

**TOWN OF DERRY**

**Town Council  
Derry Municipal Center**

**March 28 2017  
Tuesday - 7:30 PM**

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**7:25 PM Swearing in of newly elected Town Councilors**  
**7:30 PM Call to order**

Pledge of Allegiance, warning of fire exits, handicap access, & turn off all cell phones

**Roll Call:** Councilors Bourdon, Foote, Tripp, Wetherbee, Katsakiores, Morgan and Chairman Chirichiello

Present: TA David Caron, Town Clerk Daniel Healey, Town Attorney Brenda Keith, CFO Susan Hickey

**17-29 Election of Officers**  
Council Chair

**Councilor Katsakiores nominates Councilor Bourdon, seconded by Councilor Morgan**  
**Roll Call Vote: 6-0-1(Councilor Bourdon abstained)**

Council Chair Pro Tem

**Councilor Katsakiores nominates Councilor Foote, seconded by Councilor Wetherbee**  
**Roll Call Vote: 6-0-1(Councilor Foote abstained)**

Audit Committee Council Representatives

1. **Councilor Morgan**

2. **Councilor Tripp**

**Roll Call Vote: 7-0-0**

Building/Property Maintenance Committee Council Representative: **Councilor Foote**

**Roll Call Vote: 7-0-0**

Conservation Commission Council Representative: **Councilor Foote**

**Roll Call Vote: 7-0-0**

Derry Housing & Redevelopment Authority Council Representative: **Councilor Wetherbee**

**Roll Call Vote: 7-0-0**

Derry Public Library Council Representative: **Councilor Tripp**

**Roll Call Vote: 7-0-0**

Economic Development Committee Council Representative: **Councilor Morgan**

**Roll Call Vote: 6-0-1(Councilor Morgan abstained)**

Energy/Environmental Advisory Committee Council Representative: **Councilor Bourdon**

**Roll Call Vote: 6-1-0(Councilor Tripp)**

Finance Committee Council Representative: **Councilor Tripp**

**Roll Call Vote: 7-0-0**

Heritage Commission Council Representative: **Councilor Katsakiores**

**Roll Call Vote: 7-0-0**

Human Services Council Representative: **Councilor Wetherbee**

**Roll Call Vote: 7-0-0**

Legislative Delegation Representative Council Representative: **Councilor Katsakiores**

**Roll Call Vote: 7-0-0**

Net Zero Task Force Council Representative: **Councilor Bourdon**

**Roll Call Vote: 7-0-0**

Planning Board Council Representative: **Councilor Chirichiello**

**Roll Call Vote: 6-0-1(Councilor Chirichiello abstained)**

Public Works Council Representative: **Councilor Wetherbee**

**Roll Call Vote: 7-0-0**

Safety Departments Council Representative: **Councilor Katsakiores**

**Roll Call Vote: 7-0-0**

School Board Council Representative: **Councilor Tripp**

**Roll Call Vote: 6-0-1(Councilor Tripp abstained)**

SNH Hazardous Materials Mutual Aid District Council Representative: **Councilor Chirichiello**

**Roll Call Vote: 7-0-0**

Taylor Library Council Representative: **Councilor Foote**

**Roll Call Vote: 6-0-1(Councilor Foote abstained)**

Appointment of 3<sup>rd</sup> Signatory: **Councilor Wetherbee**

**Roll Call Vote: 7-0-0**

Pinkerton Academy Liaison: **Councilor Wetherbee**

*(Email attached)*

**Roll Call Vote: 7-0-0**

#### **Consent Agenda**

**17-30** Approve Non-Public Minutes – March 7, 2017 – minutes sealed

**17-31** Approve Minutes – March 7, 2017

**Consent agenda approved (Councilor Wetherbee abstained)**

#### **Chairman's Report – Joshua Bourdon**

Budget season is beginning and there will be a line by line process again. Each of the councilors should think about goals and accomplishments for the upcoming year. Councilor Morgan discussed a fundraiser that will take place Thursday March 30<sup>th</sup> at Tupelo Hall. Tickets are available at Tupelo Hall. He gave an update on the veterans that he has been helping stating that the old home has been taken down, the debris has been removed, and it is staged and ready for foundation. Councilor Morgan estimates that this project has saved the Town of Derry an estimated \$12,000 to \$15,000. In total over \$60,000 has been raised for this cause.

