

Michael Malaguti
Town Manager

Kellie Caron
Assistant Town Manager



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

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

Londonderry Town Council Meeting
Monday, September 25, 2023, 7:00 p.m., Moose Hill Council Chambers

A. CALL TO ORDER

B. PUBLIC COMMENT

- 1. Recognition of LHS Varsity Baseball Team**
- 2. Introduction of New Town Hall Employees**

C. PUBLIC HEARINGS

- 1. Resolution #2023-15** – Acceptance of Unanticipated Revenue 31:95-b, III(a) Grant received from the New Hampshire Department of Safety, Office of Highway Safety in the amount of \$14,400.00
(Justin Campo, Finance Director)

D. NEW BUSINESS

- 1. Leach Library Programming & Participation Update**
(Erin Matlin, Director of Leach Library)
- 2. Order #2023-13 – The Expenditure of Maintenance Trust Funds for Fire Department Door Sensors**
(Dave Wholley, Director of Public Works)
- 3. Resolution #2023-16 – Establishing Beautify Londonderry as a Town Committee**
(Michael Malaguti, Town Manager & Kirsten Hildonen, Administrative Support Coordinator)
- 4. Resolution #2023-17 – Dissolving the Solid Waste Committee**
(Michael Malaguti, Town Manager & Kirsten Hildonen, Administrative Support Coordinator)

5. Review Term Expiration List for Appointed Town Boards
(Kirsten Hildonen, Administrative Support Coordinator)

E. OLD BUSINESS

F. APPROVAL OF MINUTES

1. September 11, 2023 Town Council Minutes

G. APPOINTMENTS/REAPPOINTMENTS

1. None

H. OTHER BUSINESS

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

I. ADJOURNMENT

J. MEETING SCHEDULE

1. October 2, 2023; Moose Hill Council Chambers; 7:00 p.m.
2. October 16, 2023; Moose Hill Council Chambers; 7:00 p.m.
3. November 6, 2023; Moose Hill Council Chambers; 7:00 p.m.

RESOLUTION #2023-15

A Resolution Relative to the

Acceptance of Unanticipated Revenue Under RSA 31:95-b

First Reading: 09/25/23
Second Reading: Waived
Adopted: 09/25/23

WHEREAS the Town of Londonderry adopted the provisions of RSA 31:95-b with the passage of Warrant Article 18 at their March, 1994 town meeting; and,

WHEREAS the Town Council desires to and has complied with RSA 31:95-b, III (a) relative to unanticipated monies received in amounts more than \$10,000; and,

WHEREAS the Town has been awarded Highway Safety Grant by the Office of Highway Safety & National Highway Traffic Safety Administration, in the amount of \$14,400.00, with a Town match of \$3,600.00.

WHEREAS this award is intended to help with the funding of 6 different traffic safety programs.

NOW THEREFORE BE IT RESOLVED by the Londonderry Town Council to authorize the Town Manager to enter into and accept the grant mentioned in this resolution and therefore the Town Council resolves that the unanticipated revenues in the amount of \$14,400.00 are hereby accepted through the life of the grant through Fiscal Year ending June 30, 2025.

John Farrell - Chairman
Town Council

Sharon Farrell - Town Clerk
A TRUE COPY ATTEST: 09/25/23

(TOWN SEAL)

First Reading: 09/25/23
Hearing/Second Reading: Waived
Adopted: 09/25/23

ORDER #2023-13

An Order Relative to
***THE EXPENDITURE OF MAINTENANCE TRUST FUNDS
FOR FIRE DEPARTMENT DOOR SENSORS***

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

WHEREAS by the Town Council of the Town of Londonderry that the Town Treasurer is hereby ordered to expend \$13,826.00 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

NOW THEREFORE BE IT ORDERED by the Town Council of the Town of Londonderry that the Town Treasurer is hereby authorized to expend up to \$13,826.00 from the Expendable Maintenance Trust Fund for the aforementioned repairs and improvements.

