



TOWN OF
NEWMARKET
NEW HAMPSHIRE



Monthly Department Report

March 2024

POLICE

Activity

Newmarket Police 3-year comparable statistics for the month of March 2024.

	<u>2024</u>	<u>2023</u>	<u>2022</u>
<i>Total calls for service</i>	1691	1693	1844
<i>Motor vehicle stops</i>	445	349	434
<i>Arrests</i>	12	16	15
<i>Offense reports</i>	29	32	48
<i>M/V accidents</i>	8	10	9
<i>Parking tickets</i>	76	103	65
<i>Drug overdoses</i>	0	0	0
<i>Alarms</i>	12	15	17
<i>Death investigations</i>	0	2	2
<i>Mental health related</i>	31	31	24
	(OBJ)	(OBJ)	(OBJ)

During the month of March, the Newmarket Police Dispatch Center documented 1691 calls for service. We investigated 29 reported criminal incidents that required full investigations into all of them. Those cases involved Harassment, Violation of Protective Orders, Assault, Indecent Exposure, Criminal Threatening, Theft, Criminal Mischief, Trespass, Resisting Arrest, Violation of Probation, Fraud, Domestic Violence, Second Degree Assault, Stalking, and Causing a False Public Alarm. Below are a few of the cases we investigated.:

- An officer witnessed a subject known to him entering a building that the subject had been” trespassed” from. The subject also had warrants for violating his probation and current terms of release. The officer summoned other officers to investigate further. When the officers went inside the building, they could not immediately locate the subject. The officers knocked on the door of a family member that lived in the building for several minutes until the family member opened the door. The officers entered the apartment where they found the subject hiding in the ceiling. He was taken into custody and transported to jail.
- An officer was summoned to a local establishment after it was reported that a male subject had exposed himself to several other people. The suspect had left the building prior to police arrival. The officer took the report and contacted surrounding police departments to provide a description of the subject. The subject was later contacted and positively identified. This case is still under investigation.
- We received a report of several juveniles assaulting each other near the recreation fields. An investigation revealed that a large fight between friends had taken place. Officers spoke with all the subjects involved along with their parents. The parents felt they could address the situation without further help from the police department.

It was a busy month for motor vehicle offenses/activity. During the month of March, we conducted 445 motor vehicle stops. We continue to receive numerous complaints about aggressive driving and speeding vehicles. We have deployed our radar signs to different locations in town. The radar signs collect speed and traffic data and display current speeds of passing motor vehicles. We use the data collected to determine where we can best deploy patrolling officers. Below is a list of some of the violations observed this month:

- Reckless Operation of a Motor Vehicle, Handicapped Parking Violations, Failure to Obtain a NH License, Stop Sign, Failure to Display Registration, Uninspected Motor Vehicle, Unlawful Passing, Hands Free Violation, Defective Equipment, and Change of Address.
- **Motor Vehicle Crashes**

Motor vehicle crashes were low this month with only eight reportable accidents. Most of the accidents were minor. One accident involved serious injury where the operator was taken to the hospital. Below are some pictures from two of the crashes we had reported to us:

- At approximately 1:29 a.m. the morning of March 9, 2024, the Dispatch Center received a call from a resident of Dame Road about a vehicle that had crashed in their front yard. Officers arrived at the scene moments later. Officers observed damage to a fence, mailbox and a ditch on the left side of the road. They followed tire tracks and a fluid trail a few hundred yards up the road and found the vehicle off to the right side where it came to rest after striking a tree. The operator told the officers he was injured, and he could not feel his legs. Newmarket Fire & Rescue worked to remove the operator from the car and transport him to a local hospital. The operator told officers he thinks he fell asleep. The cause of the accident is still under investigation.



- On March 20th officers were dispatched to a minor motor vehicle crash at the bottom of Gerry Ave. One vehicle was stopped at the stop sign at the bottom of Gerry Ave with the 2nd vehicle behind it. The operator of the 2nd vehicle thought the first vehicle had pulled away when it had not. The operator of the 2nd vehicle attempted to pull onto Exeter Road and struck the rear of the 1st vehicle which was still stopped at the stop sign.



Civil Disputes

We continue to respond to numerous Civil Disputes which include Landlord/Tenant Issues, Child Custody Issues and Property Ownership. Below are a few examples of Civil Issues we dealt with this month:

- An officer spoke with a subject at the police station about a vehicle she had recently purchased. The subject reported she bought the vehicle from a dealership "as is." "On her way home from the dealership numerous lights on the dashboard came on and the vehicle was not running correctly. She reported the dealership was refusing to work with her on fixing the issues. The officer provided the subject with information on how to contact the Attorney General's Consumer Protection Bureau as well as how to file a claim in civil court.
- An officer spoke with a subject about a neighbor dispute. The caller reported her neighbor had been complaining about the noise her 1 year old son had been making. No matter what the caller did the neighbor continued to complain and frequently was banging

on the ceiling. The officer spoke with the neighbor who reported they had no problem with the child making noises but complained about other noises such as a loud TV. The officer asked the neighbor to refrain from banging on the ceiling. The officer also told the neighbor to remain in contact with the landlord or the police department if the noise becomes unreasonable.

- A caller had questions about a package that was delivered to the wrong address. The caller reported the package was delivered to the address provided but he had since moved. The package was not returned to Fedex and the caller was unsure of what to do. The officer responded to the address where the package was delivered and found the homeowner had the package. She was unsure how to return the package to Fedex. The officer took custody of the package and delivered it to the original caller.

Mental Health

We responded to numerous mental health related calls (31) along with several welfare checks. Below are some examples of Mental Health or Welfare Checks we responded to:

- A resident called to report a subject had tried to break into her apartment. The officer responded and found that a nearby resident known to us had attempted to gain access to an apartment. Further investigation revealed that the subject was suffering from a mental health crisis and may have mistaken the caller's apartment for a friend that lives nearby. The officers located the subject who was later transported to the hospital for evaluation.

- The Dispatch Center took a report of a subject who had been inside a restaurant numerous times and his behavior was making several patrons nervous. An officer responded and spoke with the staff at the local establishment. The staff requested that a no-trespass order be issued to the subject so he could not return. While attempting to serve the no-trespass order to the subject the subject grabbed at the officer. The officer cautioned the subject not to touch him. The subject grabbed the officer again, at which time the officer attempted to place him under arrest. The subject resisted arrest and the officer requested backup officers respond to help him. The subject was subdued and

placed under arrest. The subject was later transported to the hospital for a mental health evaluation.

Animal Calls

We responded to numerous calls involving animals this month. The calls involved lost or found dogs, lost or found cats, amphibians crossing the road, an injured raccoon, a dead beaver, aggressive dogs, two dogs attacking another dog and a juvenile that suffered a dog bite. Below are some examples of animal related calls we responded to:

- An officer spoke with a subject who was on the side of Bay Road after he was called in as a suspicious person. He told us he was there to help amphibians cross the road. According to this subject, due to the warm, wet weather amphibians were migrating and crossing the road. He was there to help them safely navigate the roadway. The officer asked the subject to use caution in the road.

- A caller reported that her son had been running on Bay Road when he was bitten by a dog that ran out after him. The caller said two dogs came from behind a house that was white and red near the Sweet Trail. The caller could not provide further identifying information on the location of the dogs or the house. The caller's concern was if the dog was up to date on its rabies shots. The officer was able to locate the residence on Bay Road and spoke with the dog's owner. The owners verified that their dogs had run after a jogger, but they had no idea the dog bit anyone. The owner provided up to date rabies vaccination information which was relayed to the original caller.

Below are a few examples of the different calls our department responded to over the month of March:

- Officers responded to a road rage incident on Salmon/Piscassic Street. The caller reported a vehicle had passed her, cut her off and then gave her the middle finger. An officer spoke with all parties. The aggressive driver indicated that the caller was going to slow so he passed her. The operator was warned for his reckless operation.

- A subject called the station to report an incident with her 5-year-old son. The caller reported that the son had reportedly been given beer by his father while they were in Rochester. She was concerned about returning her son to his father for visitation. The officer directed the subject to both the Rochester Police Department to make a report of the incident and the court to address the current parenting plan between the mother and father. The officer documented the report of the incident.
- A caller reported items stolen from the laundromat on Main Street. An officer responded and reviewed footage with the owner of the laundromat. The officer quickly identified the suspect and located them down the street. The items were returned after it was determined that they were taken in error.
- An officer responded to Rite Aid after a customer refused to leave. The employee of Rite Aid told the officer that a woman came into the store with a dog. The dog went to the bathroom on the floor two times inside the store, so the staff asked her to leave. She refused to leave the store. The officer escorted the subject outside. She was later issued a no-trespass order for the property. Rite Aid did not wish to pursue the incident further.
- An officer stopped a vehicle as it did not have a front license plate displayed. The owner had the plate but told the officer she was having trouble attaching it to the vehicle. The officer had some tools with him and was able to help her attach the plate to the vehicle.

Personnel

We currently have an open position for police officer.

Training

All officers attending training at the Lamprey Health Care Center on Friday March 29th, 2024 relative to our response to a workplace violence incident.

Officers Wardana, Wedgeworth, Pefine, Ruby and Sgt. McGloughlin attended training on Non-Verbal Communications.

Sgt. Schmidt and Detective Wedgeworth attended training on Sexual Assault Investigations.

Officer Espo and Officer Wardana attended a weeklong course on Interview and Interrogation Techniques.

Parking Violations

In March, the department issued 76 parking tickets. The winter parking ban has ended.

Vehicle Fleet

No updates at this time.

Police Station Maintenance

The retaining wall in the rear of the station had partially collapsed. The Public Works Department replaced the wall.



Drug Related Issues

The month of March saw a slight decrease in drug-related activity. We had no reported overdoses this month.

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- 5 Overdoses with one death resulting

2022 - 11 Overdoses with one death resulting

2023 – 10 Overdoses

2024 – 1 Overdose

*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

Below are a few examples of our community outreach:

This month Sgt. Schmidt and Gadget helped out at The Primrose School of Exeter. Gadget showed off his reading skills to the students.



Lieutenant O'Brien, Officer Stevens and K9 Gadget traveled to Waterville Valley in the first weekend of March for the Special Olympic Games. Officers from around the state gathered to support the athletes.



Fiscal Year 2023/2024 Budget

We have about 2.5 months left in the fiscal budget and are in relatively good shape in most areas. Vehicle/fleet repairs have been more than we anticipated.

