



TOWN OF  
**NEWMARKET**  
NEW HAMPSHIRE



# Monthly Department Report

December 2022




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## POLICE

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### Activity

Newmarket Police 3-year comparable statistics for the month of December 2022.

	<u>2022</u>	<u>2021</u>	<u>2020</u>
<i>Total calls for service</i>	1685	1543	1515
<i>Motor vehicle stops</i>	357	216	128
<i>Arrests</i>	5	11	8
<i>Offense reports</i>	39	32	24
<i>M/V accidents</i>	10	16	12

<i>Parking tickets</i>	80	62	48
<i>Drug overdoses</i>	1	1	0
<i>Alarms</i>	12	10	11
<i>Death investigations</i>	1	1	1
<i>Mental health related</i>	40	15	4
	[OBJ]	[OBJ]	[OBJ]

During the month of December, the Newmarket Police Dispatch Center documented 1685 calls for service. We investigated 39 reported criminal incidents that required investigations into all of them. The cases involved reports of Phone or Online Scams, Child Abuse and Child Neglect, Stalking, Harassment, Domestic Violence & Assault, Fraud, Theft, Identity Theft, Littering & Illegal Dumping, Trespass, Felonious Sexual Assault, Theft by Extortion and Issuing Bad Checks. We responded to numerous Domestic Disturbances this month.

We continue to respond to numerous Civil Disputes which include Landlord/Tenant Issues, Issues Between Tenants, Child Custody Exchanges and Property Ownership. - An example of a civil dispute we responded to this month:

- 11:23 p.m., we received a call from a resident who reported an ongoing dispute between she and her roommates. Officers responded and spoke with all parties involved. The disagreement was over the times at which the caller was taking showers. This disturbed the other two roommates and they told her she needed to stop. The caller felt she was free to shower anytime she wanted. We indicated to all parties that the disagreement was civil in nature and that no criminal law had been violated. We helped them navigate different ideas on how to resolve such issues going forward.

- At approximately 1:30 a.m. an officer on a traffic detail was approached by relatives of the previous caller. They were looking for directions to the apartment so they could speak with the roommates about their behavior. The officer was able to convince the relatives

*that 1:30 a.m. was probably not the best time to go and talk about the issues and that they should wait for a more appropriate time. They turned around and went back home.*

We responded to numerous Mental Health related calls along with several Welfare Checks. Again, this month officers responded to several suicidal or despondent people. We typically see an uptick in mental health related calls near the holidays. Three times this month officers brought people to local hospitals on an IEA (Involuntary Emergency Admission).

*- Officers responded to assist one male subject several times (12) this month. The calls involved an older male subject who by his own actions placed himself and others in danger. We received numerous calls about a male subject walking with crutches on Exeter Road. This happened on several occasions. Officers attempted numerous times to offer him assistance by way of a ride or transportation which he refused. At one point the male subject was laying on the pavement on Exeter Road on the sharp corner near Newmarket Storage. Vehicles were attempting to get around him and nearly striking him as he lay in the roadway. Not only was the subject in danger from the motoring public, but temperatures were also in the low teens and exposure to the elements was a real concern. Officers made the decision to take him to the hospital on an IEA (Involuntary Emergency Admission). The subject was released from the hospital a few hours after officers brought him in for reasons unknown to the officers. Officers continued to field calls and respond to incidents with this subject until ultimately, he left the area for another part of the country.*

We had several incidents involving motor vehicles, reckless driving and alcohol. Those incidents resulted in charges of Driving Under the Influence, Reckless Operation of a Motor Vehicle, and Disobeying a Police Officer, Failing to Turn on Front Lights When Required and Negligent Operation. We stopped 357 motor vehicles during the month for a variety of violations that include Speeding, Expired Inspection, Unregistered Vehicle, Hands Free and Equipment Violations.

## **Motor Vehicle Accidents**



Although accidents remain low, we did have 5 this month. Most of the accidents were minor in nature and did not result in any serious injuries.

- 12/16/22, This vehicle went off the road during a snowstorm striking a mailbox on Hersey Lane. The mailbox and the vehicle sustained minor damage. The vehicle had to be towed out of the ditch. No one was injured.



- 12/21/22, The following accident occurred on Exeter Road near the intersection with Hersey Lane. The operator of this vehicle was distracted when he dropped his cigar causing him to leave the roadway and strike a pole. Fortunately, there were no injuries but the crash tied up traffic at rush hour.



- 12/26/22, This crash occurred on Ash Swamp Road near the intersection with Stone Wall Way. The operator reported she started coughing and could not catch her breath. The operator was unclear if she blacked out for a second but told the officer she did not remember leaving the roadway. The vehicle struck a rock on the side of the road causing the vehicle to rollover on its side. The operator was trapped in the vehicle with minor injuries. The Newmarket Fire Department was able to extricate the operator from the vehicle and transport her to the hospital with minor injuries





## Animal Calls

We responded to numerous calls involving animals including lost or found dogs, cats and several reports of deer struck by motor vehicles. We had five more deer struck by vehicles this month. We unfortunately had a couple of sad situations involving animals this month.

- *Early in December the dispatch center received a call from a resident who needed help with her 175 lb. Great Dane. The caller came home to find her dog sick and she needed to get him to the vet. Due to the dog's size and weight, she was unable to get him into her vehicle on her own. Luckily on this night we had three officers working. They all responded and helped move the dog from the 3<sup>rd</sup> floor to her waiting vehicle. The caller was able to get him to the vet but he passed a short while after arriving. Although this was not the outcome anyone wished for, we were thankful we could help in a moment of need.*
- *Later in the month we received a call asking for assistance with a cat that had been struck by a vehicle. The caller had found a deceased cat on Packers Falls Road, wrapped it in a blanket and brought it to her home. Officers collected the remains and brought the cat to the police station. Eventually the officers were able to locate the owner and return the remains to them.*

### Some of the calls we handled this month:

- Officers attempted to find a caller that was reporting “someone next door is getting killed .” E911 could not give us an address but claimed the cell phone “pinged ”in the area of Spring Street in Newmarket. For those not aware a phone ping is the act of determining the estimated current location of a cell phone. This location may be determined by GPS data or cell tower triangulation. This technique is generally used in emergency situations. Officers checked the area but could not locate anyone in distress. Dispatchers continued to receive calls now from an irate caller who was upset that no officers had responded. Dispatch continued to talk with the caller and E911 to try and find a better location. Eventually the dispatcher was able to calm the caller enough to get a better location which turned out to be in Pennsylvania. Dispatch quickly contacted the

Pennsylvania State Police and provided them with the call and updated information.

- An officer was checking the school in the overnight and detected the odor of propane in the building. The Officer found a propane tank that was leaking and summoned the fire department who attended to the leaking tank.
- Officers responded to a report of an elderly male who no longer wanted to live. The subject reportedly took all of his medications at once. Officers secured the scene for medical personnel and later escorted the subject to a waiting ambulance.
- An officer observed a vehicle driving erratically on South Main Street and Grant Road. A motor vehicle stop was conducted and the operator showed signs of impairment. After field sobriety tests were conducted the operator was placed under arrest for DUI Impairment and Operating with a Suspended Driver's License.
- Officers received a call from a man requesting a welfare check on his wife after she did not return home from work. We later contacted her workplace and discovered she had not shown up for work. A "BOLO" was issued for the subject to check for her safety. A short while later we received a call from the wife who asked us not to share any information on her whereabouts with her husband. She indicated that she was leaving and did not wish for him to know where she was. The "BOLO" was cancelled and we informed the original caller that she was safe but we could not share any further information.
- A subject turned in three firearms at the police station. The subject told us he no longer wanted to own them for personal reasons.
- A subject came to the police station and reported that she received a fake check from her employer in the mail. She wanted to report the incident as fraud and asked the officer to dispose of the check for her. The officer investigated the origin of the check and determined that the check was in fact valid and had been issued by her employer. The check was later returned to the reporting party.



- On December 25, 2022 numerous officers from the department responded for a serious felony level assault report. The suspect fled on foot prior to our arrival. We searched the area with assistance from the Newfields Police Department and members of the New Hampshire State Police. As of the time of this report we have not been able to locate the suspect. The victim was transported to a local hospital. The case is still under investigation.
- Officers received a report from an Instacart worker. The caller reported a subject made suicidal comments to her after he was not satisfied with the level of service from Instacart. Officers later checked on the subject who reported he was frustrated over the charges for the service.
- Officers responded to a residence for a report of a man, not conscious and not breathing. Officers performed CPR on the subject and later administered Narcan. The subject regained consciousness and started breathing on his own. He was later transported to the hospital.

## Personnel

Dispatcher Kristen Silva has completed her training and has been cleared for her solo assignment.

On December 21, 2022 we held an awards ceremony in the basement of the town hall. The following awards were presented:

Kevin Cyr: 34 Years of Service

Jeff Slmes: 33 Years of Service

Administrative Assistant Lisa Simes: 27 Years of Service

Dispatcher Nancy Maglaras: 25 Years of Service

Prosecutor Michael Dicroce: 25 Years of Service

Jeremy Hankin: 25 Years of Service

Lieutenant Wayne Stevens: 25 Years of Service

Lieutenant Scott Kukesh: 20 Years of Service

Lieutenant Wayne Stevens: Lifesaving Award

Detective Zachary Wedgeworth: Lifesaving Award

Officer Gerrit Alofs: Lifesaving Award

Officer Robert McGloughlin: Lifesaving Award

Officer Richard McFadden: Meritorious Service Award

Officer Wilson Wardana: Meritorious Service Award

Dispatcher Stephanie French: Meritorious Service Award

Dispatcher Benjamin Quist: Meritorious Service Award

Dispatch Supervisor Mark Pelczar: Employee of the Year

## **Training**

Officers reviewed current policies and attended online training in Use of Force, De-escalation, Implicit Bias and Ethics

## **Parking Violations**

In December patrol officers issued 80 parking tickets. We continue to be active in parking enforcement in the downtown area. The winter parking ban started in December and is the reason for the increase in tickets issued.

## **Fleet**

Currently our fleet is in relatively good shape. Our new Ford F150 has arrived. The vehicle has not been upfitted with emergency lights and/or equipment at this point. We are waiting for that equipment to arrive at the vehicle outfitter. Below is a picture of the new truck



## **Police Station Maintenance**

Most of the police station is up to date and in good working order. We have struggled to keep a janitor. We are exploring options on janitorial services.

## Drug Related Issues

The month of December saw a slight decline in drug-related activity. We did have 1 overdose that was attributed to opiates.

A concern that has shown up in the area is a new drug being mixed with opiates called Xylazine. Below is a description of what Xylazine is;

”Xylazine, a non-opioid veterinary tranquilizer not approved for human use, has been linked to an increasing number of overdose deaths nationwide in the evolving drug addiction and overdose crisis. Studies show people exposed to xylazine often knowingly or unknowingly used it in combination with other drugs, particularly illicit fentanyl.”

One of the major concerns with Xylazine is that Narcan does not counter-act the effects because it is not an opiate.