John Farrell - Chairman
Town Council

Sharon Farrell - Town Clerk

(TOWN SEAL)

A TRUE COPY ATTEST:
09/25/2023



Quote

Date: August 25, 2023

To: Londonderry NH Fire Department – Dave Wholley

Subject: Door position monitors for HVAC System

Dave, as you know, the bay heaters located in all three fire stations are constantly running when the overhead doors are opened. Currently, you are adjusting the setpoints to address this when it happens however, that can be tedious and if not done consistently, can be a waste of energy. We suggest placing door position monitors on 20 doors throughout three fire stations and then integrate to the DDC system to disable the HVAC system if any door is open. This solution will offer an automatic shut off of the bay heaters when the overhead doors open thus saving time and energy costs. ENE Systems of NH proposes the following to address this work:

Scope of Work

- Furnish and install 20 magnetic door switches at the following locations
 - Central Station
 - North Station
 - South Station
- Furnish and install one new DDC controller in each fire station.
- Network the controllers to the existing building management system.
- Wire the door switches to the controller inputs.
- Program the controller to monitor each door and disable HVAC when any door is open.
- Add all new points to the graphics.

Total Price if wiring is run in conduit.....\$ 19,840.00

There is a \$6,014.00 deduct if wiring is NOT run in conduit

The price is based on work being completed during regular time labor hours of 7:30am to 3:30pm.
The quote is valid for 30 days.
Please call me with any questions.

Sincerely,

Andy Gamache

The authorized representative for Barber Colman, Siebe, Invensys, Reliable and Schneider Electric I/A Systems

ENE Systems of New Hampshire | 155 River Road, Bow, New Hampshire 03304 | agamache@eneofnh.com | enesystemsnh.com

Description	Vendor	Amount
<u>Door position monitors-North, South and Central Fire Stations</u> Furnish and install 20 magnetic door switches at all 3 fire houses to prevent energy loss while overhead doors are open or left open.	ENE Systems of New Hampshire Lump sum price 20 doors Less conduit discount	\$13,826.00 \$19,840.00 (\$6,014.00)
Total Town Council EMTF Order #2023-13		\$ 13,826.00

RESOLUTION #2023 - 16

A Resolution Establishing Beautify Londonderry as a Town Committee

First Reading: 09/25/2023

Second Reading: None

Adopted: 09/25/2023

WHEREAS Beautify Londonderry was created as a chartered subcommittee of the Solid Waste Committee in 2011; and

WHEREAS Beautify Londonderry holds well-attended and productive events on an annual basis to clean up and improve the community; and

WHEREAS the Solid Waste Committee will be permanently disbanded due to redundancy with the Utilities Committee and the Town of Londonderry administrative staff; and

NOW THEREFORE BE IT RESOLVED THAT by the Londonderry Town Council that Beautify Londonderry is established in accordance with the "Committee Charge," a copy of which is attached hereto.

John Farrell, Chairman
Town Council

(TOWN SEAL)

Sharon Farrell
Town Clerk

A TRUE COPY ATTEST:
09-25-2023

BEAUTIFY LONDONDERRY TOWN COUNCIL CHARGE

PURPOSE:

Beautify Londonderry (heretofore called “Committee”) shall exist to facilitate the town-wide clean-up initiative held annually in the spring and to find ways to educate and encourage residents of Londonderry to reduce waste, dispose of trash and recycling responsibly, and improve the community landscape.

REPRESENTATION:

The Committee shall consist of five (5) voting members to be appointed by the Town Council. The Committee may enlist ad hoc non-voting members as needed to support their activities, but these members shall not count toward a quorum for the purpose of Committee business. The Committee shall determine its own rules and order of business, unless otherwise provided by law or Town Charter. The Committee shall choose from its members a Chair, Vice Chair, and Secretary. The Committee shall report to the Londonderry Town Council and exist until such as time as the Town Council deems it inactive.

