

**Londonderry Town Council Minutes**  
**Monday, November 20, 2023**  
**7:00 PM**  
**Moose Hill Council Chambers**

**Meeting Link:** <http://173.166.17.35/CablecastPublicSite/show/12442?channel=4>

**Attendance:** Chairman John Farrell; Vice Chairman Chad Franz; Councilors Ted Combes and Ron Dunn; Town Manager Michael Malaguti; Assistant Town Manager Kellie Caron

Councilor Jim Butler was absent.

**CALL TO ORDER**

Chairman Farrell called the Town Council meeting to order at 7:00 PM. The Pledge was led by Chairman Farrell. This was followed by a moment of silence led by Chairman Farrell for Bob Lievens.

Chairman Farrell called for a non-public session regarding the tax deed and tax interest abatement matters under RSA 91-A:3, II(c).

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

Motion passed 4-0-0.

**PUBLIC COMMENT**

**Small Business Saturday Proclamation**

Vice Chairman Franz read the proclamation recognizing the adoption of Small Business Saturday on the Saturday after Thanksgiving.

Chairman Farrell opened public comment.

**Name:** Daniel Bouchard

**Address:** 8 Oconnell Dr

Bouchard discussed how he had watched the Budget Workshop. He expressed adding personnel

38 to the Fire Department should remain on warrant articles and to continue this practice. Chairman  
39 Farrell agreed and reiterated the Council wants the same practice to remain. Bouchard asked why  
40 a police captain pursued a law degree using taxpayer dollars. He stated that his concern was to  
41 make sure the education credit is being used for a related job and/or the return on the investment  
42 into school would be reaped by the Town directly.

43  
44 **Name:** Ray Breslin  
45 **Address:** 3 Gary Dr

46  
47 Breslin opened his comment by stating he hoped that a discussion for the Lions Hall would  
48 continue. He suggested a warrant article be placed to see if the public is interested in even  
49 discussing it. He went on to say there is a heavy burden on the taxpayer especially with the  
50 outstanding issues remaining including water. He ended his comment by thanking the council for  
51 what they are doing and hoped everything he mentioned would be considered and people would  
52 be listened to.

53  
54 **Name:** Bob Merrill  
55 **Address:** 569 Mammoth Rd

56  
57 Merrill stated there is no legal “Old Mammoth Rd” and that “Mammoth Rd” is the proper street  
58 name. He recommended a 4 way stop sign as a solution to the Mammoth Road concern, and then  
59 if it does not work to the desired effect, transition to a stoplight. He continued saying that the  
60 solution does not reside in a closed off street. He ended explaining he saw this in the Londonderry  
61 Times and thanked the council for allowing him to speak.

62  
63 Chairman Farrell closed public comment.

64  
65 Chairman Farrell, before entering the public hearing, expressed there have been complaints about  
66 the possibility of illegal trucking operations being done on High Range Rd. He shared there have  
67 been complaints for the last several months and asked Town Manager Malaguti for conclusions  
68 and answers.

69  
70 Malaguti said the Town received a number of complaints due to the activity with trucking and  
71 shipment of produce at Sunnycrest Farm He went on to say code enforcement reached out to the  
72 appropriate parties to investigate. The determination was that Sunnycrest is protected by the state.  
73 Shawn Jasper, Commissioner of Agriculture for the State of NH, contacted Malaguti via email  
74 September 29<sup>th</sup>. Malaguti summarized the email which concludes the trucking activity is  
75 “agricultural activity” protected by state law. Malaguti added anyone who has a grievance of their  
76 own may pursue that grievance by private right of action.

77  
78 **PUBLIC HEARINGS**

79  
80 **Town Treasurer Warrant Article Discussion**

81  
82  
83 Vice Chairman Franz moved to open the public hearing. Councilor Dunn seconded the motion.

84

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

85

86 Motion passed 4-0-0.

87

88 Town Manager Malaguti began by summarizing what occurred with the Treasurer warrant article  
 89 last year. He explained the Council was advised to conduct a public hearing. If the consensus is  
 90 yes, the Town Manager can move forward by contacting the appropriate parties to begin the  
 91 process.