Below are the following statistics for Heroin/Opiate related overdoses and deaths since the inception of the Newmarket Alliance for Substance Abuse Prevention (N-ASAP).

**2015-** 45 Overdoses with four deaths resulting

**2016-** 22 Overdoses with two deaths resulting

**2017-** 15 Overdoses with two deaths resulting

**2018-** 6 Overdoses with two deaths resulting

**2019-** 3 Overdoses with one death resulting

**2020-** 8 Overdoses with two deaths resulting

**2021-** 4 Overdoses with one death resulting

**2022 -** 11 Overdoses with one death resulting

*The police department’s culture with regards to the opiate epidemic has evolved from “arrest and incarcerate” to “intervene and assist with recovery” when it comes to*



*individuals who are addicted to opiates. It is my personal and professional belief that we cannot arrest our way out of this epidemic. Even if we tried that route, the cost to the taxpayers would be astronomical. Furthermore, the county jails and the state prison could not house all arrested “users.” With that being said, we will **NOT** tolerate anyone who sells, distributes, or dispenses any of this poison that is in our community. If anyone is caught selling, distributing, or dispensing narcotics we will fully prosecute them.*

## **Community Policing**

We had several occasions this month to help out in the community. These are a few calls we received at the station I think show how our officers go above and beyond to help out when they can.

- Officers stopped to help a subject change a flat tire. Officers assisted with changing the tire and protecting the vehicle from oncoming traffic.
- We received a call from the VNA who had received a call from a Newmarket resident but could not reach her when they called back. The VNA reported the caller was unable to get up and may require assistance. An officer responded to the residence and spoke with the original caller. She reported spilling something on her phone and that the phone no longer worked. The officer retrieved a police department cell phone and he helped connect her with the VNA. The VNA requested she go to the hospital so the officer was able to summon the ambulance to transport her.
- Officers received a call from a subject in Kingston. The caller reported giving directions to an elderly woman who was lost. He gave her directions from her location in Kingston back to Newmarket where she reported she lived. The caller said she seemed very confused. The caller provided a description and the vehicle registration which came back to a resident in Newmarket. Officers found the car driving in Newmarket but not headed towards her residence. Officers stopped the vehicle and were able to escort the elderly female back home. Officers then contacted family members to make them aware of the situation.
- The dispatch center was contacted by a NH State Representative. The State Rep. reported a constituent who lives at 290 Wadleigh Falls Road had told her that the

property manager had shut the heat and hot water off to the building. The officer was able to track down the owner of the building to find out what was going on. The owner reported that during testing earlier in the day they found the boilers were emitting an unsafe level of carbon monoxide and had to be shut down. The owner provided a space heater to each resident and offered to put anyone up in a hotel that so desired. The officer then had the fire department respond to the building to make sure it currently was safe. The fire department found the heaters to be keeping the building safe and habitable. They checked the building for carbon monoxide and found all levels to be safe. At the same time the officer located a boiler maintenance tech working to repair the issues with the boiler. The officer then called the concerned State Rep. And left a message explaining his findings.

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### **Fiscal Year 2022/2023 Budget**

Fuel consumption continues to be a concern as we move forward. We have made efforts to reduce fuel consumption when possible. The budget appears to be on track at this point.

Respectfully Submitted,

Greg Jordan

Police Chief

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## FIRE AND RESCUE

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In December the Department responded to 113 calls for service; 70 of which were medical calls, transporting 60 patients to area hospitals. The ambulance responded to Newfields for nine medicals transporting four patients. The ambulance also responded to Durham for a motor vehicle accident, transporting one patient. The ladder responded to Rye and Exeter for building fires. The boat was requested to Newfields for a disabled boat in the Squamscott River that needed to be towed back to the boat ramp at Chapman's Landing. We responded to several incidents on December 23<sup>rd</sup> from the windstorm: multiple trees on homes, wires down, transformer fires, and a significant propane leak from trees falling on the tanks and severing the gas line. It was a very busy 24-hour period for us.



At the peak of high tide, we had to secure the town docks that were being stored at the Creighton Street pump station parking lot for the winter as they were starting to float away from the storm surge.



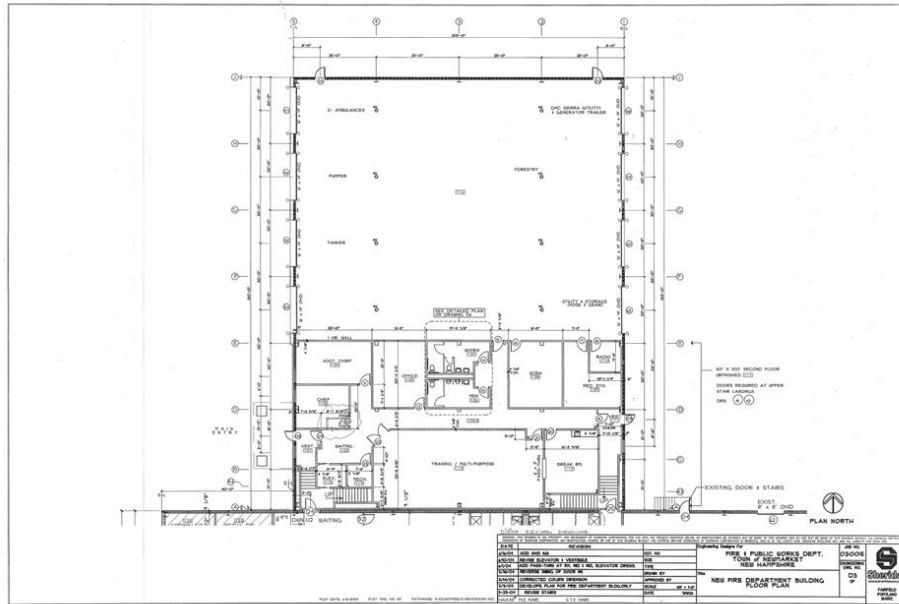
There was a MVA on Ash Swamp Road that required the operator to be extricated from the vehicle. The sole occupant was transport to the hospital with minor injuries.



The renovation project for the station is scheduled to start in February and will take about 4 months to complete. Below is a drawing of the final design and layout.







I have attached charts with activity reports for the month of December.

## Newmarket Fire & Rescue

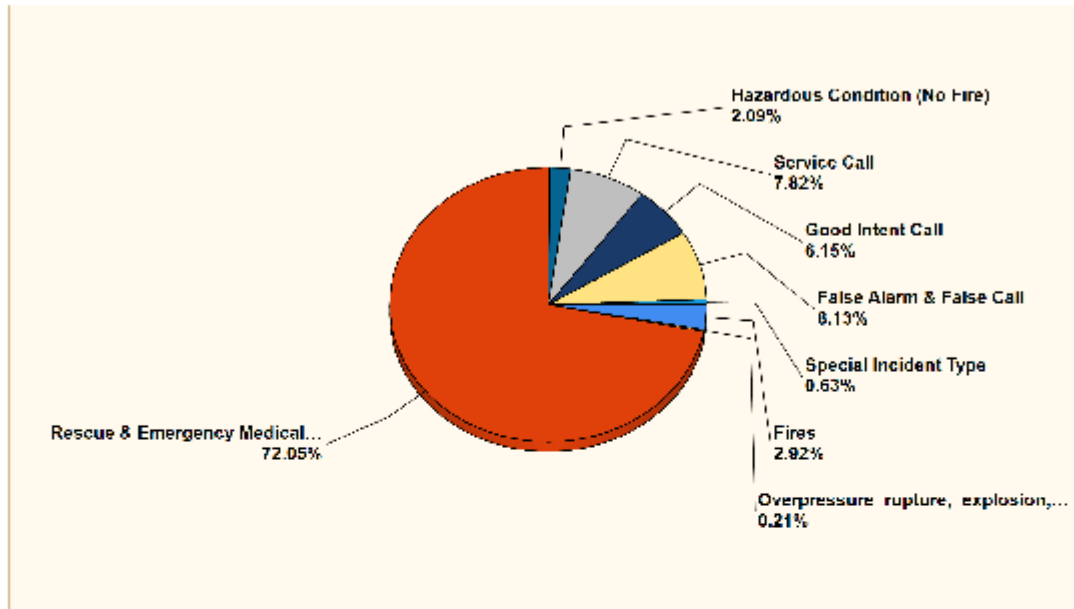
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 1/01/2021 | End Date: 11/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	28	2.92%
Overpressure rupture, explosion, overheating - no fire	2	0.21%
Rescue & Emergency Medical Service	691	72.05%
Hazardous Condition (No Fire)	20	2.09%
Service Call	75	7.82%
Good Intent Call	59	6.15%
False Alarm & False Call	78	8.13%
Special Incident Type	6	0.63%
<b>TOTAL</b>	<b>959</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Page # 1 of 3

## Newmarket Fire & Rescue

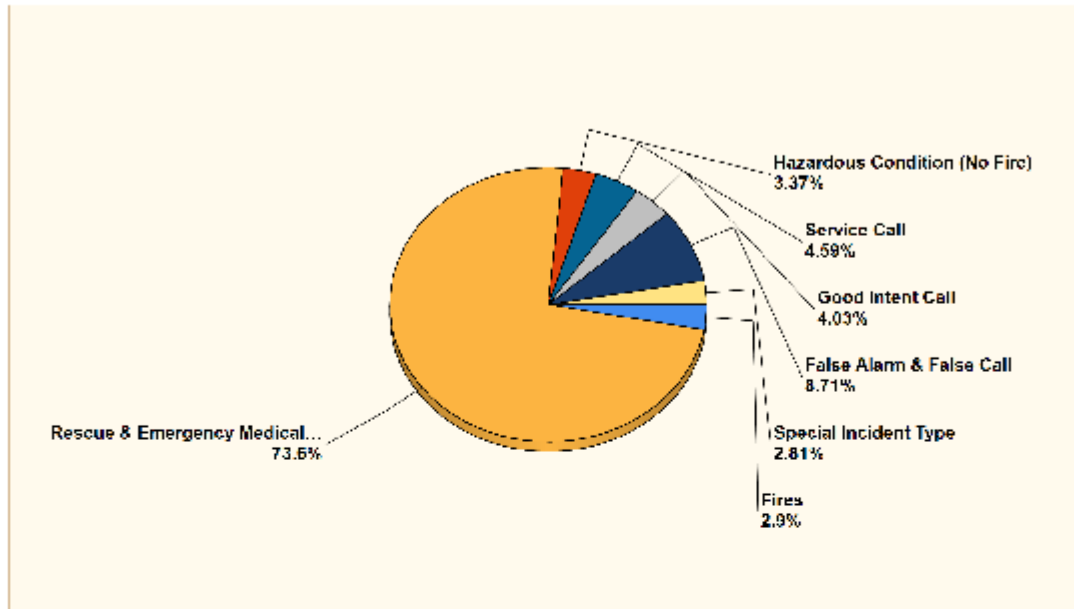
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 1/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	31	2.9%
Rescue & Emergency Medical Service	786	73.6%
Hazardous Condition (No Fire)	36	3.37%
Service Call	49	4.59%
Good Intent Call	43	4.03%
False Alarm & False Call	93	8.71%
Special Incident Type	30	2.81%
<b>TOTAL</b>	<b>1068</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