Town Attorney Brenda Keith gave an update on the past Town Election. She stated that RSA 40:4 refers to a weather emergency and that the town Moderator acted within her powers under state law to postpone the election. Currently there is a disagreement between the Attorney General's office and the Secretary of State's Office on the matter.

#### **Town Administrator's Report – David Caron**

Town Administrator David Caron and CFO Susan Hickey presented the FY17 Collective Bargaining Agreements. Funds saved in FY17 from the approved budget totaled \$237,000. The way to transfer these funds to FY18 would be for the council to hold a hearing on April 18<sup>th</sup> to establish Expendable Trust for CBA Implementation. The proceeds from Expendable Trust will

be recognized as FY18 offsetting revenue. The New Hampshire Retirement System reviews and updates their rates every 2 years and this year they increased .21% for Group 1, 3.05% for Police and 2.73% for Fire or a 5.99% increase for all groups. The finance department reduced their staff by 3 full-time positions.

**Motion by Councilor Wetherbee to schedule a public hearing April 18, 2017 for resolution 2017-018 to create an Expandable Trust for CBA Implementation, seconded by Councilor Morgan**

**Roll Call Vote: 7-0-0**

Town Administrator David Caron and CFO Susan Hickey presented the revised process of Ambulance Billing and Collections. The Derry Fire Department currently bills for EMS medical transports and services related to those transports. The ambulance rates were recently adjusted and approved by the Town Council in September, 2016. Collection of accounts receivable that our contracted ambulance billing vendor were not able to collect, were being performed by the Town Finance Department; the amount of time being spent on this collections process is not yielding sufficient revenue to support our internal labor costs. A comprehensive review of our ambulance billing and collections process has revealed that a contracted reputable medical collections vendor may be beneficial to assure due diligence regarding the collection of challenging accounts receivable before any account balances are recommended for write-off. Councilor Morgan would like to suggest waiting 180 days before collection begins. Councilor Wetherbee questioned the length of a contract with a collection agency and was told that it would not be for a finite period of time.

Anne Struthers began work on March 27 as the Economic Development Coordinator and she will be making regular appearances before the town council. Buxton is in the process of preparing contact packages for the 20 retailers selected by the Town. Staff will also be executing the Hotel Feasibility Study as previously authorized by the council. The Town has been notified by Comcast that the time frame for the formal process to renegotiate a cable franchise agreement is here. The proposed FY18 Budget will be delivered to the council this week along with a suggested review schedule through the month of April. Rockingham County is considering a change to its fiscal year. It would be an 18 month transition period. Meetings are being held to understand the process.

**Public Forum - \*30 Minutes\***

**Open Public Forum – all agreed**

Steve Trefethen: Windham, NH – Congratulated Joshua Bourdon and Neil Wetherbee on the election. Would like the chairman to have a more open dialogue with the schools. At the last meeting a sign was approved for the Opera house, and he has a few questions related to it and would like an open meeting. Questioned when the sidewalks downtown would be painted or striped.

Randall Kelley: Hardy Court – He is with Katie and Catherine from the Salvation Army. They stated that they provided 190 kids gifts during Christmas and they now are doing a bunny drive. They will be hosting a yard sale at the end of April. Randall Kelley congratulated the newly elected officials.

Adam Burch: Maple Street – Stated he was here on behalf of the regional public health network. The substance abuse problems in the community are still running fairly rampant. Historically the

alcohol fund has been used to fund prevention and recovery treatments and the house committee has voted to reject an increase in those funds and potentially remove the alcohol fund in its entirety. The final voting on this topic takes place April 6<sup>th</sup>.

**Motion by Councilor Morgan to close public forum, seconded by Councilor Katsakiores – all agreed**

**New Business**

**17-32** Approve Town Administrator's Designee to the Planning Board  
Section 4.2(A) of the Charter permits the Town Administrator to identify a person to serve for one year at a time of the Planning Board in his or her stead.