Respectfully Submitted,

Greg Jordan

Police Chief

FIRE AND RESCUE

In March the Department responded to 113 calls for service; 70 of which were medical calls, transporting 56 patients to area hospitals. The ambulance responded to Newfields for five medicals transporting three patients. There were several requests for mutual aid; engine 5 responded to both Durham and Dover for station coverage and a building fire. The ladder responded to Lee and Exeter for a building fire and chimney fire. There was a two-acre brush fire on Bald Hill Road which was caused from arcing power lines during a high wind event. There was a small bathroom fire on River Street that was extinguished upon our arrival, so damage was minimal. There was also a single motor vehicle accident on Dame Road that required the sole occupant to be extracted from the vehicle. The patient had life threatening injuries and was transported to Mass General Hospital in Boston.





The department recently promoted Bill Page and Alex Hawkes to Lieutenant of Companies 2 and 4. Bill Page has been with the department for several years and also

works for Exeter Fire. Alex Hawkes has also been with the department for several years and works at the Portsmouth Naval Shipyard Fire department.



The department has hosted multiple training events with the new recruits. We have also been training with Epping Fire & Rescue Explorer Post 136. The Epping Explorer program is made up of several high schools throughout the seacoast region that are interested in becoming firefighters. We currently have one student enrolled in the Explorer program from our department.

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



All Fire Incident Count by Type - Final

Basic Incident Type Code And Description (FD1.21)	Fire Incident Type Count
	0
100 - Fire, other	2
111 - Building fire	1
113 - Cooking fire, confined to container	1
114 - Chimney or flue fire, confined to chimney or flue	1
140 - Natural vegetation fire, other	1
311 - Medical assist, assist EMS crew	1
320 - Emergency medical service, other	2
321 - EMS call, excluding vehicle accident with injury	65
322 - Motor vehicle accident with injuries	1
323 - Motor vehicle/pedestrian accident (MV Ped)	1
381 - Rescue or EMS standby	1
412 - Gas leak (natural gas or LPG)	1
413 - Oil or other combustible liquid spill	1
511 - Lock-out	2
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	2
554 - Assist invalid	1
561 - Unauthorized burning	1
571 - Cover assignment, standby, moveup	1
611 - Dispatched and cancelled en route	6
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	1
671 - HazMat release investigation w/no HazMat	1
710 - Malicious, mischievous false call, other	1
735 - Alarm system sounded due to malfunction	9
7402 - Unintentional transmission of medical alarm, other	1
744 - Detector activation, no fire - unintentional	3
746 - Carbon monoxide detector activation, no CO	1
8131 - Tree limb burning/smoldering on wire	1
Total:	113

Report Filters

Incident Date Time: Is equal to 'Last Month'

Agency Name: Is in 'Newmarket Fire and Rescue'

Report Criteria

Agency Is Demo Service: Is Equal To 0



All Fire Incident Count by Type - Final

Basic Incident Type Code And Description (FD1.21)	Fire Incident Type Count
	0
100 - Fire, other	2
111 - Building fire	4
113 - Cooking fire, confined to container	2
114 - Chimney or flue fire, confined to chimney or flue	2
138 - Off-road vehicle or heavy equipment fire	1
140 - Natural vegetation fire, other	1
311 - Medical assist, assist EMS crew	5
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	248
322 - Motor vehicle accident with injuries	4
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries	3
381 - Rescue or EMS standby	3
400 - Hazardous condition, other	2
412 - Gas leak (natural gas or LPG)	2
413 - Oil or other combustible liquid spill	3
424 - Carbon monoxide incident	3
444 - Power line down	2
461 - Building or structure weakened or collapsed	1
500 - Service call, other	5
511 - Lock-out	2
522 - Water or steam leak	1
531 - Smoke or odor removal	1
550 - Public service assistance, other	2
551 - Assist police or other governmental agency	3
554 - Assist invalid	2
561 - Unauthorized burning	1
571 - Cover assignment, standby, moveup	2
600 - Good Intent call, other	1
611 - Dispatched and cancelled en route	18
6112 - Dispatched and cancelled en route - EMS Call	2
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	3
652 - Steam, vapor, fog or dust thought to be smoke	1
671 - HazMat release investigation w/no HazMat	2
710 - Malicious, mischievous false call, other	1
735 - Alarm system sounded due to malfunction	18
740 - Unintentional transmission of alarm, other	1
7402 - Unintentional transmission of medical alarm, other	2
741 - Sprinkler activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	11
745 - Alarm system activation, no fire - unintentional	4
746 - Carbon monoxide detector activation, no CO	2
8131 - Tree limb burning/smoldering on wire	6
	Total: 385

Report Filters

Incident Date Time: is equal to 'This Year'

1 of 2

Printed On: 04/10/2024 07:29:23 AM



All Mutual Aid Given/Received

Basic Incident Number (FD1)	Basic Incident Alarm Date Time (FD1.26)	Basic Incident Type Code And Description (FD1.21)	Basic Apparatus Call Sign List	Basic Incident City Name (FD1.16)	Basic Aid Given Their Fire Department Name (FD1.23)	Basic Aid Received Their Fire Department Name List (FD1.80)	Agency Name
Basic Aid Given Or Received (FD1.22): Mutual aid given							
24-236	03/03/2024 22:08:00	413 - Oil or other combustible liquid spill	POV, 34E5	Durham	Durham Fire Department		Newmarket Fire and Rescue
24-270	03/15/2024 19:53:00	114 - Chimney or flue fire, confined to chimney or flue	34L2	Lee	Lee Fire and Rescue		Newmarket Fire and Rescue
24-301	03/23/2024 22:23:00	611 - Dispatched and cancelled en route	34L2, 34A2	Lee	Lee Fire and Rescue		Newmarket Fire and Rescue
24-305	03/24/2024 06:28:00	571 - Cover assignment, standby, moveup	34E5	Dover	Dover Fire & Rescue		Newmarket Fire and Rescue
24-308	03/25/2024 11:25:00	100 - Fire, other	34L2	Exeter	Exeter Fire Department		Newmarket Fire and Rescue
24-0335	03/30/2024 21:00:00	111 - Building fire	34L2	Lee	Lee Fire and Rescue		Newmarket Fire and Rescue
Count: 6							
Basic Aid Given Or Received (FD1.22): Mutual aid received							
24-253	03/10/2024 14:25:00	710 - Malicious, mischievous false call, other	34A1, POV	Newmarket			Newmarket Fire and Rescue
24-258	03/12/2024 09:09:00	311 - Medical assist, assist EMS crew	POV	Newmarket			Newmarket Fire and Rescue
24-291	03/21/2024 11:37:00	140 - Natural vegetation fire, other	34A2, POV, STATION, 34F1, 34T4	Newmarket		Durham Fire Department, Epping Fire & Rescue Department, Lee Fire and Rescue	Newmarket Fire and Rescue
24-292	03/21/2024 12:34:00	321 - EMS call, excluding vehicle accident with injury	34A2, 34CAR1, POV, STATION, 34F1, 34T4	Newmarket		Durham Fire Department	Newmarket Fire and Rescue
24-293	03/21/2024 12:47:00	321 - EMS call, excluding vehicle accident with injury	34CAR1, POV, STATION, 34F1, 34T4, 34A2	Newmarket		Durham Fire Department	Newmarket Fire and Rescue
24-310	03/25/2024 16:02:00	321 - EMS call, excluding vehicle accident with injury	34A2	Newmarket		Durham Fire Department	Newmarket Fire and Rescue
24-321	03/28/2024 00:24:00	735 - Alarm system sounded due to malfunction	POV, 34A2	Newmarket		Newfields Fire & Rescue	Newmarket Fire and Rescue
Count: 7							
Count: 13							



Monthly Alarm Analysis by District - Day of Week

Basic Incident Day Name (FD1.3)	Number of Incidents
Sunday	17
Monday	8
Tuesday	16
Wednesday	12
Thursday	19
Friday	21
Saturday	20
Total: 113	

Report Filters

Basic Incident Date - Derived (FD1.3): is equal to 'Last Month'



Monthly NFIRS Run Data Report - Hour of Day

00:00:00 - 00:59:59
3
01:00:00 - 01:59:59
2
02:00:00 - 02:59:59
2
03:00:00 - 03:59:59
1
04:00:00 - 04:59:59
1
05:00:00 - 05:59:59
2
06:00:00 - 06:59:59
7
07:00:00 - 07:59:59
2
08:00:00 - 08:59:59
9
09:00:00 - 09:59:59
8
10:00:00 - 10:59:59
4
11:00:00 - 11:59:59
6
12:00:00 - 12:59:59
4
13:00:00 - 13:59:59
1
14:00:00 - 14:59:59
8
15:00:00 - 15:59:59
5
16:00:00 - 16:59:59
5
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4
19:00:00 - 19:59:59
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3
22:00:00 - 22:59:59
9
23:00:00 - 23:59:59
7