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Doc Id: 553  
Page # 1 of 3

## Newmarket Fire & Rescue

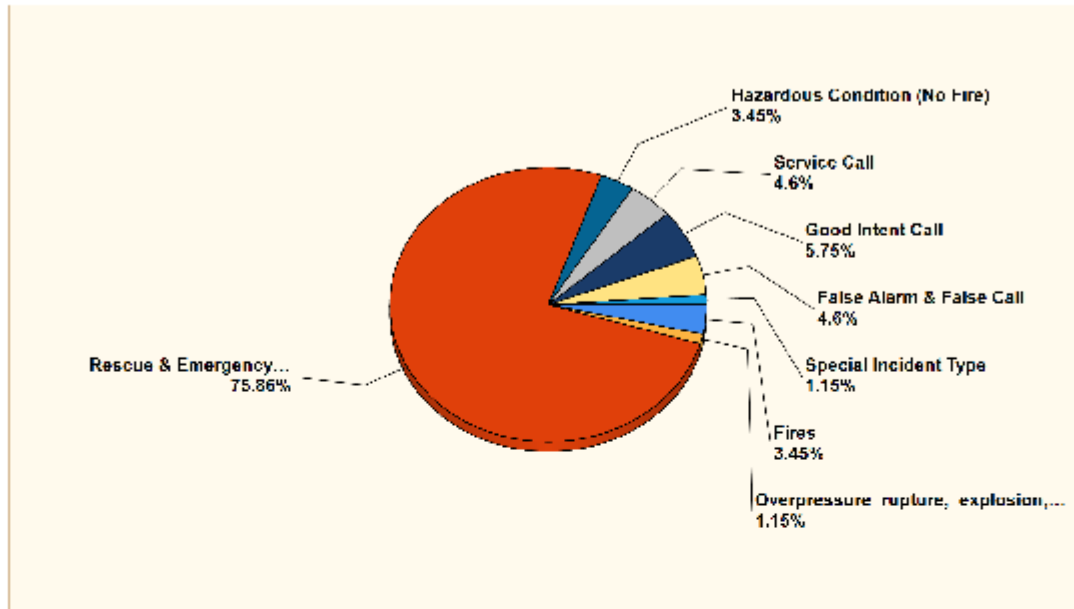
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2021 | End Date: 11/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	3.45%
Overpressure rupture, explosion, overheating - no fire	1	1.15%
Rescue & Emergency Medical Service	66	75.86%
Hazardous Condition (No Fire)	3	3.45%
Service Call	4	4.6%
Good Intent Call	5	5.75%
False Alarm & False Call	4	4.6%
Special Incident Type	1	1.15%
<b>TOTAL</b>	<b>87</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

 **EMERGENCY REPORTING**  
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Doc Id: 553  
Page # 1 of 2



## Newmarket Fire & Rescue

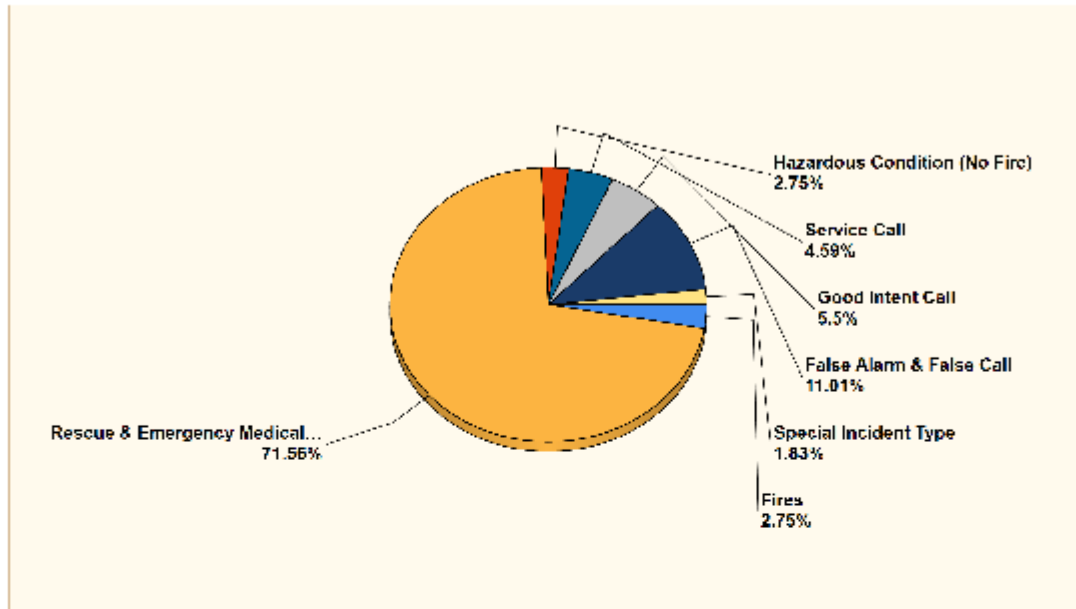
Newmarket, NH

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### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	2.75%
Rescue & Emergency Medical Service	78	71.56%
Hazardous Condition (No Fire)	3	2.75%
Service Call	5	4.59%
Good Intent Call	6	5.5%
False Alarm & False Call	12	11.01%
Special Incident Type	2	1.83%
<b>TOTAL</b>	<b>109</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

 **EMERGENCY  
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Doc Id: 553  
Page # 1 of 2

# Newmarket Fire & Rescue

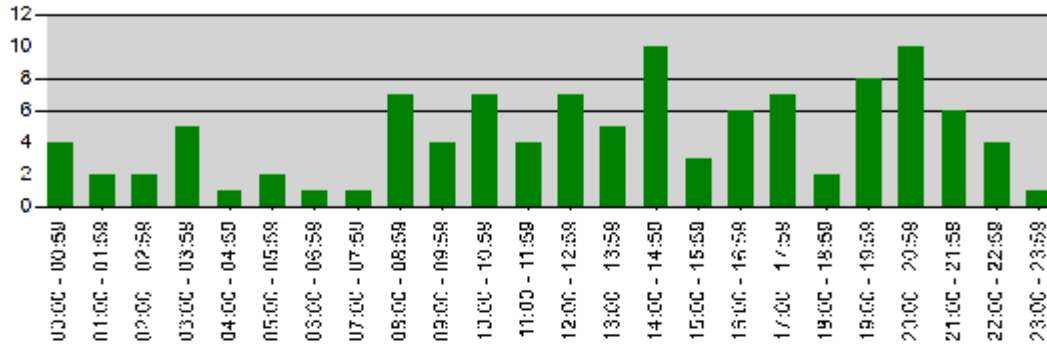
Newmarket, NH

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## Incidents per Hour for Incident Type Range for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 11/01/2022 | End Date: 11/30/2022



Hour	# of Calls
00:00 - 00:59	4
01:00 - 01:59	2
02:00 - 02:59	2
03:00 - 03:59	5
04:00 - 04:59	1
05:00 - 05:59	2
06:00 - 06:59	1
07:00 - 07:59	1
08:00 - 08:59	7
09:00 - 09:59	4
10:00 - 10:59	7
11:00 - 11:59	4
12:00 - 12:59	7
13:00 - 13:59	5
14:00 - 14:59	10
15:00 - 15:59	3
16:00 - 16:59	6
17:00 - 17:59	7
18:00 - 18:59	2
19:00 - 19:59	8
20:00 - 20:59	10
21:00 - 21:59	6
22:00 - 22:59	4
23:00 - 23:59	1
<b>TOTAL:</b>	<b>109</b>

Only REVIEWED incidents included.

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 Doc Id: 898  
 Page # 1 of 1

## Newmarket Fire & Rescue

Newmarket, NH

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### Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 11/01/2022 | EndDate: 11/30/2022

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Mutual aid given				
11/08/2022	2022-978	70 RT 108	322 - Motor vehicle accident with injuries	1 - Station 1
11/07/2022	2022-984	14 Stone Quarry DR	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/07/2022	2022-986	13 Botanical LN	611 - Dispatched & cancelled en route	1 - Station 1
11/24/2022	2022-1040	97 High RD	611 - Dispatched & cancelled en route	1 - Station 1
11/25/2022	2022-1042	24 108 RT	150 - Outside rubbish fire, other	1 - Station 1

Percentage of Total Incidents: 4.59%

AID TYPE: Mutual aid received				
11/08/2022	2022-979	211 Lita LN	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/08/2022	2022-981	9 Grant RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/08/2022	2022-988	5 Wiggin DR	142 - Brush or brush-and-grass mixture fire	1 - Station 1
11/15/2022	2022-1008	191 Exeter RD	322 - Motor vehicle accident with injuries	1 - Station 1
11/17/2022	2022-1017	9 Grant RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/20/2022	2022-1029	125 Main ST	321 - EMS call, excluding vehicle accident with injury	1 - Station 1
11/21/2022	2022-1034	9 Grant RD	341 - Search for person on land	1 - Station 1
11/25/2022	2022-1043	9 Grant RD	321 - EMS call, excluding vehicle accident with injury	1 - Station 1

Percentage of Total Incidents: 7.34%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

 **EMERGENCY REPORTING**  
emergencyreporting.com  
Doc Id: 952  
Page # 1 of 1

## Newmarket Fire & Rescue

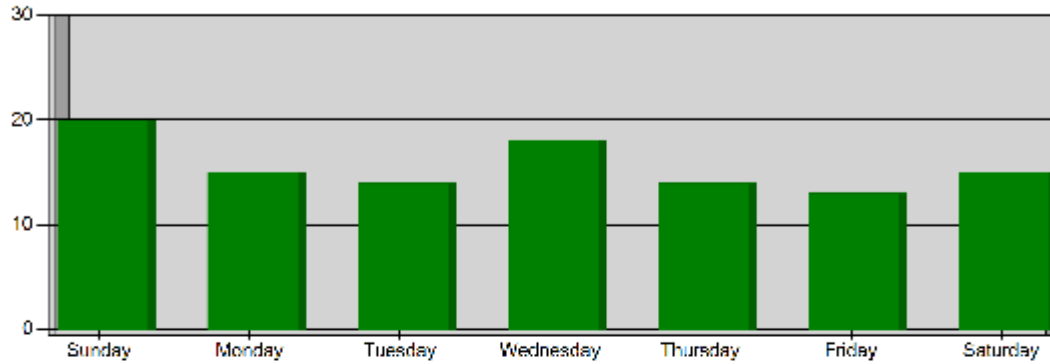
Newmarket, NH

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### Incidents by Day of the Week for Date Range

Start Incident Type: 100 | End Incident Type: 911 | Start Date: 11/01/2022 | End Date: 11/30/2022



DAY OF THE WEEK	# INCIDENTS
Sunday	20
Monday	15
Tuesday	14
Wednesday	18
Thursday	14
Friday	13
Saturday	15
TOTAL	109

Only Reviewed incidents included.