92

93 Chairman Farrell expressed to the Finance Director that he brought this to the Council last year.  
 94 Farrell went on to say some in the community have expressed that he is being told to do this and  
 95 not by his own judgement. Justin Campo, Finance Director, reassured them it is his own decision  
 96 and has found there are not enough protections currently in place. Campo went on to say the Town  
 97 Treasurer can shut out the finance department at their own will. The Budget Committee members  
 98 cannot control the finances and due to incidents in the past he would like to raise this again. Campo  
 99 felt it was necessary as part of his due diligence due to the concerns raised this past July. The  
 100 person who is Town Treasurer is handling a \$40 million budget.

101

102 Chairman Farrell explained we are also the “bank” for the schools so it is \$126 million.

103

104 Chairman Farrell asked for public comment.

105

106 **Name:** Dan Bouchard

107 **Address:** 8 Oconnell Dr

108

109 Bouchard explained he has mixed reactions. Bouchard stated it was voted on last year as no and  
 110 why it should be brought up again. He is unsure how we can help Campo.

111

112 Chairman Farrell explained the only new information we have is that we can do background checks  
 113 on the individual who is Town Treasurer, according to DRA. Campo said we should have a backup  
 114 since the Budget Committee cannot stop the money from being moved.

115

116 Bouchard explained there is enough on the Council’s plate to be dealing with this. The worst time  
 117 to be doing this is during the budget season.

118

119 **Name:** Richard Bielinski

120 **Address:** 89 Hall Rd

121

122 Bielinski expressed he understands Campo's concerns. Bielinski also stated he brought up 20 years  
123 ago the ability to do background checks on the Town Treasurer and it is not new information from  
124 the DRA. Bielinski volunteered to undergo one when he ran for Town Treasurer and was denied.  
125 He said it is concerning we are bringing this up again. Bielinski said he would put in a warrant  
126 article to put in a 3-year moratorium on it.

127  
128 Bielinski ended his comment with a recap of the last Council meeting. He explained it was  
129 insinuated that the Peterborough Town Treasurer did something wrong when in fact it was a cyber  
130 attack that made them lose money and not the Treasurer directly.

131  
132 **Name:** Kristine Perez

133 **Address:** 5 Wesley Dr

134  
135 Perez said perception is everything. She said the warrant article being brought up again would  
136 have the public perceiving the Council as not listening. She is concerned about the Town not  
137 feeling heard and suggested to put it off another year because it won't look as bad.

138  
139 **Name:** Jonathan Esposito

140 **Address:** 5 Shelley Dr

141  
142 Esposito had two concerns. Esposito said a well-meaning person of the public can engage in a  
143 transaction which can disrupt the finance department. Esposito echoed that there has been no issue  
144 in the past. Esposito went on to say Campo missed a few points on the treasurer. Esposito said  
145 Campo showed him the backups for the budget. The Town Manager and Finance Director both  
146 work as backups for the budget as well as the State Department of Revenue Administration.  
147 Esposito ended by stating that the Trustees of the Trust Funds can vote to take away Campo's  
148 powers.

149  
150 **Name:** Patrick Cassidy – Chairman of the Budget Committee

151 **Address:** 12 Elwood Rd

152  
153 Chairman Cassidy suggested a board for the treasurer's duties. Chairman Farrell responded  
154 explaining that would require in a charter amendment. Farrell explained that the DRA would have  
155 to sign off on it. Chairman Cassidy understood and explained, though difficult, the suggested path  
156 may be another option.

157  
158 Town Manager Malaguti agreed and offered to get a legal opinion. Malaguti explained state statute  
159 requires a treasurer and sets forth the duties and powers of the treasurer. Malaguti was skeptical  
160 it would be allowed.

161  
162 **Name:** Glenn Douglas

163 **Address:** 6 Overlook Ave

164  
165 Douglas opened his comment requesting that background checks be done for all appointed board  
166 members. Douglas continued that Town employees should not serve in this position. Douglas  
167 ended by saying he is against the warrant article being proposed.

168  
169 Town Manager Malaguti said the legal opinion regarding the background check applies to people  
170 who handle money and does not go further than that.

171  
172 **Name:** Deb Paul  
173 **Address:** 118 Hardy Rd

174  
175 Paul stressed that the scariest part of it is when someone is appointed they may not speak out  
176 because they may not be appointed again. An elected person would be separate and not have the  
177 same concern. They would not worry about things that are unseen. Paul stated she thought one of  
178 the reasons asserted for the amendment was the finance department did not have enough help, and  
179 she would have thought that staffing would have been more of a priority. She concluded that she  
180 could not find anything showing a Londonderry treasurer ever did something wrong.