DUTIES / RESPONSIBILITIES:

1. Hold meetings and keep minutes in accordance with RSA Chapter 91-A.
2. Develop a mission, statement, goals, and objectives.
3. Develop and implement Committee and meeting by-laws.
4. Coordinate, host, and publicize the annual town-wide spring clean-up.
5. Coordinate, host, and sponsor events and programs that encourage Londonderry residents to dispose of waste responsibly, educate Londonderry citizens on opportunities and resources to maintain an environmentally sound and aesthetically pleasing landscape, and identify and communicate areas of concern to Town Council.
6. Maintain financial responsibility for all funds for Beautify Londonderry and communicate all financial activity to the Finance Department.
7. Maintain a permanent project file, that at a minimum, includes Committee minutes and progress reports, project correspondence, and other materials deemed necessary.
8. Provide the Town Council with an annual report on the Committee’s accomplishments.

RESOLUTION #2023 - 17

A Resolution Disbanding the Solid Waste Committee

First Reading: 09/25/2023

Second Reading: None

Adopted: 09/25/2023

WHEREAS the Solid Waste Committee was created by warrant Article 35 at the Londonderry Town Meeting in March 1988, and amended in 2011 by charter, to deal with contemporaneous trash disposal problems; and

WHEREAS in conjunction with the Town of Londonderry administrative staff, the Solid Waste Committee has created a durable and effective solid waste and recycling disposal program now managed by the Department of Public Works and the Department of Engineering and Environmental Services; and

WHEREAS the creation of the Utilities Committee in 2023, whose purview overlaps with that of the Solid Waste Committee, presents a redundancy in Town committees; and

WHEREAS Beautify Londonderry, an active subcommittee of the Solid Waste Committee, has been established as an official and freestanding Town committee.

NOW THEREFORE BE IT RESOLVED THAT the Londonderry Town Council hereby dissolves the Solid Waste Committee, effective immediately, and reassigns any unfulfilled duties to the Utilities Committee.

John Farrell, Chairman
Town Council

(TOWN SEAL)

Sharon Farrell
Town Clerk

A TRUE COPY ATTEST:
09-25-2023

Michael Malaguti
Town Manager



Kellie Caron
Assistant Town Manager

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

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The Town of Londonderry is seeking volunteers to serve on the following Boards:

Conservation Commission

Three (3) Three-Year Full Member Positions

Heritage Commission

Two (2) Three-Year Full Member Positions

Planning Board

Two (2) Three-Year Full Member Positions

Recreation Commission

One (1) Three-Year Full Member Position

One (1) Three-Year Alternate Position

Southern New Hampshire Planning Commission

One (1) Three-Year Full Member Position

Two (2) Three-Year Alternate Positions

Zoning Board of Adjustment

One (1) Three-year Full Member Position

1 **Londonderry Town Council Minutes**
2 **Monday, September 11, 2023**
3 **7:00 PM**
4 **Moose Hill Council Chambers**

5
6 **Meeting Link:** <http://173.166.17.35/CablecastPublicSite/show/12380?channel=4>
7

8 **Attendance:** Present: Chair John Farrell; Vice Chair Chad Franz; Councilors Jim Butler, Ted
9 Combes, and Ron Dunn; Town Manager Michael Malaguti; Assistant Town Manager Kellie
10 Caron; Administrative Support Coordinator Kirsten Hildonen
11

12 **CALL TO ORDER**
13

14 Chair Farrell called the Town Council meeting to order at 7:00 PM. Farrell led the Pledge of
15 Allegiance and called for a moment of silence in remembrance of 9/11.
16

17 Chair Farrell called for a roll call vote to move into a non-meeting with legal counsel.
18

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

19
20 Council returned from non-meeting at 7:23pm. Chair Farrell called for a roll call vote to resume
21 the meeting.
22

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

23
24 Chair Farrell moved up item D.1 and D.2 on the agenda.
25

26 **Confirmation of Tara Koza as Human Resources Director**
27

28 Town Manager Malaguti introduced his appointment of Tara Koza as Human Resources Director.
29 Koza expressed her enthusiasm for her work and her gratitude to the Town leadership.

30
31 Motion to confirm Koza as Human Resources Director made by Vice Chair Franz and seconded
32 by Councilor Dunn.

33

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

34
35 Motion passed 5-0-0.

36
37 **Confirmation of Bo Butler as Fire Chief**

38
39 Chair Farrell called up Deputy Chief Bo Butler. Councilor Butler recused himself.