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Doc Id: 1284

Page # 1 of 1



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## PUBLIC WORKS

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The weather in December was fairly quiet for snow events; we had seven events and five inches of snow. We did however have several rain/wind events that kept us very busy. Specifically, the storm on December 23<sup>rd</sup>. The town received several inches of rain and recorded a wind gust of 57 mph. This caused wide spread tree damage throughout the town, several road closures and power outages. Property damage to town facilities and out buildings was minimal. The sign on the Hand Tub building was damaged from the wind as well as some flag poles. The storm surge at Schanda Park at high tide was the highest I've ever witnessed in my career in Newmarket.

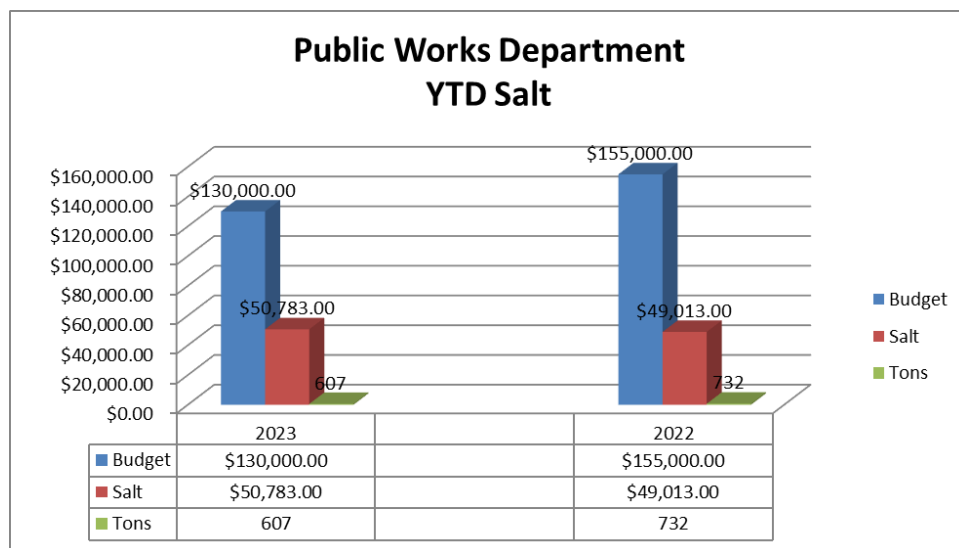
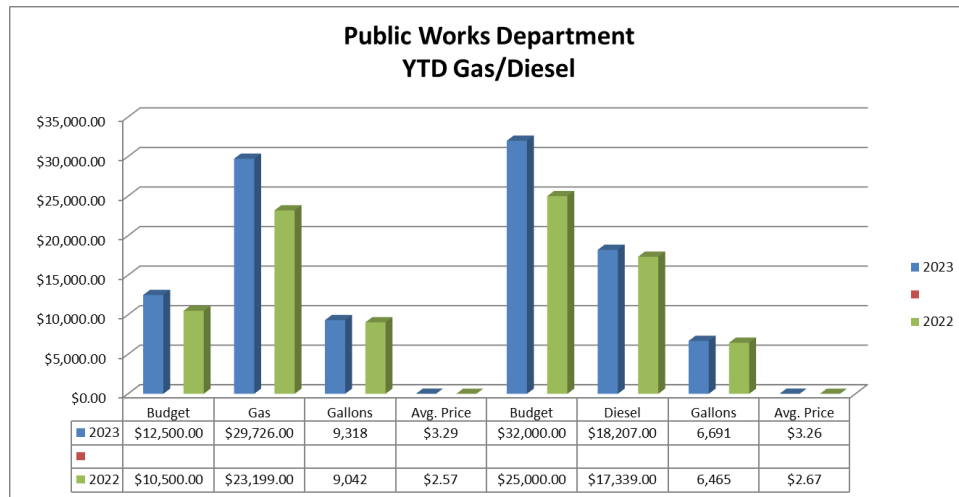


It will take several weeks for the crews to clean up all of the debris that came down onto the roadways. We will clean up the primary roads first and the secondary roads next.

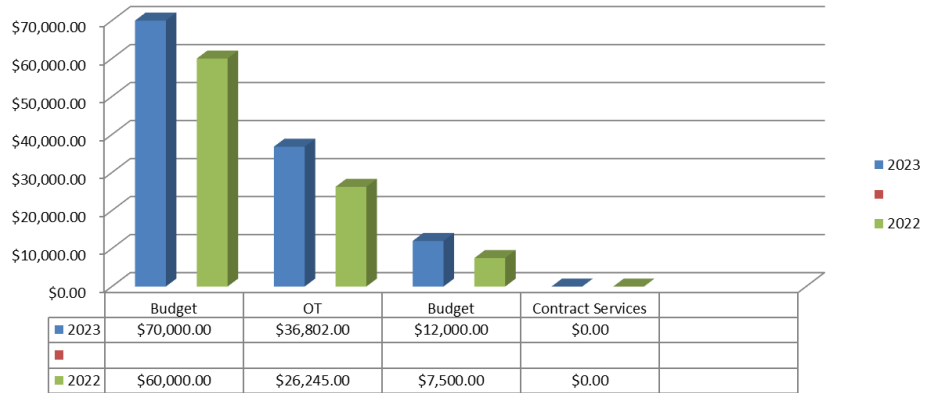
I'm in the process of updating the fee schedule for the transfer station. The rates haven't been adjusted since 2016. There have been several operating costs increases this past year, and with rising energy costs I believe it's time to complete a review and

make some adjustments. I plan to have something to the Town Manager and Town Council to review and approve in February.

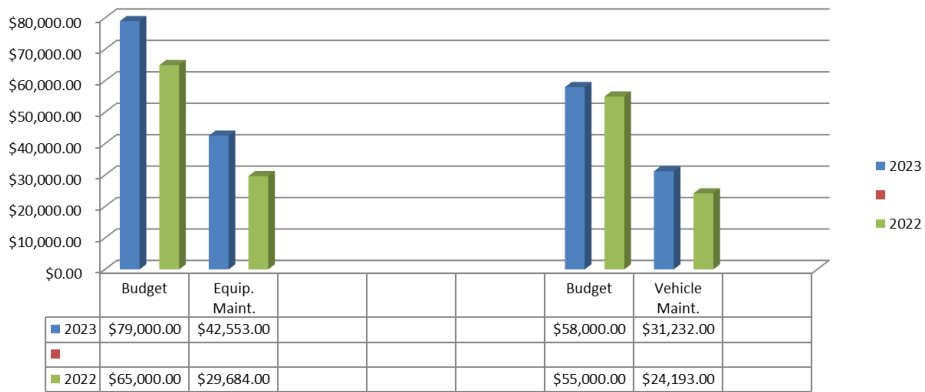
I have attached charts with activity reports for the month of December.



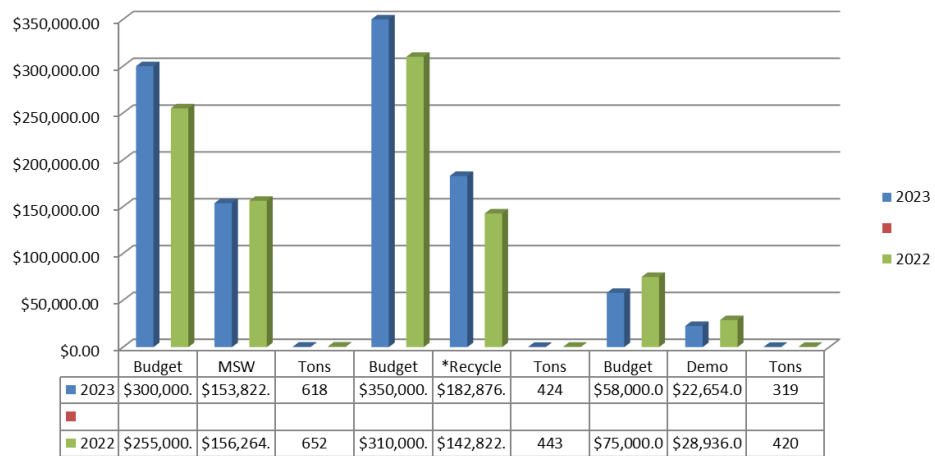
### Public Works Department YTD Overtime/Contract Services



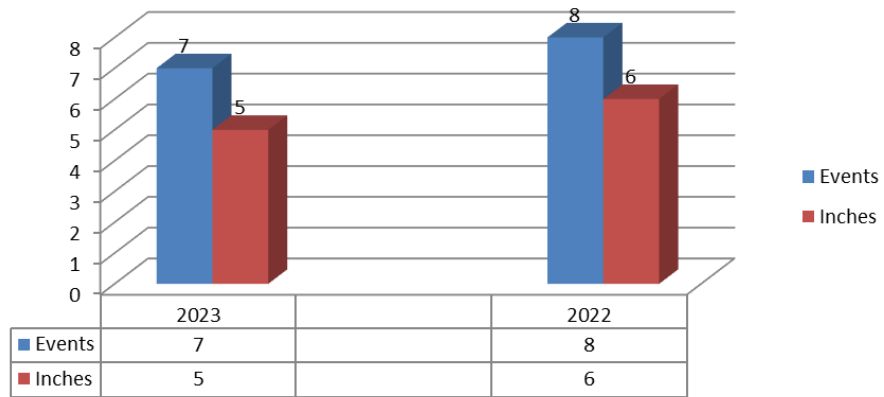
### Public Works Department YTD Equipment/Vehicle Maintenance



### Public Works Department YTD Solid Waste



## Public Works Department YTD Snow Events



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## ENGINEERING

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In December I took some time off to be with my family for the holidays. Before the holidays, I spent time organizing Town records/files, particularly Town GIS data. I participated in an internal training on the use of the new GPS Unit with the Environmental Services Dept. staff.

I worked with Planning Dept. and Code Enforcement staff on preliminary reviews of proposed development site plans. We also discussed current municipal codes and regulations with a focus on inspection and enforcement of stormwater management systems. We will work together to draft updated language to clarify procedures and enforcement authority in compliance with state and federal requirements.

### Projects

- MS4 General Permit Compliance
  - I worked with Town Staff to review and update existing Stormwater Management Program (SWMP) documents/files.
  - I collected/tracked information regarding on-going Code Enforcement efforts to eliminate illicit discharges to the stormwater system (MS4).
  - I met with Geosyntec and Environmental Services Dept. staff to discuss Permit Year 5 (PY5) requirements and identify items on which we need assistance/guidance.
- RFP #2022-002 – Facilities Master Plan
  - We received two proposals on 11/02. We reviewed and rated the proposals to select a firm for the project. Placework was selected. I negotiated with Placework on a scope of work and associated fee for the project. We will come before the Town Council to request authorization to award the project in January 2023.
- Intersection Improvements at NH108/NH152
  - SRPC and VHB (engineering consultant) prepared a conceptual design for improvements and developed an estimate of associated costs. Bart and I continue to meet with SRPC and TAC to discuss getting this project into the NHDOT 10-year plan.
- Road Surface Condition Assessment
  - SRPC performed condition assessments and data collection in mid-November. Rick and I reviewed the initial road segment inventory to identify discrepancies and assign traffic volume and importance ratings to each segment. We continue to work with SRPC in completing the assessments.
- Stormwater Asset Management
  - The Town has been awarded CWSRF Grant funding (\$30,000) to develop a Stormwater Asset Management Plan. I've been coordinating with DPW and Environmental Services staff to prepare for this project to move forward.