181  
182 Town Manager Malaguti corrected Paul, stating he had never heard this measure justified this way.  
183 Staffing has been a priority for the finance department. Campo also cited a prior example  
184 explaining the Town of Litchfield's treasurer stole money in the amount of \$135,000 from the  
185 Town, hence his concern.

186  
187  
188 **Name:** Kathy Wagner  
189 **Address:** 12 Macgregor Ct

190  
191 Wagner began by stating she had heard a lot of the Town rejected the warrant article. Wagner is  
192 the one who asked for this to happen and put on another warrant article. Wagner saw what her  
193 family was put through during the election season does not bode well with her.

194  
195 Wagner is worried about an agenda-based treasurer coming in since the atmosphere is very hard  
196 to navigate. Wagner asked 2 years ago to reconsider the position and does not see an issue with  
197 the revote. Wagner has taken full responsibility for the failure last year because she did not educate  
198 the public enough on how all of the same regulations and responsibilities are placed on them  
199 whether they are appointed or an elected official.

200  
201 Jonathan Esposito requested a Point of Order.

202  
203 Chairman Farrell overruled the Point of Order.

204  
205 Kathy Wagner went on to say people want to volunteer because they want to serve and not have  
206 to be subject to public ridicule. The calendar is what is making people talk about the topic. It has  
207 to get on the warrant and it is a very noble and the right thing to do if a citizen is appointed and  
208 not someone in the town. Wagner ended pushing for this to be an appointed position that is not  
209 someone within the Town Hall.

210  
211 Vice Chairman Franz moved to approve this request. Councilor Dunn seconded the motion.

212

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

213  
214 Motion Passed 4-0-0

215  
216 Vice Chairman Franz clarified his previous no vote was because of a misunderstanding of opinion  
217 vs. warrant eligibility. Since then, Franz has changed his opinion based on education on the matter.  
218 Franz also asked if the treasurer was investigated at Peterborough. Chairman Farrell said the  
219 treasurer is always responsible no matter what happened. Farrell explained Peterborough  
220 transferred money to the school system like Londonderry does and got tricked into sending it to  
221 the wrong place. Not enough checks and balances are put in place.

222  
223 Justin Campo went on to say it is a high-risk position and it is concerning that anyone can have  
224 control over the entire amount of taxpayer money. Campo went on to say some of these towns  
225 also appoint a treasurer: Barrington, Campton, Derry, Greenfield, Greenland, Hebron, Holderness,  
226 Hooksett, Hudson, Litchfield, Madison etc.

227  
228 Vice Chairman Franz stated with the new information attained from the Budget Committee and  
229 additional education for the proposed suggestions, why would they not explore it.

230  
231 Chairman Farrell asked for a consensus from the council.

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

233  
234 Motion Passed 4-0-0

235  
236 Public Hearing was closed.

237  
238  
239  
240 **NEW BUSINESS**

241  
242 **Resolution #2023-24 A Resolution to Re- Adopt the All Veterans' Tax Credit**

243

244 Vice Chair Franz recused himself due to being a recipient of the credit.

245  
 246 Contract Auditor Steve Hamilton opened saying it would be brief because they adopted the  
 247 previous veterans' tax credit in the past. 169 residents benefit from the all veterans tax credit. If  
 248 readoption fails, the credit would go to \$50 rather than the \$750 they currently receive.

249  
 250 Councilor Combes moved to approve this request. Councilor Dunn seconded the motion.

251

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

252  
 253 Motion passed 3-0-0.

254 Vice Chairman Franz rejoined the council

255 **Fire Engine Replacement Proposal**

256  
 257 Chief Bo Butler and Deputy Chief Phil Leblanc introduced themselves. Their proposal was for 2  
 258 new engines. Chief Butler explained they would save around \$100,000 for the new engine builds  
 259 and brought this to Justin Campo for approval which Campo did.

260  
 261 DC Leblanc explained engines have a 10-year lifespan. After 10 years, costs are higher to maintain.  
 262 DC Leblanc stated it is around 3 years to build a new fire truck and that the longer Fire waits the  
 263 pricing would continue to go up. Pricing would increase \$20,000 every quarter.

