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

Chair Dunn opened public comment.

Name: Dennis Martin
Address: 182 Pillsbury Road
Mr. Martin asked about the status of the Veterans' Tax Credit. He asked if there will be a problem with placing a Blues Festival sign on the strip of land between the Police Station and the Grange Hall.

Name: Robin Stewart
Address: 522 Mammoth Road
Ms. Stewart spoke to the need for independent traffic studies when developments are proposed. She asked what the Council was willing to do to encourage public engagement.

Name: Ray Breslin
Address: 3 Gary Drive
Mr. Breslin spoke to the need for Council meetings to be controlled and for the public to have an opportunity to comment. In regards to public engagement, he suggested the public attend the upcoming meeting on March 19th to express their thoughts.

Name: Tony DeFrancesco
Address: 1 Cheshire Court
Mr. DeFrancesco congratulated the individuals who were reelected. He spoke to the number of people who do not vote in elections. He asked when the current form of government is going to be evaluated and an investigation conducted to see if there is a better one. He spoke to the taxpayers voting to increase the tax rate. He commented on the results of votes on a number of amendments and suggested better marketing was needed.

Name: Kristine Perez
Address: 5 Wesley Drive
Ms. Perez thanked those who voted for her during her run for Town Council.

Name: Megan Donovan
Address: 45 Chase Road
Ms. Donovan shared information regarding a high school freshman named Molly, who offered to read to young children and suggested holding sessions to create art for a contest. The Arts Council has also agreed to be involved with this program. Ms. Donovan commented on the depth of Londonderry students and the collaboration between different groups.

Name: Sherry Farrell
Address: 4 Hancock Drive
Ms. Farrell stressed the importance of serving veterans.

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

Chair Dunn closed public comment.

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

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

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

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

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

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

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

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

D. BOARD APPOINTMENTS AND REAPPOINTMENTS

<u>Tax Collector</u>

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

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

Motion 4-1-0. Chair votes in the affirmative.

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

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

Emergency Management Director

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

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

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

E. PUBLIC HEARINGS

None

F. NEW BUSINESS

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

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

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

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

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

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

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

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

5. Anonymous Hotline and Anonymous Hotline Policy

Councilors commented that this item was not on the Agenda and suggested it should have been, as the public might want to have input.

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

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

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

G. OLD BUSINESS

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

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

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

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

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

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

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

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

2. Reverend Morrison Meeting House

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

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

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

3. Purchasing Policy

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

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

H. APPROVAL OF CONSENT ITEMS

1. Town Council meeting minutes from March 2, 2026

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

I. OTHER BUSINESS

1. Boards and Appointments

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

2. Liaison Reports

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

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

3. Town Manager Report

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

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

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

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

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

4. Deputy Town Manager Report

Ms. Caron was not present to provide a report.

J. PUBLIC COMMENT

Chair Dunn opened public comment.

Name: Ray Breslin
Address: 3 Gary Drive
Mr. Breslin asked if the committee for the Morrison Meeting House had been sunsetted. Chair Dunn will research this. Mr. Breslin spoke to the failure of the Warrant Article regarding the Morrison Meeting House and the funds expended. He stressed the need to know the status of the foundation. He asked that the building be saved.

Name: Marge Badois
Address: 189 Litchfield Road
Ms. Badois suggested that a suggestion box be made available for the public to submit their ideas as to how to preserve the Morrison Meeting House that do not involve taxes.

Name: Robin Stewart
Address: 522 Mammoth Road
Ms. Stewart asked for clarification regarding the Planning Board requiring independent traffic studies. Vice Chair Faber explained the Council could make the suggestion, but the Planning Board would make the decision to do so. She asked the Council to do this and they agreed to discuss this. She asked who is thinking about what is best for Londonderry. She said the behavior at this meeting was horrible and not very professional, and the councilors need to work together if they are going to accomplish anything.

Name: Brian Macdonald
Address: 6 Picadilly Circle
Mr. Macdonald asked the Council to consider utilizing the Braver Angels program, Citizen-Led Solutions, to facilitate discussing options for the Morrison Meeting House.

Name: Glenn Douglas
Address: 6 Overlook Avenue

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

Name: Dan Gore
Address: 8 Lane Way
As a member of the Morrison Meeting House Committee, Mr. Gore urged the Council not to keep rehashing the same options for the Meeting House.

Chair Dunn closed public comment.

K. MEETING SCHEDULE

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

L. ADJOURNMENT

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

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

Minutes prepared by Beth Hanggeli

Flex Duct Replacement				TOTAL ADJUSTED BIDS	$0		$28,998		$14,005		$16,907
	Qty.	Unit	Unit Price	Estimate Cost	ReArch Estimate		M2 Mechanical		Armstrong Duct Cleaning		Palmer Sicard
Trade Breakdown Detail											
								Cost per run		Cost per run		Cost per run
Flex Duct Replacement								$311		$581		$184
Base Bid Amount				$ -		Excluded		$19,277		$9,296		$9,915
Visited the site to veiw existing conditions				$ -			y	Incl Above	n	No	n	No
Furnish and install new flex duct				$ -		-	y	Incl Above	y	Incl Above	y	Incl Above
Include zip tie connections				$ -		-	y	Incl Above	y	Incl Above	y	Incl Above
Include a max of 12.5' of flex per each register, grill, diffusers				$ -		-	y	Incl Above	n	varies	y	Incl Above
Qty of Flex Runs Included in Proposal				$ -		-	y	Incl Above		16		54
Increase to 62 shown units on HVAC plans				$ -		-	y	Incl 62		$0	n	$1,469
Include covering the grills / diffusres with protective media				$ -		-	y	Incl Above	y	Incl Above	y	Incl Above
Includes required lifts / staging to complete scope				$ -		-	y	Incl Above	y	Incl Above	y	Incl Above
				$ -		-						-
Include 15% Contingency - Qty May Vary based upon old HVAC Plans				$ -		-		$2,892		$1,394		$1,487
								-		-		-
Subtotal (Flex Duct Replacement)				$ -				**$22,169**		**$10,706**		**$12,925**
General Liability Insurance			1.1%					$244		$118		$142
General Requirements			11.7%					$2,594		$1,253		$1,512
General Conditions			8.9%					$1,973		$953		$1,150
Building Permit Fee			N/A					Excluded		Excluded		Excluded
Performance & Payment Bond (Now Required by Shawn M)								$378		$182		$220
Fee			6.0%					$1,641		$793		$957
				$ -		$0		$28,998		$14,005		$16,907
						$0		$28,998		$14,005		$16,907

RECOMMENDED VALUE $ 16,907 **4 Palmer Sicard** ReArch Estimate M2 Mechanical Armstrong Duct Cleaning Palmer Sicard