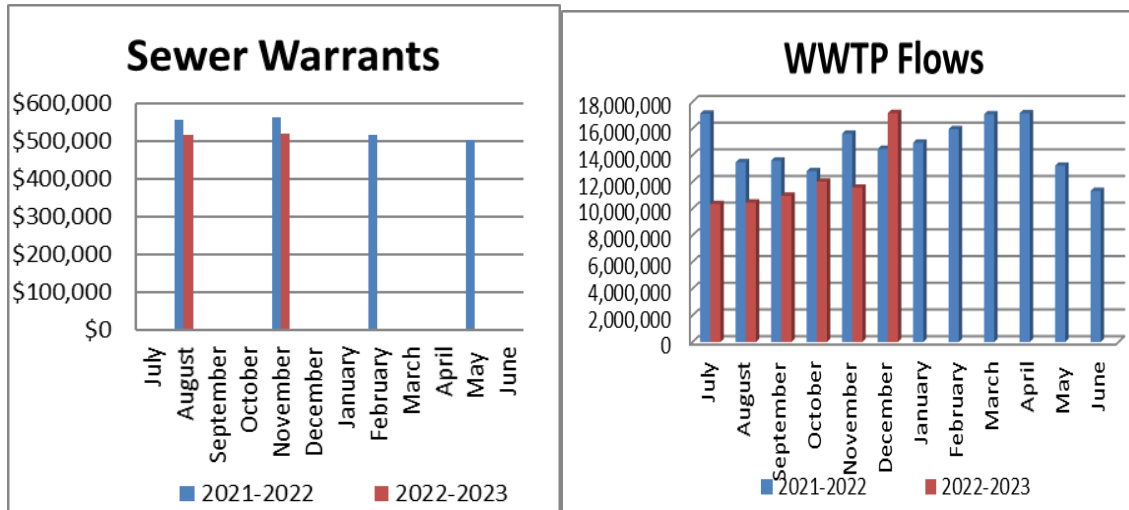


### **Regional Collaboration**

- I attended the Seacoast Stormwater Coalition meeting in December.
- I attended the Riverfront Advisory Committee meeting on 12/12 to discuss on-going efforts to repair/improve conditions at Schanda Park and along Moonlight Brook. I will continue to attend committee meetings as needed and work with the committee to bring these projects to fruition.
- Bart McDonough and I are collaboratively participating in a workshop titled “Building Community Support for Sustainable Stormwater Funding”. There are a handful of Seacoast NH communities participating in this workshop. Sessions began in October and will continue through February 2023.

# ENVIRONMENTAL SERVICES DEPARTMENT

## Wastewater Department



## Wastewater Plant

The wastewater treatment facility treated 17.159 million gallons of water for December 2022. The facility removed 98% of the Biochemical Oxygen Demand and 98% of the total suspended solids. The facility discharged on average 3.1 mg/L of total nitrogen per day for a total of 444 total pounds of total nitrogen discharged for the month of December 2022.

The chart below shows the amount of total nitrogen discharged each year to the Lamprey River from 2016 through 2023. In 2016, the old wastewater treatment plant discharged 63,880 pounds of nitrogen to the Lamprey River. The first full year of operation for the new wastewater treatment facility was 2018. In 2023, the wastewater treatment plant discharged its lowest amount of total nitrogen (3,212 pounds).

	Treatment Proces						
	Old Plant	Both	New Plant				
Calendar Year	2016	2017	2018	2019	2021	2022	2023
Total Pounds of Nitrogen Discharged to the Lamprey River	63,880	36,046	6,792	8,684	5,492	5,277	3,212
Nitrogen Reduction compared to 2016		43.57%	89.37%	86.41%	91.40%	91.74%	94.97%

On December 5, 2022, the Department used the Vac-Truck to clean out bar rack of grit and material.

On December 26, 2022, both pumps at the Packers Falls Road pump station were found to be in over current. The pumps were lifted and rags and debris were removed from both pumps' volutes.

The Wastewater Department received 521,175 gallons of septage during the month of December. The Department received \$52,011 in revenue from septage for the month of December 2022. The Wastewater Department has received 3,159,341 and 2,356,130 gallons of septage to date for calendar year 2022 and fiscal year 2023 respectively. The septage has produced \$80,321 and \$235,613 to date for fiscal year 2022 and 2023 respectively.

Fiscal Year	2021-2022	2022-2023
	2021	2022
July		249,716
August		293,188
September		451,939
October		320,000
November	32,000	520,112
December	50,500	521,175
Subtotal Gallons	82,500	2,356,130
	2022	2023
January	14,000	
February	39,000	
March	131,000	
April	140,776	
May	232,213	
June	246,222	
Subtotal Gallons	803,211	0

Total Gallons	885,711	2,356,130
Total Revenue	\$88,571	\$235,613

## Huber Press and Sludge Report

Press ran for - 24 days

Total hours operated – 385.20 hours

Total gallons pumped – 507,295 gal

Average feed sludge percentage - 0.76%

Average feed sludge temp – 16.0°C

Average filtrate percentage - 0.11%

Average filtrate temp – 15.6°C

Average capture rate - 86%

Average sludge solids percentage – 18.86%

Total monthly sludge tonnage – 85.40 tons

Monthly Operations Report															
Newmarket WPCF															
Permit # NH00100196															
December-2022															
Primary Operator Sean Greig															
	Inf. Flow		Eff. Flow MGD			BOD		TSS		Nitrogen	PH		Fecal	Enter	Chlorine
	MGD	Min	Max	Total	Inf.	Eff.	Inf.	Eff.			Inf.	Eff.	Colif.	ococci	Residual
1	.4097	.19	1.3	.4380							8.0	7.5	<2	1	0.00
2	.3798	.12	1.2	.4380							7.4	7.3	<2	13	0.00
3	.3795	.10	1.0	.4220							7.7	7.2	<2	15	0.00
4	.3970	.11	1.1	.4220							7.5	7.2	3	2	0.00
5	.3845	.10	1.1	.3990							7.6	7.3	<2	44	0.00
6	.3958	.07	1.3	.4310		7.6		3.3	3.1	7.7	7.2	<2	5	0.00	0.00
7	.5198	.19	1.6	.6010	325	7.5	129	5.6		7.3	7.2	<2	35	0.00	0.00
8	.4519	.23	1.3	.4820						7.5	7.3	<2	12	0.00	0.00
9	.3993	.14	1.1	.4430						7.5	7.0	<2	18	0.00	0.00
10	.4005	.18	1.0	.4430						7.9	7.3	<2	<1	0.00	0.05
11	.4109	.11	1.1	.4180						7.8	7.3	<2	3	0.00	0.00
12	.4056	.09	1.3	.4430						7.9	7.3	12	10	2.87	0.00
13	.4218	.15	1.5	.4430	332	7.4	226	2.8	3.0	7.7	7.1	<2	18	0.00	0.00
14	.4166	.11	1.4	.4270		7.9		5.1		7.4	7.2	<2	23	0.00	0.00
15	.3827	.07	1.6	.4270						7.5	6.9	<2	30	0.00	0.00
16	.6315	.20	1.7	.7120						7.5	7.1	<2	40	0.00	0.00
17	.7250	.42	1.5	.8050						7.3	7.0	<2	37	0.00	0.00
18	.6405	.30	1.4	.6680						7.4	6.9	6	33	0.00	0.00
19	.5600	.23	1.4	.6170						7.4	7.0	<2	23	0.00	0.00
20	.5308	.24	1.4	.5570		5.0		3.8	3.0	7.2	7.1	<2	31	0.00	0.00
21	.5374	.20	1.6	.5400		6.4		3.2		8.0	7.2	<2	24	0.00	0.00
22	.4889	.17	1.5	.5400						7.6	7.2	<2	26	0.00	0.00
23	1.1095	.35	2.1	1.1800						7.4	7.0	<2	61	0.00	0.00
24	.8037	.14	1.7	.8460						7.1	7.0	<2	38	0.00	0.00
25	.6301	.27	1.6	.7050						6.9	6.9	14	29	0.00	0.00
26	.5974	.27	1.4	.5920						7.4	7.1	2	28	0.00	0.00
27	.5503	.27	1.3	.5670		6.0		3.6	2.4	7.5	7.1	<2	15	0.00	0.00
28	.5325	.23	1.3	.5670		3.8				7.7	7.1	<2	11	0.00	0.00
29	.5118	.24	1.3	.5560						7.6	7.0	<2	6	0.00	0.00
30	.4800	.17	1.1	.5150						7.8	7.1	<2	11	0.00	0.00
31	.4756	.17	1.1	.5150						7.8	7.0	4	<1	0.00	0.00

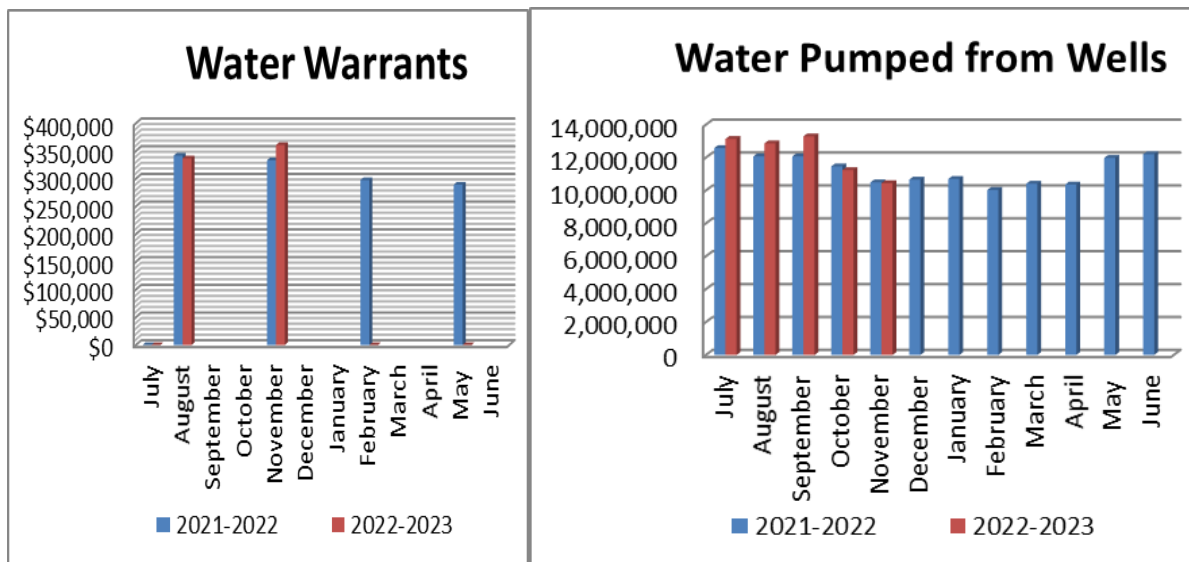
Average Wastewater Flow Discharged: 0.5535 Million Gallons/Day; Total gallons discharged 17,159,00.