**Councilor Wetherbee MOVES THAT THE TOWN COUNCIL approve Randall Chase of Derry as the Town Administrator's designee to serve on the Planning Board for a period of one year pursuant to Section 4.2(A) of the Town Charter, seconded by Councilor Tripp**  
**Roll Call Vote: 7-0-0**

**17-33** Appoint Alternate Member to DPL Board of Trustees

**Councilor Wetherbee MOVES THAT THE TOWN COUNCIL appoint Heather Paradzick as an alternate to the Derry Public Library Board of Trustees, seconded by Councilor Morgan**  
**Roll Call Vote: 7-0-0**

**17-34** Appointments to Boards / Committees

***Building & Property Maintenance Committee***

Chairman Bourdon moves to appoint Serge Michaud and Ernest St. Pierre as members of the Building & Property Maintenance Committee for 1 year terms to expire March 31, 2018, seconded by Councilor Katsakiores  
**Roll Call Vote: 7-0-0**

***Conservation Commission***

Chairman Bourdon moves to appoint Eileen Chabot as a member of the Conservation Commission for a 3 year term to expire March 31, 2020, seconded by Councilor Wetherbee  
**Roll Call Vote: 7-0-0**

Chairman Bourdon moves to appoint Ric Buzzanga as a member of the Conservation Commission for a 3 year term to expire March 31, 2020, seconded by Councilor Tripp  
**Roll Call Vote: 7-0-0**

Chairman Bourdon moves to appoint William Lowenthal as an alternate member of the Conservation Commission for a 2 year term to expire March 31, 2019, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

***Economic Development Committee***

Chairman Bourdon moves to appoint Christina Gossel as a member of the Economic Development Committee for a 3 year term to expire March 31, 2020, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Nicholas Del'Etoile as a member of the Economic Development Committee for a 3 year term to expire March 31, 2020, seconded by Councilor Foote  
Roll Call Vote: 7-0-0

***Energy/Environmental Advisory Committee***

Chairman Bourdon moves to appoint Maureen Rose as a member of the Energy/Environmental Advisory Committee for a 3 year term to expire March 31, 2020, seconded by Councilor Morgan  
Roll Call Vote: 7-0-0

***Heritage Commission***

Chairman Bourdon moves to appoint Karen Blandford-Anderson as a member of the Heritage Commission for a 3 year term to expire March 31, 2020, seconded by Councilor Wetherbee  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Mark Mastromarino as a member of the Heritage Commission for a 3 year term to expire March 31, 2020, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Mary Eisner as an alternate member of the Heritage Commission for a 3 year term to expire March 31, 2020, seconded by Councilor Morgan  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Kyli Van Curen as an alternate member of the Heritage Commission for a 1 year term to expire March 31, 2018, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

***Highway Safety Committee***

Chairman Bourdon moves to appoint Walter Deyo as a member of the Highway Safety Committee for a 1 year term to expire March 31, 2018, seconded by Councilor Wetherbee  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Scott Sevard as a member of the Highway Safety Committee for a 1 year term to expire March 31, 2018, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Randy Chase as a member of the Highway Safety Committee for a 1 year term to expire March 31, 2018, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

***Derry Housing & Redevelopment Authority***

Chairman Bourdon moves to appoint Kathryn Mayes as a member of the Derry Housing & Redevelopment Authority for a 5 year term to expire March 31, 2022, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

***Planning Board***

Chairman Bourdon moves to appoint Frank Bartkiewicz as a member of the Planning Board for a 3 year term to expire March 31, 2020, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

Chairman Bourdon moves to appoint Mirjam Ijtsma as a member of the Planning Board for a 3 year term to expire March 31, 2020, seconded by Councilor Katsakiores  
Roll Call Vote: 7-0-0

***Zoning Board of Adjustment***

Chairman Bourdon moves to appoint Allan Virr as a member of the Zoning Board of Adjustment for a 3 year term to expire March 31, 2020, seconded by Councilor Katsakiores  
Roll Call Vote: 2-5-0(Councilors Chirichiello, Foote, Morgan, Katsakiores, and Wetherbee)

