



Town Council Regular Session

January 18, 2023 at 7:00 PM

Town Council Chambers

MINUTES

1. **Pledge of Allegiance**

Chair Weinstein convened the meeting at 7:00 PM and led the Pledge of Allegiance.

2. **Roll Call**

Present: Council Chair Toni Weinstein, Council Vice-chair Katanna Conley, Councilor Joe LaMattina, Councilor Megan Brabec, Councilor Colin White, Councilor Scott Blackstone, Councilor Brian Ward

Staff: Town Manager Stephen Fournier, Recording Secretary Wendy Chase

3. **Public Forum**

Chair Weinstein opened the public forum at 7:02 PM.

There was no one from the public in attendance.

Chair Weinstein closed the public forum at 7:02 PM.

4. **Town Council to Consider Acceptance of Minutes**

a. January 4, 2023

Motion: **Councilor Conley** made a motion to approve the January 4, 2023 Meeting Minutes

Second: **Councilor Ward**

Discussion:

Vote: **Unanimously Approved**

5. **Report of the Town Manager**

a. Town Manager's January 18, 2023 Report

FY23 Operating Budget: The fiscal year is half over and 50% of the operating budget has been expended. At this time, there is nothing out of the ordinary. Traditionally, the largest amount of expenses are spent at the beginning of the fiscal year. We are \$2M higher in revenues than we were last year at this point in time. Motor Vehicle registrations are down but building permits are up 225%.

Introducing Legislation: Amending Council Rules: To make the process for Councilors to introduce Resolutions and Ordinances more effective and adhering to the Town Charter (Sec 3.8), Town Manager Fournier offers the following suggested change to the council rules: *Any councilor shall submit in writing a resolution, ordinance, or written concept of proposed legislation to the Town Manager's office. The Town Manager or designated staff may review and, upon*

concurrence of the Council, revise the legislation prior to the introduction to the Town Council. Town Manager Fournier would like to introduce this as a resolution at the next meeting.

Budget Public Hearing/Town Meeting: The Deliberative Session will be held on Saturday, February 4th at 10:00 AM and Elections will be held March 14th from 7:00 AM - 7:00 PM. Town Manager Fournier will send out a signup sheet to the Councilors for the Town Elections.

Arbor Park: The Director of Public Works, Buildings and Grounds Supervisor, Town Engineer and the Town Manager have been working with Robbi Woodburn of Woodburn and Company Landscape Architects on upgrading Arbor Park in downtown. The arbor will have to be removed because of rot. They approached the Wentworth Cheswill Memorial group and the Veterans Memorial Committee to potentially offer spots for them in the park. Most of the work will be done by the Public Works Department. This will come back to the Council once they've received input from stakeholders and received price estimates.

CivicReady: Over the coming months, we will be upgrading the mass notification system. We are going to migrate from CodeRed to CivicReady. CivicReady is made by our current website, agenda management, and codification company. It will allow us to notify people in case of emergencies as well as about other topics such as recreation events and meeting notices.

Town Manager Fournier informed the Council that he had the Warrant and Budgets for the Councilors to sign at the end of the meeting.

Town Manager Fournier answered Councilors questions regarding Arbor Park. The participants will discuss possibly renaming the park after the arbor is demolished. The granite planter was a donation from the Garden Club and will remain somewhere in the park.

Chair Weinstein liked the proposed upgrade design for Arbor Park.

b. Department December 2022 Reports

Councilor Blackstone commented on the clip of K-9 Officer Gadget sledding with handler LT Stevens shown on WMUR-9. He said that's the image we want our Police Department to have. He asked the Town Manager to find out what the Police Department does with firearms that are turned in to the station. Town Manager Fournier said he thought they melted them down but would find out to be positive.