Biochemical Oxygen Demand (BOD) Removal: 98%, Average Discharge per day: 7.0 mg/L; Permit Limit 30mg/L

Total Suspended Solids (TSS) Removal: 98%, Average Discharge per day: 3.4 mg/L; Permit Limit 30 mg/L

Total Nitrogen (TN) Average Discharge per day: 2.9 mg/L, 13.0 lbs; Permit Limit 30 lbs/day

#### Water Department



The Water Department is working on the new Lead and Copper Rule requirements. The Town will need to perform a service line inventory, sampling plan and replacement program.



PWS 1731010 - Newmarket Water Works						
Water Quality Monitoring						
Sampled By BMT						
Monthly Monitoring For Dec-22						
Location	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	Total Coliform
Lamprey	12/6/2022. 0945	8.04	15.6	1.89	0.18	Absent
Racquet Club	12/6/2022. 1015	8.19	14.6	0.74	0.12	Absent
L+M	12/6/2022. 1040	8.07	15.3	0.96	0.08	Absent
Aubuchon	12/13/202 2. 0855	8.02	14.9	1.06	0.39	Absent
Public Works	12/13/202 2. 0815	8.12	15.3	0.98	0.38	Absent
Town Hall	12/13/202 2. 0835	8.21	16	1.13	0.62	Absent
Well Site	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	
Bennett	12/6/2022. 0830	8.03	9.5	0.08	0.19	
Sewall	12/6/2022. 0915	7.78	13.4	0.68	0.34	
MTWTP	12/6/22. 1400	7.96	14.8	0.48	0.57	
Bennett	12/13/202 2. 1105	7.93	13.2	0.52	0.31	
Sewall	12/13/202 2. 1120	7.84	9.9	0.28	0.18	
MTWTP	12/13/202 2. 1305	8.64	14.3	0.37	0.25	

Water system bacteria testing for the month of December 2022 passed.

	DECEMBER PUMPING TOTALS 2022						
Date	Bennett	185 gpm	Sewall	260 gpm	Mac Well	300 gpm	
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Total
1	7.8	75,624	12.2	189,905	8.1	147,200	412,729
2	7.1	78,525	5.7	89,611	8.3	149,900	318,036
3	4.8	53,295	4.4	68,806	11.6	208,300	330,401
4	7.1	78,077	7.0	110,135	10.1	181,300	369,512
5	2.3	25,129	6.7	104,364	11.4	204,803	334,296
6	3.4	43,684	5.0	78,678	13.2	238,305	360,667
7	8.3	93,081	9.0	140,190	5.6	100,100	333,371
8	10.6	117,125	5.8	124,690	4.6	81,999	323,814
9	7.3	80,748	8.6	131,920	6.8	123,600	336,268
10	8.1	89,635	9.1	118,720	7.3	131,100	339,455
11	8.5	94,157	8.0	125,610	7.7	138,300	358,067
12	7.7	85,093	8.5	132,626	7.6	137,300	355,019
13	8.0	88,703	7.9	124,420	8.0	143,600	356,723
14	8.0	88,086	7.9	123,288	7.3	132,400	343,774
15	7.7	85,843	8.4	123,290	10.3	185,500	394,633
16	7.7	85,537	7.9	124,110	7.6	137,800	347,447
17	9.1	100,708	7.7	120,350	6.0	108,200	329,258
18	9.4	103,409	7.7	119,940	7.8	139,700	363,049
19	7.6	83,457	8.7	135,800	7.2	129,800	349,057
20	7.6	84,314	7.7	120,950	7.8	139,900	345,164
21	7.8	86,009	7.7	120,688	7.6	138,200	344,897
22	8.4	92,393	8.9	138,600	5.2	94,400	325,393
23	12.5	137,767	9.9	154,770	2.2	40,300	332,837
24	10.6	117,396	10.5	164,100	4.2	76,300	357,796
25	8.3	91,562	9.7	151,380	4.1	75,000	317,942
26	10.5	116,353	9.8	153,120	3.6	64,300	333,773
27	8.5	93,702	0.1	125,900	6.4	115,200	334,802
28	7.6	84,191	8.4	130,610	8.3	148,800	363,601
29	7.8	85,914	7.7	120,310	7.7	139,100	345,324
30	7.8	85,926	7.7	120,550	7.2	130,400	336,876
31	8.2	90,388	7.9	123,420	7.3	131,400	345,208
Total	246.1	2,715,831	242.2	3,910,851	228.1	4,112,507	10,739,189
AVG. Day	7.9	87,607	7.8	126,156	7.4	132,661	346,425
Max Day	12.5	137,767	12.2	189,905	13.2	238,305	412,729

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## BUILDING SAFETY, ZONING ENFORCEMENT AND HEALTH

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I hope everyone had a safe and happy holiday season! This month saw a cooling off in the number of permits issued by this office. This is not unusual as builders like to take time off this time of year and are not too eager to take on new projects. However, the current projects around town did not slow down!

A few more units came online this month in the various subdivisions around town. The subdivision located on Cushing Road is very close to completion as is the subdivision on Tanner Lane. The Green Road subdivision is about half complete. A couple of other houses, built on single lots, also received occupancy this month.

Last month, I discussed some of the goals I have on making the permitting process easier for all parties involved. I am still committed to that goal. I continue to encourage applicants to utilize our online permitting portal with the hope that we can transition to a completely paperless process.

One of the first things I did when I came on board in July 2022 was to institute a schedule with set times for inspections. Contractors or homeowners can contact this office to schedule an inspection, and in most cases we can accommodate those requests within 24 to 48 hours. I want this office to be responsive to both the contractor and the homeowner and I feel that we are very successful in accomplishing that. The end result is that projects are getting more frequent inspections with a minimum disruption to project time frames. I am very aware of the difficulties general contractors are currently facing in regards to subcontractors and availability of materials. By minimizing the disruption to project time frames, while still ensuring the work is compliant with the applicable building codes, the overall cost of construction for the consumer is kept to a minimum.

For the month of December, this office issued 43 permits, conducted 113 building permit related inspections, and closed out 65 permits.

The breakdown of permits issued in December 2022:

Permit Type	Number of Permits	Revenue Collected
Residential Building	5	\$7,122.00
Mobile	0	\$0
Commercial Building	1	\$400.00
Electrical	17	\$1,191.00
Plumbing	7	\$969.00
Mechanical/Gas	11	\$1,086.00
Miscellaneous	0	\$0
Solar	2	\$524.00
Pool	0	\$0
Demolition	0	0
Sign	0	\$0
TOTALS	43	\$11,292.00

A complaint came in the beginning of the month concerning potential violations of the minimum housing standards. Upon meeting with the tenants it was determined that a letter sent to the property owners outlining some concerns was warranted. The letter indicated the potential violations and requested a response with a plan to remedy the issues. The property owners responded with an accounting of the actions they have recently took to remedy the concerns and a plan to further address the issues.

New Violations/Complaints for the Month of September:

Nature of Violation / Complaint	Findings	Current Status
Violations of the minimum housing standards in RSA 48-A:14.	Potential issues present.	Sent letter to the property owner. Property owner is either currently addressing the concerns or has a plan in place to address the concerns in the near future.

Open Complaints/Violations from Previous Months:

Nature of Violation / Complaint	Findings	Current Status
Violations of the minimum housing standards in RSA 48-A:14 and possible structural issues.	Violations of the minimum housing standards present. Possible structural issues.	Property owners submitted a plan for remediation and have started to address the issues.
Septic Failure	Inspection of the premises confirmed septic system in a state of failure.	Issuance of a Notice of Violation and Order to Abate. Septic tanks capped to prevent further discharge of septic effluent into the environment.
Potential violations of the National Electric Code	Violations of the IBC, NEC, IPC, and IMC present during an inspection of the premises following a fire.	Permit issued to correct violations. Issue will be closed when permits are completed.
Possible placement of outdoor stove too close to propane tank	Placement of stove not in violation of the applicable codes. No	Closed.

and accumulation of trash on site.	presence of junk or trash on site.	
Violations of the minimum housing standards in RSA 48-A:14.	Violations of the minimum housing standards present. Several other code issues present	Property owner worked to resolve the issues. Permits issued and subsequently completed. Matter is closed.
Accumulation of junk and trash on property. Strong odor coming from the apartment.	Presence of junk and trash on site. Reporting from another agency highlighting accumulation of trash inside apartment.	Recent inspection from the Public Right of Way showed progress being made on the clean-up of the property. Still awaiting the building permit for the renovation.
Violations of the minimum housing standards in RSA 48-A:14.	No issues found.	Closed.

This office continues to work with both the property owners and the state to fix a septic system issue. The septic tanks at both locations are now capped with no further effluent from the septic systems leaking into the environment. Currently waiting on the property owners to submit septic designs for approval by the state.

There are a few issues that resolve around the minimum housing standards as set forth by New Hampshire State Law. As indicated in the table above, this office is working with the property owners to address the issues particular to their property. I typically require a plan to remediate the issues from the property owners and then work with the property owners to follow through on that plan. I find this approach the most effective in getting issues resolved.



The property with the various violations of the electrical code, plumbing code, building code, ect. Is currently in the process of being renovated. This office issued permits for the work being conducted. This property will be code compliant once the work is completed.

A few other issued were closed this month either due to completion of the work necessary to correct issues, or no issues were found.

The Zoning Board of Adjustment did not meet in the month of December and there is one meeting currently scheduled for January.

Respectfully submitted,

David Evans

Code Enforcement Officer and Zoning Administrator

Local Health Officer

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## COMMUNITY DEVELOPMENT

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The month of December saw a slowdown in Planning Board permit activity, but many planning initiatives are underway which will come to light in the near future. The department collaborate with Town Staff and Committees on various initiatives. Specifically, Bart McDonough joined Lyndsay Butler, Town Engineer, in a multi-month training on building community support for stormwater funding. Meanwhile, the Planning Department worked with Dave Evans, Code Enforcement Officer, and Lyndsay Butler on opportunities to strengthen the municipal code to improve stormwater enforcement.

In addition, the Planning Department has been working in close collaboration with Ellen Snyder, Conservation Commission Chair, on different initiatives related to stakeholder collaboration and planning for expanding and connecting existing trail networks within and outside of Newmarket. On that note, the Planning Department and Conservation Commission was afforded the opportunity to collaborate in the coming months with the staff from the Connect to Protect Program—which is a program that links professional staff from different organizations with municipalities to help achieve the goals from the New Hampshire Coastal Watershed Conservation Plan—to assist the Commission in its efforts to preserve land and expand its trail network.

Bart McDonough also became a member of the Coastal Adaptation Workgroup and a member of the Bicycle and Pedestrian Steering Committee for the Strafford Regional Planning Commission's Active Transportation Plan.