40
41 Town Manager Malaguti introduced his appointment of DC Butler. DC Butler paid his regards to
42 DC Fred Heinrich and spoke about his background, the department, and his vision for the role of
43 Fire Chief.

44
45 Motion to confirm Bo Butler as Fire Chief made by Vice Chair Franz, seconded by Councilor
46 Combes.

47

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

48
49 Motion passed 4-0-0.

50
51 **PUBLIC COMMENT**

52
53 **Name:** Sherry Farrell, Town Clerk
54 Civil forfeitures for unregistered dogs will start on Wednesday, September 13, 2023. David Plaza,
55 207 Pillsbury Road, asked when the list of dogs was updated. Farrell replied that it was updated
56 this year.

57
58 Councilor Butler rejoined the Council.

59

60 **Name:** Dan Bouchard

61 **Address:** 8 O’Connell Drive

62 Bouchard thanked the Town Manager for keeping the role of Fire Chief in-house.

63

64 **Name:** Ray Breslin

65 **Address:** 3 Gary Drive

66 Breslin asked about the status of a water line near his house. Chair Farrell replied that they were
67 waiting on information from the state.

68

69 **Name:** Ann Chiampa

70 **Address:** 28 Wedgewood Dr

71 Chiampa asked if the Lithia Springs property had been purchased yet. Town Manager Malaguti
72 replied that it had.

73

74 **Chair Farrell closed public comment.**

75

76 **PUBLIC HEARING**

77

78 **Ordinance #2023-03 - An Ordinance Relative to the Rezoning of 556 Mammoth Road, Map**
79 **15, Lot 236**

80

81 Motion to open the public hearing made by Vice Chair Franz and seconded by Councilor Combes.

82

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

83

84 Motion passed 5-0-0.

85

86 Assistant Town Manager Kellie Caron presented Ordinance 2023-03. On June 7, 2023, the
87 Planning Board voted to recommend the rezoning of 556 Mammoth Road, Map 15, Lot 236, from
88 AR-I to C-II. The Master Plan indicates this area as part of the G-3 intended growth center that
89 could support significant mixed-use development.

90

91 Brad Westgate, attorney, of Winer and Bennett, LLP, 402 Amherst Street Suite 302, Nashua, and
92 Paul Chisholm, engineer, of Keach-Nordstrom Associates, 10 Commerce Park N Suite 3, Bedford,
93 representing the applicant Page Rock LLC, presented the details of the property in question.
94 Westgate thanked Caron for her help in the process. Page Rock LLC owns three contiguous parcels

95 of land at 295 Rockingham Road, 3 Page Road, and 556 Mammoth Road totaling approximately
96 11 acres. The first two properties are already zoned C-II, while the third one, which is
97 approximately .341 acres, is currently zoned AR-I. All properties are serviceable by water and
98 sewer. The current plan is to develop all three parcels together into approximately 40 multifamily
99 housing units. Multifamily housing is allowed in the C-II district through Conditional Use Permit.
100 Chisholm discussed the current disposition of the properties. Most of the properties are currently
101 undeveloped with one house on the 3 Page Road parcel. Abutting parcels are zoned in a variety of
102 ways. Chisholm acknowledged the traffic concerns and said that a study will be part of the
103 development process. Westgate stated that the multifamily development would be a good fit within
104 the master plan. The rezoning of the 556 Mammoth Road parcel aligns with the goals articulated
105 in the master plan. Unified zoning across the project would make it easier for the Planning Board
106 to analyze.

107

108 Chair Farrell asked the applicant if they were aware the Town owned the rights to the Merrill
109 property. Westgate stated that they were not.

