



Town Council Regular Session

April 19, 2023 at 7:00 PM

Town Council Chambers

MINUTES

1. **Pledge of Allegiance**

Councilor Conley convened the meeting at 7:00 PM. Councilor White led the Pledge of Allegiance.

2. **Roll Call**

Present: Councilor Sonke Dornblut, Councilor Colin White, Councilor Scott Blackstone, Councilor Joe LaMattina, Councilor Brian Ward, Council Chair Katanna Conley, Councilor Megan Brabec, Councilor Justin Glazebrook (Appointed at 7:10 PM and replaced Councilor Megan Brabec who stepped down at that time).

Staff Present: Town Manager Stephen Fournier, Town Engineer Lyndsay Butler and Wendy Chase, Recording Secretary

3. **Election of Officers, Adoption of Town Council Rules, and Committee Assignments**

a. Town Council Candidates

Town Manager Fournier explained the process of appointing a Town Councilor.

- The Chair gives each candidate a chance to address the council, then the councilors may ask the candidates questions.
- The Council then nominates the candidates. Nominations do not need a second.
- When nominations have been finalized, the Chair will call for a vote. At that time, each Councilor will state their preferred candidate.
- When voting is completed, the candidate with the most votes is declared elected and sworn in. Councilor Brabec will then no longer participate as a Councilor.

Motion: Councilor LaMattina made a motion to Nominate Richard LeSavoy as Town Council with a term expiration of April 2024.

Second: Councilor White

Motion: Councilor Ward made a motion to Nominate Justin Glazebrook as Town Council with a term expiration of April 2024.

Mr. Glazebrook addressed the Council. He has lived in town for seven years and plans to own property and establish real roots in Newmarket for the long term with his family. He is a volunteer with the Big Brother program and has been

mentoring a young boy for six years. He likes the small business community Newmarket has to offer and will continue to support the small locally owned businesses. He thinks the Council is an integral part of our local government and he would like to be a part of it.

Chair Conley asked Mr. Glazebrook if he would be interested in serving on another board or committee if he was not nominated to serve as a Town Councilor, for instance the Budget Committee. Mr. Glazebrook said that he would be interested in serving on another committee but did not feel qualified to join the Budget Committee. Councilor LaMattina commented that there is no need for a financial background to serve on the Budget Committee and people learn a lot about the town from serving on that committee.

Mr. LeSavoy was not present.

Councilor LaMattina said he has worked with Mr. LeSavoy on the Budget Committee and feels he would be an excellent candidate for Town Council, as well as Mr. Glazebrook.

Councilor Ward said he has known Mr. Glazebrook for a long time and he will be very dedicated to the task.

Roll Call: Councilor Brabec: Justin Glazebrook; **Councilor LaMattina:** Richard LeSavoy; **Councilor Dornblut:** Justin Glazebrook; **Councilor White:** Justin Glazebrook; **Councilor Blackstone:** Justin Glazebrook; **Councilor Ward:** Justin Glazebrook; **Chair Conley:** Justin Glazebrook

Vote: Justin Glazebrook won the nomination (6-1-0)

Councilor Brabec stepped down.

Justin Glazebrook assumed the seat.

Mr. Glazebrook took the Oath of Office and was sworn in by Town Manager Fournier.

b. Adopt Town Council 2023/2024 Rules of Proceedings

Motion: **Councilor White** made a motion to Adopt Town Council 2023/2024 Rules of Proceedings

Second: **Councilor LaMattina**

Discussion: Councilor Dornblut said he would like to adopt the rules, but thought there was an opportunity to clarify the document to make it easier to read. He suggested holding a worksession meeting to discuss changes to the Rules of Proceedings. Town Manager Fournier said that work sessions are not the correct forum to make changes to the Rules. He said if there are substantive changes Councilor Dornblut can submit the changes to the Town Manager and he can present them to the Council to vote on. Councilor Dornblut said he will review the rules and present his proposed changes at the next meeting. Town Manager Fournier said

that the rules are part of parliamentary procedure and they have been in effect for nine years.

Vote: **Unanimously Approved (7-0-0)**

c. Committee Assignments

Chair Conley asked each Councilor to email her over the next week to let her know what committees/commissions each Councilor would be interested in representing. Assignments will then be made at the May 3rd Meeting.

Motion: **Councilor Ward** made a motion to appoint Councilor Joe LaMattina as the Council Representative to the New Hampshire Community Power Coalition

Second: **Councilor Conley**

Discussion: Town Manager Fournier explained that former Councilor Weinstein served on the Committees as the Council Representative and he is the Alternate, but has been unable to attend most of the meetings, due to scheduling conflicts.

Vote: **Unanimously approved (7-0-0)**

4. Public Forum

Chair Conley opened the Public Forum at 7:19 PM.

Chair Conley closed the Public Forum at 7:20 PM without public comment.

5. Town Council to Consider Acceptance of Minutes

a. April 5, 2023 Meeting Minutes

Motion: **Councilor White** made a motion to Approve the April 5, 2023 Meeting Minutes

Second: **Councilor Ward**

Vote: **Unanimously Approved (7-0-0)**

b. April 5, 2023 Non-public Meeting Minutes

Motion: **Councilor Ward** made a motion to Approve the April 5, 2023 Non-public Meeting Minutes

Second: **Councilor LaMattina**

Vote: **Unanimously Approved (6-0-1)** Councilor Glazebrook abstained, being newly appointed to the Council.