The Planning Department continues its work on other grant applications, such as NH Invest and Plan NH for future re-zoning initiatives and a design charrette for the downtown river front area.

### **Planning Board Applications and Initiatives**

The Planning Board acted on and discussed the following applications and items during the month of November:

#### **1. Development Applications**

a. **Address & Tax Map:** 4 Bennett Way | Tax Map U4, Lot 4-11

**Zoning district:** B1

**Proposed use:** Residential, Multi-family

**Permit sought:** Site Plan Review

**Applicant:** SCG Management Corp / Second Bennett Way Limited Partnership

**Project description:** After a few years of inactivity, the applicant had returned to the Planning Board to seek approval to construct a 12-unit multi-family building with associated stormwater and on-site improvements. This development is the final segment of the Cherry Hill housing development. This particular site has gone through several iterations over the past 20 years and is proposed to reduce its intensity from past applications. The Planning Board accepted the application as complete at their December meeting and continued the public hearing to the January meeting in order for staff to conduct its comprehensive review.

## 2. Zoning & Site Plan / Subdivision Regulation Amendments.

The Board continued its review and discussion of the proposed language. The Board continued the public hearing to January 10, 2023, meeting so that more public input on the proposed amendments could occur and that more time is granted to finish reviewing the proposed amendments. It is anticipated that the Planning Board will make its final recommendations at its January 10, 2023, meeting.

### Financials

Fiscal Year	Budget(\$)	MTD Transactions (\$)	YTD Transactions (\$)	Balance (\$)	Spent (%)
2023	155,496.00	14,112.15	74,156.04	82,339.96	47.38
2022	154,864.87	14,657.37	72,703.33	82,161.54	47.71

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## FINANCE

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### **Monthly Report to the Town Council: Finance**

The December Report will be forthcoming.

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## INFORMATION TECHNOLOGY

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### **Monthly Report to the Town Council: Information Technology**

The December Report will be forthcoming.

## TOWN CLERK – TAX COLLECTOR

<b><u>TAXES</u></b>			
Total Committed 2022	\$26,783,110		
Total Uncollected 12/31/22	\$614,109		
<b><u>TAX LIENS</u></b>			
	<b>2021 Liens</b>	<b>2020 Liens</b>	<b>2019 Liens</b>
	<i>Deed 2024</i>	<i>Deed 2023</i>	<i>Deed 2022</i>
Property Tax Amount Liened	169,701	146,227	178,934
# Properties Liened	34	34	33
<b>Uncollected 12/31/2022</b>	<b>66,186</b>	<b>25,161</b>	<b>2,979</b>
<b><u>TOWN CLERK REVENUE (7/1/22 THRU 12/31/22)</u></b>			
	<b>Year End</b>	<b>Year End</b>	
	<b><u>6/30/23</u></b>	<b><u>6/30/22</u></b>	
Motor Vehicle (MV)	807,459	818,606	1.36% decrease
Town “non-MV”	74,953	77,966	3.86% decrease
State NH (MV, Vitals, Boats, Dogs)	271,170	275,551	1.59% decrease

- Property Taxes due 12-5-2022



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## RECREATION

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### Financial Reporting

**General Fund Expenditures:** According to Munis the Recreation's Department's General Fund, we have expended \$120,794 (50% of the budget / 6-month mark) as compared to \$105,590 (43% of the budget) last year at this same. This difference is under the salary line which makes sense with transition in FT employees last year and COL increases.

**Rec Revolving Expenditures:** According to Munis the Recreation's Department's Revolving Account, we have expended \$244,677 as compared to \$200,914 for last year at this same time.

**Rec Revolving Revenue:** According to Munis the Recreation Departments, the Rec's Revolving Revenue Account shows that we have collected \$187,491 YTD. Last year we collected \$152,442 in revenue at this same time last year

**What does this mean?** We are still behind in Net Profit overall when comparing expenses to revenue YTD. However, again given the fact that our payroll was much higher for summer camp staff this past summer, in addition to hiring more seasonal staff, which definitely is our biggest expense line item, this is not bad at all. We also incurred an unforeseen equipment expenditure of approx. 9K to replace and repair a broken playground equipment at Leo Landroche Field. Once again, we are confident that the numbers will reverse once we start collecting registration money for summer camp which begins in March 2023.

### Personnel

**Current Staffing:** As reported last month, we had been looking into repositioning and/or reprioritize one of our current part-time employee's hours in order to provide Kim with some part-time assistance. The plan we put together is no longer an option to a change in our part-times personal scheduling. Therefore, we are back to researching other options for another candidate to assist at the Sunrise Sunset Center. This could be either a current in-house and/or new hire employee. We are also currently looking for an interim Afterschool Site Supervisor to fill-in when our current Site Supervisor leaves for a few months to walk the Appalachian Mountains for 3 months.

**Seasonal:** Now that the New Year is upon us, we are already discussing the recruitment process and all that that includes for our summer and seasonal staff. However, it didn't help our discussion when one of our part-time employees told us that Dunkin Donuts is now starting at \$18/hour.

## Meetings & Boards

A Newmarket Rec representative attended the first Newmarket 300<sup>th</sup> Birthday information regarding the “planning process” meeting at the Historical Society on the first Wednesday of December. We believe with the Rec’s Community connections through our Rec Connect program along with the recent success of the Backyard Bash Community Event and other large events we run on behalf of the town, that it only makes sense that one of the Rec Staff attend these meetings and provide as much support as possible. We also hope to get involved in some of the celebratory year-round activities. We are already thinking of a REC Float we can create for the parade!

Since I do not believe I have ever shared this before in a monthly report, I thought it was time that I share all the other committees and/or boards in which I attend regularly either on behalf of the town as an advisor and/or as a representative of the Newmarket Rec Department and the importance of my involvement. They are as follows:

- **Newmarket Business Association (NBA):** (Advisor 10 years) and currently the longest member to attend board meetings which is meaningful for them when they need some historical reference. This connection also helps in communications when soliciting sponsorships for town various events.
- **Exeter Chamber of Commerce:** (Advisor 5 years). We are currently in the works of coming up with “a new idea” in which the Chamber and the Newmarket Rec Department collaborate on a large event to take place in our community. An event like this (with their regional bandwidth) would bring in revenue to the town. They currently have a similar collaboration with Stratham Rec with their *Food Truck Festival* and Exeter Rec with the *Powder Keg Beer and Chili Festival*.
- **Newmarket Arts and Tourism Commission:** (Advisor 3 years). The Arts commission joined the Rec 2 years ago in collaboration efforts with the Summer Concert Series, as well as, other various activities and events.
- **Northern New England Recreation and Parks Conference (NNERPC):** (Executive Board member 18 years) I handle all the print marketing for this conference and help with conference planning in general. This conference brings together ME, NH, VT, MA Recreation and Parks professionals and has been running for almost 75 years.
- **New Hampshire Parks and Recreation Association (NHRPA):** (Member 26 years) I have served as NHRPA President, as well as have sat on the NHRPA Executive Board for many years during my professional career. I am currently an active member of the Educational Programing Committee. Alyssa Porto, my Assistant Director, joined the State Planning Conference Committee this past year.

- **Riverfront Advisory Committee:** I am not a member of this committee, however, In December, I was invited to attend their January meeting to review the current plan and provide feedback from a public use and park perspective.

## **Training and Development**

In January we be attending the Northern New England & Parks Conference (as mentioned above). We will provide educational insight in the January report.

## **Community Events:**

Although, *The Very Merry Main Street*, *The Rec's Kid Free Holiday Party* and *The Annual Tree Lighting and Giving Tree Ceremony* all happened in December, we already reported on all three events in our November report as most of those events had already taken place before the November's report was due.

**Merry Map to Holiday Lights:** The Rec continued the tradition of creating the Merry Map to Holiday Light this year to help get the Newmarket community in the holiday spirit. In the beginning of December, the Rec posts on our website and Facebook asking Newmarket citizens to submit their addresses if they have decorated their house for the holidays. A week prior to Christmas we put together a map on google maps as well as MapQuest for citizens to drive around the town and enjoy the lights and decorations.

In January 2023 we will be posting the dates on our website for all the Community Special Events that we plan to host.

## **REC Connect & Community Outreach**

**Backyard Bash Update:** On January 4 we will be hosting our first planning sessions for the Backyard Bash. We will continue to meet on the first Wednesday of every month until we feel we need to meet with more frequency as the second Bash date gets closer. If know anyone that would like to be included in the Backyard Bash planning sessions, please let us know! We can include people in time to join February 1st (6 PM, here at the Rec Center) or include people in the distribution of meeting synopsis info shortly after the meetings.

## Capital Projects, Facility Use and Rentals:



### **December Reorganization of the Community Center:**

During December's break, rec staff utilized this time to work on the reorganization of several rooms within the Rec Center in order to maximize space. We were able to put together several new shelving units, allowing us to clear and organize our special events room.

### **Beech Street Facility:** *H.E.A.R.T. in the Right Place.* H =

Healing, E = Empowerment, A = Affirmations, R = Relaxation, T = Tranquility as we had mentioned last month is back in the works. We are currently narrowing down to three companies to purchase a portable dance floor to lay it down on the current laminate floor. This will not only upgrade the room's overall appearance, but should the facility ever need to be used for something else, we can just pick up the floor and go. As mentioned last month, this idea actually solves another issue we have - which is the need for a portable dance floor to be used at several events that we run in the year. Once the floor has been purchased and laid down in the room, we will start utilizing the facility in the day by offering "trending" wellness programs like yoga, meditation, tai chi, etc. Again, it is our hope by doing all this - the Beech Street facility will no longer sit empty and unutilized, on the contrary, it will now be serving a huge need in the town for this type of wellness programming while driving revenue for the town at the same time.

**Skateboard Park:** We met with the School Superintendent, Todd Allen, in December to discuss with him the possibility of the Rec placing a new skateboard park on Leo Landroche Fields. As we mentioned before, we feel it needs to be in a more visible location that would deter misbehavior. Unfortunately, the school may have other hopeful plans for the specific proposed location. However, he was not totally against the idea either. We are waiting to hear back from him after the New Year. We decided to table this discussion until he has more information to provide us. Again, we are still in the research phase of this project.

**Leo Landroche Playground:** We finally received the equipment we ordered way back in June to fix the slides and several other pieces of play equipment at the playground.

**Aqua Land** is currently asleep 😊

## Completing Phase 3 of the Community Center – Indoor Gymnasium:

**Adult Sport Programs:** In collaboration with the school department, the Rec has been working on starting indoor pickle ball and pickup basketball for adults in the community at NES. We have continually been fielding inquiries about shifting our popular pickle ball program indoors as well as starting up adult basketball. Starting in January, we will be offering pickle ball Friday evenings as well as Sunday afternoons. Pickup basketball will

begin right after pickle ball on Sunday Evenings. Ideally, we would love to offer additional session's mid-week, but due to the high demand of indoor space in town, we are working around the schools and youth sport programs. Again, the need to expand the Center with the completion of Phase 3 of the Community Center is utmost in our minds. We feel confident that we will be able to build community support and momentum with these new Adult Sport programs. We are excited to continue to be raising funds in our Enterprise Fund for this large endeavor. We are also currently researching funding sources or grants that will allow us to complete this project **without** utilizing any tax payer money other than the minimal Capital Reserve Funds we have set aside to build a shade shelter over the basketball court which was our original thought, until we finally realized that in order for it to be most beneficial to the town in all aspects and meet the most needs, the shade structure truly needs to be an enclosed structure as was originally planned for Phase 3. In other words, we are highly motivated to add a gym facility to support increased programming for all ages, as well as drive additional revenue for the town.

