

## TOWN OF DERRY

Town Council  
Derry Municipal Center  
14 Manning Street



Thursday April 4, 2024  
3rd Floor Meeting Room

### MINUTES

**7:00 PM Call to order**

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

**Roll Call:** Councilors Webb, Chirichiello, Foote, MacEachern, Granese, and Chairman Spencer  
Present: TA Dave Caron, Town Clerk Tina Guilford

### BUDGET WORKSHOP

#### Community Development

*Economic Development Coordinator Beverly Donovan*

Department Mission: To create short and long-term objectives for sustainable economic development and growth for the Town of Derry; align with community vision, the goals of the Planning department, Derry Town Council and master plan; maintain working relationships with organizations and entities to increase opportunities and improve the quality of life in Derry; maintain a strong focus on economic development and growth of the Town's tax base.

**Councilor MacEachern moves the bottom line at \$184,840, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

#### IT/GIS

*IT/GIS Manager Doug Rathburn*

Department Mission: To provide both application and hardware support for the Town of Derry's end users and computer systems. With an emphasis on basic issues such as training, expedited help desk support and further application/data development.

**Councilor MacEachern moves the bottom line at \$1,209,790, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

#### Assessing

*Chief Financial Officer Mark Fleischer*

Department Mission: Assure that no property class or individual property is bearing any more or less of the tax burden than is justified based upon the market conditions existing on April 1, of each year.

**Councilor MacEachern moves the bottom line at \$474,295, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

## **Tax**

*Chief Financial Officer Mark Fleischer and Tax Collector Stacy Beliveau*

Department Mission: To serve the residents of Derry and Town of Derry Departments in an efficient and courteous manner in accordance with the New Hampshire state statute. The tax collector's office provides motor vehicle registration, boat registration and revenue collections, including the collection of property tax, utility billing, and general billing to the public.

**Councilor Chirichiello moves the bottom line at \$870,397, seconded by Councilor MacEachern**

**Roll Call Vote: 6-0-0**

## **Planning**

*Planning Director George Sioras*

Department Mission: Responsible for the overall development of the Town as it relates to land use policies and programs and to enhance the quality of life for Derry residents; people who work here, and the business community.

**Councilor Chirichiello moves the bottom line at \$357,075, seconded by Councilor Granese**

**Roll Call Vote: 6-0-0**

## **Cable**

*Cable System Coordinator Owen Provencher*

Department Mission: Derry Community Access Media operates the media center for the Town of Derry, NH. This includes operation of the Government Channel, the Public Access Channel, and online streaming and video on demand platforms. Programming 95.1 LP-FM radio and operating Media CO-OP.

**Councilor Chirichiello moves the bottom line at \$641,627, seconded by Councilor MacEachern**

**Roll Call Vote: 6-0-0**

## **Town Clerk**

*Town Clerk Cristina Guilford*

Department Mission: Continue to direct and assist visitors to Town Hall in a positive manner and maintain a level of quality customer service. Complete Citizen's and Departmental requests in a timely manner.

**Councilor MacEachern moves the bottom line at \$198,647, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

## **Elections**

*Town Clerk Cristina Guilford*

Department Mission: To keep a perpetual, accurate, and complete up to date database in accordance with the procedures of the HAVA statewide database and our associated paper files and correspondence.

**Councilor MacEachern moves the bottom line at \$152,822, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

### **Derry Public Library**

*Derry Public Library Director Eric Stern*

Department Mission: The Derry Public Library serves the community's evolving informational and cultural needs, and supports residents' efforts to connect, explore, and grow.

**Councilor MacEachern moves the bottom line at \$1,465,180, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

### **Taylor Library**

*Taylor Library Director Jen Thielker*

Department Mission: The library exists to provide a welcoming, supportive, and kind environment full of resources that interest, inform, and enlighten all within the community. The library offers expert service to support a love of learning, critical thinking, and literacy.

**Councilor Chirichiello moves the bottom line at \$255,360, seconded by Councilor MacEachern**

**Roll Call Vote: 6-0-0**

### **Finance**

*Chief Financial Officer Mark Fleischer*

Department Mission: To manage the Town of Derry's financial resources in a professional fashion in accordance with generally accepted accounting principles, New Hampshire state law and the Town Charter. All activity of the Department is done with the acknowledgement of the Town's stewardship responsibility to the public for efficiently utilizing the resources entrusted to it.

**Councilor Chirichiello moves the bottom line at \$728,602, seconded by Councilor MacEachern**

**Roll Call Vote: 6-0-0**

### **OMO**

*Chief Financial Officer Mark Fleischer*

The OMO budget includes appropriations for legal expenses, property and liability insurance, water for hydrants, a communication system for Fire and Police, and debt service.

**Councilor Chirichiello moves the bottom line at \$9,438,651, seconded by Councilor MacEachern**

**Roll Call Vote: 6-0-0**

### **Administration**

*Town Administrator Dave Caron*

Department Mission: Provide senior management oversight and support of all Town departments; assist the Town Council as an advisor and through policy implementation; maintain working relationships with organizations and entities to improve the quality of life in Derry; maintain a strong focus on economic development and growth of the Town's tax base; and ensure the delivery of efficient, equitable and responsive quality services to all citizens.

**Councilor MacEachern moves the bottom line at \$731,657, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**



## **Human Services**

*Town Administrator David Caron*

Department Mission: To provide emergency assistance to individuals and families in Derry who lack adequate resources. They strive to improve the quality of life for those disadvantaged members of our community, in the most professional way possible. Services are provided through Community Health Services (CHS), which uses the 2012 Edition of the Art of Welfare Administration and the Town of Derry's Human Services Guidelines (Adopted July 2019) to determine client's eligibility for assistance.

**Councilor MacEachern moves the bottom line at \$295,896, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

## **TIF**

*Town Administrator David Caron*

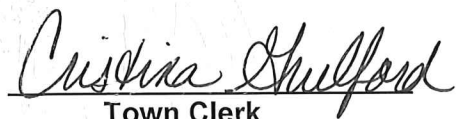
The Derry Commerce Corridor TIF District and the Gateway TIF District

**Councilor MacEachern moves the bottom line at \$2,214,149, seconded by Councilor Chirichiello**

**Roll Call Vote: 6-0-0**

**Motion by Councilor Chirichiello to ADJOURN, seconded by Councilor Granese**  
**All Agreed**

**Adjourn: 9:00PM**

  
Town Clerk

Recording & Transcription by: Cristina Guilford, Town Clerk

  
Date