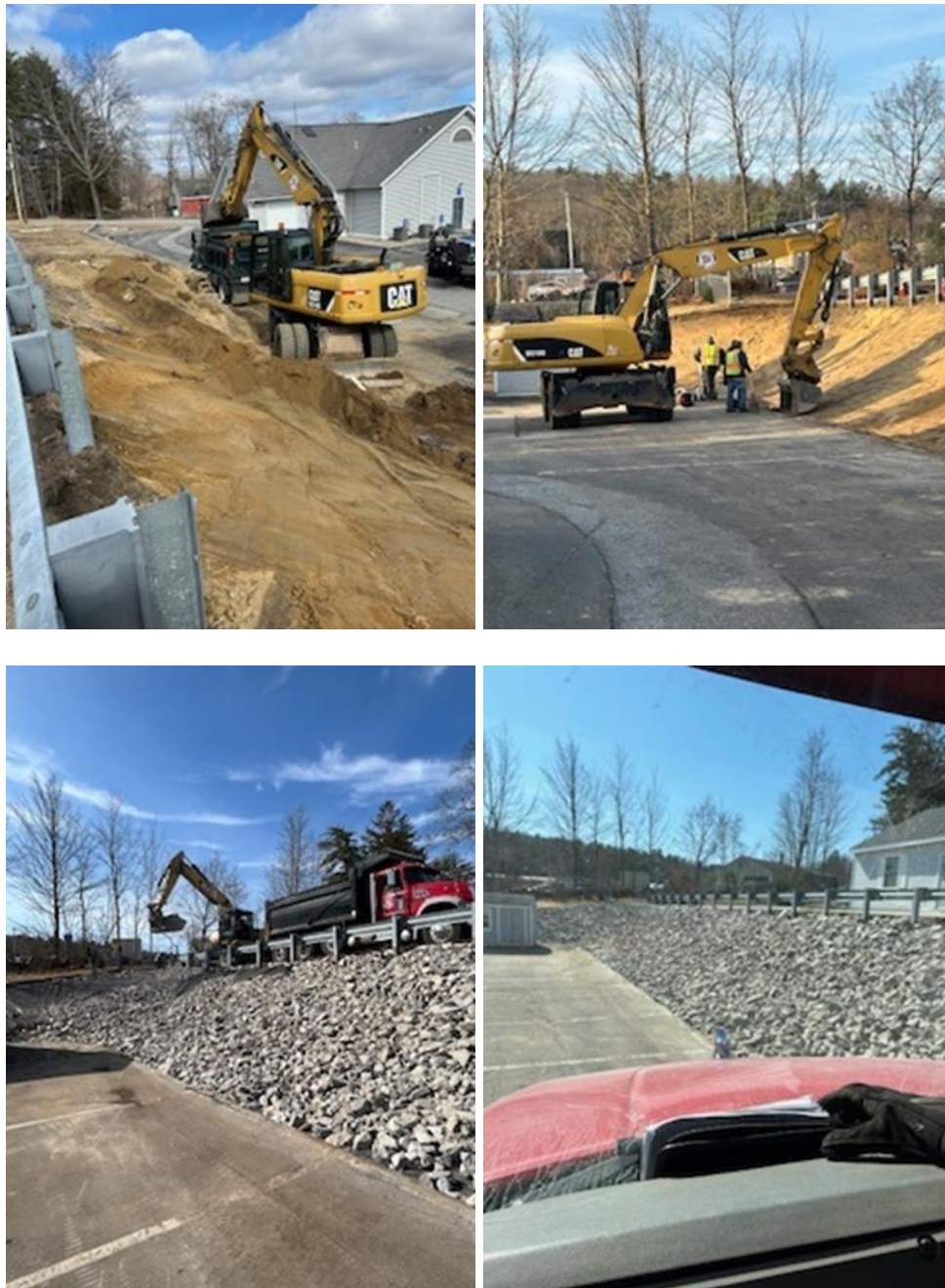
Description
RUNS BY HOUR OF DAY

PUBLIC WORKS

We have had more snow and ice in March than in all of February! The wind has been very strong and damaging in March and crews have been busy plowing and cleaning up all the downed trees throughout town. There was a large tree that came down in Riverside Cemetery which caused minor damage to several headstones. There has been no other tree or property damage from the wind other than what has fallen on the town-maintained roads. Crews have also been working to get the ballfields ready for spring sports. The biggest sign of spring is the trash receptacles and benches returning to Main Street.



The wall removal work at the police station is complete. The wall was removed and a slope was installed with erosion stone.



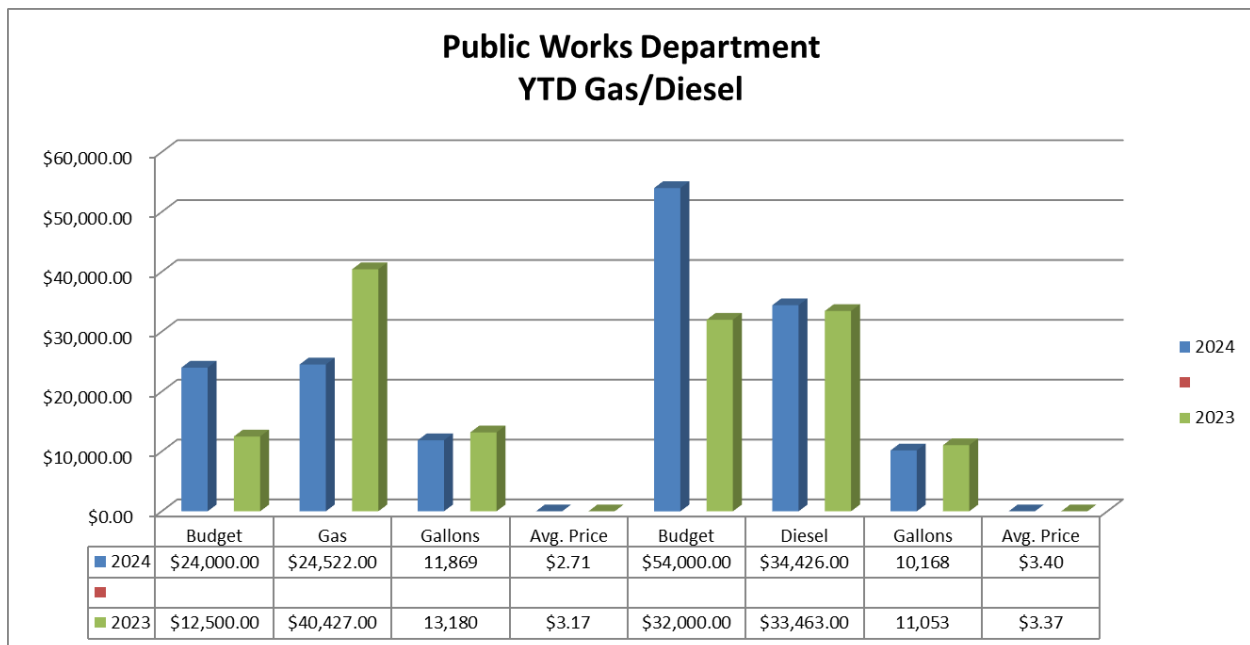
We didn't receive any proposals back for the annual Household Hazardous Waste Collection Day. This has been re-advertised and bids are due back on April 29th.

The material has been delivered for the new roof on the salt shed. This project will take about a week to install the new cover and should be completed by the end of April.

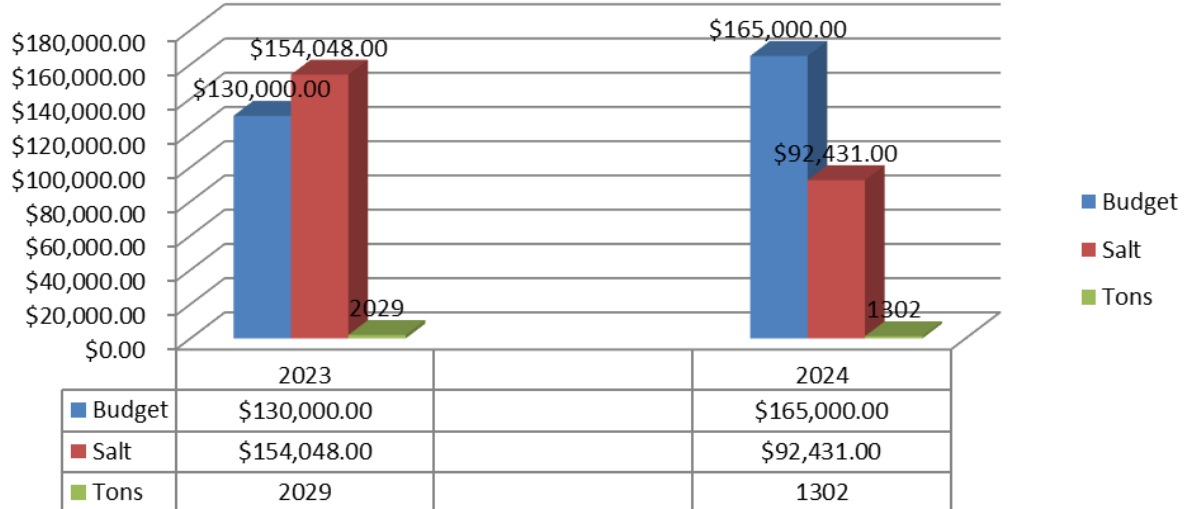
The weather conditions have limited the days to two that the street sweeper has been able to get out in town.

We have been actively advertising for seasonal employees but have not received any applications. If we don't get any seasonal help it will drastically affect operations this summer. We have been very fortunate for the last three years with finding help; we will continue to advertise and seek employees.

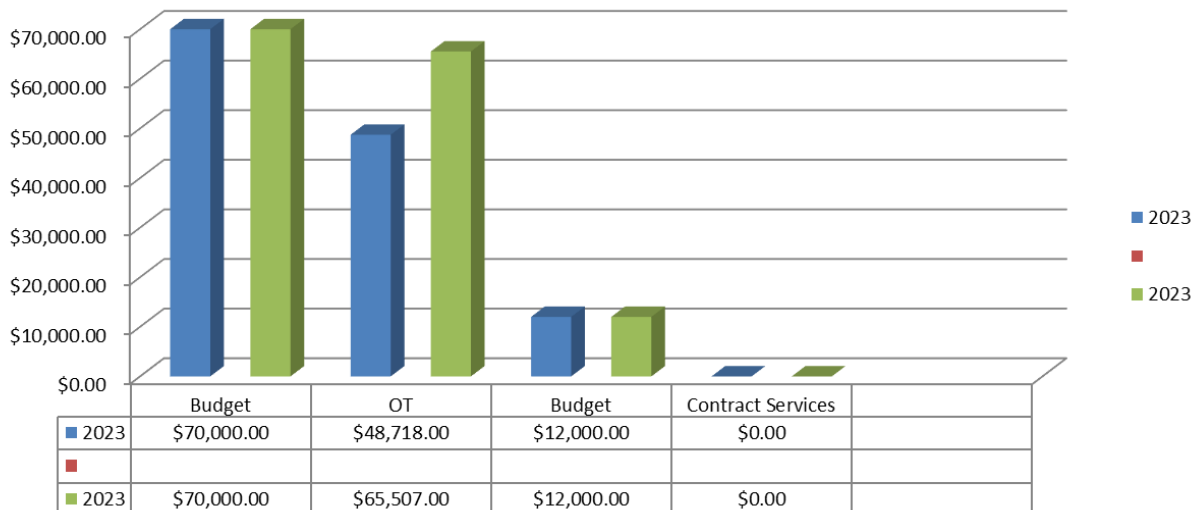
I have attached charts with activity reports for the month of March.



