors (and clearly mark your envelope for "Kirby Brown"), or mail it to Town Council c/o Kirby Brown, 268B Mammoth Road, Londonderry, NH 03053.
6. If you attempt to call in to the meeting to provide public testimony and are unable to access the meeting, please notify Kirby Brown during the meeting by calling 603-432-1100 x 120 or sending an email to kbrown@londonderrynh.org.
7. If during the meeting there are problems with access, Kirby Brown will alert the public and the Council members; and
8. If at any time the public is unable to access the meeting, the meeting will be adjourned and continued to a date certain.

TOWN COUNCIL AGENDA
May 4, 2020
7:00 P.M.
VIRTUAL MEETING

The Town Council meeting will be held in the Moose Hill Council Chambers, Town Hall, 268B Mammoth Road, Londonderry, NH. Regular meetings are cablecast live and videotaped for the convenience of our viewers at home. 7:00 PM.

- A. CALL TO ORDER**
- B. PUBLIC COMMENT**
- C. PUBLIC HEARING**
- D. OLD BUSINESS**
 - 1.) **Finalizing Council Goals**
- E. NEW BUSINESS**
 - 1.) **Discussion of Presentation by Auditors**
Councilor Deb Paul
- F. APPROVAL OF MINUTES**
 - Approval of April 20, 2020 Town Council Minutes
- G. APPOINTMENTS/REAPPOINTMENTS**
 - 1.) Resignation of Dan Turcotte from the Traffic Safety Committee
- H. OTHER BUSINESS**
 - 1. Liaison Reports
 - 2. Town Manager Report
-**Abatement of Tax Interest**
 - 3. Assistant Town Manager Report
- I. ADJOURNMENT**

J. MEETING SCHEDULE

- A. Town Council Meeting – 05/18/20 Moose Hill Council Chambers, 7:00PM
- B. Town Council Meeting – 06/01/20 Moose Hill Council Chambers, 7:00PM
- C. Town Council Meeting – 06/15/20 Moose Hill Council Chambers, 7:00PM
- D. Town Council Meeting – 07/06/20 Moose Hill Council Chambers, 7:00PM

Top 2020 Town Council Goals

- 1.) Coffee with Councilor once a month. See if a School Board member can join.
- 2.) Water and air quality plan.
- 3.) Continue economic development plan.
- 4.) Revenue breakdown and financial/ analysis presentation.

LONDONDERRY TOWN COUNCIL MEETING MINUTES

1 April 20, 2020

2
3 VIRTUAL MEETING

4
5 The Town Council meeting was held virtually.

6
7 Present: Chairman John Farrell; Vice Chairman Joe Green (via phone); Councilor Jim
8 Butler, Tom Dolan and Deb Paul; Town Manager Kevin Smith; Assistant Town Manager
9 Lisa Drabik; Executive Assistant Kirby Brown

10
11 CALL TO ORDER

12
13 Chairman Farrell called the Town Council special meeting to order and led the Pledge of
14 Allegiance. This was followed by a moment of silence for all of those who serve us both
15 here and abroad and for the first responders in Londonderry of the COVID-19 front lines
16 and all of those who are vulnerable to the disease.

17
18 PUBLIC COMMENT

19
20 Chairman Farrell made an opening statement regarding the electronic meeting the Council
21 is conducting and how it works. Chairman Farrell took a roll call of the Council members.
22 All Council members checked in and stated no one was in the room with them.

23
24 Chairman Farrell stated that the relationship with the School Board Chairman is now great.
25 The relationships with the School Department and School Board has gotten much better.

26
27 Chairman Farrell stated that the Council received a 91-A request. The timeframe has been
28 lifted due to Covid-19, but it is moving forward and these requests are not free and do cost
29 a lot of money.

30
31
32 PUBLIC HEARING

33
34 Motion to open Public Hearing made by Vice-Chairman Green and second by Councilor
35 Butler. Chair votes 5-0-0 in roll call vote.

LONDONDERRY TOWN COUNCIL MEETING MINUTES

36 Chairman Farrell introduced Resolution #2020-03, a Resolution relative to the Town of
37 Londonderry Family Medical Leave of Absence Policy in compliance with the Families
38 First Coronavirus Response Act. Assistant Town Manager Lisa Drabik presented. Drabik
39 stated that this policy was prompted by federal legislation, which provided additional sick
40 leave and paid family leave benefits to employers. By law it went into effect as of April
41 1st. We are in compliance with the federal law. Motion to approve Resolution #2020-03
42 made by Vice Chairman Green and second by Council Butler. Chair votes 5-0-0 in roll
43 call.

44
45 Motion to close Public Hearing made by Vice-Chairman Green and second but Councilor
46 Butler. Chair votes 5-0-0 in roll call.

47

OLD BUSINESS

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49
50 The Council continued the Town Council goals discussion from last meeting.

51

52 Councilor Paul asked about doing a forensic audit in the town. Chairman Farrell stated
53 that there was a forensic audit done in 2014 and 2015. Police Chief Bill Hart stated that it
54 correct and it cost thousands.

55

56 Chairman Farrell narrowed down the top four goals. Coffee with a Councilor once a
57 month. See if a School Board member can join. A water and air quality plan. Continue
58 with an economic development plan. Revenue breakdown and financial/ analysis
59 presentation and how we measure revenue in the town. The Council all agreed.

60

NEW BUSINESS

61

62
63 Chairman Farrell introduced Order #2020-08, an Order relative to the distribution of Fire
64 Equipment Capital Reserve Fund. Chief Darren O'Brien presented. Motion to approve
65 Order #2020-08 made by Vice Chairman Green and second by Councilor Butler. Chair
66 votes 5-0-0 roll call.

67

68 Chairman Farrell introduced Order #2020-09, an Order relative to the Expenditure of
69 Maintenance Trust Fund for various projects. Steve Cotton presented. Councilor Paul asked
70 if this money was above and beyond what's in the budget already or is it additional. Town
71 Manager Smith stated that this was all talked about during the budget process. These are
72 maintenance items that aren't budgeted in anyone's budget in the operating budget. Things

LONDONDERRY TOWN COUNCIL MEETING MINUTES

73 like winter maintenance are not in anyone's operating budget. Repairs to roofs, etc.
74 Chairman Farrell stated that since Expendable Maintenance didn't pass in March, the money
75 will have to be taken from somewhere else to do the plowing, salting, etc. Motion to approve
76 Order #2020-09 made by Vice Chairman Green. Second by Councilor Butler. Chair votes
77 5-0-0 roll call.

APPROVAL OF MINUTES

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79
80 Motion to approve the Town Council minutes from March 16th and April 6th made by Vice
81 Chairman Green and second by Councilor Dolan. Chair votes 5-0-0 in roll call.

82
83 Members of the Council gave liaison updates. Chief O'Brien and Chief Hart also gave
84 updates.

ADJOURNMENT

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86
87
88 Motion to adjourn made by Councilor Dolan and seconded by Councilor Butler. Chair votes
89 5-0-0 in roll call.

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91

92 Notes and Tapes by: Kirby Brown Date: 04/20/2020

93 Minutes Typed by: Kirby Brown Date: 04/25/2020

94 Approved by: Town Council Date: 05/04/2020