

TOWN OF DERRY

Town Council
Derry Municipal Center
14 Manning Street



MINUTES

Tuesday, April 7, 2026
3rd Floor Meeting Room

**6:30 PM Non-Public Session – RSA 91A:3 II (d) – Motion by Councilor Webb to enter non-public session, seconded by Councilor Milz
All Agreed**

**Motion by Councilor Webb to leave the non-public session, seconded by Councilor Milz
Roll Call Vote: 6-0-0**

7:00 PM Call to order – Chair Spencer

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

Roll Call: Councilors Milz, Webb, Chase, Healey, Foote, Chair Spencer

Absent: Councilor Flood

Present: TA Michael Fowler, Town Clerk Tina Guilford

Public Forum - *30 Minutes*

**Motion by Councilor Foote to open public forum, seconded by Councilor Healey
All Agreed**

Crystal Morin, English Range Road - I took a moment to write this out in advance so I could be respectful of your time and make sure nothing important is missed. And I did pre-write it before I knew that Councilman Flood was not going to be here. So, as I read it, if it sounds like he is here, that is how I originally wrote it. I previously served as a ZBA member for nearly 10 years, during which time I received no complaints and many compliments regarding my service. Given that, I was surprised by the decision not to be reappointed. I am here to respectfully request an explanation for this decision. Mr. Tripp was reappointed. And during that time, we served together, we participated in approximately 90 cases together. We voted differently only four times, meaning we were in agreement roughly 96% of the time. With that in mind, I find it difficult to understand how my voting record could be used as a basis for my non-reappointment while a member with a nearly identical voting record was reappointed. In the nearly 70 cases I've sat on, Councilor Webb, you've reached out to me zero times, and I've attended every workshop. I make myself very available. You can't change what you do not know is broken. I also went back and reviewed all meeting minutes as I believe it's important to understand where I may have gone wrong in order to learn and improve. Additionally, Town Councilor Flood, during your prior service starting in 2022, I participated in approximately 117 cases, including case number 22-131 involving the proposed shelter in Hampstead Road. You emailed code enforcement in support of that project. And that instance represents the only communication I've ever had with you. Councilor Chase, I've sat on approximately 74 cases since you've been elected. And Councilor Mills and Councilor Healy, I've sat on zero since you have been elected. So, I am requesting clarification on the reasoning behind your no votes as there appears to be limited direct experience to base that decision on. I have lived in this town

for nearly 40 years. I'm the granddaughter of a retired Derry firefighter. Myself and my husband were educated in Derry, and so were our children. We own a Derry business. I volunteer for youth sports even when my kids were not participating. I genuinely love the town and want nothing but the best for it. I've always made an effort to follow the town master plan, align with the vision set by the council, and apply the five required criteria in my decisions. Rather than simply not being reappointed, I would have welcomed the opportunity to be re-educated if there were concerns with my performance. Thank you for your time and consideration.

**Motion by Councilor Foote to close public forum, seconded by Councilor Healey
All Agreed**

Consent Agenda

- 26-28** Approve Non-Public Minutes – March 26, 2026 – **Minutes Sealed**
- 26-29** Approve Minutes – March 26, 2026
- 26-27** Resolution #2026-020 – Authorize the Conservation Commission to accept a Conservation Easement at 41 Ashleigh Drive and 37 Scobie Pond Road

**Councilor Foote moves to approve the Consent Agenda, seconded by Councilor Healey
Roll Call Vote: 6-0-0**

Chair Report – Chair Spencer

Board / Committee Appointments

Derry Commerce Corridor TIF

**Chair Spencer moves to appoint Gordon Graham as member of the Derry Commerce Corridor TIF for 3-year term to expire March 31, 2029, seconded by Councilor Milz
Roll Call Vote: 6-0-0**

Highway Safety Committee

**Chair Spencer moves to appoint Jacob Coughlin a member of the Highway Safety Committee for a 1-year term to expire March 31, 2027, seconded by Councilor Milz
Roll Call Vote: 6-0-0**

Zoning Board of Adjustment

**Chair Spencer moves to appoint Anthony Henry as an alternate member of the Zoning Board of Adjustment for 3-year term to expire March 31, 2029, seconded by Councilor Milz
Roll Call Vote: 6-0-0**

Town Administrator's Report – Town Administrator Michael Fowler

This evening, I'll be presenting the first glimpse of the FY27 budget. I just want to remind the council and the public we're going to be hosting two budget workshops this Thursday, April 9th, at 6:00 PM. We'll be doing the larger divisions, Fire, Police, Public Works. On the 16th, we'll be doing all of the other departments. Again, that's a 6:00 PM meeting. We will have a regularly scheduled council meeting on April 21st. And then on April 23rd, which is a Thursday, we will have the FY27 budget and CIP public hearing. If there are any concerns or questions from the public, all of this information is posted on the town's website. All the stuff we're going over today and we will be reviewing in greater detail will be done during the workshops and then the vote will be scheduled for Tuesday, May 5th.

A couple of other community information items. With the snow finally clearing, we're going to be starting mosquito control around town. We have a new vendor, Northeast Vegetation and Mosquito Control. The efforts are going to basically mirror what we've done in the past with some early season larviciding in catch basins and wetlands and then monitoring and sampling occur over the summer period. And then when we reach the fall and if there's a need for any adulticiding for Triple E or West Nile virus, that will be done. It hasn't been done in Derry for many years. 2016 was the last time that we had done adulticiding. So generally speaking, the process is straightforward and I don't believe last year was a massively difficult year to manage in Derry and also throughout the state with those two mosquito-borne illnesses, but we are kicking that process off. Again, information is available on the town's website on that.

Personnel, it seems like every other meeting, we're talking about somebody retiring. Tonight, I want to just note that longtime employee Dave Blanchard, who's our engineering technician in the Department of Public Works, has indicated his intent to retire as of April 30th, 2026. I've definitely had the pleasure of working with Dave in my role as the Public Works Director. You'll never find anybody who's more polite and professional in dealing with our pavement management program. He really brings a lot of expertise there and he's a large reason why we've had such success in keeping one of the highest PCIs that we've ever had in the program. We're going to miss Dave. And obviously, he's still here for three weeks. But again, it's just another hole that we're going to need to fill. I just wanted to give Dave our congratulations on his retirement.

26-31 Resolution #2026-018 – Adopt the FY27 Town Budget – *Town Administrator Mike Fowler presenting.*

This is just an overview of the budget. There will be no vote tonight. We have Budget Workshops scheduled for April 9th and April 16th. We will have a Public Hearing on April 23rd with a final vote on the budget expected on May 5th.

Public Hearing

26-27 Resolution #2026-014 – Authorize the acquisition of property at 17 South Avenue LMG Master Agreement for Abbott Court – *Town Administrator Mike Fowler presenting.*

The Town is part of a larger master development deal that was extended last meeting. What we have here tonight is there's a small parcel that is attached or was attached to 17 South Avenue. It's a triangular parcel that is 4,376 square feet. It's to the south of the existing three parcels that the Town owns. There was an action taken at the planning board on March 18th to merge the

three town properties. Then there will be a lot line adjustment once the Town Council's action is confirmed to bring those all into a single parcel. Eventually, what will happen is there'll be a condo complex, with a condo document, created that the Town and LMG are in a single condo arrangement. What that means is we have rights that we have management of the parking garage. They have management of the apartment complex. There's going to be some interaction because obviously, some of those spaces will be leased to LMG and some of the spaces will be retained by the town for general purposes for downtown parking. I can tell you that within this particular agreement, the proceeds to the seller is \$270,000. And as such, that's going to be covered within the project budget, the \$20.7 million bond plus the other proceeds that have been brought over for the parking garage to ensue. We're monitoring the progress of the construction as we speak. We feel confident that we haven't seen any substantive change that would change our ability to cover that. The Town Council's vote would allow us, pursuant to state law, to accept that triangular piece. Then the deed can be transferred and then we can move forward with all of the other land transactions to make the condominium document whole.

**Motion by Councilor Milz to open public hearing, seconded by Councilor Foote
All Agreed**

Tom Cardon, Cunningham Drive - I just have a question about that parcel of land. Does that go up the hill or is it just right down there at the base?

Town Administrator Fowler - It's at the lower part of the hill. It would be at the northwest corner of that parcel. A little square kind of triangle piece like that that goes up against the wall.

Cardon - So was that parcel subdivided?

Fowler - Yeah. That's what the planning board action was, was to make a lot line adjustment so that that parcel, what we call the triangular parcel, could be incorporated into the Abbott Court project.

Cardon - Okay. So, does it just kind of open up the rest of those pieces of land there in the back?

Fowler - Yes.

Cardon - Okay. Thank you.

**Motion by Councilor Foote to close public hearing, seconded by Councilor Milz
All Agreed**

There will be a second public hearing on April 21, 2026.

New Business

26-32 Resolution #2026-017 – Authorize an Agreement for General Assistance Administration – *Town Administrator Michael Fowler presenting.*

So as many of you are aware, the Town has an existing contract with Community Health Services for our human services' general assistance for our citizens. So formerly, this was an in-house operation. We had full-time staff. There was a decision made by prior Council to outsource that and we've had a very successful partnership with CHS since July 1, 2018. The FY 2027 contract is a 5% increase for a total of \$126,780. This is for contract administration. They provide services, walk-in, phone, anybody that has any needs. That's the place that they start. They're able to leverage a number of different service agencies. We're happy to continue with CHS for the next year, starting July 1, 2026, through June 30th, 2027.

**Councilor Milz MOVES THAT THE TOWN COUNCIL adopt Resolution #2026-017 which reads as follows *[Read the Resolution]*, seconded by Councilor Healey
Roll Call Vote: 6-0-0**

Councilor Comments –

Councilor Healey - I want to thank Ms. Morin for coming here tonight. Since she did address a few councilors directly, I'd like to respond and also for the record, I check my email daily. So, if anyone sends any emails, I should be getting back to you within a day or two. I reacted to some of the comments made here and I don't disagree with them. I think some of the votes could have been better. But I did some research after the fact, and I see that Ms. Morin was appointed first April 3rd, 2018, as an alternate and then as a full member March 24th, 2020, and has been a member for a long time. I think she brought up some good points that none of us reached out to her. So, I do apologize for my vote, and I would probably vote differently if it was brought back, and that's all I have. Thank you

Councilor Foote - So Spring is upon us and The Forest Hill Cemetery Veterans Project will be beginning this end of this month once the weather clears up and the ground's a little softer and we get rid of the snow for good. I've had some contact with the Pinkerton Academy National Honor Society students, and they'll be coming up for a service project on April 23rd at 3:00 PM to come up and help us get the project kicked off for the season. I'd invite anybody interested in helping out, please reach out to me. And for clarification, it's basically cleaning up the veterans' monuments and the footstones up at the Forest Hill Cemetery. This is an ongoing project. We'll probably be doing this yearly, and we do this from the spring throughout the whole summer. Memorial Day is coming up in May; we want to get it beautified for that. So please reach out if you're interested. Thank you.

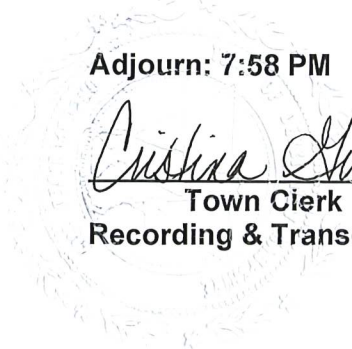
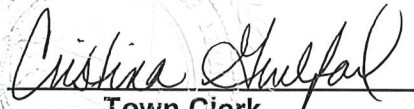
Councilor Webb - Just to respond to Ms. Morin, I typically answer my emails on the weekends, either on Saturday or Sunday. My cell phone number is also, I believe, on the town website. So, you're welcome to reach out to me that way as well. I usually have my phone on silent, except I forgot earlier, but I do return all phone calls.

Councilor Spencer - I would like to say a big thank you to everybody that helped with our rabies clinic this year. We had another successful clinic this past Saturday. The biggest thank you goes to our town clerk, Tina Guilford, who is my partner in crime on this venture, and her whole family. They show up and are critical to that functioning. I'd also like to thank the teams from Animal Rescue Vet Services in Londonderry and Orchard Village Animal Clinic, here in Derry. Both of them sent teams to help with the vaccinations. And we saw 67 patients, which was a little down from our last year, but we also kind of looked at who was coming in. And we're starting to capture some of those that only got their one year. Now they've got their three years. So out of the 67 animals we saw, I think it was either it was somewhere between 10 or 15 got

one-year vaccinations. And the rest were all able to get their three years. So now people can kind of have that peace of mind for several years. Thank you to everybody that came out. It was the smoothest clinic we have had yet and looking forward to next year.

**Motion by Councilor Milz to ADJOURN, seconded by Councilor Foote
All Agreed**

Adjourn: 7:58 PM



Town Clerk

Recording & Transcription by: Cristina Guilford, Town Clerk


Date



RESOLUTION

Number 2026-017

To Authorize an Agreement for General Assistance Administration FY 27

WHEREAS, Section 5.1 of the Town Charter designates the Town Council as the governing and legislative body of the Town, and

WHEREAS, the Town has retained the services of Community Health Services (CHS) to manage and administer its General Assistance program pursuant to RSA 165 since July 1, 2018; and

WHEREAS, CHS provides a comprehensive safety net for our residents most in need by collaborating with area social service agency partners and offering case management services with the goal of returning all clients to self-sufficiency; and

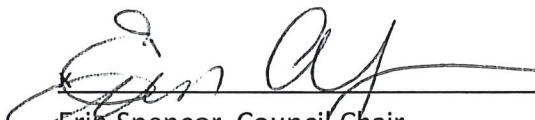
WHEREAS, both the Town and its General Assistance clients have benefited from the utilization of these services;

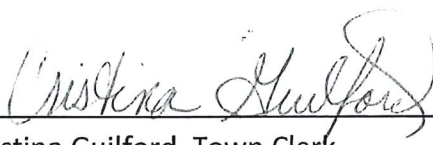
NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the Town Administrator is hereby authorized to execute an Agreement with Community Health to continue providing General Assistance Administration Services until such time as said Agreement is terminated by the Town Council.

This Resolution shall take effect immediately upon its passage.

Adopted: April 7, 2026

Attest:


Erin Spencer, Council Chair
Date: April 7, 2026

x 
Cristina Guilford, Town Clerk
Date: April 7, 2026