Public Works Department YTD Salt



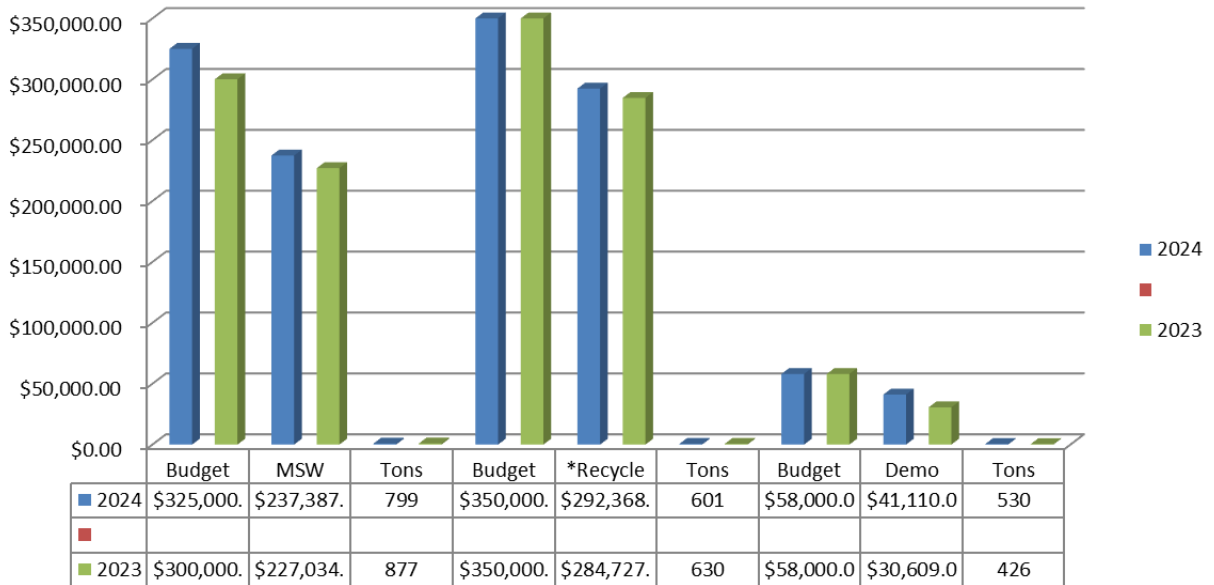
Public Works Department YTD Overtime/Contract Services



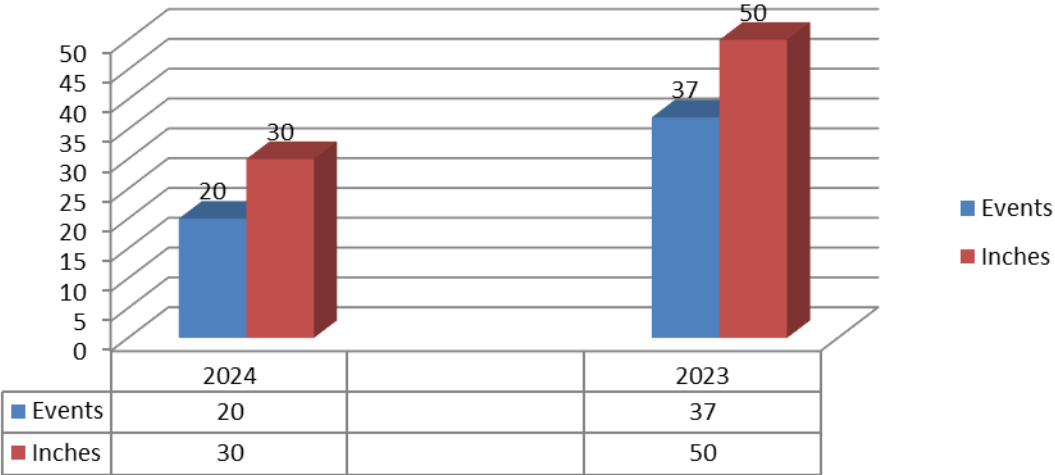
Public Works Department YTD Equipment/Vehicle Maintenance



Public Works Department YTD Solid Waste



**Public Works Department
YTD Snow Events**



ENGINEERING

In March, I worked with DPW staff to address areas around Town where heavy rainfall resulted in erosion, washouts or other minor damage to Town properties and infrastructure. One of these areas was the old retaining wall and slope between the Police Department and the Sunrise / Sunset Center. DPW Staff worked quickly and efficiently to remove the deteriorating retaining wall and regrade and stabilize the slope.

I coordinated with members of the Conservation Commission and NH Fish & Game Department to prepare pre-proposal (request for funding) for the America the Beautiful grant program. NH Fish & Game Department is seeking funds to restore habitat connectivity by improving a few road/stream crossings around the state, one of which is located on Ash Swamp Road in Newmarket.

I began collecting information about energy use, specifically electricity, at municipal buildings and facilities. I coordinated with Bill Tappan (Director of Finance & Administration), Karen Bloom (Buildings & Grounds Manager) and Sean Greig (Director of Environmental Services) to identify municipal electricity accounts, determine which accounts are associated with which facilities, and contact energy efficiency and solar contractors that have been involved in Town projects in recent years to understand what measures have been taken and what can be done moving forward. I also worked with Sean Greig and Bart McDonough to finalize a Request for Qualification (RFQ) for Solar Development Services to be issued in April so that we can partner with qualified solar developers to advance municipal projects and programs.

The Town Manager, DPW Director and I continue to coordinate with representatives from SRPC and NHDOT to discuss reclassifying a portion of State and Federal highways, specifically NH108 through downtown.

Projects

- MS4 General Permit Compliance
 - I collected/tracked information regarding public education and outreach efforts related to stormwater management.
 - I updated/refreshed some of our public education and outreach materials.
 - I used information from our Salt Use Forms that DPW Staff use during winter maintenance activities to populate and test the tracking form developed by UNH T2. Data collected this winter will be used to establish a baseline for winter salt use so we can determine if/how to reduce salt use in the future.
 - I conducted SWPPP Inspections (required quarterly) at the three town-owned facilities with active SWPPPs.
- Stormwater Asset Management Program (AMP)
 - I continued to work on GIS data input/updates to our system inventory.
- Moody Point Stormwater Management
 - We held a site walk with Town Staff, Underwood Engineers, Doucet Survey and Moody Point HOA representatives in March.
 - Pre-design field work (wetland delineation, topographic survey, subsurface explorations, and data verification) will begin in April.

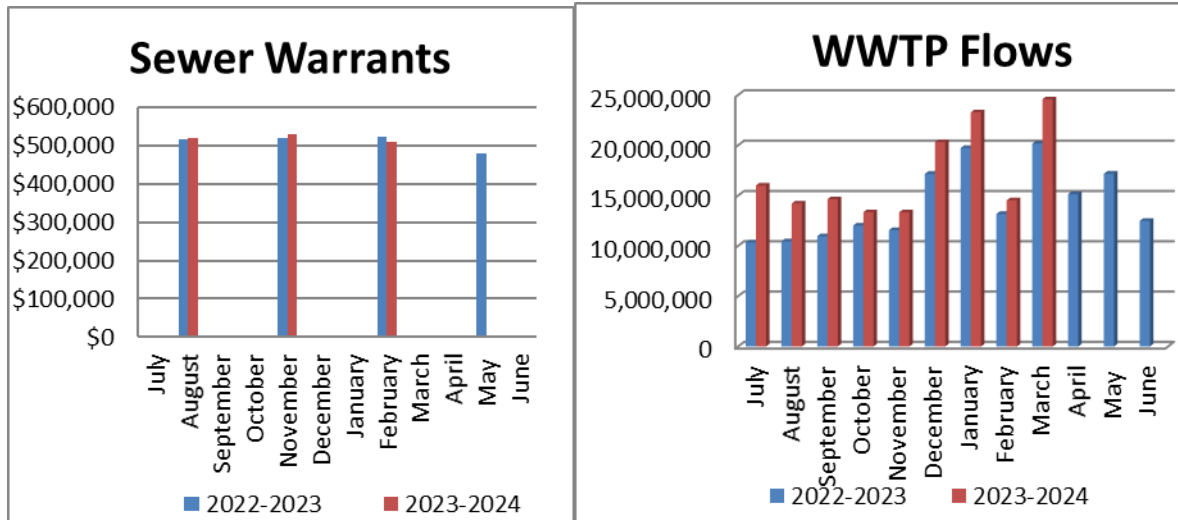
- Ash Swamp Road Bridge Rehabilitation
 - Wright-Pierce is working on final design and bidding documents for rehabilitation of the bridge. Final review of plans and specifications will be completed soon and we are preparing to bid the project this spring.
- Pedestrian Bridge Evaluation
 - The structural evaluation and report are complete. We are working to develop a rehab/replacement strategy.
- Downtown Parking Study
 - SRPC is preparing to conduct a parking study focused on downtown. Town Manager, Police Chief, Director of Planning & Community Development and I met with SRPC staff to discuss the scope of work for this study and begin to compile information about existing parking lots/spaces.
 - We are working to organize a data collection effort this fall.
- Intersection Improvements at NH108/NH152
 - Bart and I continue to work with SRPC to develop this project. We will work with SRPC to develop a pilot/demonstration project to trial potential changes in traffic patterns in the area around the intersection.

Regional Collaboration / Community Coordination

- I attended the 6th Annual Engineers Day Conference hosted by NH ASCE.
- I attended the Seacoast Stormwater Coalition meeting in March.
- I attended the Riverfront Advisory Committee meeting in March. I will continue to attend committee meetings as needed and work with the committee to progress initiatives and projects.
- I attended the Conservation Commission meeting in March.
- I attended the Energy & Environment Advisory Committee meeting in March. I will continue to attend committee meetings as needed and work with the committee to progress initiatives and projects.
- I attended the Master Plan Update Subcommittee meeting and the Community Workshop in March. I will continue to attend subcommittee meetings and work with Bart and SRPC to advance the Master Plan Update project.

ENVIRONMENTAL SERVICES DEPARTMENT

Wastewater Department



Wastewater Plant

The wastewater treatment facility treated 24,571,000 million gallons of water for March 2024. The facility removed 98% of the Biochemical Oxygen Demand and 97% of the total suspended solids. The facility discharges on average 3.8 mg/L of total nitrogen per day for a total of 779 total pounds of total nitrogen discharged for the month of March.

The Wastewater Department received 388,151 gallons of septage for a total revenue of \$38,815 in revenue from septage for the month of March 2024. The Wastewater Department has received 2,936,336 gallons of septage for a total revenue of \$332,449 so far for the fiscal year 2024.

The Department continues to work with Wright-Pierce on the septage receiving station design. The design is progressing forward, and we hope to have the project out to bid by early summer.

Septage			
	2022-2023	2023-2024	
July	249,716	571,980	\$57,198
August	293,188	597,050	\$59,705
September	451,939	673,690	\$67,369
October	439,510	676,866	\$67,687
November	520,112	135,650	\$13,565
December	521,175	0	\$0
January	150,350	132,550	\$13,255
February	148,050	148,550	\$14,855
March	254,000	388,151	\$38,815
April	530,740		\$0
May	767,800		\$0
June	711,750		\$0
	\$5,038,330	3,324,487	\$332,449

Solids Dewatering Report

Disc Thickener Report

Operating Time	7	Days
Total Run Hours	43	Hours
Total Gallons Pumped	156,725	Gallons
Average Feed Sludge %	0.83	%
Average Feed Sludge Temp.	15.1	Celsius
Average Filtrate %	0.1	%
Average Filtrate Temp.	14.4	Celsius
Average Capture Rate	81	%
Average Sludge Solids %	4.82	%

Screw Press Report

Operating Time	10	Days
Total Run Hours	170	Hours
Total Gallons Pumped	257,868	Gallons
Average Feed Sludge %	1.54	%
Average Feed Sludge Temp.	15.5	Celsius
Average Filtrate %	0.11	%
Average Filtrate Temp.	14.3	Celsius
Average Capture Rate	93	%
Average Sludge Solids %	19.0	%
Total Sludge Tonnage	85.30	Tons

The lower pump station at the wastewater treatment facility pump failed. Department staff installed the backup pump. The failed pump was evaluated, and it is estimated to cost \$11,000 to repair. The cost for a new replacement pump is \$12,000.

The Packers Falls pumps station pumps had to be removed and cleaned due to households flushing materials that should not flush into the sewer. The rags, flushable wipes, and other materials clog the pumps. Town staff receive pump failure alarms once or twice a month and respond to fix the problem. Town staff has sent educational flyers to the households that discharge to the Packers Falls Pump Station. In addition, we have education material on face book and the Department's web page.

The Wastewater Department has been informed by the EPA that the Newmarket Wastewater Department will begin quarterly PFAS sampling this Fall on the Wastewater Plant Influent and effluent, waste solids, and the collection system.

Monthly Operations Report														
Newmarket WPCF														
Permit # NHG580013														
March-2024														
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	.4070	.01	1.1	.4410						7.6	7.2	20	37	0.00
2	.4694	.10	1.3	.4870						7.9	7.1	<1	<1	0.06
3	.7309	.36	1.5	.7710						7.1	6.5	4	37	0.00
4	.5646	.22	1.5	.6160						7.0	7.3	1	26	0.00
5	.5543	.18	1.3	.6160		4.2		6.6	4.3	7.7	7.2	4	35	0.00
6	.5748	.00	1.8	.6000		5.1		7.4		7.9	7.2	2	26	0.00
7	1.0039	.43	2.2	1.0870						7.8	7.1	18	31	0.00
8	.7847	.42	1.7	.8500						7.8	6.9	5	40	0.00
9	.7097	.29	1.5	.7340						7.7	7.0	2	23	0.00
10	1.3463	.57	2.3	1.4080						7.2	6.9	50	39	0.09
11	.9849	.62	2.1	.9850						7.7	6.9	2	60	0.00
12	.8278	.50	2.1	.8800		5.4		4.9	4.6	7.2	7.1	21	34	0.05
13	.7396	.38	1.5	.7850	202	5.4	185	7.6		7.8	7.0	16	24	0.00
14	.7041	.37	1.6	.7590						7.7	7.1	28	50	0.00
15	.7319	.34	1.8	.8040						6.8	7.1	1	37	0.00
16	.6658	.35	1.3	.6900						7.5	7.4	<1	37	0.59
17	.6506	.32	1.5	.6770						7.4	7.2	8	29	0.00
18	.6051	.29	1.4	.6470						7.2	7.3	1	13	0.00
19	.5795	.23	1.4	.5950		5.9		7.3	2.5	6.9	7.2	1	40	0.00
20	.5596	.17	1.4	.5780	316	6.1	342	6.6		7.3	7.2	3	32	0.00
21	.5274	.15	1.4	.5630						7.6	7.3	1	55	0.00
22	.5051	.17	1.2	.5480						7.3	7.2	3	82	0.00
23	.7604	.20	2.3	.7940						7.6	7.1	1	10	0.00
24	.8766	.44	1.7	.9250						7.4	7.1	6	45	0.00
25	.7533	.37	1.5	.7820						7.6	7.0	8	74	0.00
26	.7309	.34	1.7	.7600		6.5		8.1	3.6	7.4	7.1	1	49	0.00
27	.7103	.32	1.6	.7750		5.8		9.4		7.7	7.1	3	40	0.00
28	1.0105	.93	2.5	1.0830						7.1	7.1	5	50	0.00
29	1.2804	.75	2.4	1.3570						7.3	7.1	2	46	0.00
30	1.0217	.64	1.9	1.0630						7.5	7.1	1	25	0.00
31	.8772	.47	1.7	.9110						7.4	7.1	<1	27	0.00

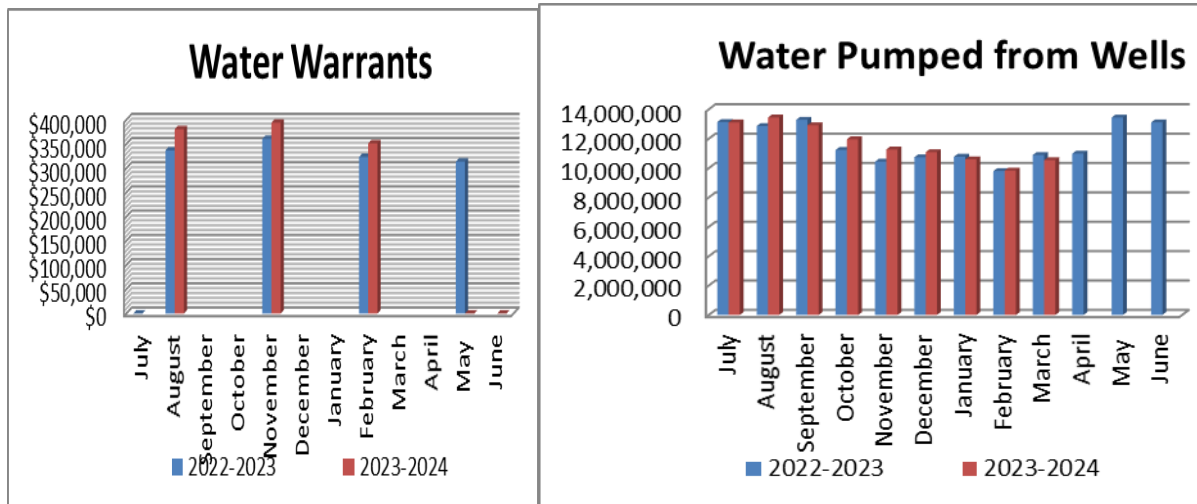
Average Wastewater Flow Discharged: 0.6511 million Gallons/Day; Total gallons discharged 24,571,000

Biochemical Oxygen Demand (BOD) Removal: 98%, Average Discharge per day: 5.6 mg/L; Permit Limit 30mg/L

Total Suspended Solids (TSS) Removal: 97%, Average Discharge per day: 6.5 mg/L; Permit Limit 30 mg/L

Total Nitrogen (TN) Average Discharge per day: 3.8 mg/L, 25.1 lbs.; Permit Limit 30 lbs./day

Water Department



The Water Department has entered into an agreement with T-Buck Construction to reconstruct the acid room at the water treatment facility. T-Buck will begin ordering the equipment and plans on completing the project in the fall of 2024.

New England Earth Mechanics have begun sending in submittals for review and approval for the Bennett Well improvements project. I expect the project to break ground by June 2024, and the project should be complete by February 2025.

Water Department staff will be working on installing meters in the parks and Cemeteries. In addition, staff in the next couple of months will be servicing fire hydrants and replacing broken water meters.

The Water Department is required to perform lead and copper testing in the Spring of 2024. The samples will be collected from 40 Newmarket homes. The Town is required to do this sampling because the Tucker Well was put into service in 2023. In addition, the Water Department will need to sample again in the Spring of 2025 due to the new Lead and Copper Rule.

The Water Department continues to work with Underwood Engineers on the Water Department Master Plan Project.

PWS 1731010 - Newmarket Water Works

Water Quality Monitoring

Sampled By__ BMT

Analyst__ BMT

Monthly Monitoring F Mar-24

Site	Location	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	Total Coliform
1	Lamprey	3/6/2024. 0915	7.94		0.58	0.21	Absent
2	Racquet Club	3/6/2024. 0940	8.6	11.9	0.65	0.14	Absent
3	L+M	3/6/2024. 0955	7.72	8.2	0.76	0.08	Absent
4	Aubuchon	3/14/2024. 0910	8.05	9	0.63	0.36	Absent
8	Public Works	3/14/2024. 0950	8.26	14.29	0.72	0.36	Absent
9	Town Hall	3/14/2024. 0850	7.78	11	0.84	0.35	Absent
5	Water Plant						

Week	Well Site	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L
1	Bennett	3/6/2024. 0925	7.28	10.3	0.42	0.27
1	Sewall	3/6/2024. 0941	7.62	11.3	0	0.37
1	MTWTP	3/6/2024. 1003	7.38	10.8	0.78	0.8
2	Bennett	3/14/2024. 0910	7.58	9.4	0.38	0.27
2	Sewall	3/14/2024. 0949	7.78	11.4	0	0.19
2	MTWTP	3/14/2024. 0925	0.31	10.9	0.7	0.3

Water system bacteria testing for March 2024 passed.

MARCH WATER TOTALS 2024											
Date	Bennett	200 gpm	Sewall	230 gpm	Mac	300 gpm	Tucker	275 gpm		WTP	
	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Hrs	Gallons	Total	Hrs	Gallons
1	6.2	74,557	6.1	84,820	0.0	0	8.4	137,370	296,747		133,134
2	4.7	56,278	4.6	63,970	0.0	0	13.8	224,320	344,568		230,805
3	7.5	90,183	7.4	102,500	0.0	0	12.0	195,346	388,029		186,200
4	4.5	53,453	6.3	86,900	0.0	0	12.5	204,820	345,173		206,800
5	12.8	152,936	12.2	168,730	0.0	0	0.0	0	321,666		0
6	12.7	151,736	12.7	175,110	0.0	0	0.0	0	326,846		0
7	12.9	155,202	13.2	182,480	0.0	0	0.0	0	337,682		0
8	11.2	133,325	8.7	120,450	5.0	88,900	0.0	0	342,675		85,100
9	6.1	73,128	6.2	85,190	10.4	186,800	0.0	0	345,118		189,300
10	2.5	29,164	2.2	31,160	17.3	311,010	0.0	0	371,334		315,610
11	4.8	57,041	4.7	65,050	12.0	215,600	0.0	0	337,691		213,600
12	7.6	91,202	7.5	103,790	8.1	144,900	0.0	0	339,892		151,700
13	7.5	89,733	7.4	102,130	7.5	135,500	0.0	0	327,363		137,500
14	0.0	0	0.0	0	20.0	363,010	0.0	0	363,010		362,810
15	6.0	72,163	6.0	82,100	9.6	173,100	0.0	0	327,363		169,600
16	6.8	80,593	6.6	91,730	9.3	166,800	0.0	0	339,123		168,000
17	7.1	85,342	7.0	97,010	10.7	192,000	0.0	0	374,352		194,500
18	3.3	39,750	3.3	45,320	13.9	250,510	0.0	0	335,580		254,010
19	9.7	116,521	11.2	154,420	4.2	74,600	0.0	0	345,541		75,500
20	8.3	100,131	0.8	11,250	6.6	117,300	0.0	0	228,681		118,900
21	9.4	111,833	8.7	120,000	3.6	63,900	2.8	45,170	340,903		108,400
22	3.1	37,892	2.1	29,500	13.7	247,010	1.4	22,930	337,332		263,410
23	6.4	76,489	6.3	87,000	8.2	148,100	0.0	0	311,589		151,800
24	8.1	97,085	7.9	110,200	9.7	173,500	0.0	0	380,785		167,400
25	6.2	74,232	6.1	84,400	10.0	179,600	0.0	0	338,232		178,500
26	6.1	73,558	6.0	83,700	10.1	181,000	0.0	0	338,258		173,300
27	2.0	24,700	2.0	28,050	16.6	299,310	0.0	0	352,060		297,110
28	6.1	73,102	6.0	83,100	8.9	159,900	0.0	0	316,102		159,900
29	2.2	26,128	2.2	29,700	17.8	319,710	0.0	0	375,538		309,910
30	6.7	79,809	6.6	90,700	9.1	162,700	0.0	0	333,209		16,700
31	7.1	85,016	7.0	96,600	11.0	197,600	0.0	0	379,216		200,700
Total	205.6	2,462,282	195.0	2,697,060	253.3	4,552,360	50.9	829,956	10,541,658	0.0	5,220,199
AVG. Day	6.6	79,428	6.3	87,002	8.1	146,850	1.6	26,772	340,053		160,948
Max Day	12.9	155,202	13.2	182,480	20.0	363,010	13.8	224,320	388,029	0.0	362,810

BUILDING SAFETY, ZONING ENFORCEMENT AND HEALTH

For February, this office issued 40 permits, conducted 112 inspections, and closed out 91 permits.