110

111 Chair Farrell went to the public for comment and there was none.

112

113 Chair Farrell went to the Council. Vice Chair Franz asked Assistant Town Manager Caron if staff
114 recommended the rezoning. Caron replied that staff does not opine on zoning changes but the
115 Planning Board voted to support it 5-1-1. Chair Farrell asked what they would do to mitigate
116 traffic. Chisholm stated that they will follow the data and consider all options. The developer is
117 willing to do a full traffic study even though it is not required by the Town. He declined to address
118 specifics and stated that the Planning Board will address it when it goes in front of them. Chair
119 Farrell stated that there are already traffic concerns in the area and it is difficult to support rezoning
120 without that knowledge. Chisholm replied that this parcel is helpful to development but not
121 essential and the project could move forward without the rezoning. Councilor Butler stated that he
122 understands that they are trying to move the development farther from Rockingham Road but he
123 wants them to move it back towards Rockingham Road and ask for an easement from the state.
124 Councilor Combes pointed out that they are looking at different options and much of the land near
125 Rockingham Road is wet.

126

127 Chair Farrell returned comment back to the public.

128

129 **Name:** Ann Chiampa

130 **Address:** 28 Wedgewood Dr

131 Chiampa was the dissenting vote on the Planning Board. She stated that an earlier version of this
132 project had both entrances on Page Road. She voted no on the conceptual plan when the developer
133 moved one entrance onto Old Mammoth Road.

134

135 **Name:** Robert Lebreux

136 **Address:** 76 Hall Road

137 He agrees with Councilors Farrell and Butler. He also pointed out that there is a school bus terminal
 138 in the area that increases traffic.

139
 140 Chair Farrell stated that the applicant needs to do more research in order to gain his support and
 141 asked them to come up with some more concrete solutions. Chisholm replied that they are open to
 142 different things. Chair Farrell called Director of Engineering and Environmental Services John
 143 Trottier to the podium. Chair Farrell gave them the option of continuing and speaking with Trottier
 144 to explore options, or he would call for a motion to deny at this time.

145
 146 Motion to continue the public hearing until October 2023 made by Vice Chair Franz and seconded
 147 by Councilor Combes.

148

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

149
 150 Motion passed 5-0-0.

151
 152 **NEW BUSINESS**

153
 154 **Exit 4A Update**

155
 156 Wendy Johnson, Project Manager, and Jay Levine, Contract Administrator, of the Department of
 157 Transportation presented the update. Johnson explained the progress on the stages of the project
 158 including the connector road, road improvements, and demolition. She explained the ramps and
 159 mitigations around them. Chair Farrell asked when the sound barriers would go up along Trolley
 160 Car lane. Johnson replied that they would go up after the sound barriers on the northbound side
 161 were complete. Levine replied that they would likely be complete by August 2024. Councilor
 162 Combes asked if the projected completion date of October 2024 for the A project would mean that
 163 it would be available for use at that point. Johnson replied that the ramps would open early if
 164 Woodmont Commons needed it, but if they do not need the ramps, they won't open until the B
 165 project is completed. The B project will start construction in summer 2024, and will take
 166 approximately two years. Town Manager Malaguti stated that Woodmont has been actively
 167 pursuing development on the east side of the parcel and would likely have updates soon. Vice
 168 Chair Franz asked the DoT and Town Manager to make sure that the Fire Department was apprised
 169 of any closures that would affect emergency response. Malaguti added that the condition of Trolley
 170 Car Lane was not due to construction, but rather due to the wet nature of the area. Levine confirmed
 171 that no heavy vehicles use Trolley Car Lane to access the construction site.

172
 173 **Order #2023-12 - An Order Relative to the Expenditure of Reclamation Trust Funds**

174
 175 Director of Engineering and Environmental Services John Trottier presented. The order is for
 176 \$17,000 for 200 more recycling carts for new construction and replacement. Councilor Combes
 177 asked if we track damage by the recycling service. Trottier replied they do not but the provider
 178 knows to be careful.

179
 180 Motion to approve Order #2023-12 made by Vice Chairman Franz, and seconded by Councilor
 181 Combes.

182

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

183
 184 Motion passed 5-0-0.

185
 186 Chairman Farrell moved up Appointments/Reappointments (G) to next on the agenda.