264  
 265 Chief Butler explained they are looking to sign for 2 trucks, one of which would be for as soon as  
 266 possible and the other would be put in for 6 months after.

267  
 268 Councilor Combes asked if we know when we have to start making payments on the engines. Chief  
 269 Butler answered explaining we pay when we receive the trucks. Fire is locking in the price by  
 270 signing this agreement.

271  
 272 The term of the loan is 10-12 years, depending on how the Finance Director wants to separate them  
 273 out. Campo ended with the purchase price being \$1.14 million per truck with a \$100,000 down  
 274 payment to lower the annual cost.

275  
 276 Vice Chairman Franz moved to approve this request. Councilor Dunn seconded the motion.

277

John Farrell	Yes
Chad Franz	Yes

Jim Butler	Absent
Ted Combes	Yes
Ron Dunn	Yes

278  
279 Motion passed 4-0-0  
280

281 **OLD BUSINESS**

282  
283

284 **Approval for Ballot Counting Machines**

285  
286 Jonathan Kipp would like approval for ordering the new ballot machines.  
287  
288 Councilor Dunn thanked them for answering all the questions he had and is ready to approve the  
289 motion.

290  
291 Vice Chair Franz moved to approve this request. Councilor Dunn seconded the motion.  
292

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

293  
294 Motion Passed 4-0-0  
295

296 **Budget Workshop**

297  
298 Justin Campo stated the tax rate calculation sheets have a couple of changes since the last budget  
299 meeting.

300  
301 Chairman Farrell asked where the current tax rate is from. Campo explained that it is so much  
302 lower because \$6.2 billion is the estimated town valuation. The reevaluation bumped up the  
303 amount considerably.

304  
305 Per Campo, the big changes would be the solid waste department was FY23 instead of FY25 in  
306 the budget books and the only change is the increase from FY24 to FY25. It would end up  
307 decreasing around \$100,000. Campo explained the Police IT Department line accidentally  
308 included the telephone budget and it was double counted, so it is now removed from default and  
309 operating. The total decrease is \$87,120 with \$28,900 from the police department. The fire

310 department recently hired 3 new firefighters which decreased it by \$51,000. DPW had an open  
311 position as a mechanic but adjusted to be a truck driver, which resulted in a decrease of \$16,000.

312  
313 Campo continued with the finance department, which recently hired a finance clerk leading to an  
314 increase of \$9800 than budgeted salary.

315  
316 Chairman Cassidy of the Budget Committee had a question about the increase of \$54,000 increase  
317 in lines 24-25 in the Finance Department. Campo explained it was just from a hire that started  
318 part time which transitioned to full time as well as budgeting for the increase initially when they  
319 would transfer to full time.

320  
321 Chairman Cassidy went to salaries again, but for Police, which had an increase of \$390,000. 67  
322 positions are being funded. Campo explained the increase is also from moving jobs to different  
323 sections in the budget.

324  
325 Chairman Cassidy asked about the Town Manager's department. Campo explained the department  
326 is fully staffed at the moment.

327  
328 Chairman Cassidy brought up the increase in Library salaries. Director Erin Matlin from the Leach  
329 Library explained the increase is because in FY23 they were not fully staffed and in FY25 they  
330 have 8 part-time employees. The salary budget increased by 10 percent, which resulted in a 5%  
331 merit and 3% cost of living increase.

332  
333 Vice Chairman Gagnon of the Budget Committee expressed concern if they possibly could lower  
334 the annual raise to match what other departments do for their yearly evaluations. The goal would  
335 be to have them all at 5 percent.

336  
337 Chairman Farrell asked when merit raises are done. Director Matlin responded it is yearly and that  
338 they budget for the full merit in hopes everyone would receive the highest amount.

339  
340 Vice Chairman Gagnon brought up another concern regarding GMILCS. Gagnon asked if the  
341 \$24,000 one-time payment is for start-up costs. Director Matlin agreed. Director Matlin explained  
342 the annual cost after that is a formula from GMILCS that is based on how many libraries are in the  
343 consortium, size of the collection, etc. The annual cost going forward for a full year would be  
344 \$41,000.

345  
346 Vice Chairman Gagnon asked what the benefit would be by joining GMILCS with interlibrary  
347 loan already being an option.

348  
349 Director Matlin explained that interlibrary loans come through the state and currently patrons can  
350 not go to other libraries. Director Matlin stated there would be 1.4 million more items in the catalog  
351 after joining the consortium. Director Matlin also expressed that the IT department at Town Hall  
352 would be relieved of having to help with issues since GMILCS covers the IT portion.

353  
354 Chairman Cassidy asked if spending the \$41,000 a year would save money in the long run. Director  
355 Matlin responded saying yes and she is currently prepping the staff for the consortium. Director

356 Matlin agreed she expects it to be busier.

357

358 Sarah Meier of the Budget Committee asked if the taxpayers have a say in this decision.

359

360 Chairman Farrell explained that the Trustees of the Leach Library approved it and they are a  
361 separate governing body which allows them to do this. Meier suggested to Director Matlin the  
362 possibility of the Library getting funding cut to offset the increase in cost.

363

364 Director Matlin replied she hoped not, and if they don't join now there is a chance they may never  
365 be able to join the consortium. Maureen Hardy of the Budget Committee showed where Matlin cut  
366 the funding in certain line items to offset cost. Hardy continued on saying they may need more  
367 staff and listed some requirements from the consortium. Hardy asked Director Matlin if other  
368 libraries are in the consortium. Director Matlin explained yes which Hardy responded that it is  
369 more of a want.

370

371 Kate Burbidge of the Budget Committee explained it would cost the taxpayer less than a cent per  
372 household to join the consortium.

373

374 Chairman Cassidy asked for clarification on the \$500,000 that is being used for the Lions Hall.  
375 Chairman Cassidy continued to ask if we can wait a longer period of time for the repairs. Chairman  
376 Farrell wanted an answer as well to what the money is for. Town Manager Malaguti agreed and  
377 explained what Weston and Sampson had informed him.

378

379 Chairman Farrell requested a meeting with the town engineer and building inspector to judge for  
380 themselves. Ann Chiampa explained the importance of the Lions Hall.

381

382 Kate Burbidge asked if it is possible to have impact fees for LFD. Chief Butler explained that the  
383 Chairman would know better than him. Chairman Farrell said that a forensic audit was ordered by  
384 the court years ago due to a significant error with impact fees. He stated the law is not well written.

385

386 Town Manager Malaguti agreed that it is not something easy to administer. Assistant Town  
387 Manager Kellie Caron agreed and stated in her experience, impact fees are not reflective of the  
388 true costs associated with the developments' impact, and development agreements allow for a real-  
389 time assessment of fiscal impact.

390

391 Kate Burbidge asked if the LFD has a dollar amount for a warrant article pertaining to the  
392 additional 4 firefighters and the fly car. Burbidge continued asking if he would hire paramedics  
393 that are cross trained as firefighters.

394

395 Chief Butler explained they are hiring firefighters to train up in the ranks and the fly car would  
396 house the seasoned firefighters, because paramedics are just not around at the moment in the job  
397 market. BC Hallowell explained that fire personnel are well trained in different areas and sending  
398 just paramedics on transport would not be beneficial.

399

400 Justin Campo explained that the warrant article is for \$465,000, which is worst case scenario.  
401 Campo stated that salaries with NHRS are \$277,000 and dental and medical is \$181,000.

402  
403 Chairman Farrell asked if all emergency vehicles have defibrillators and asked for a training status.  
404 Chief Butler said he would gather the information and present it for the question.

405  
406 Ryan Cronin of the Budget Committee expressed that the warrant articles would not be budgeting  
407 enough to carry overtime hours. Justin Campo explained that more staff would lower overtime  
408 hours because there are more bodies to work. BC Hallowell explained with the increase of the fly  
409 car, 13 would be on duty for each battalion.

410  
411 Chairman Farrell asked Justin Campo if he can do a staggered warrant article to hire 2 firefighters,  
412 then hire 2 more 6 months down the line. DC Leblanc explained that would work.

413  
414 Chairman Cassidy directed attention to the LPD. A question was brought up regarding why a  
415 captain received a law degree in the state of Massachusetts.

416  
417 Chief Kim Bernard explained that CALEA certification is very hard to maintain. The captain in  
418 question was going to assist in prosecution; however, he got pulled away for other duties. Chief  
419 Bernard explained he would not waste the Committee's time with wants but only needs.