The breakdown of building related permits issued in February 2024:

Permit Type	Number of Permits Issued	Estimated Costs	Permit Fees Collected
Single Family Dwelling and Duplex	1	\$ 920,000.00	\$ 7,410.00
Mobile Home	1	\$ 95,000.00	\$ 810.00
Multi-Family Dwelling			
ADU			
Residential Addition/Renovation	2	\$ 228,000.00	\$ 1,924.00
Residential Maintenance	2	\$ 42,000.00	\$ 774.00
New Commercial			
Commercial Addition/Renovation			
Commercial Maintenance			
New Municipal			
Municipal Addition/Renovation			
Municipal Maintenance			
Porch/Deck			
Garage			

Shed	1	\$ 3,700.00	\$ 82.00
Other Accessory Building			
Residential Plumbing	2	\$ 2,000.00	\$ 116.00
Commercial Plumbing			
Residential Electric	10	\$ 26,751.00	\$ 870.00
Commercial Electric			
Residential Gas	8	\$ 7,759.00	\$ 480.00
Commercial Gas			
Residential Mechanical	9	\$ 107,807.00	\$ 1,346.00
Commercial Mechanical			
Pool/Spa			
Solar			
Telecommunications			
Dock			
Demolition	2		\$ 200.00
Total	38	\$ 1,433,017.00	\$ 14,012.00

Zoning Board of Adjustment

The Newmarket Zoning Board of Adjustment heard the continuance of the Equitable Waiver of Dimensional Requirement request by Chinburg Development LLC at their March 11, 2024 meeting. There were no other applications presented.

Applicant	Address	Request	Outcome
Chinburg Development LLC	Green Road	Equitable Waiver of Dimensional Requirement to permit the current buildings to remain at 40 feet instead of reconstructing the buildings to a height of 35 feet. 35 feet is the maximum building height allowed by zoning.	Granted

Respectfully submitted,

David Evans
Code Enforcement Officer and Zoning Administrator
Local Health Officer

COMMUNITY DEVELOPMENT

Month in Review

Planning Board

The month of March saw no new development application filings to the Planning Board (“Board”) for their consideration. Although they continued the public hearing for a proposed major site plan and special use permit application proposing a mixed-use 41-unit apartment building with 2,272-sf of commercial space located on property with an address of 3 and 5 Railroad Street. The Board reviewed the special use permit criteria, site plan standards and the comments made by the Planning Board’s consultants and staff and closed the public hearing. After a discussion of the merits of the application occurred, the Board determined that many of their concerns from pervious renditions of the site plan were satisfied with some minor outstanding site related issues to be reviewed for compliance by town staff. Ultimately, the Planning Board conditionally approved the application.

Community Development

Conservation and Environmental Planning Efforts

The Planning Department, in collaboration with the Conservation Commission (“Commission”) and Strafford Regional Planning Commission (“SRPC”), continued their work on refining the Land and Water Conservation Chapter of the master plan. SRPC attended the Commission’s March meeting to facilitate the development. Specifically, SRPC reviewed with the Commission the chapter outline to determine if anything was missing that should be incorporated. The Commission was tasked to review that document and prepare to comment on it for their April meeting.

Planning Department continued its work with members of the Riverfront Advisory Committee and the Conservation Commission to develop new signage for Schanda Park related to advising visitors of the water quality issues at the confluence of Moonlight Brook and the Lamprey River and the efforts currently undertaken by the Town to improve those conditions. Further, the Town is looking to improve signage messaging and researching other community outreach techniques that discourage the feeding of wildlife at Schanda Park, as the unnatural feeding is one of the leading contributors to the poor water quality in that area.

Planning staff continued its collaboration with Lyndsay Butler, Town Engineer and Sean Greig, Director of Environmental Services and consultant David McDougal to develop a plan to incorporate more solar energy systems onto municipal owned properties and structures.

Master Plan Process

The Planning Department and Stafford Regional Planning Commission facilitated a visioning workshop on March 16, 2024. This event's goal was to set a common vision and foundation for how the Town should proceed in developing in the next 10 years. The event took place at the high school from 8:30 am to 12:00 pm. Around 60 people of various ages attended the workshop and were very engaging throughout the event. Staff and SRPC received great qualitative data from the workshop participants and look to build off the success of the event during the week of April 8, 2024, when a series of visioning sessions are to occur. The idea is to host multiple visioning sessions during different board and commission meetings to increase public participation opportunities. Please contact Bart McDonough, Director of the Planning and Community Development for more information.

Financials

Fiscal Year	Budget (\$)	MTD Transactions (\$)	YTD Transactions (\$)	Balance (\$)	Spent (%)
2024	158,086.00	13,621.98	104,500.05	54,785.57	65.82
2023	155,496.00	10,002.68	103,539.13	52,956.87	66.16

FINANCE

This report will briefly explain the departments' activities for the month of March.

1. In fiscal period 9, 96% of the budgeted revenues were accrued, translating to \$37,399,902. This is one percent below, yet \$1,022,364 above the prior year. The General Fund revenues were at expectations with 99% accrued through period 9, equating to \$33,301,006 (\$2,869,515 over prior year). Enterprise and Special Revenue Funds came in under budget expectations with Recreation at 16%, Solid Waste at 2%, Water at 7% and Wastewater at 4% below budgeted revenue targets. However, that translates to baseline increases for Solid Waste (\$54,384), Water (\$7,111), and Wastewater (\$95,676) over prior year. In terms of expenditures, the General Fund spend was 69% of budget (lower than last year this period by 2%) at \$6,860,074. Total operating budget spending was at 71% or \$11,532,240 for an increase of \$754,523 over the prior year (also 71%). In sum, on the whole the town's spending and income are within expected bounds. Department leaders have carefully monitored their expenses to stay within budgetary bounds, adjusting when possible or necessary. Those with income expectations have worked to understand the causes for changes in actuals versus budget and adjusted when able.
2. The town's cash position remained strong, with the General Fund account balance at \$14.8 million at the end of the month. Interest earned on the Town's General Funds deposits, calendar year to date, was \$151,618.50. The average collected balance in March was \$16,681,171.
3. The Human Resources/Employee Benefits budget was also well within budget expectations for period 9. At the end of March, expenditures were at 64% of budget spent versus last year's 70%.

Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2024	\$297,016	\$14,843.85	\$213,177.78	\$83,838.22	71.8
FY2023	\$296,564	\$14,106.82	\$219,800.31	\$76,764.17	74.1

INFORMATION TECHNOLOGY

This report outlines the department's activities for the month of March.

Information Technology:

The IT support team received 27 user support requests totaling 31.32 hours of service time which was skewed due to 24.74 hours of new PC system setups for the DES, NPD and Finance, putting the regular end user support hours at 6.58 hours. The support requests seemed to be fairly evenly distributed among departments and were generally focused on user setup, VPN and email connectivity. Overall, it was fairly quiet on the IT issues front.

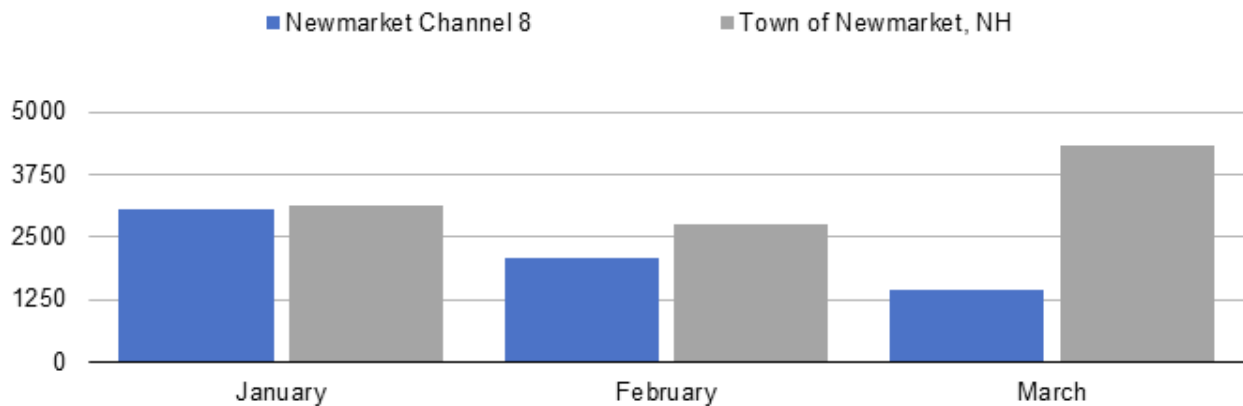
The ERP/Fund Accounting system review team has lined up more vendors for the first round of product demonstrations. Since the last report, BS&A (4/18/24), MTS (5/2/24), and Springbrook software (5/16/24) have been scheduled. Additionally, Central Square sent video demonstrations of specific modules of interest, which are being reviewed by the team in early April. This process is progressing, and we are communicating with most of the remaining players in the municipal software market focused on fund accounting and ERP solutions. There are a few more to connect with and anticipate getting them signed up for demonstrations in April for the June time frame.