6. Report of the Town Manager

a. April 19, 2023 Report

FY23 Budget Update: 71% of the budget has been expended; in comparison, 74% of the budget was expended at this time last year. There have been some expected cost increases (electricity, heating and vehicle fuel) and some unanticipated increases. Our telephone provider, FirstLight raised prices by \$30 per line per month. This was addressed by changing providers, resulting in slightly higher costs. Due to the mild winter and the town's prior investment in energy efficiency projects, heating costs were within anticipated bounds. Revenue conditions are positive. The increases are largely due to a tax revenue increase as well as an increase from the State related to the increase in Meals

and Room tax distribution back to the community. Also, increase in ambulance receipts.

Town Manager Fournier said that Newmarket is in Stage 1 Water Management - voluntary water conservation. He congratulated the Environmental Services Department for this achievement.

b. Department Reports - March 2023

There were no comments on the Department reports.

c. Town Council Orientation Presentation

Town Manager Fournier presented a PowerPoint presentation to the Town Councilors regarding Rules of Proceedings and the role of a Town Councilor.

7. Committee Reports

Councilor Blackstone reported on the Planning Board's April 11th meeting:

The Historic Society approached the Town Council requesting the implementation of architectural regulations to preserve the appearance of the downtown. The Town Council discussed it and asked that the Planning Board come up with regulations and present them to the Town Council for review. The Planning Board decided to focus on the historic overlay district, which is basically downtown. The Planning Board's intent is to write regulations that will be enforced on historic buildings and the current regulations will apply to non-historic buildings except in the event the building is replaced with a new building. A new building would require Planning Board review to ensure that architecturally it will fit in with surrounding historic downtown buildings. The Planning Board is in the process of drafting regulations.

Councilor Lamattina reported on the Riverfront Advisory Committee's April 10th meeting:

There is a parcel of land behind the wastewater treatment plant that would make a nice park and the Committee is looking for a way to make a walkway from Schanda Park to that parcel.

8. Old Business

9. Resolutions/Ordinances in the 2nd Reading

a. Resolution #2022/2023-41 - Stormwater Asset Management Program (AMP)

Motion: **Councilor Ward** made a motion to Approve Resolution #2022/2023-41 - Stormwater Asset Management Program (AMP)

Second: **Councilor LaMattina**

Discussion: Engineer Butler was present to answer any questions of the Council.

Vote: **6-0-1** (voting against - **None**) Councilor Glazebrook abstained, being newly appointed to the Council.

10. Town Council to Consider Nominations, Appointments, Elections, and Resignations

- a. Michael Parkin - Reappointment to the Newmarket Housing Authority Commission - Term Expiration March 2028
Motion: **Councilor Dornblut** made a motion to approve Michael Parkin - Reappointment to the Newmarket Housing Authority Commission - Term Expiration March 2028
Second: **Councilor Ward**
Vote: **6-0-1** (voting against - **None**) Councilor Glazebrook abstained, being newly appointed to the Town Council.
- b. Steve Minutelli - Reappointment to the Zoning Board of Adjustment - Term Expiration April 2026
Motion: **Councilor Ward** made a motion to approve Steve Minutelli - Reappointment to the Zoning Board of Adjustment - Term Expiration April 2026
Second: **Councilor Dornblut**
Vote: **6-0-1** (voting against - **None**) Councilor Glazebrook abstained, being newly appointed to the Town Council.
- c. Gretchen Kast - Resignation from the Ad hoc Riverfront Advisory Committee
Motion: **Councilor LaMattina** made a motion to accept with regret, Gretchen Kast - Resignation from the Ad hoc Riverfront Advisory Committee
Second: **Councilor Dornblut**
Discussion: Councilor LaMattina commented that he was sorry to see Ms. Kast go. She has been out since October, giving her the opportunity to return, but she has not.
Vote: **Unanimously Approved (7-0-0)**

11. Resolutions/Ordinances in the 1st Reading

- a. Resolution #2022/2023-44 - Facilities Master Plan - Amendment No.1
Chair Conley read Resolution #2022/2023-44 into the record.

12. New Business/Correspondence

- a. Correspondence to the Town Council
There was no correspondence to the Council.
- b. Closing Comments by Town Councilors
Councilor Blackstone said that he sent the Chair and the Town Manager an email stating that he agreed with former Councilor Weinstein and Al Zink that the 3-minute clock on the public monitor during public forum is very intimidating for people. He said that people are already intimidated because the Council is sitting at the dais looking down on the people speaking. He is in favor of removing the 3 minute timer.

Councilor LaMattina said that they did handle it poorly as a group and we should have suspended the rules to allow Mr. Zink and Ms. Weinstein to continue speaking.

Councilor Ward suggested changing the allowed time to 5 minutes or just having

a clock on the Council's side of the dais so it's not seen by the public.

Town Manager Fournier said that some communities have red, yellow and green lights to warn people of the timer. He said, moving forward, the Chair can state if there is no objection, the Council will suspend the rules to allow the person to finish their comment.

c. Next Meeting

i. May 3, 2023

13. Adjournment

Chair Conley adjourned the meeting at 8:14 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary