

LONDONDERRY TOWN COUNCIL MEETING MINUTES

May 4, 2020

VIRTUAL MEETING

The Town Council meeting was held virtually.

Present: Chairman John Farrell; Vice Chairman Joe Green; Councilor Jim Butler, Tom Dolan and Deb Paul; Town Manager Kevin Smith; Assistant Town Manager Lisa Drabik; Executive Assistant Kirby Brown

CALL TO ORDER

Chairman Farrell called the Town Council special meeting to order and took a rollcall. Lisa Drabik also read the meeting guidelines into the record. This was followed by the Pledge of Allegiance. This was followed by a moment of silence for all of those who serve us both here and abroad and for the first responders in Londonderry of the COVID-19 front lines and all of those who are vulnerable to the disease.

PUBLIC COMMENT

There was no public comment.

PUBLIC HEARING

There was no public hearing.

OLD BUSINESS

Chairman Farrell reread in the Council goals to finalize them.

1. Coffee with a Councilor once a month and 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.

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The Council had no questions. Chairman Farrell stated that this is a good start and we will move forward with the goals.

NEW BUSINESS

Councilor Paul stated that she misspoke last meeting when she said forensic audit. It was the wrong terminology and she apologized. Councilor Paul stated that she is looking to get a better scope of what the auditors are doing so she would like to look at what they do prior to the actual audit so that people know what the auditors go in and look at. To see if there are any overlapping areas in the process in which we can save a few dollars here and there.

Town Manager Smith said looking for duplicate things and places to save money is not something the auditors would necessarily do. Instead they leave that up to the budget process that we go through every year.

Chairman Farrell stated that we should start from the last management letter that we had, the last set of results, go through and review them prior to the upcoming audit to see where we are at. Justin Campo is also working on a new purchasing policy. Councilor Butler asked Councilor Paul if she has read any of the past audits. Councilor Paul stated that Justin Campo sent her the last two and she read them. Councilor Butler asked Justin Campo if the audit was already underway. Campo stated that the preliminary audit started a few weeks ago. Councilor Butler suggested that when the auditors present the audit to the Council is that it would be a good time to have set a question to ask. Since it's already underway, we shouldn't ask questions now so the Council doesn't interfere.

Justin Campo stated that from 2003 on, the audit financial are available online on the town's website.

APPROVAL OF MINUTES

Vice Chairman Joe Green stated that there is an amendment to the minutes. It states he was on the phone when he was present at the meeting. Motion to approve the Town Council minutes as amended from April 20th made by Councilor Dolan and second by Councilor Butler. Chair votes 5-0-0 in roll call.

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BOARD APPOINTMENT/RE-APPOINTMENT

Chairman Farrell stated that Dan Turcotte is looking to resign from the Traffic Safety Committee. Motion to accept Dan Turcotte's resignation made by Councilor Butler and second by Councilor Dolan. Chair votes 5-0-0 in roll call vote.

TOWN MANAGER REPORT

Kevin Smith stated that things are pretty good from where we were last week. We should be at 83.6% on the revenue side at this point in the year. Smith stated that we are at about 85.88% in revenue. We are a little ahead of the game. One of the biggest items was the highway block grant item. We have also received all of our meal and room tax revenue. Vehicle registration is up too. Smith also discussed how Town Hall is going to operate going forward during COVID.

Kevin Smith went over the abatement of tax increase. Smith stated that the best way to go forward after speaking with Attorney Ramsdell is to comply with our current authority under the current statute. Send the tax bills out like we normally would that will be due July 1st, but if people are making late payments, the interest will accrue on those payment until the taxes are paid in full. At such time, they apply for an abatement on the interest, and on the application itself there is a box to check off financial hardship and put in your reason. From there the town can abate that interest after the taxes have been paid. That is the current law. It prevents us from having to put a cap on how many days people have to do it.

ADJOURNMENT

Motion to adjourn made by Vice Chairman Green and seconded by Councilor Butler. Chair votes 5-0-0 in roll call.

Notes and Tapes by: Kirby Brown

Date: 05/04/2020

Minutes Typed by: Kirby Brown

Date: 05/08/2020

Approved by: Town Council

Date: 05/18/2020