The town manager requested IT get information, demonstrations, and quotes for a Smartboard system for Council Chambers. The idea is to enhance the ability of the Council, other committees, and presenters to present and work with materials more interactively during live broadcast meetings. A couple of vendors were contacted, and one provided a demonstration. Quotes are anticipated in April and, depending on cost, the installation should occur in April or May of this year.

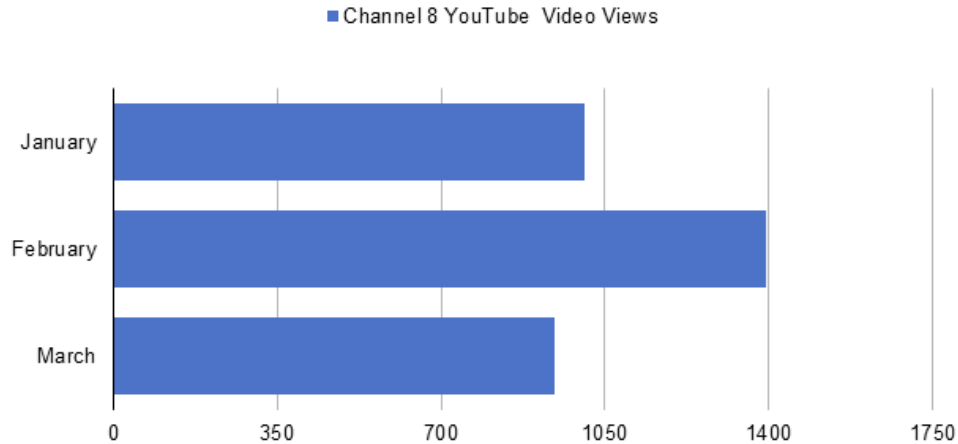
At the behest of the Town Manager and the Director of Recreation, the town is engaged in a website upgrade discussion with the current website provider, CivicPlus. A new design would be a reworking of the site with an emphasis on greater flexibility using a platform that has integrated components akin to modules in an ERP system. The solution would also include a citizen/customer relationship management solution that could allow citizen interaction with the town. This element would likely be for use with DPW and DES for issues related to maintenance and related queries and requests. There is also a stand-alone CRM/311 solution being promoted by the vendor that is similar, but significantly more robust and feature rich. In either case, for them to be used successfully, a workflow analysis and business process design would need to be done, since this would be such a radical change from the current mode of operations. The website redesign and review discussions should be completed in early April and a decision made shortly thereafter. Depending on the decision and the vendor's project management calendar, work on a new website could begin in late Spring/early summer.

Multi-Media Services:

In the month of March, Newmarket Media Services posted to social media 23 times on the Newmarket Channel 8 Facebook page as well as the Town of Newmarket Facebook page. The posts consisted of live streams of events and meetings, the Newmarket Newsletter, and notices to the community. This resulted in reaching 4,315 people on the Town of Newmarket page and 1,440 on the Newmarket Channel 8 page. The Newmarket Channel 8 Facebook page received 196 visits and 1 new page follower. The Town of Newmarket Facebook page received 947 visits and 7 new likes.



On the Newmarket Channel 8 YouTube channel, 11 new videos were added and we reached 4,998 people. This resulted in us receiving 943 views to our channel from 724 viewers. In March, we also had 42.3 hours of people watching our content and gained 4 new subscribers. The watched content included Town of Newmarket and Newmarket School District Meetings; as well as working with the Master Plan Committee to present the 2024 Master Plan Visioning Session to the community.



The Newmarket Newsletter was issued 5 times in the month, during which time we had an open rate of 51% (8% higher than the industry average). The newsletter was sent out to an average of 1,949 email addresses each week and opened an average of 886 times. We saw a click rate (people clicking on links in the Newmarket Newsletter) of 271 or 3% which is 1% higher than the industry average.

Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2024	\$266,075	\$19,760.86	\$208,166.60	\$43,958.04	83.5
FY2023	\$247,422	\$19,225.16	\$195,934.26	\$41,938.18	83.1

Note: the numbers are the MIS and CH.8 budgets combined and preliminary as finance is currently engaged in year-end processing as of this writing.

TOWN CLERK – TAX COLLECTOR

TAXES		
Total Committed 2023	29,490,548	
Total Uncollected 03/31/24	173,369	

TAX LIENS	2022	2021
	Deed 2025	Deed 2024
Property Tax	117,896	169,701
# Properties Lined	26	34
Uncollected 03/31/24	45,160	19,753

TOWN CLERK REVENUE (07/01/23 thru 03/31/24)

	Year End 6/30/24	Year End 6/30/23	
Motor Vehicle	1,284,708	1,233,395	4.16% increase
Town Non-MV	112,857	116,297	2.96% decrease
State	438,592	424,454	3.33% increase

- Daily activity steady
- Town/School Election on March 12, 2024; 656 ballots cast
- Impending tax lien notices mailed 3/20/2024; 2023 Lien Date: 4/25/2024
- Dog reminder notices emailed or mailed; all dog licenses due by 4/30/2024

RECREATION

Financial Overview:

General Fund Expenditures: According to Munis, the Recreation Department's General Fund has expended \$173,954 (68%), compared to 65% of the budget at this same time last year.

Rec Revolving Fiscal Year 22/23 Expenditures: Munis reports that the Recreation Department's Revolving Account has spent \$308,730, compared to \$284,673 last year, resulting in a (\$24,057) difference. This month we had two big expenses, our Rec Desk Annual Service Agreement and the 50% deposit on the new Recreation Complex outdoor sign for Terrace Drive, other factors can be attributed in the ongoing increased seasonal payroll adjustments aimed at retaining part-time staff.

Rec Revolving Fiscal Year 23/24 Revenue: Munis data for the Recreation Department's Revolving Revenue Account indicates that \$401,701 has been collected year-to-date, compared to \$456,085 collected last year. Factors contributing to this variance now include less kids enrolled in our summer camp program YTD than the previous year in the month of March. We are anticipating bigger numbers in April. The good news, however, despite lower enrollment to date, now that summer camp registration is open we will remain in the black (profitable) for the remainder of the fiscal year. See graph below for YTD comparison 2023 vs 2024 and 2024 revenue over total expenses.

Personnel Report

FT Personnel: The Recreation Department maintains full staffing across all five full-time positions.

Summer Camp Hiring: We started the camp interview process right around when camp registration opened. Fortunately, we have been pleased to see a number of returners come back in various positions. We plan to list specific position vacancies on indeed as well, but overall we are feeling good about our staffing situation in comparison to previous years at this point.

UNH Internship Meeting and Interviews: At the beginning of the month, Aimee attended the UNH Recreation Management Policy Internship panel to recruit interns and promote our Recreation Department. This was the first time we attended this panel in a few years, and we were pleasantly surprised to have received 5 inquiries from students after attending. The Rec staff spent a few weeks interviewing the candidates for the summer internship position, and are hoping to hire at least one to assist in the programs, special events and camp this year.

Meetings Recreation Director attended February

Newmarket Business Association (NBA) – Recreation Director has discussed the upcoming the NBA's Backyard Bash commitment to the event. The Rec also agreed to give all NBA members a discount on vendor tents. Awards for the Rec Connect May Mixer with the NBA was also discussed.

Arts, Culture, & Tourism - discussed the Master Plan Visioning.

Training and Development

American Camp Association Conference: The Rec Department sent Recreation Manager; Sam Kerrigan and After-School Site Supervisor; Mike Wernig to the ACA conference in Manchester on March 22nd. The two divided and went to a variety of sessions pertaining to our upcoming camp. Several of the sessions included; ADA accessibility and accommodating campers with different needs, leadership training, ice breakers/camp games, as well as managing a youth staff. The sessions were very informational and we will look to incorporate various aspects into our trainings and Camp Wanna Iguana.

NHRPA Training National Speaker - Ian Hill: Recreation Director, Aimee and Assistant Director Alyssa headed to Concord this month to attend a NHRPA workshop training with nationally known speaker Ian Hill, called Leadership in Changing Times. The all-day training started with the discussion of the importance of Parks and Recreation in our community, and led into our leadership and communication styles and how we can set up systems in place for an efficient and a well-run department. This training sparked Aimee and Alyssa to discuss their personality charts from the Primex Leadership training in the fall, as well as to meet with Mike and Sam to support them with their leadership and communication styles.

April Training Coming Up - NHRPA Summer Camp Summit Training and Awards Banquet to be held at Primex and will be attended by 4 Rec staff.

Sponsorships and Donations

- **Cheney Companies:** We received our first sponsorship letter for the Backyard Bash for the amount of \$1000 from Cheney Companies. We are about to begin the sponsorship campaign for this event and are hoping more business step up to the plate in sponsorships this summer. Cheney Companies also gave us \$500 to go towards a Summer Camp Scholarship.
- **Kennebunk Savings:** Despite Kennebunk Saving moving out of town, we are happy to announce they still came through and agreed to continue to sponsor the Arts in the Park Concert Series for \$2000. In addition they will still sponsor the Halloween Haunt at \$700 and the Sunrise Sunset Center for \$300 as well. We have not received the funds yet, but we do know that it is coming in and we can start booking bands for the concert series.

REC Community Events



Annual Easter Egg Hunt: The 2024 Annual Easter Egg Hunt was a huge success, on a windy Saturday morning. Anticipating higher participation numbers this year the Rec made the decision to divide the age groups even further and add an additional hunt time. Prior to the event, we had the highest number of pre-registered families to date with additional registrations at the morning of the event, we were set to have a jam packed event. After the morning of hunts families were invited into the Recreation Department to select

their prizes, play games in the multipurpose room, take photos with the Easter Bunny or play in the Fit and Fun room. At the end of the event we had a special performance from Miss Erin's Pop Star Dance class. The feedback from families as they were leaving was ultra-positive, saying they loved how organized it was and how the prizes and games were over the top fun.



UPDATE! Backyard Bash Planning Meeting: We held our 2nd planning meeting for Backyard Bash on March 7th. Eight people attend the Zoom meeting. Subjects covered are as follows: Rain Date Insurance and whether it is worth getting it. It was decided that Beer Garden will be offer more varieties of beer than just Decidicious. Several Cider companies were mentioned. The police department determined we would need 2 detailed officers for the beer garden. Sam gave an update on which food trucks have committed to date. The Boy scouts confirmed that they will be doing burgers again and that is was a great fund raiser for them. Potential Bands were discussed including Whiskey Horse who had to cancel last year due to the date switch. It was also discussed that we need to push Sponsorships as we lost a major \$2500 sponsor this year as the company moved out of town. Vendor application are almost ready and will be available online soon.

Next up for the next couple of Months – Save the Dates

- Somewhere Over the Rainbow Date Night Dance: Friday Night April 12th
- Rec Connect Annual May Mixer: Thurs, May 23rd - Invite will be going out in April.