187
 188 **APPOINTMENTS/REAPPOINTMENTS**

189
 190 **Budget Committee**

191
 192 **Candidate:** Jason Goldman, 158 Mammoth Road
 193 Councilor Dunn asked Goldman if he understood the time commitment involved in the Committee.
 194 Goldman stated he did. Vice Chair Franz asked him what he understood the Budget Committee to
 195 be. Goldman stated that he saw it as a review process. Vice Chair Franz asked how he would
 196 engage the community and provide transparency. Goldman replied that wanted to meet and engage
 197 with the Town. Vice Chair Franz asked if Goldman had any conflict of interest. Goldman replied
 198 no. Chair Farrell asked if he would be interested in any other committee. Goldman replied that he
 199 would be but thought that the Budget Committee would be the best fit.

200
 201 **Candidate:** David Plaza, 207 Pillsbury Road
 202 Plaza stated that he did Leadership Londonderry and now he has more time to volunteer. Councilor
 203 Dunn asked about the time commitment. Plaza said yes. Vice Chair Franz asked about the role of
 204 the Budget Committee, gathering input from the community, and conflicts of interest. Plaza replied
 205 that he sees the role as advisory and overseeing, and an opportunity for different eyes to look at
 206 the budget. Plaza prefers face to face conversations over soliciting input over social media. The
 207 only potential conflict is that Town and School buy products from his employer and he would
 208 recuse himself. Councilor Combes asked if he would be interested in other committees. Plaza
 209 replied that he would consider them as they came up.

210

211 Budget Committee Chair Patrick Cassidy, 12 Elwood Road, thanked the applicants, urged the
 212 Council to fill the vacancies tonight, and informed them that Kate Burbidge had attended the
 213 August Budget Committee meetings as the Council had suggested.

214

215 Motion to appoint Kate Burbidge and Jason Goldman made by Councilor Butler and seconded by
 216 Vice Chair Franz.

217

218

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

219

220 Motion passed 5-0-0.

221

222 **Utilities Committee Recommendation on Twin States Energy Project**

223

224 Utilities Committee Chair Lynn Wiles presented. The Utilities Committee recommends moving
 225 forward with Freedom Energy Logistics / Colonial Power Group as the supplier of choice for
 226 Londonderry’s Community Choice Power Aggregation Program. The Utilities Committee
 227 recommends that the Town Council neither support nor oppose the Twin States Energy Project,
 228 but continue to monitor it as it moves through the regulatory, engineering, and site approval
 229 process.

230

231 Council gave support to both recommendations.

232

233 **Disbandment of the Solid Waste Committee & Reassignment of Beautify Londonderry**

234

235 Town Manager Malaguti and Wiles presented. Wiles stated that there had been discussion in the
 236 past of integrating the duties of the Solid Waste Committee into the Utilities Committee. It is
 237 getting difficult to fill the spots on the committee. Wiles observed that Beautify Londonderry is
 238 currently a subcommittee of the Solid Waste Committee, chaired by Joy Muller. He stated that it
 239 is a well-run committee that is capable of standing alone, and recommended that it be designated
 240 as an official stand-alone ad-hoc committee. Chair Farrell suggested that it could be a
 241 subcommittee of the Planning Board or stand it up on its own. He asked if the Utilities Charter
 242 needed to be amended to add the duties of Solid Waste. Malaguti said no. Chair Farrell suggested
 243 that they return to this next meeting with a comprehensive plan after consulting with Finance.

244

245

246 **APPROVAL OF MINUTES**

247
248 Minutes for the August 14, 2023 meeting and amended minutes for the July 10, 2023 meeting were
249 presented. Motion to approve made by Vice Chair Franz and seconded by Councilor Dunn.

250

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

251
252 Motion passed 5-0-0.

253
254 Chair Farrell asked that the Executive Assistant to the Town Manager and Town Council begin
255 attending Town Council meetings.

256
257 **LIAISON REPORTS**

258
259 The liaisons made their reports on their assigned areas.

260
261 **TOWN MANAGER & ASSISTANT TOWN MANAGER REPORT**

262
263 Town Manager Malaguti gave the Council his report. Assistant Town Manager Caron gave the
264 Council her report.

265
266 **ADJOURNMENT**

267
268 Motion to adjourn made by Vice Chair Franz and seconded by Councilor Dunn.

269

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

270
271 Motion passed 5-0-0. Meeting adjourned at 9:28 p.m.

272
273 Minutes prepared by Kirsten Hildonen