Councilor Wetherbee moves to appoint Randal Kelley as a member of the Zoning Board of Adjustment for a 3 year term to expire March 31, 2020, seconded by Councilor Foote

**Roll Call Vote: 5-2-0(Chairman Bourdon and Councilor Tripp)**

**Chairman Bourdon moves to appoint Donald Burgess as a member of the Zoning Board of Adjustment for a 3 year term to expire March 31, 2020, seconded by Councilor Katsakiores**

**Roll Call Vote: 3-4-0(Councilors Tripp, Chirichiello, Foote, and Katsakiores)**

**Chairman Bourdon moves to appoint Joseph Carnevale as a member of the Zoning Board of Adjustment for a 3 year term to expire March 31, 2020, seconded by Councilor Morgan**

**Roll Call Vote: 7-0-0**

**Councilor Tripp moves to appoint Donald Burgess as an alternate member of the Zoning Board of Adjustment for a 2 year term to expire March 31, 2019, seconded by Chairman Bourdon**

**Roll Call Vote: 5-1-1(Councilor Morgan, Councilor Foote abstained)**

***Derry REDC Loan Review Committee***

**Councilor Bourdon moves to appoint Joel Olbricht as a member of the Derry REDC Loan Review Committee for a 2 year term to expire March 31, 2018, seconded by Katsakiores**

**No Vote**

**Councilor Tripp moves to table the appointments to the Derry REDC Loan Review Committee, seconded by Councilor Morgan**

**Roll Call Vote: 7-0-0**

**Council Requests / Open Discussion**

Councilor Tripp – Jill Jamro from the Human Services department collected a little over \$1,700 for Child Family Services to help homeless people. The organizations total goal was \$180,000 and they raised \$187,721. The council rules need to be updated to reflect the appointment of a 3<sup>rd</sup> signatory. Other rules should also be looked at and updated.

Councilor Wetherbee– Would like the Boards and Committees process to be revised and would like to seek the best qualified people. Thanked the voters of District 3. Would like the council to have a goal setting session after budget season.

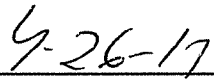
Councilor Morgan – Likes the idea of having a Cable Committee and believes it would be an excellent idea. Questions if the council should have an opiate committee. Reminded everyone of the Tupelo Hall event March 30<sup>th</sup>.

Councilor Foote – Thanked the DPW and Fire employees for their work during the past snowstorm.

Chairman Bourdon – Asked the other councilors to please take some time to think about the direction the council should move in. Would like to put something together in May or shortly after. Thanked the voters for reelecting him and his wife.

**Adjournment: 9:05 p.m.**

  
\_\_\_\_\_  
Town Clerk

  
\_\_\_\_\_  
Date

**Recording & Transcription by: Daniel Healey, Town Clerk**



**Neil Wetherbee**

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**From:** WRBFarm1@aol.com  
**Sent:** Tuesday, March 28, 2017 4:19 PM  
**To:** neil@wetherbeecreative.com  
**Subject:** Fwd: Town Council Liason

From: WRBFarm1@aol.com  
To: neil@wetherbeecreative.co  
CC: WRBFarm1@aol.com  
Sent: 3/28/2017 2:54:57 P.M. Eastern Daylight Time  
Subj: Town Council Liason

Dear Neil,

Thank you for reaching out to Pinkerton Academy. I personally believe that your idea of having a Town Council liaison with Pinkerton is a good one. As we discussed, it would be important to have stated goals for this liaison relationship.

Having a Town Council-Pinkerton liaison is a sound concept due to Pinkerton's residence in Derry and its frequent need to interface, directly and indirectly, with the Fire Department, Police Department, and other town departments. Good communication is central to maintaining a healthy, mutually beneficial relationship between Pinkerton and the Town of Derry.

It must also be stressed that this liaison would in no way detract from or impinge on the working relationship and responsibilities of the Derry School Board and Pinkerton Academy.

I look forward to positive results from your Tuesday Town Council meeting so that we will be able to present the liaison concept to the Pinkerton Board of Trustees for approval.

Thank you for your service and for your endeavor to move our town forward.

Respectfully yours,

Timothy Butterfield DVM