Projects, Equipment, Facility Use, and Rentals

Newmarket Recreation Complex Sign: Good news the location of the new sign has been staked out. We are still estimating installation of this large directional sign will occur sometime in the late spring. Timberline is in the process of building the sign, but has not yet given us a date.

Rentals: March brought in 6 Beech Street rentals for family parties and functions. The Girl Scouts have continued to use the facility for their meetings every other Friday as well as Piscassic Jiu Jitsu who have been consistently teaching Brazilian Jiu Jitsu programs on Mondays and Tuesdays and recently we've added a Pound Fitness class to the Thursdays at Beech Street as well. A local theatre company, RCG theatre, has been renting the Community Center for rehearsals as well as Dive in Productions.

The Management of Town Ballfields Scheduling: As you may all know the Recreation Center is responsible for the management of field reservations at Leo Landroche and Beanie Howcroft fields. The Rec held our annual fields meeting on March 20th with the league presidents and coordinators. We will be hosting the usual NJSHS teams, several NYAA programs and Men's and Women's Softball leagues. We were hopeful with the mild winter to get out on the fields early, but a few wet weeks has delayed the opening. We will work with PW to get organizations out onto the fields as soon as possible.

Upcoming Rec Center Projects: In March we decided that during April vacation week, would be a good time for the Rec staff to work on projects around the Rec Center. We are hoping during this time we will be able to determine what projects around the Rec Center need to take priority. As mentioned last month some of the items listed are: repairing the outdoor volleyball court, new floors for the dance room and possibly a new floor for the Beech Street Center, and updating play equipment in the Fit & Fun Room. We have since added new counters for the kitchen to the list. Another major project looming over our heads is the reorganization of the big shed outside, to allow some the items being stored in the Rec Center to move outside to make more working space at the Rec. Again, any major or large project for Rec we have decided to put on hold until we receive feedback from the Town Residents during the Master Plan, such as soccer fields, new playground, pump track, etc.



Master Plan Visioning Workshop: The Planning Department and Stafford Regional Planning Commission held a Master Plan Visioning Workshop, Saturday, March 16, 2024. This event's goal was to set a common vision and foundation for how the Town should proceed in developing open space and housing in the next 10 years. The Rec was also involved and assisted during the event which was held at the Newmarket JR/HS. Overall there was a good turnout and many people provided responses to the many display boards circling the room. The Rec's job was to cater to the children and provide games or activities to allow them to engage in what they would like to see for open space in Newmarket. We had several interesting answers. A cat house, a superhero slide, etc. 😊

Grants, Donations & Sponsorships

LRAC Grant: We met with LRAC recently to discuss the grant for a new Kayak Launch system at Schoppmeyer Park. The conversation took many turns and we talked about a number of possibilities as to where the best location would be to place a handicap accessible Kayak Launch system in Newmarket. We ended the conversation with a decision to instead write a grant to LRAC to fund a feasibility study to determine the best location/public park to place a ADA Kayak Launch system. Stay tuned.

NCEP Scholarship Fund: Yay! We are very grateful to receive word in March from NCEP that they will be giving us \$6000 this year to go towards Summer Camp Scholarships. Compared to last year's total amount needed, we already are anticipating that we will be a bit short on funds this summer. Scholarship paperwork is due April 9th, so time will tell based on how many families apply this year and what their financial needs will be.

New or Updated Youth Programs & Special Highlights



Monthly Update - Play and Stay Afterschool Program: March was a great month for Play and Stay. The kids and staff were very excited to get outside while the snow melted and we spent every day outside for as long as we could, playing our favorite games like noodle tag, dodgeball, and basketball. On days we were inside we spent a lot of time experimenting with paper airplanes and playing paper football. It was also an exciting month because we received over 25 letters from our new pen pals at Farmington Parks and Recreation's after school program! We paired our kids up to send letters back, and are patiently waiting for their response.

Update! 7 Week Camp Wanna Iguana and ½ Day (1 Week) Camps: Camp registration opened on Monday March 4th for residents, we took in just over \$73,000 in registrations on day one alone. We continued to have residents come in throughout the course of the week and then opened for non-residents the following Monday. Families took advantage of the cash/check option and came in person to sign up, waiving the card processing fees. Registrations gradually rolled in throughout the remainder of the Month. Enrollment in Rec 1, 3 and Teen Turf are currently lower than last year. Rec 2 saw the highest enrollment and we are entering April with a waitlist that we are hopeful to accommodate all once we have the appropriate staffing. We will continue to market in Newmarket and surrounding communities, letting them know we still have space. In addition to our Full day Summer Camp, we will also be offering a variety of specialty half day camps the week before and after Camp Wanna Iguana. We will offer; Art Camp, Music Video Camp, DIY Fidgets and Fun and two different sessions of Chesskidz Tactics camp – enrollment for those camps are picking up.

Adult Programming

NEW! Pound Fitness Classes: Kim Davis offered her free intro to Pound Class on the 21st and it was a huge success! She had 15 participants come out to her first class, several of which promptly signed up for the full session to follow! We are excited to continue to expand on our growing Adult Wellness programming and hope to plan some facility updates in order to accommodate more diverse offerings.

Sunrise Sunset Activity Center



Trips: The Mystery Lunch Club had a great outing on March 6th where they discovered their top secret location was The Airfield Café in North Hampton! Lots of great food and socialization was enjoyed by all! We filled three tables at this local gem and enjoyed getting to see multiple aircraft take off and land. Then there was another good group for the Movie and Munch trip on March 27th to catch a showing of Arthur The King at O'Neil Cinema. Folks had fun getting together as a group during these colder months!



Programs: It's been busy at the Sunrise Sunset Center with lots of programs and activities of all kinds! For crafts we've had guest instructor April Hopey leading a two week beading class and Brynn Rehnberg teaching pop up card making for Easter. The Strummers ukulele group celebrated St Patrick's Day with festive songs and a great social event and we've had weekly Friday Fun gatherings with folks playing corn hole and cribbage. We recently lost our

Global Grooves fitness instructor but have already started arrangements to bring in a six week PT fitness class. The gardening group has had several meetings to prepare for spring and the early morning walking group has resumed with members braving the still-cold morning temps!

Munch N Learn: We had a great Munch N Learn event with representatives of the Newmarket 300 Club guiding a talk on all things Newmarket. They had a smaller group this month but that helped them to really get some in-depth discussion and allow plenty of time for questions.

Friends of Newmarket Recreation: This group corresponded over email to approve various motions to support Recreation programs, such as bringing in music for Sunrise Sunset Center's annual events. The Friends of Newmarket Recreation's treasurer has also gathered paperwork and met with an accountant, taking care of taxes and getting things organized. This group is looking to recruit new members to widen its membership base and involve individuals interested in supporting the Recreation Department's work in town!

Finance Committee: This group met at the end of the month to discuss Sunrise Sunset projects and funding for year. They approved proposed garden plans and are interested in exploring how the Senior Center can be further growing to meet the increased needs from the community.

Events: March 1st was Casino Day here at the Sunrise Sunset Center! There were three blackjack tables and plenty of prizes to be won for this favorite annual event. And there was a good crowd for Trivia Day on March 29th, with spirited competition and lots of social fun!

Next up for the next couple of Months – Still time to register:

Spring Fling postponed until Friday, April 26th - due to the early April snow storm.

Respectfully submitted by
Aimee Gigandet – Recreation Director and the Rec Staff.

WELFARE

March - 2024

Newmarket Town Welfare Department supported clients in need with rental payments and general assistance or aid with referrals to appropriate resources for residents' basic needs to sustain their household and for emergency shelter needs. New landlords continue to purchase properties in Town, then try to evict long-time tenants who have been in residence for many years, frequently at below market rent, to renovate the units- and increase the rents. It has an unfortunate impact on people or seniors in the strong real estate market. Seniors seem disproportionately impacted- as many have rented in Town for years or decades. Then, they are forced out as they do not always advocate well for themselves or get scared easily. In March, we processed 17 (seventeen) completed welfare applications and offered directions to thirteen (thirteen) inquiries for referrals or other resources. As noted previously, Housing and Health issues were the impetus for the financial crisis that continued to plague many of our clients, impacting their ability to provide for their basic needs. We had a few clients who have been dealing with unemployment issues for several months primarily due to complex and debilitating catastrophic health problems that required the Town to assist with rental/shelter payments. Rental or shelter costs in Town over the past few years have increased exorbitantly.

Under NH RSA 165, this office has determined that more applicants this past month have qualified for general assistance, increasing the line item for General Assistance Expenditures. In March 2024 – 13 (13) families or individuals were referred to other resources or programs.

We advocated for these clients with community partners to ensure they accessed the appropriate support/ knowledge or resources that would benefit their unique individual situation. Payments for rental assistance to prevent evictions continue to be the number one request to this office. The annual partnership between this Department and the Town Recreation Department to vet the Camp Scholarship applications for financial

need has begun. This office CONFIDENTIALLY reviews all camp scholarship applications to ensure that those families that are economically challenged and who are working or unable to afford recreation camp have the opportunity to send their young folks to day camp at the Town Recreation Department and continue to earn a paycheck or have their child participate in this community resource.

Local governments in NH are only statutorily required to maintain the roads and poor-per RSA, those are the only two State-mandated functions required per RSA of a local municipality. In terms of general assistance or providing for the "Poor," a municipality must provide for the basic needs of the residents who lack the economic ability to support their life or maintain health to support life.

Observationally, it is interesting to note that most long-term residents have continuously expressed that they possess a desire to be independent, autonomous, and economically self-sufficient and conspicuously struggle with applying for Town General Assistance. They are reluctant to ask for help from their neighbors! These residents recognize that local tax dollars or their community solely funds Town Welfare, and therefore, they avoid this municipal fund/loan if possible. Town Welfare or General Assistance is a loan to be repaid -is this a latent holdover to New England Yankee frugality or simple pride? It has been observed that newer residents who move to Newmarket and New Hampshire from out of the area do not share this marked characteristic of hesitation or avoidance of seeking Town Welfare. They are shocked and truly surprised when they are informed that Town Welfare is funded solely by the local tax residents tax dollars and is not an entitlement program but a loan and a fund of last resort to only support or maintain life and health- the funding of human services programs and the gaps in services in NH is alarming to many who relocate to this Region from other areas. Our welfare budget is increasing, which is another factor in increasing rental costs or fewer subsidy programs available in the area. We are required to keep our residents housed.

Newmarket is fortunate to benefit from the care, support, and goodwill of many charities and resources that aid those in the community who require help/financial assistance and do not fall under the stringent definition of eligibility for Town Welfare/General Assistance. We can hope that in the coming spring months requests for assistance will taper, however this is not easy to predict.

Respectfully Submitted,

Heather Thibodeau

Welfare Director

LIBRARY

No report.