420  
421 Chief Bernard shared there are 61 employees, with 4 new officers, of which 2 are certified and 2  
422 are non-certified. It is possible to add a prosecutor. Chairman Farrell reiterated to the council that  
423 if the Budget Committee proposes any changes to headcounts or jobs it would result in a warrant  
424 for LFD, LPD and DPW.

425  
426 Chairman Cassidy asked if the warrant article was turned down to add a prosecutor in lieu of police  
427 officers' position, could they not do it ever again. Malaguti explained it is a concern to take  
428 someone who is on the street as an officer and put them into a prosecutor position.

429  
430 Chief Bernard highlighted the importance on community relations as well as victim witness  
431 advocates and how these are also positions he may need. Chief Bernard brought attention to  
432 detective positions as well.

433  
434 Town Manager Malaguti echoed Chief Bernard, stating it would be difficult to pick who they  
435 would prosecute for and who they wouldn't due to abundant case load when Malaguti was  
436 previously the prosecutor. Councilor Combes asked if a \$98,000 salary would attract enough  
437 people for a prosecutor. Chief Bernard explained he hoped so, and, as well as doing his due  
438 diligence, he has consulted with others to compare the best rates for the public sector.

439  
440 Jason Goldman of the Budget Committee asked if it ended up being more than \$95,000, would  
441 Chief Bernard have to come back and propose that. Chief Bernard said yes.

442  
443 Vice Chairman Gagnon asked if there is a separate warrant article for the trucks being replaced for  
444 DPW. Maintenance trust cannot be used for vehicles, per Justin Campo. \$90,000 would be the  
445 annual payment for the new vehicles, with lease payments for 10 years based on their life  
446 expectancy, and 7 years for the one-ton. Once it is approved it becomes part of the operating  
447 budget.

448  
 449 Chairman Cassidy asked what it is compared to years past. Campo said that last year was less  
 450 because the State gave us a significant increase in money which was unexpected.

451  
 452 Chairman Cassidy asked about health insurance benefits for part time employees. Campo  
 453 explained only 3 part time individuals are eligible for health insurance. There are 200 full time  
 454 employees and it costs \$26,000 per employee for health insurance. Only one union cost shares for  
 455 insurance. It is 4% beginning in FY25. They are all on a high deductible PPO plan.

456  
 457 A single plan is \$1,000 and for a 2-person plan it is \$2,000 contributed to the HSA. Doing this  
 458 lowered all of the premiums. \$700,000 fell off in bond payments and health insurance went up  
 459 \$1.3 million. Chairman Cassidy asked what incentives there are for opting out of the health  
 460 insurance. Campo replied it varies and it is \$2,000-\$5,000 depending on the union.

461  
 462 Chairman Cassidy was confused by the management line. Campo replied it is a catch-all for line  
 463 items that can't be listed in other places, including one-time services provided by another  
 464 company. DPW, Planning and Fire all use that line item.

465  
 466 Vice Chairman Franz commended the Budget Committee for the time and commitment for making  
 467 the community and town better by lowering the tax rate for the residents. Councilor Combes also  
 468 agreed that they think of the questions that the other members may not think of.

469  
 470 **APPROVAL OF MINUTES**

471  
 472 Vice Chairman Franz moved to approve the November 4, 2023 Town Council minutes as  
 473 presented. Councilor Combes seconded the motion.

474

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

475  
 476 Motion passed 4-0-0

477  
 478 **Liaison Reports**

479  
 480 Vice Chair Franz reported that the School Board's third reading of the purchasing policy is coming.  
 481 Franz continued by explaining there would be more time for discussion on November 28. The  
 482 career and tech program, aimed at providing students with various trades, have continued their  
 483 ongoing efforts. Schools will be closed on January 23, 2024 for the Presidential Primary.

484  
 485 **Town Manager Report**

486  
487 Town Manager Malaguti: None.

488  
489 Assistant Town Manager Caron: None.

490  
491 **MEETING SCHEDULE**

- 492  
493     • December 4, 2023: Moose Hill Council Chambers, 7:00 p.m.  
494     • December 18, 2023: Moose Hill Council Chambers, 7:00 p.m.

495  
496 **ADJOURNMENT**

497  
498 Vice Chairman Franz moved to adjourn. Councilor Dunn seconded the motion.  
499

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

500  
501 Motion passed 4-0-0.

502  
503 Meeting adjourned at 10:29 p.m.

504  
505 Minutes prepared by Cameron Maher