



TOWN OF
NEWMARKET
NEW HAMPSHIRE



Monthly Department Report

January 2024

POLICE

Activity

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

	<u>2024</u>	<u>2023</u>	<u>2022</u>
<i>Total calls for service</i>	1698	1777	1764
<i>Motor vehicle stops</i>	446	371	461
<i>Arrests</i>	6	7	15
<i>Offense reports</i>	25	37	35
<i>M/V accidents</i>	8	7	14
<i>Parking tickets</i>	71	132	67
<i>Drug overdoses</i>	0	0	2
<i>Alarms</i>	13	13	21
<i>Death investigations</i>	0	1	0
<i>Mental health related</i>	37	35	20
	(OBJ)	(OBJ)	(OBJ)

During the month of January, the Newmarket Police Dispatch Center documented 1698 calls for service. We investigated 25 reported criminal incidents that required full investigations into all of them. Those cases involved Harassment, Domestic Violence, Stalking, Child Abuse/Neglect, Criminal Mischief, Credit Card Fraud, Violation of Protective Orders, Bigamy, Abuse of Process, Identity theft and a report of Indecent Exposure. Below are a few of the incidents we investigated this month:

- Officers were dispatched to a residence on South Main Street for a report of Criminal Mischief. The caller reported the windows of her vehicle had been damaged. The investigating officer believes the damage was caused by a BB/pellet gun. As of the report's time, no suspects have been identified.
- The Dispatch Center received a call from a DCYF worker who was on the phone with a female asking for help. The DCYF worker reported hearing yelling and screaming and then the female disconnected. Officers arrived moments later and found the female caller had been assaulted by her partner. He was taken into custody moments later and transported to the police station. At the station the subject was charged with Domestic Assault and released on personal recognizance bail. Moments after being released the subject was arrested again

after he violated the bail conditions put on him during the first arrest. He was then transported to the jail to await arraignment.

- Officers were dispatched to a reported fight at a local restaurant. When they arrived, they discovered a subject had been pepper sprayed. Two of the subjects had arrived at the location to speak with a third subject who was working there. Prior to their arrival they had sent threatening messages via text. When they arrived the third subject sprayed one male as he thought the man was about to attack him. The two subjects were issued no-trespass orders for the local business. The case remains under investigation.

It was a busy month for motor vehicle offenses/activity. During the month of January, we conducted 446 motor vehicle stops. We continue to receive numerous complaints about aggressive driving and speeding vehicles. We have focused several directed patrols on reducing speed in the school zone and in specific neighborhoods. Below are some of the violations observed this month.

- Reckless Operation of a Motor Vehicle, Speed, Failure to Display, Stop Sign, Unregistered, Conduct After an Accident, Operating After Suspension, Driving Under the Influence of Liquor/Drugs, Inspection, tinted Windows, Motor Vehicle Inspection Violations and Defective Equipment.

Motor Vehicle Crashes

Motor vehicle crashes were low this month with only eight reportable accidents. All the accidents were minor. One of the crashes involved an arrest for DUI.

- On January 18th officers responded to an accident on Main Street. The accident was reported to be minor, however the caller told the dispatcher one of the drivers may be impaired. Investigating officers determined that the operator of the vehicle that caused the crash was under the influence of intoxicating liquor. She was placed under arrest and charged with DUI Impairment.
- We received a call from a resident who found tire tracks in the snow on his front lawn. The vehicle struck underground utilities knocking out the phone and cable systems.



- On January 16th officers responded to a motor vehicle crash on Bay Road. A Toyota went off the road during slippery conditions striking a telephone pole. No injuries were reported. The power company was requested as the pole was damaged and there was no power in the area. The vehicle was later towed from the scene.



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:

- A subject called about issuing a no-trespass order for one of his rental properties. The tenant at the rental property had allowed a person/roommate to move in. The roommate was not on the lease and the building owner now wanted to trespass the subject. We directed the owner to the civil court for further guidance after finding out the roommate had been living in the apartment for several months and had been paying rent.
- Elderly and Adult Services (EAS) requested, and an officer accompany them to a residence in Newmarket to conduct a welfare check on a resident. The resident had been to the hospital on numerous occasions for alcohol and drug related issues. In calendar year 2023 alone, emergency services responded to this address 31 times. EAS was investigating a report of self-abuse and/or neglect. When they arrived, they found the resident was highly intoxicated. An ambulance was summoned, and the subject was transported to the hospital for treatment.

Mental Health

We responded to numerous mental health related calls (37) along with several welfare checks. Below are some examples of Mental Health or Welfare Checks we responded to:

- Officers responded to a residence to assist a family with their autistic son. The son was refusing to come out of his room and take his medication. Officers were able to diffuse the situation. The son eventually came out of his room and took his medications.
- Officers responded to a residence for an out-of-control autistic juvenile. The caller reported the juvenile had bitten a family member and was now in the basement. Officers responded and were able to calm the juvenile down. Officers requested an ambulance and later escorted the juvenile to the hospital for evaluation.
- The Dispatch Center took a call from a resident who reported her husband was suicidal. When officers arrived at the residence the husband took off on foot. Officers followed the husband to a wooded area where they were able to detain him. After speaking with the husband, the officers determined that he was in fact in a mental health crisis and likely needed treatment. The caller filled out IEA paperwork and the husband was transported to the hospital for further evaluation.

Animal Calls

We responded to numerous calls involving animals this month. The calls involved lost or found dogs, lost or found cats, a report of abuse of a dog, a report of a subject abandoning a Dog, a report of a bird being thrown in a dumpster, and a deer that had died after running into a fence.

- An officer responded to a residence after the caller reported a deer stuck in his yard. The caller told the officer his dog spooked the deer when he let the dog out. The deer ran into the fence and was now stuck. The officer checked the deer and found it had died of its injuries after running into the fence. Dispatch contacted a subject on the deer list who collected the animal and removed it.

- A caller had questions about a person throwing a large bird into a dumpster. The officer investigated and found the bird was a Canadian Goose that had been taken legally during hunting season.

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

- A resident stopped by the police station to report something she thought was unusual. She observed a man walking on the sidewalk dressed in military gear with a rifle slung over his shoulder and a pistol in his waistband. When she asked him what he was doing he told her it was the anniversary of Normandy, and he was practicing. An officer located the man a few moments later and spoke with him. The man informed the officer that he was in a WW2 era army uniform and carrying a WW2 era M1 Garand rifle. He will be flying to Normandy for the 80th anniversary of the D-Day Invasion where he will be participating in a 15-mile hike. He was out on this day practicing for that hike. The man apologized for causing any alarm and offered to call in the future when he was out practicing.

- The defendant of a restraining order came to the police station with questions regarding the order. The order prohibited the defendant from contacting the plaintiff in the order. The defendant was now reporting the plaintiff was reaching out to all of his family members and harassing them. The plaintiff was also allegedly having other people contact the defendant on her behalf. Officers reached out to the parties involved and requested they have no further contact. The officers then told the defendant of the order that he could seek his own protection order if he felt it was needed. He did not feel he needed a protection order at this time.

- A caller reported being offended by her neighbor asking her "how are you doing?" - The caller told the neighbor to mind her own business and now the neighbors are yelling at each other. The caller wanted an officer to respond and tell the neighbor to stop yelling.

Officers responded and tried to de-escalate the situation. Officers cleared when peace was restored but had to respond back to the apartment building two additional times for further disturbances. Officers warned all parties of the potential consequences of continued disturbances at the building.

. We received a call from a subject suffering from PTSD. He asked specifically to speak with an officer who had prior military experience. On this night we had an officer available to speak with the caller who had prior military experience. The officer later responded to the caller's residence and spoke with him in person. The officer was able to provide information on services available to the caller.

- Officers responded to a report of two masked men running around in a neighborhood. The caller reported walking his dog behind a dumpster and locating two masked men. The caller asked what they were doing, and they ran off. Officers searched the area but could not locate the men. We could not determine what they were doing.

On January 12th officers responded to Lafayette Street for a reported structure fire. Upon their arrival officers observed a garage on fire with flames spreading to the home. Officers worked to notify and evacuate residents and neighbors due to the fire. Officers contacted family members of an elderly woman that lived next door. They told the family that the woman had been evacuated from her home due to the danger and proximity of the fire. The family responded to gather their loved one until the fire had been contained.

Personnel

We currently have an open position for police officer. We had previously selected a candidate for that position and offered her the job. She declined due to schedule and salary.

Dispatcher Christianna Bernardy is nearing the end of her training and should be cleared for solo assignment in the next few weeks.

Training



Department members were excited to be joined on January 16th by other officers from all over the seacoast and as far away as Newport to attend a terrific training opportunity. We were privileged to host Retired New Hampton Police Chief Timothy Stevens for a presentation on Law Enforcement Response to Individuals with Autism and other Intellectual Disabilities. In total, 30 officers from various departments participated in this 3-hour course. The course covered a wide array of topics intended to better prepare officers to know how best to assist when responding to someone with an intellectual disability who might be in crisis. We would like to thank Retired Chief Stevens for his time and expertise.

Parking Violations

In January, the department issued 71 parking tickets. We continue to be active in parking enforcement in the downtown area as well as enforcing the winter parking restrictions.

Vehicle Fleet

We are in the process of purchasing our next cruiser. We have been searching for a hybrid but have been unable to locate or order one. Several dealerships have told us that if we would like a hybrid, we can expect to wait 2-3 years. I had previously ordered a hybrid however the dealership informed me that they could not fill the order.

Police Station Maintenance

- The police station is up to date and mostly in good working order.

Drug Related Issues

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

-We continue to have contact with people struggling with substance related issues. We have continued with our efforts to provide services and guidance where we can and assist those looking for help. We have learned that the services available in New Hampshire are very limited.

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- 5 Overdoses with one death resulting

2022 - 11 Overdoses with one death resulting

2023 – 10 Overdoses

2024 – 0 Overdoses

*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 calls we responded to that show our connection to the community:

- On January 30th the dispatch center received a call from E911. They were advised of a call they had received from a female who reported cutting herself. They provided a first name and a phone number. E911 pinged the phone and provided a 4000m radius that the phone could be located. An officer was able to reach the original caller by phone and convinced her to provide her address to him. He discovered she lived in Durham and while he had her on the phone, he had dispatch contact Durham Police Department. He stayed on the phone with her until emergency services from Durham had arrived.
- The pastor from the church called and requested a welfare check on an elderly resident after calls went unanswered. The church had supplies for the elderly subject and was also concerned she may not have heat. The officer made contact and checked to make sure the heat was working. She provided contact information to the elderly subject to reach out to the pastor. The officer later spoke with the pastor to make her aware of our findings.
- The dispatch center took a call from a local health center. The staff reported a patient had been at the facility for 3 hours and had no ride back to Rochester. An Uber ride had been scheduled to pick the patient up but never arrived. An officer responded and spoke with the patient who had no family or friends that could pick him up. The officer made arrangements with other law enforcement agencies to relay the subject back to Rochester.
- Officers responded to a request for assistance with a disabled vehicle. A caller had broken down and called AAA. AAA had no trucks available to help. Officers responded and helped the caller push his vehicle out of the roadway and into a driveway. Officers later provided a jumpstart to get the vehicle going again.

Fiscal Year 2023/2024 Budget

We are just over halfway through the budget, but everything appears to be on track. Overtime, Part Time, and Cruiser Maintenance continue to be accounts we are keeping an eye on. The price of repairing and maintaining police cruisers has increased significantly over the last few years.

Respectfully Submitted,

Greg Jordan

Police Chief

FIRE AND RESCUE

In January the Department responded to 115 calls for service; 81 of which were medical calls, transporting 66 patients to area hospitals. The ambulance responded to Newfields for eight medicals transporting five patients. The ambulance also responded to Stratham and Durham transporting one patient. Mutual aid calls consisted of the ladder responding to Newfields and Lee for building fires. Engine 5 responded to Epping for multiple fuel trucks on fire. This was a major incident and crews remained on scene for several hours.



On January 12th shortly after 23:00 hours the department responded to 1 Lafayette Street for a building fire. Upon arrival crews encountered the attached garage and home fully involved. A first and second alarms were transmitted requesting mutual aid. Even though this is within the hydrant district water supply issues were encountered. The water pressure in this area of town is very low. There were no reported injuries to civilians or firefighters. The cause of the fire was determined to be an accident from smoking materials inside the garage.

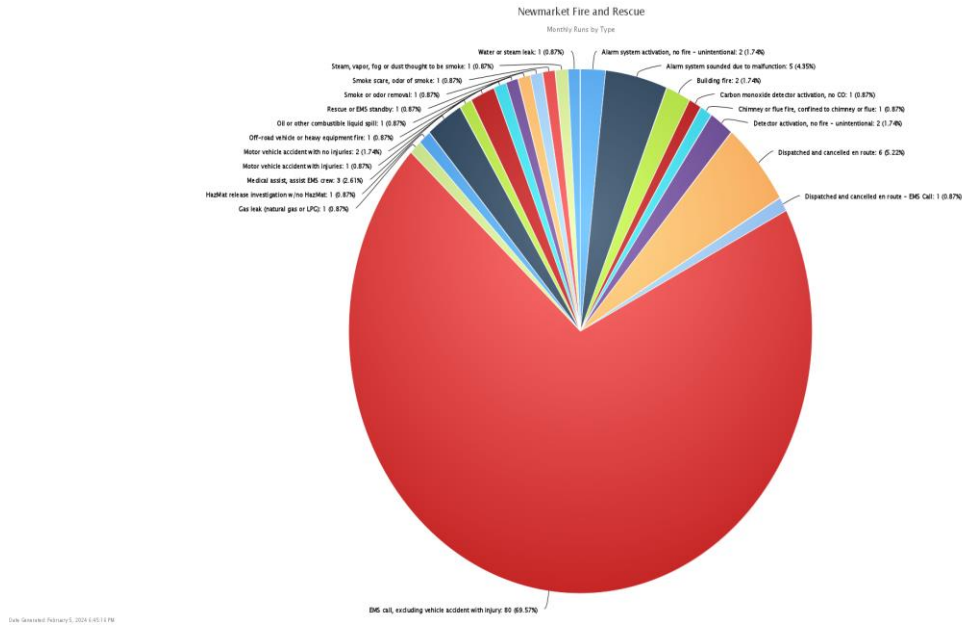


With the first snowstorm of the season, we started back up our Hydrant Heroes Program for the kids. After each storm this winter students can shovel out a hydrant near their

home for a chance to receive a ride to school in the fire truck. This program has been a huge success.



I have attached charts with activity reports for the month of January. We are using a new software for our reports so the charts and data will look slightly different from what has been being submitted.

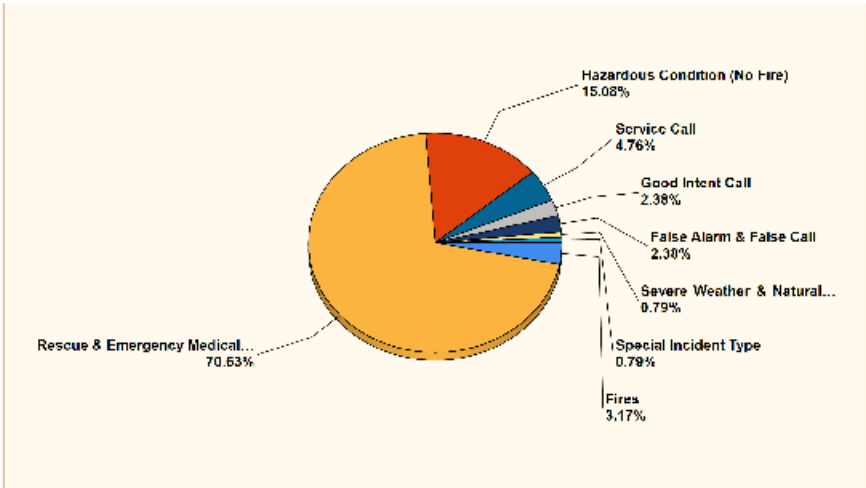


Newmarket Fire & Rescue

Newmarket, NH
This report was generated on 2/5/2024 8:09:20 AM



Breakdown by Major Incident Types for Date Range
Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 01/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	3.17%
Rescue & Emergency Medical Service	89	70.63%
Hazardous Condition (No Fire)	19	15.08%
Service Call	6	4.76%
Good Intent Call	3	2.38%
False Alarm & False Call	3	2.38%
Severe Weather & Natural Disaster	1	0.79%
Special Incident Type	1	0.79%
TOTAL	126	100%

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



Monthly Alarm Analysis by District - Day of Week

Basic Incident Day Name (FD1.3)	Number of Incidents
Sunday	16
Monday	17
Tuesday	14
Wednesday	23
Thursday	9
Friday	19
Saturday	17
Total: 115	

Report Filters

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

Agency Name: contains 'Newmarket'



Monthly NFIRS Run Data Report - Hour of Day

00:00:00 - 00:59:59	7
01:00:00 - 01:59:59	5
03:00:00 - 03:59:59	2
04:00:00 - 04:59:59	1
05:00:00 - 05:59:59	1
06:00:00 - 06:59:59	5
07:00:00 - 07:59:59	4
08:00:00 - 08:59:59	4
09:00:00 - 09:59:59	5
10:00:00 - 10:59:59	10
11:00:00 - 11:59:59	8
12:00:00 - 12:59:59	6
13:00:00 - 13:59:59	7
14:00:00 - 14:59:59	5
15:00:00 - 15:59:59	6
16:00:00 - 16:59:59	8
17:00:00 - 17:59:59	9
18:00:00 - 18:59:59	3
19:00:00 - 19:59:59	3
20:00:00 - 20:59:59	6
21:00:00 - 21:59:59	3
22:00:00 - 22:59:59	5
23:00:00 - 23:59:59	2

Description
RUNS BY HOUR OF DAY



Monthly NFIRS Run Data Report - Hour of Day

00:00:00 - 00:59:59	7
01:00:00 - 01:59:59	5
03:00:00 - 03:59:59	2
04:00:00 - 04:59:59	1
05:00:00 - 05:59:59	1
06:00:00 - 06:59:59	5
07:00:00 - 07:59:59	4
08:00:00 - 08:59:59	4
09:00:00 - 09:59:59	5
10:00:00 - 10:59:59	10
11:00:00 - 11:59:59	8
12:00:00 - 12:59:59	6
13:00:00 - 13:59:59	7
14:00:00 - 14:59:59	5
15:00:00 - 15:59:59	6
16:00:00 - 16:59:59	8
17:00:00 - 17:59:59	9
18:00:00 - 18:59:59	3
19:00:00 - 19:59:59	3
20:00:00 - 20:59:59	6
21:00:00 - 21:59:59	3
22:00:00 - 22:59:59	5
23:00:00 - 23:59:59	2

Description
RUNS BY HOUR OF DAY



Mutual Aid Given/Received

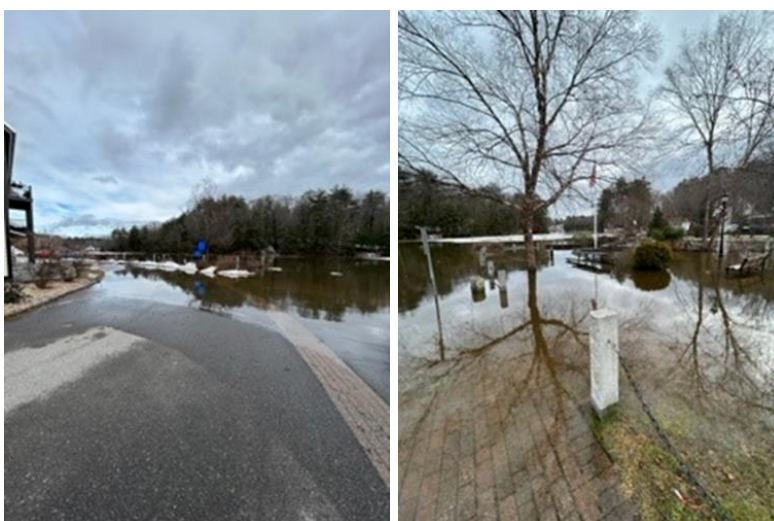
Basic Incident Number (FD1)	Basic Incident Alarm Date Time (FD1.26)	Basic Incident Type Code And Description (FD1.21)	Basic Apparatus Call Sign List	Basic Incident City Name (FD1.16)	Basic Aid Given Their Fire Department Name (FD1.23)	Basic Aid Received Their Fire Department Name List (FD1.80)	Agency Name
Basic Aid Given Or Received (FD1.22): Mutual aid given							
24-015	01/04/2024 06:15:00	322 - Motor vehicle accident with injuries	POV, STATION, 34E5, 34A1	Newfields	Newfields Fire & Rescue		Newmarket Fire and Rescue
24-033	01/08/2024 07:52:00	746 - Carbon monoxide detector activation, no CO	34A2, 34L2	Newfields	Newfields Fire & Rescue		Newmarket Fire and Rescue
24-048	01/13/2024 03:38:00	321 - EMS call, excluding vehicle accident with injury	34A2	Stratham	Stratham Volunteer Fire Department		Newmarket Fire and Rescue
23-051	01/13/2024 16:55:00	138 - Off-road vehicle or heavy equipment fire	STATION, 34E5	Epping	Epping Fire & Rescue Department		Newmarket Fire and Rescue
24-095	01/26/2024 00:51:00	111 - Building fire	34L2	Lee	Lee Fire and Rescue		Newmarket Fire and Rescue
24-101	01/28/2024 00:06:00	611 - Dispatched and cancelled en route	STATION	Durham	Durham Fire Department		Newmarket Fire and Rescue
Count: 6							
Basic Aid Given Or Received (FD1.22): Mutual aid received							
24-010	01/02/2024 22:06:00	745 - Alarm system activation, no fire - unintentional	34E5, POV, 34A1	Newmarket		Newfields Fire & Rescue	Newmarket Fire and Rescue
24-011	01/03/2024 00:43:00	311 - Medical assist EMS crew	34A1	Newmarket			Newmarket Fire and Rescue
24-018	01/05/2024 01:01:00	311 - Medical assist EMS crew	34A1, 34A2	Newmarket			Newmarket Fire and Rescue
24-046	01/12/2024 23:14:00	111 - Building fire	POV, 34L2, 34A1, 34CAR1, 34A2, 34E5	Newmarket		Hampton Fire Rescue, Exeter Fire Department, Newington Fire, Dover Fire & Rescue, Lee Fire and Rescue, Nottingham Fire Rescue, Stratham Volunteer Fire Department, Epping Fire & Rescue Department, Barrington Fire & Rescue, Newfields Fire & Rescue, Durham Fire Department, Rye Fire & Rescue	Newmarket Fire and Rescue
24-047	01/12/2024 23:30:00	321 - EMS call, excluding vehicle accident with injury	STATION	Newmarket		Durham Fire Department	Newmarket Fire and Rescue
24-060	01/16/2024 10:26:00	381 - Rescue or	34A1, 34A2	Newmarket			Newmarket Fire and

1 of 2

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PUBLIC WORKS

January started out very cold and snowy. We had ten snow events and 25 inches of snow. Snow removal was completed from Main Street for the first time in two winters. We also had two major rainfall events with high winds. We received 2.47 inches in one storm during an astronomically high tide which caused some flooding at Schanda Park; there was no damage. Newmarket had a record rainfall of 6.24 inches of rain for the month of January. There was some minor roadway flooding but no major damage was reported.



A very large maple tree had to be removed from the Bay Road Municipal Parking Lot. The tree was damaged during a recent storm and was leaning toward the residence at 33 Bay Road. Knowles Tree Service was hired to remove the tree because a crane was necessary for safe removal.

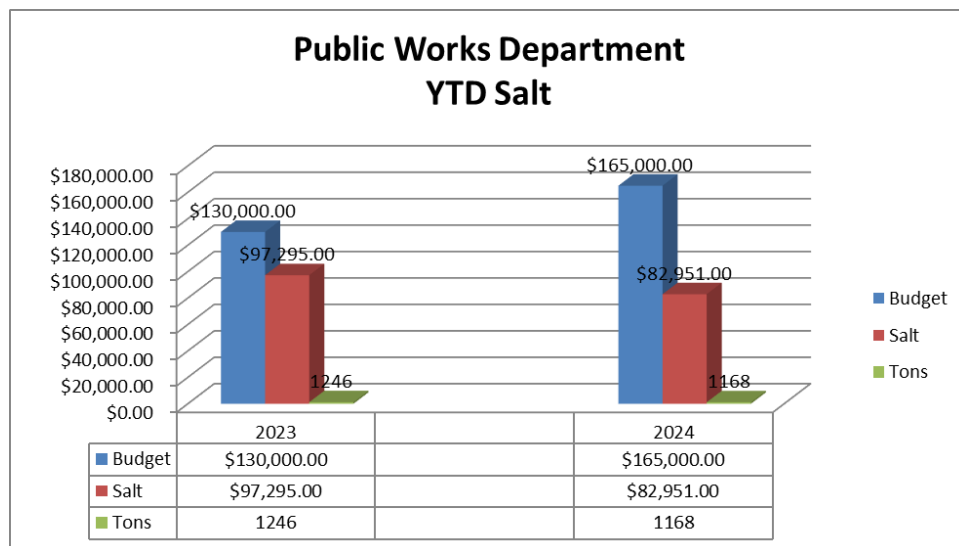
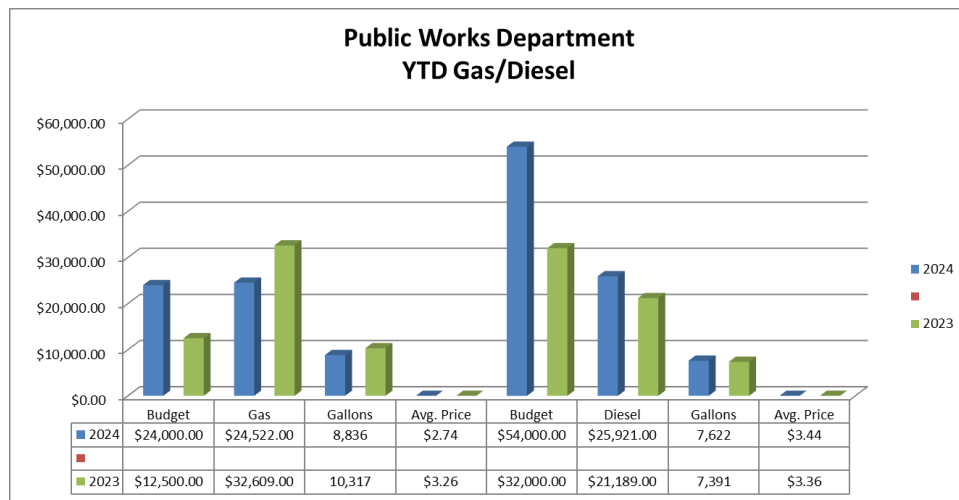


A request for proposals has been sent out for the annual Household Hazardous Waste Day. We anticipate the date to be sometime in May or early June. Once a contractor has been selected and the date is finalized, it will be advertised.

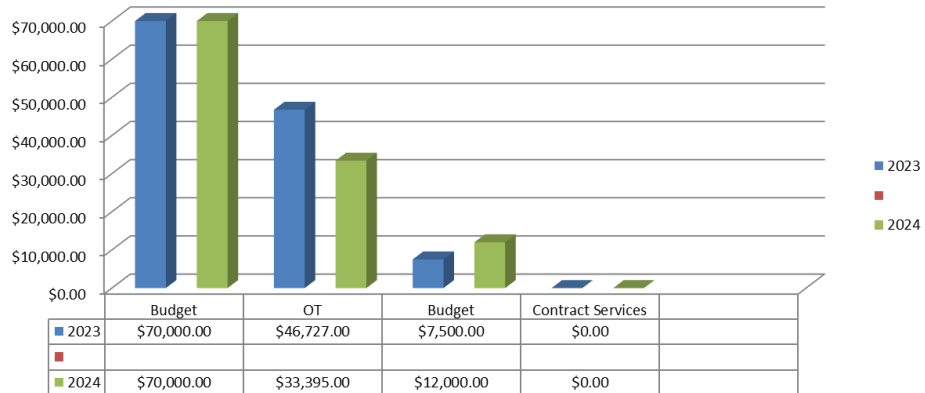
The estimate to repair the salt storage shed came back at \$38,183. All but the \$1,000 deductible will be paid for through our insurance coverage. Crews have installed a temporary plastic cover over the structure until a new replacement cover can be made and installed which is about a 12-week process. ClearSpan Structures will be doing the repair work.



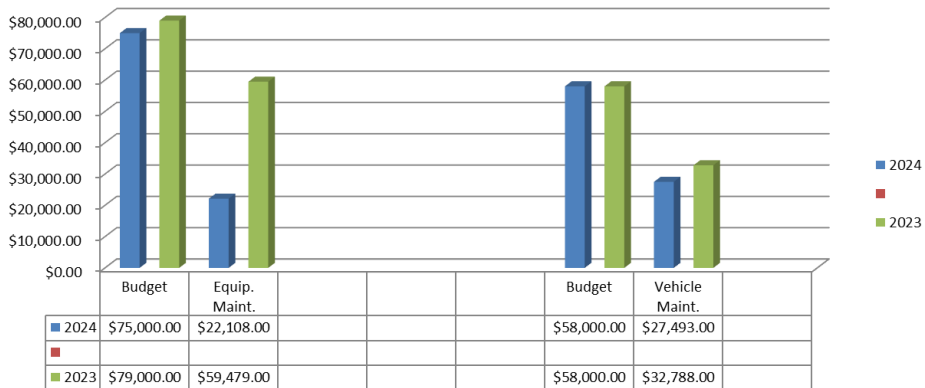
I attached charts with activity reports for January.



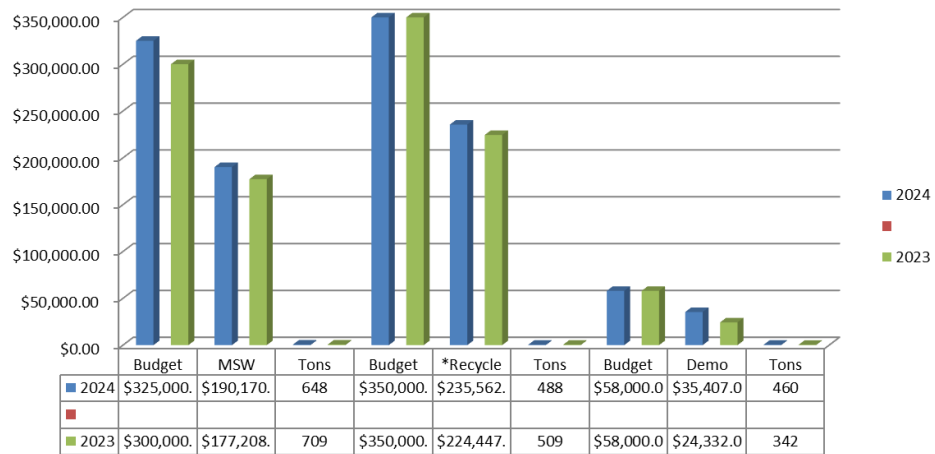
Public Works Department YTD Overtime/Contract Services

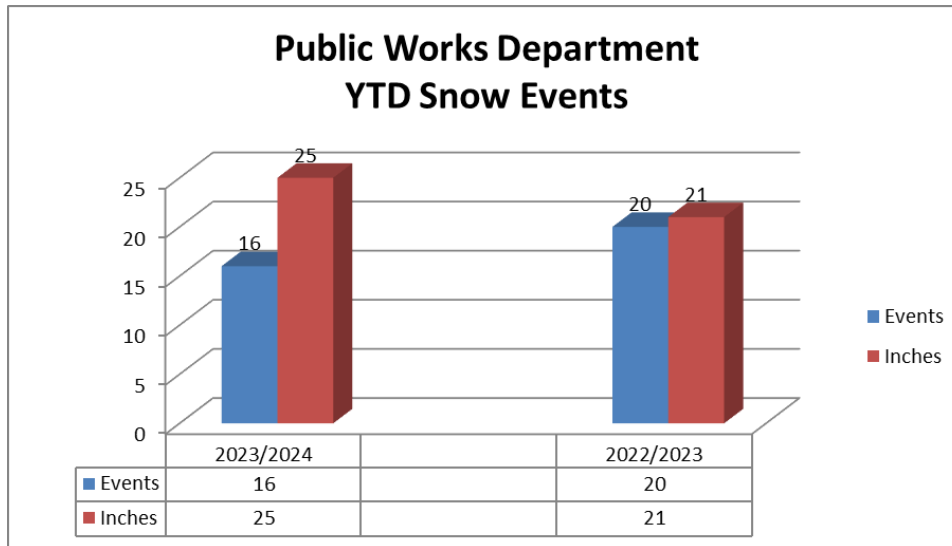


Public Works Department YTD Equipment/Vehicle Maintenance



Public Works Department YTD Solid Waste





ENGINEERING

In January I attended the 2024 New England Water Environment Association (NEWEA) Annual Conference in Boston. The Conference was well attended and showcased innovative technologies and projects that move the water industry forward. I listened in at several technical sessions focused on general stormwater/watershed management and nutrient control. I learned new things, got some great ideas for things to try in upcoming projects, and spent some time networking with peers from other municipalities, state agencies and local consultants. I joined members of the Environmental Services staff in celebrating the NEWEA award recipients, including Sean Greig (Water Environment Federation William D. Hatfield Award) and Sam Heffron (NH Wastewater Operator of the Year Award).