The following bullet points are again a reminder and a quick summary of what the Rec Team came up with that we feel justifies the need for an indoor gymnasium and why finally completing phase 3 would be beneficial to the town.

- Availability of a larger play area for our afterschool program during the winter.
- It would provide a more reliable space to bring in summer camp kids (300 kids) on rainy days. Currently the HS school gym is not always available.
- The ability to offer evening & all-season court availability. (i.e., adult leagues: Basketball, Pickle Ball, and potentially indoor soccer, and volleyball)
- It would eliminate the constant misuse of our current outdoor basketball court.
- It will make revenue: via rentals and Rec Programs (i.e., Kittery Rec currently makes \$16K/year in just Pickle use)
- The facility would create more jobs for our youth population.
- Additional storage space for the Recreation Department.
- It would offer the town a large facility for large events or needs, (i.e., voting days - not need to close school down)
- It can be used as a "shelter-in-place" in cases of emergencies.

## Recreation Rentals:

**Rentals:** December brought in 4 Beech Street rentals for a variety of parties and gatherings. The two groups using the facility consistently this fall have been the Girl Scouts and the Piscassic Jiu Jitsu group. Although we are looking into moving the Girl Scouts to the Community Center location.



## All School Year Programming



**Play and Stay:** Play and Stay enjoyed the unusually warm December, allowing the kids to stay outside the majority of the month. Staff put on several holiday themed crafts, activities and hosted a party prior to the break with plenty of treats. Enrichments will amp back up after the New Year. On December 7<sup>th</sup> there was a half day at school, and we provided an extended Play and Stay, taking the kids from 12:00pm-5:30pm.

**Chess Club:** We recently had a meeting with Jacob Holden, a former Newmarket Student who has been working on starting chess program for over a year. The timing has finally worked out for him, so we will begin intro courses after the New Year. We are excited to

partner with him and see how the program can grow.

## One Time or NEW or Specialized Programming



**Playgroup Holiday Party:** Preschool Playgroup families were invited to join Playgroup Coordinator Miss Heather and the class to celebrate the holidays. Miss Heather put together crafts, games and gift boxes filled with the playgroup kid's art for families to enjoy. The entire playgroup was

invited for this social gathering, which allows parents to socialize and kids to see their friends on other days of the week.



**Next Generation Performance:** The Next Generation Performance group was unable to perform for our Kids Holiday Party at the Millspace due to scheduling so instead they put on a performance for their friends, family and the Play and Stay afterschool program. Instructors Miss Hope and Mr. Ethan choreographed a great dance performance and invited the other after-school kids to join them for a dance party on stage. The instructors handed out flyers and promoted the

program, we've already had a new signup from this awesome performance.

**Get R.E.A.L. Room – Hobby Club Programming:** As reported last month, this concept is still in the works. Stay tuned as we have several NEW Club offerings in the month of January coming up. Get R.E.A.L. Room concept - which was named using the following acronym R.E.A.L. (**R**elax, **E**xplore **A**nd **L**earn). We also hope that these clubs may potentially lead to more specialized instructor taught classes or programs that will eventually drive in more program revenue.

## Sunrise Sunset Activity Center



### **Celebrations, Festive Events and Day Trips:**

Members of the Sunrise Center had a full month of holiday celebrations, festive events and day trips appropriate to the season. We started with the Annual Mystery Shopping Trip exploring new destinations in Scarborough, Maine this year. Our savvy shoppers enjoyed their excursion to Reny's, Marden's and Cabella's where their day was complete with an impromptu group photo taken with Santa. Back by popular demand was a repeat trip to Sandy Hill Farm in Eliot, to experience the Winter Wonders Lights. With a full bus, and others joining us in their own cars, we meandered through the mile-long wooded trail filled with

dozens of light tunnels, towers and colorful scenes. After our chilly trek through the woods the group welcomed warmth and a hearty meal at the nearby Shipyard Restaurant. We had a full bus for a Sunday trip to the Garrison Players providing a bit of comic relief along with a delicious brunch at Fogarty's in South Berwick.



**Arts and Crafts:** After a busy fall season, the crafters gathered on Mondays using craft time to finish their own projects or we offered options such as Winter Berry Bowls filled with evergreens, stones, and other outdoor items to depict a nature scene in small glass containers. Newmarket artist and crafter, April Hopey, joined us again to instruct and offer guidance on producing unique beaded necklaces. Some chose to bring their own beads and stones to reconstruct a meaningful piece of jewelry from a family heirloom.



**Group Club Celebrations:** Throughout the month several different Sunrise groups engaged in a variety of holiday gatherings. The Bingo Christmas party is always a favorite for our Bingo fans, complete with a dessert and snack buffet and small gifts for all the participants. Meals on Wheels held their annual luncheon special with a delicious meal and raffle prizes for guests and the Beyond the Last Page Book Club celebrated in December by holding their monthly discussion over lunch at Kume.

**Sunrise Strummers Ukulele Band:** The Sunrise Strummers Ukulele Band hosted a 'Breakfast with the Strummers' and a holiday sing-along for our Newmarket friends ending with a coffee social. The group also visited the Exeter Senior Center and the Brentwood Assisted Living Center to spread the joy of music during the season. Both gatherings were well received by the guests, who greatly appreciated the holiday music. After hours of practice and several performances, the ukulele players ended the month with a much-deserved pizza party, celebrating the completion of their busy holiday schedule.

**Sunrise Sunset gets Christmas Creative:** We offered a few new events that we quickly realized would become yearly traditions. We purchased the streaming rights to the Portland Symphony Orchestra's 'Magic of Christmas' event, a very popular holiday ritual that takes place at the Merrill Auditorium in Portland, Maine every December. We set up the function room to stream & project the performance on the large wall and added a speaker for more volume to enrich the sound of the full orchestra and the vocals that accompanied them. We provided drinks and appetizers to fully enhance the experience and just like that another Sunrise holiday tradition was in the making. The afternoon ended with rave reviews from our audience, and it was decided then and there it would become part of the holiday repertoire.



### **Sunrise Christmas Carolers:**

We had a special request from a Sunrise member in early December to gather a group of Christmas Carolers to visit our senior housing locations in Newmarket to provide holiday cheer. We put the call out to other members and gathered 10 willing singers. With less than a full practice and a packet of holiday tunes, we hit the road in the Rec van on a Thursday afternoon to sing to our fellow

seniors who were homebound. The response to our efforts was very heartwarming as those at home gathered by windows and doors to listen and share in some holiday spirit. Phone calls, emails and thank you cards were proof that it was appreciated by all the recipients of holiday cheer from the Sunrise Carolers.

Respectfully submitted by

Aimee Gigandet and the Rec Staff

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## WELFARE

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### Welfare Department- December 2022

Happy New Year to the Residents and Friends of the Town of Newmarket. The Town Welfare Department continued to aid and support the residents and clients in need with assistance and referrals to appropriate Human Service Resources during December 2022 to support life and health. In December we processed 7 (seven) complex completed welfare applications, resulting in determinations of eligibility. These were cases that required extensive validation and collaboration with outside resources. We also had some unique or out of the ordinary requests, that we will continue to explore options or avenues of assistance to provide aid for these residents within Town Welfare Guidelines as State Statutes.

As I mentioned in my previous report, significant time and effort are spent on those cases that may not need or qualify for Town general assistance, and during the Holidays many charitable programs step forward to aid those in need alleviating the burden on the Town's General Assistance office. This time of year, this is not uncommon. What we hear from during December is request for advocacy for heating assistance, guidance for Holiday programs, shelter and food or food pantries and the cost of food continues to escalate. This is not uncommon and thankfully Newmarket is a GENEROUS community!

In December we found that fuel assistance programs are behind in processing their applications for assistance causing anxiety among our recipients. As we know, the Seacoast and specifically Newmarket continue to struggle with a significant affordable housing shortage, and many families are struggling to purchase food during the Holidays. During the Winter Months we find our clientele frequently will frequently from mental health issues and fortunately organizations such as the Newmarket Community Church remind our neighbors that others care, and that this is a special community- sometimes even a smile can help those suffering from depression at this time of year feel valued.

As the New Year begins, we will continue to directly collaborate with advocated for clients with community partners to provide appropriate support for individuals or families in need as we did in December. While Town Welfare is a fund of last resort, and to be utilized after all other resources have been exhausted. As we know if a resident owns property and receives Town Welfare a lien must be placed by the Town on their property, yet we can be a resource and share information or guidance to those clients who are willing to work with us. This office and the Town benefits greatly by the incredible support received from the competent and caring employees in the Town Hall, the Police Department, and the Newmarket Community Church, as well as all the local programs that serve those in need with respect, dignity, and kindness.

Best of Health and Joy to you in 2023.

Respectfully Submitted,

Heather Thibodeau,

Welfare Director

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## LIBRARY

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The Friends of the Newmarket Public Library held a very successful holiday book sale on Saturday, December 3<sup>rd</sup>. Book sales are held quarterly in the meeting room and the Friends maintain several sale shelves at the library's entrance for browsing throughout the year. Proceeds support the purchase of museum passes and library programming. Thanks to all for supporting the Newmarket Public Library by purchasing books from the Friends of the Newmarket Public Library throughout the year.

As part of the Merry Main Street festivities, the library offered drop-in holiday card making on Saturday, December 3<sup>rd</sup>. More than 30 visitors created 42 cards that day, with additional people enjoying the craft station the following week.

On 12/7 Mr. Aaron, popular children's musician, entertained approximately 65 attendees at his lively toddler dance party.



Saturday storytimes continue to grow in popularity with 30 people attending the program on 12/10.

Upcoming programs:

- Teen Holiday Book Club on 12/15 at 5pm. All are invited to join a discussion of The Afterlife of Holly Chase by Cynthia Hand.
- Family Movie Matinee of *Elliot: The Littlest Reindeer* on 12/23 at 2:30pm.
- Lindsay & Her Puppet Pals will perform on 12/29 at 10:30am.
- Teen New Year's Murder Mystery Party on 12/29 at 4:30pm.

2023 will mark 100 years since John Webster Hall was transferred to the Town of Newmarket to begin operating as the Newmarket Public Library. Local historians Kris and John Carmichael of the Newmarket Historical Society will present the lecture “Celebrating 100 Years as the Newmarket Public Library” on Monday, January 30 at 6:30pm. Birthday cake will be served. A new anniversary year logo will also be revealed in 2023 and be sure to visit the library’s website [www.newmarketlibrary.org](http://www.newmarketlibrary.org) for other special events throughout the year.

Respectfully Submitted,

Kerry Cronin

Library Director