Chair Weinstein encouraged people to read the town department's monthly reports to the town council, especially the police report. It shows the range of

calls the department is responding to on a daily basis. Also, the fire department and public works department report on all the storm damage and repairs they did during the Christmas holiday. Regarding the Environmental Services report, she would like more information on the state's guidelines for lead and copper levels. Chair Weinstein commented that the Town Council Agendas are not easily accessible. Town Manager Fournier will get her the information.

6. Committee Reports

Councilor Ward reported on the Budget Committee's January 9th Public Hearing:

All Town Warrant Articles were approved unanimously. All but 1 School Warrant Article were approved unanimously. The Warrant Article to raise \$162,000 for the school maintenance capital reserve fund was approved 6-3.

Councilor LaMattina reported on the Energy & Environment Committee Meeting:

The Committee submitted the Community Power Electric Aggregation Plan to Community Power for a technical review. Once the Committee receives a response that it's all set, Councilor LaMattina will request a Town Council Workshop meeting to present to the Councilors.

Councilor Blackstone reported on the January 10th Planning Board Meeting:

The Planning Board approved the detached accessory dwelling unit (DADU) ordinance. This ordinance will be separate from the accessory dwelling unit ordinance (ADU). The Planning Board addressed the letter the Town Manager sent regarding architectural standards for the historical area of downtown. The Planning Board decided to compile a list of all historic buildings in the downtown and draft an ordinance for architectural standards for those particular buildings.

Chair Weinstein reported on the Ordinance Oversight Committee meeting held prior to this meeting:

The Committee reviewed two potential ordinances.

- Naming of public land and facilities and placement of memorials
- Street light pole banner policy

Chair Weinstein commented that there were only 4 people from the public at the January 9th Budget Committee Public Hearing.

7. Old Business

8. Resolutions/Ordinances in the 2nd Reading

- a. Resolution #2022/2023-28 - Renaming the Arts & Tourism Commission

Motion: **Councilor Brabec** made a motion to approve Resolution #2022/2023-28 - Renaming the Arts & Tourism Commission

Second: **Councilor Ward**

Discussion: Councilor Brabec explained the Commission wanted to change the Commission's name to Arts, Culture, & Tourism Commission. They decided to remove "Ad hoc", and as a vote of confidence to continue the work they've been doing around strategic planning and other long-term goal setting, they decided to include the word "culture" to bridge "Arts" and "Tourism" together.

Vote: **Unanimously Approved**

9. Resolutions/Ordinances in the 1st Reading

- a. Resolution #2022/2023-29 Correcting Adopted Resolution 2022/2023-26 Issuance of Refunding a Bond - Town Manager Requests Suspension of the Rules

Action on Resolution #2022/2023-29 and request to suspend the rules was withdrawn.

The Bond Counsel informed Town Manager Fournier that action is not needed on Resolution #2022/2023-29 Correcting Adopted Resolution 2022/2023-26 Issuance of Refunding a Bond. Counsel determined this resolution was not needed to correct the previously adopted resolution as the Council already adopted a similar one in May 2020. Resolution #2022/2023-29 was withdrawn.

- b. Resolution #2022/2023-30 - Facilities Master Plan
Chair Weinstein read Resolution #2022/2023-30 into the record.
- c. Resolution #2022/2023-31 - Engineering for Septage Receiving Station
Chair Weinstein read Resolution #2022/2023-31 into the record.

10. New Business/Correspondence

- a. Correspondence to the Town Council
No correspondence.
- b. Closing Comments by Town Councilors
Chair Weinstien commented on the upcoming filing period for elected positions. It begins January 25, 2023 and ends February 3, 2023.

Positions available:

Town Council	3 Positions	3-Year Terms
Municipal Budget Committee	3 Positions	3-Year Terns
Municipal Budget Committee	2 Positions	1-Year Term

Planning Board	2 Positions	3-Year Terms
Trustee of the Trust Funds	1 Position	3-Year Term

c. Next Meeting

i. February 1, 2023

11. Adjournment

Chair Weinstein adjourned at 7:28 PM without objection.

Respectfully submitted.

Wendy V. Chase
Recording Secretary