In January I continued working on GIS data collection and management and transferred some of our paper records into GIS data formats.

The Town Manager, DPW Director and I continue to meet 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 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.
- Stormwater Asset Management Program (AMP)
 - We developed a vision statement and set of draft LOS goals for operating/managing our municipal storm drain system based DPW and Environmental Services staff feedback.
- Moody Point Stormwater Management
 - A project kick-off meeting was held on January 4th.
 - Engineers from Underwood are working to analyze existing stormwater flow patterns and management through the site. We will review that analysis and discuss some alternatives for improvement at a Basis of Design Workshop with Town Staff and Moody Point HOA representatives in February.
- Ash Swamp Road Bridge Rehabilitation
 - Wright-Pierce is working on final design and bidding documents for rehabilitation of the bridge. We will have a set of plans and specifications for Town Staff to review in February.
- Pedestrian Bridge Evaluation
 - A structural evaluation of the Pedestrian Bridge over the Lamprey River located just downstream of Macallen Dam, including non-destructive field testing, was completed in September. The final report from Wright-Pierce came in at the end of the year. The report indicates that the bridge is in FAIR to POOR condition and includes recommendations for rehabilitation and replacement with opinions of cost. We will review/discuss these recommendations internally and develop a rehab/replacement plan.
- 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.
- 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.

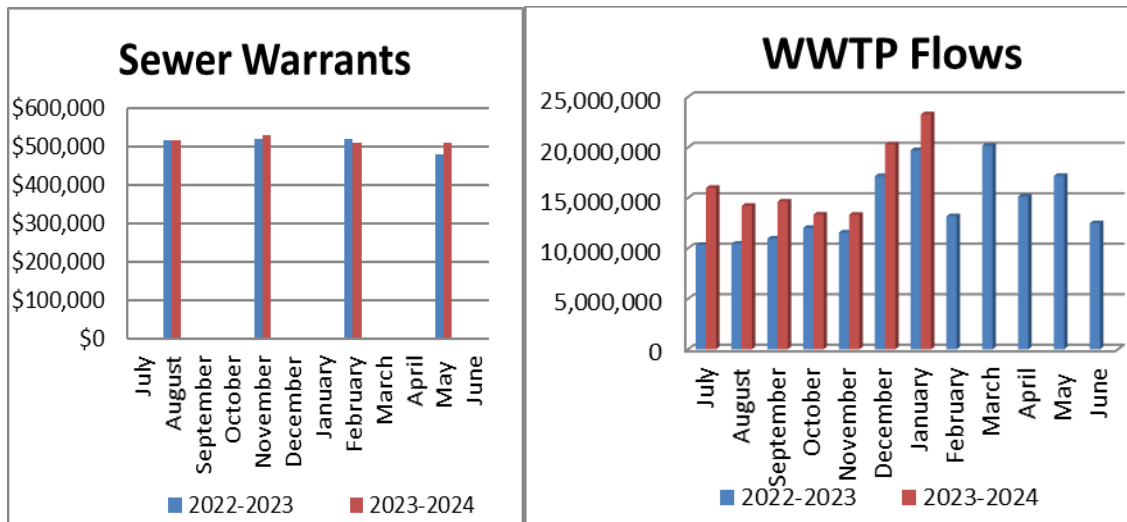
Regional Collaboration / Community Coordination

- I attended the Seacoast Stormwater Coalition meeting in January.

- I did not attend the MAAM meeting in January.
- I attended the Piscataqua Region Monitoring Collaborative (PRMC) meeting in January, along with Bart McDonough. This meeting's purpose was to discuss the ongoing monitoring efforts in Great Bay and costs associated with continuing them. Bart and I plan to attend future PRMC meetings to stay informed.
- I attended the Riverfront Advisory Committee meeting in January. I will continue to attend committee meetings as needed and work with the committee to progress initiatives and projects.
- I attended the Energy & Environment Advisory Committee meeting in January. 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 in January. 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 23.281 million gallons of water for January 2024. The facility removed 98% of the Biochemical Oxygen Demand and 98% of the total suspended solids. The facility discharges on average 3.5 mg/L of total nitrogen per day for 679 total pounds of total nitrogen discharged for January.

Septage

The Wastewater Department received 132,550 gallons of septage for a total revenue of \$13,255 in septage for January 2024. The Wastewater Department has received 2,787,786 gallons of septage for a total revenue of \$278,778 so far for fiscal year 2024.

The septage equipment for the new septage receiving station that will be installed at the wastewater treatment plant has been ordered. We expect the equipment to be delivered I June of 2024. Wright-Pierce is working on the final design.

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		\$0
March	254,000		\$0
April	530,740		\$0
May	767,800		\$0
June	711,750		\$0
	\$5,038,330	2,787,786	\$278,779

Solids Dewatering Report

Disc Thickener Report

Operating Time	7	Days
Total Run Hours	38	Hours
Total Gallons Pumped	148,875	Gallons
Average Feed Sludge %	0.72	%
Average Feed Sludge Temp.	10.6	Celsius

Average Filtrate %	0.09	%
Average Filtrate Temp.	9.9	Celsius
Average Capture Rate	88	%
Average Sludge Solids %	4.31	%

Screw Press Report

Operating Time	8	Days
Total Run Hours	119	Hours
Total Gallons Pumped	200,223	Gallons
Average Feed Sludge %	1.22	%
Average Feed Sludge Temp.	13.4	Celsius
Average Filtrate %	0.11	%
Average Filtrate Temp.	12.5	Celsius
Average Capture Rate	92	%
Average Sludge Solids %	19	%
Total Sludge Tonnage	46.55	Tons

Storage Garage

The Water and Sewer Departments need dedicated storage space for their equipment and parts. A storage garage was eliminated from the wastewater plant improvements project due to not enough funds. The Water and Sewer Department have funds in their capital reserves for a 40' by 50' storage garage. The departments have designed a metal garage to be constructed next to the public works garage. The Town received 10 bids ranging from \$608 thousand to \$1.7 million. The three lowest bids were \$608,875, \$610,066, and \$621,633. The Water and Sewer Departments have \$400,000 in capital reserves for this project. I am currently working with the engineer and the contractors to figure out a way that this project could be completed at a lower cost.

NEWEA Conference

I attended the New England Water Environment Association Conference in January. Sam Heffron received the New Hampshire Wastewater Operator of the Year Award. I received the Water Environment Federation William D. Hatfield Award. Sam and I attended classes on solids handling and advanced wastewater treatment. In addition, I gave a presentation on the town's Sludge Thickener Project.

Monthly Operations Report															
Newmarket WPCF															
Permit # NHG580013															
January-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	.5952	.25	1.0	.6170						7.4	7.3	<1	<1	0.00	0.00
2	.5641	.23	1.1	.5750						7.9	7.3	5.2	22.8	0.00	0.00
3	.5210	.20	1.5	.5330		3.0		3.8	1.7	7.9	7.3	3	3.1	0.00	0.00
4	.5032	.05	2.4	.5460		3.0		5.0		8.0	7.3	3.1	4.1	0.05	0.00
5	.4942	.18	1.9	.4940						8.0	7.3	3.1	5.2	0.05	0.00
6	.4935	.16	1.1	.5120						7.7	7.4	3	<1	0.00	0.00
7	.5052	.15	1.3	.5120						7.9	7.4	4.1	8.0	0.00	0.00
8	.4700	.15	1.2	.5120						7.3	7.2	1	9.7	0.00	0.00
9	.4960	.10	1.9	.5540	313	7.6	292	6.2	4.3	7.7	7.1	5.2	8.9	0.00	0.00
10	1.6015	.75	3.2	1.7100		5.2		6.1		7.3	7.0	45.7	17.3	0.00	0.00
11	1.0282	.01	2.6	1.0720						7.6	7.0	1	17.3	0.00	0.00
12	.8686	.45	1.9	.9010						7.8	7.0	3.1	17.3	0.00	0.00
13	1.4217	.45	2.8	1.4940						7.4	6.9	6.3	16.1	0.00	0.00
14	1.1455	.64	2.3	1.1900						7.5	6.9	2	12.1	0.00	0.00
15	.9448	.48	2.0	.9600						7.6	6.9	1	14.6	0.00	0.00
16	.8356	.40	1.4	.8620	230	4.7	172	5.4	4.2	7.6	7.0	8.5	7.4	0.00	0.00
17	.7637	.33	1.8	.7950		4.9		4.2		7.6	7.1	4.1	20.3	0.00	0.00
18	.6802	.28	1.7	.7850						7.7	7.1	3	65.0	0.06	0.00
19	.6511	.36	1.7	.6850						7.8	7.1	1	12.2	0.00	0.00
20	.6236	.23	1.4	.6140						7.8	7.1	1	3.1	0.00	0.00
21	.6176	.20	1.4	.6140						7.7	7.1	1	5.2	0.00	0.00
22	.5631	.17	1.4	.5860						7.5	7.2	<1	12.2	0.00	0.11
23	.5447	.20	1.5	.5700		6.3		5.1	3.5	7.8	7.3	<1	5.2	0.00	0.00
24	.5342	.16	1.4	.5520		5.5		4.3		8.1	7.4	<1	15.8	0.00	0.00
25	.6172	.31	1.5	.6420						7.9	7.2	52.7	16.0	0.00	0.00
26	.7433	.21	1.9	.8070						7.8	7.3	4.1	48.0	0.00	0.00
27	.7004	.37	1.6	.7800						7.9	7.1	5.2	29.2	0.00	0.00
28	.7195	.33	1.6	.7690						7.6	7.2	<1	21.1	0.00	0.00
29	.7041	.31	1.6	.7360						7.8	7.1	<1	21.8	0.00	0.07
30	.6580	.33	1.6	.6710		5.0		6.2	3.8	7.9	7.2	12.2	34.5	0.06	0.00
31	.6159	.27	1.5	.6310		4.5		6.2		7.8	7.2	8.6	26.2	0.00	0.05

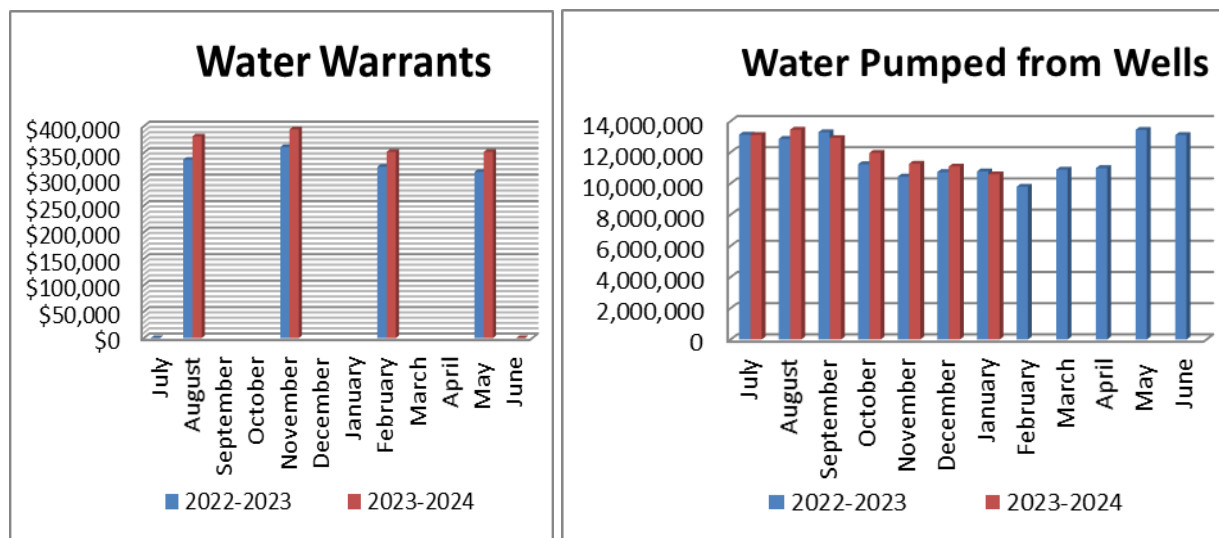
Average Wastewater Flow Discharged: 0.6549 million Gallons/Day; Total gallons discharged 23,281,000

Biochemical Oxygen Demand (BOD) Removal: 98%, Average Discharge per day: 4.7 mg/L;
Permit Limit 30mg/L

Total Suspended Solids (TSS) Removal: 98%, Average Discharge per day: 5.3 mg/L; Permit Limit 30 mg/L

Total Nitrogen (TN) Average Discharge per day: 3.5 mg/L, 21.9 lbs.; Permit Limit 30 lbs./day

Water Department



The Water Department must perform lead and copper testing in Spring 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.

The Water Department is monitoring the changes to the new EPA Lead and Copper rule so the Town can meet the requirements as they come due.

The Water Department has begun working on the Water Master Plan. The Department is compiling data and records for the system evaluation and plan development.

The Water Department is having problems with communication between the water treatment facility and the MacIntosh Well. We are working with Back Bay and Electrical Installations on the problem.

PWS 1731010 - Newmarket Water Works						
Water Quality Monitoring						
Sampled By	BMT					
	Monthly Monitoring For	January	2024			
Location	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	Total Coliform
Lamprey	1/10/2024. 0845	7.89	13.9	0.78	0.58	Absent
Racquet Club	1/10/2024. 0905	7.8	13.6	0.72	0.14	Absent
L+M	1/10/2024. 0925	7.93	10.3	1.02	0.1	Absent
Aubuchon	1/23/2024. 0910	7.92	9.9	0.95	0.25	Absent
Public Works	1/23/2024. 0825	7.72	17.1	0.95	0.35	Absent
Town Hall	1/23/2024. 0845	7.66	16.5	1.18	0.43	Absent
Well Site	Date/Time	PH	Temp 'C	PO4 mg/L	Free Cl2 mg/L	
Bennett	1/10/2024. 1325	7.4	11.4	0.35	0.29	
Sewall	1/10/2024. 1340	7.68	11.2	1.73	0.3	
MTWTP	1/10/2024. 0824	7.78	11.7	0.84	0.33	
Bennett	1/23/2024. 1310	7.29	10.3	0.3	0.35	
Sewall	1/23/2024. 1330	7.55	11.1	1.82	0.21	
MTWTP	1/23/2024. 1350	7.82	9.9	0.3	0.81	

Water system bacteria testing for January 2023 passed.

JANUARY WATER TOTALS 2024										
Date	Bennett	150 gpm	Sewall	230 gpm	Mac	300 gpm	Tucker	275 gpm		WTP
	Hrs	Gallons	Hrs	Gallons	Hrs	0	Hrs	Gallons	Total	Gallons
1	6.4	57,839	7.7	116,130	0.0	0	14	228280	402,249	226,705
2	11.4	102,188	9.3	127,840	0.0	0	8.8	136640	366,668	126,399
3	11.3	102,165	11.5	159,070	0.0	0	0	0	261,235	78,299
4	13.2	119,935	15.8	218,280	0	0	0	0	338,215	15,900
5	12.1	108,460	8.0	120,710	0.0	0	6	96860	326,030	114999
6	8.3	74,419	9.8	136,600	0.0	0	10.2	166510	377,529	168401
7	8.2	74,162	6.4	88,640	0.0	0	11.9	193950	356,752	200,403
8	5.5	49,643	5.4	75,200	0.0	0	14.1	231170	356,013	229,205
9	8.0	82,449	8.8	132,140	0.0	0	8.8	142,350	356,939	143,600
10	12.3	132,857	13.8	206,690	0.0	0	0	0	339,547	0
11	13.7	147,713	9.7	145,920	0.0	0	0	0	293,633	0
12	22.5	203,287	12.0	166,400	0.0	0	0	0	369,687	0
13	15.9	143,939	16.1	222,680	0.0	0	0	0	366,619	0
14	13.3	159,427	12.7	191,220	0.0	0	0	0	350,647	0
15	13.7	164,257	12.9	194,340	0.0	0	0	0	358,597	0
16	9.7	116,278	9.5	143,200	0.0	0	5.3	86110	345,588	80,500
17	13.5	161,153	5.7	86,020	0.0	0	0.3	4,910	252,083	0
18	10.4	124,618	9.2	138,060	2.0	36,100	2.0	32,720	331,498	67,800
19	5.7	68,754	7.1	106,860	8.8	156,000	22.0	34,690	366,304	186,502
20	7.9	94,544	7.6	113,800	8.0	142,800	0.0	0	351,144	144,800
21	8.6	103,277	8.7	130,670	9.1	163,400	0.0	0	397,347	163,600
22	7.7	92,445	6.3	87,820	8.2	148,500	0.0	0	328,765	149,700
23	6.1	73,264	6.0	83,420	10.4	186,600	0.0	0	343,284	189,202
24	6.0	72,334	5.9	82,280	10.3	183,000	0.0	0	337,614	182,401
25	4.3	51,818	4.3	58,970	13.3	239,010	0.0	0	349,798	243,805
26	7.5	89,201	9.0		8.1	145,600	0.0	0	234,801	141,400
27	8.1	96,517	7.6	104,980	7.9	141,600	0.0	0	343,097	144,899
28	8.6	102,720	7.5	103,250	8.9	159,600	0.0	0	365,570	159,300
29	6.7	80,134	6.6	91,090	5.9	105,400	4.5	73,730	350,354	181,701
30	4.9	58,216	4.8	66,870	0.0	0	13.2	214,950	340,036	217,204
31	3.3	39,691	5	69,360	0.0	0	13.9	227,630	336,681	229,705
Total	294.8	3,147,704	270.7	3,768,510	100.9	1,807,610	135.0	1,870,500	10,594,324	3,786,430
AVG. Day	8.3	101,539	7.8	121,565	3.2	58,310	4.3	60,338	341752	122,143
Max Day	22.5	203,287	16.1	222,680	13.3	239,010	22.0	231170	402249	243,805

BUILDING SAFETY, ZONING ENFORCEMENT AND HEALTH

For the month of January, this office issued 50 permits, closed out 51 permits, and conducted 142 permit related inspections.

The breakdown of building related permits issued in January 2024:

Permit Type	Number of Permits Issued	Estimated Costs	Permit Fees Collected
Single Family Dwelling and Duplex	1	\$ 385,000.00	\$ 3,130.00
Mobile Home			
Multi-Family Dwelling			
ADU			
Residential Addition/Renovation	3	\$ 71,000.00	\$ 718.00
Residential Maintenance	2	\$ 52,000.00	\$ 516.00
New Commercial			
Commercial Addition/Renovation	2	\$ 180,000.00	\$ 1,900.00
Commercial Maintenance			
New Municipal			
Municipal Addition/Renovation			
Municipal Maintenance			
Porch/Deck	1	\$ 25,000.00	\$ 250.00
Garage			
Shed			

Other Accessory Building			
Residential Plumbing	6	\$ 7,502.00	\$ 372.00
Commercial Plumbing	1	\$ 15,000.00	\$ 170.00
Residential Electric	11	\$ 52,583.00	\$ 990.00
Commercial Electric			
Residential Gas			
Commercial Gas	4	\$ 14,825.00	\$ 330.00
Residential Mechanical	12	\$ 49,999.00	\$ 1,016.00
Commercial Mechanical			
Pool/Spa	1	\$ 79,163.00	\$ 690.00
Solar	3	\$ 39,057.00	\$ 478.00
Telecommunications			
Dock			
Demolition	1	\$ -	\$ 50.00
Total	48	\$ 971,129.00	\$ 10,610.00

Zoning Board of Adjustment

The Newmarket Zoning Board of Adjustment met on January 8, 2024 and heard two appeals. The first appeal from Michael and Brittany Erlenbach was for a variance from Section 32-88 Structure Height and Section 32-89 Dimensions Table to allow the

construction of a two-story home to exceed the maximum building height by 2'9" at 21 Hamel Farm Drive, Tax Map R2, Lot 42-11 in the R1 District. After the presentation by the applicant, public hearing, and discussion by the board, the variance was granted by a vote of 5-0-0.

The second appeal was for an Equitable Waiver of Dimensional Requirements from Chinburg Development LLC for the duplexes located on Green Road, Tax Map R5, Lot 132, R2 District as it was discovered that the buildings were five feet taller than the allowed 35-foot maximum height allowed. After the presentation by the applicant and public hearing, the board decided to continue the appeal to the next meeting.

The ZBA also decided to transition from meeting as needed to a regularly scheduled meeting. The ZBA will meet the second Monday of the month. The meeting calendar and submission deadline for applications is available in the Office of Planning, Zoning, and Building Safety, and it is also available on the ZBA website.

Respectfully submitted,

David Evans
Code Enforcement Officer and Zoning Administrator
Local Health Officer

COMMUNITY DEVELOPMENT

Month in Review

Planning Board

The month of January saw no new development application filings to the Planning Board (“Board”) for their consideration. At the January 9, 2024 meeting, the Board reviewed for the first time proposed site plan and subdivision regulation amendments that sought to achieve the following: (1) establish a Technical Review Committee to review all major site plan / subdivision applications prior to an official filing with the Board, (2) streamline administrative actions and processes related to post-approval actions, and (3) to add regulations to require all approved plans to file as-built plans for the purposes of ascertaining the exact location of structure and utility placement. The Planning Board reviewed the proposed text and continued its discussion to the February meeting to allow more time to review the amendments.

Also at the January 9, 2024, meeting, the Planning Board made a determination that the proposed mixed-use 41-unit apartment building with 2,500-sf of commercial space located on property with an address of 3 and 5 Railroad Street would not cause a regional impact, pursuant to RSA 36:54-58. The Planning Board will continue its review of this application at their February 13, 2024, meeting.

The Planning Board also meet with Strafford Regional Planning Commission (“SRPC”) to discuss finalizing the Master Plan’s chapter composition after the Master Plan Subcommittee (“MPS”) made a recommendation that the Planning Board confirm the plan’s layout prior to any additional efforts made by the MPS and SRPC. The Board was also updated on the MSP’s and SRPC process to-date and was presented with an updated timeline.

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 January meeting to facilitate the development of the chapter and corresponding maps while presenting an update to the Commission regarding the preliminary results of the open space survey.

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 and Rezoning Processes

The Planning Department and Stafford Regional Planning Commission continued its planning for the Master Plan Visioning Workshop, now scheduled for Saturday, March 16, 2024. This event’s goal is to set a common vision and foundation for how the Town should proceed in developing in the next 5 to 10 years. The place and the time of the event is TBD, but an announcement and subsequent outreach efforts will commence by the end

of February. Please contact Bart McDonough, Director of the Planning and Community Development for more information.

The Master Plan Subcommittee (“MPS”) held their third meeting on January 10, 2024, and held a discussion on the composition of the Master Plan’s chapters and continued its deliberation on finalizing the set of teams to work on individual chapters. Currently, due to grant obligations, the focal point is on the Housing and Land and Water Conservation Chapters. Also, during the MPS meeting, the subcommittee was presented with an update by Ivy Vann of Town and Planning and Urban Design on the up-and-coming efforts to rezone the North Main Street Gateway Corridor. This particular rezoning process is scheduled to become more active upon the closing of the Housing and Open Space Survey and the conclusion of the March 16, 2024, Visioning Workshop.

Planning Office Update

After over 30-years of service to the Town of Newmarket, Sue Jordan, Administrative Assistant, is retiring at the end of February. We here in the Planning Office want to thank Sue for her dedication and great customer service for all these years. Her presence here in the office will be dearly missed. Nevertheless, we are excited for her transition into a life with no more work. Congratulations, Sue, and see you around town!

Financials

Fiscal Year	Budget (\$)	MTD Transactions (\$)	YTD Transactions (\$)	Balance (\$)	Spent (%)
2024	158,086.00	10,520.05	77,416.75	81,868.87	48.92
2023	155,496.00	9,595.52	83,751.56	72,744.44	53.52

FINANCE

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

1. In fiscal period 7, 91% of the budgeted revenues were accrued, translating to \$35,492,315. This was the same percentage of collection for the period as the prior year. In terms of expenditures, The General Fund spent 59% its budget (prior year was 60%) at \$5,689,745. Total operating budget spending was also at 60% or \$9,619,259 (prior year was also 60%).
2. The town's cash position for the month was solid, with the General Fund account balance over \$ 20 million at the end of January. Interest earned on the Town's General Funds deposits calendar year to date was \$54,297.23. The average collected balance in December was \$20,429,739.
3. The Trust Fund Trustees met in January and approved a new Investment Policy Statement which has been provided to the Portfolio Manager at Cambridge Trust Company who will manage the funds accordingly.
4. The same as in December, the HR Manager continues to work with the NH Retirement System (NHRS) and Tyler Technologies (Munis) get the files uploaded into an acceptable format. NHRS continues to be behind in getting many of the participating communities' files uploaded via their new format requirements. Despite the ongoing issues, we continue submitting files and communicating with them. We are also making timely payments to insure they there is no lapse.

Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2024	\$297,016	\$23,183.25	\$184,205.51	\$111,460.49	62.5
FY2023	\$296,564	\$14,186.58	\$182,618.97	\$104,837.09	64.6

INFORMATION TECHNOLOGY

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

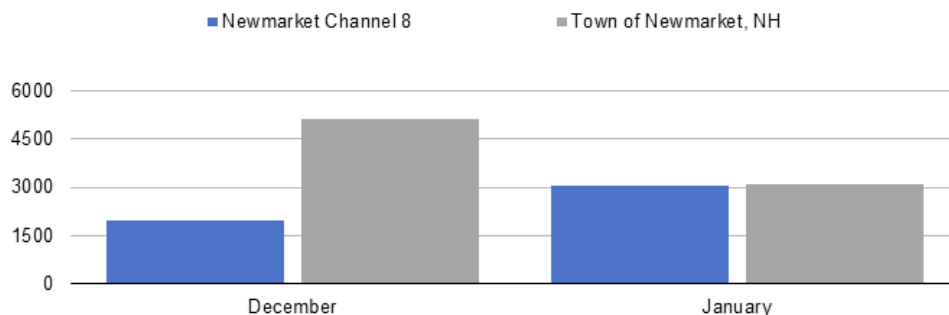
Information Technology:

The IT support team received 33 user support requests totaling 19.13 hours of service time which was an increase from the prior month. The support requests seemed to center mostly on two departments this month with the Library (4.3) and the Department of Environmental Services (3.91), and the Police Department (3.37) requiring the most assistance and the rest being various departments needing typical end user support.

In January an ERP/Fund Accounting system review team was assembled to begin that process. The team members represent each functional area of the town and are the superusers of the current system. The team began with a list of 17 potential systems and essential criteria for each system. It will meet every two weeks with a planned decision deadline of June 30th. Over the next few months, team members will participate in product demonstrations by each vendor meeting the criteria.

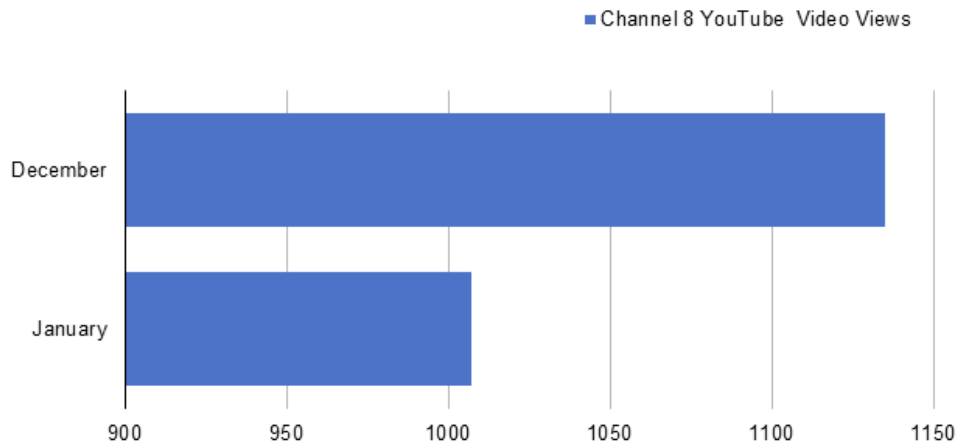
Multi-Media Services:

In January, Newmarket Media Services posted to social media 38 times on the Newmarket Channel 8 Facebook page and the Town of Newmarket Facebook page. The posts consisted of live streams of events and meetings, the Newmarket Newsletter, and notices to the community. The posts reached 3,117 people on the Town of Newmarket page and 3,041 on the Newmarket Channel 8 page. In terms of viewers and readers coming to us, the Newmarket Channel 8 Facebook page received 323 visits and 7 new page followers; and the Town of Newmarket Facebook page received 938 visits and 15 new likes.



On the Newmarket Channel 8 YouTube channel, 15 new videos were added, and we reached 9,927 people. This resulted in us receiving 1,007 views to our channel from 687 viewers. In the month of January people watched 48 hours our content and we gained 2 new subscribers. These videos watched included Town of Newmarket and Newmarket

School District Meetings, as well as Newmarket School Events such as explanations of the Newmarket School District Budget and Newmarket Community Power information Session.



The Newmarket Newsletter was sent out 4 times in the month. In the month of January, Newmarket Media Services also redesigned the Newmarket Newsletter, which had an open rate of 52% (9% higher than the industry average). The Newmarket Newsletter was sent out to an average of 1,734 email addresses each week and was opened an average of 723 times. We saw a click rate (people clicking on links in the Newmarket Newsletter) of 319 or 4% which is 2% higher than the industry average.

Financials:

	Budget	MTD Transactions	YTD Transactions	Balance	% Spent
FY2024	\$266,075	\$13,299.83	\$174,956.13	\$68,668.51	74.2
FY2023	\$247,422	\$9,461.67	\$158,392.27	\$66,730.17	73.2

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 01/31/24	\$393,155	

TAX LIENS	2022	2021
	Deed 2025	Deed 2024
Property Tax	117,896	169,701
# Properties Liened	26	34
Uncollected 01/31/24	45,515	19,753

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

	Year End 6/30/24	Year End 6/30/23	
Motor Vehicle	976,719	951,188	2.68% increase
Town Non-MV	87,886	88,059	0.20% decrease
State	336,354	320,864	4.83% increase

- Daily activity steady
- Presidential Primary Election – January 23, 2024
 - 3092 ballots cast; 47% voter turnout
- 2024 Town Filing Period; January 24, 2024 – February 2, 2024
- New Office Hours beginning Monday, March 4, 2024
 - Monday, Tuesday, Thursday 7am – 4:15pm
 - Wednesday 7 am – 6 pm
 - Friday Closed

RECREATION

Financial Overview:

YTD General Fund Expenditures: According to Munis the Recreation's Department's General Fund, we have expended \$ 153,643 (60%) as compared to 57% of the budget last year at this same.

Rec Revolving Fiscal Year 22/23 Expenditures: According to Munis the Recreation's Department's Revolving Account, we have expended \$ 269,307 as compared to \$ 258,315 for last year at this same time – which is a (\$10,992) difference.

Rec Revolving Fiscal Year 23/24 Revenue: Munis data for the Recreation Department's Revolving Revenue Account shows that \$179,403 has been collected year-to-date. Last year, \$204,367 was collected. We attribute this difference to factors such as payroll adjustments, participation numbers, and decreased grant and sponsorship funds. However, with March approaching, historically a month of significant turnaround in revenue over expenses, we anticipate positive developments.

Personnel Report

FT Personnel: As we enter the New Year, we are pleased to announce that the Recreation Department is fully staffed across all five full-time positions.

PT Personnel: We have good news on the home front regarding our open Preschool Coordinator position after our longtime permanent part-time Preschool Playgroup Coordinator gave notice in December that she had accepted the FT job at the library as the new Children's Librarian. We are delighted to announce that former Preschool Coordinator and our main substitute teacher for the program this year, Miss Erin Schroeder-Craft informed us in January that she was interested in taking the PT position, at least for the remainder of the school year. Based on how that goes for her, she may agree to take it on for the following school year. This couldn't be a better transition scenario if we planned it, as all the children are already familiar with Miss Erin and many of the parents' older siblings had her as their preschool teacher in previous years. In addition, Miss Erin is currently teaching multiple afterschool programs here at the Rec including some art and dance classes at the Sunrise Sunset Center for our active 55+ adults.

Training and Development

Northern New England Conference: The Rec Department team including myself, Assistant Director, Alyssa Porto and Rec Manager, Sam Kerrigan headed up north this month to the Northern New England Parks and Recreation Conference. This year's conference provided many opportunities to network with other Recreation Departments as well as local vendors. We were able to talk with our registration system manager about new updates to our system as well as other fireworks vendors for possible display at the Backyard Bash events. Rec manager, Sam, was able to attend educational sessions on youth sports programs, emergency action plans and facility management improvements. While Rec Director and Assistant Director Aimee and Alyssa attended educational sessions on inclusive programs, customer service and economic impacts on programs. Overall, the department had a great time attending this conference yet again and walked away with new tools and skills to use and share.

Administrative Projects

Annual Rec Evaluation Meeting: As mentioned in last month's report, in January, we conducted our Annual Rec Evaluation Staff Meeting. During this extensive session, we discussed departmental operations and how we could improve, general workflow and responsibilities with the intention that our new site supervisor take on more responsibilities now that he is FT. We were not able to all that we set out to do in this meeting due to limited time, however, we have set aside those subject matters for days that we may have to work from home and can complete them via zoom meetings, those subject matters are evaluation of current program and events, and any new goals for the upcoming year. We were able to go over our 2024 calendar and make notes of vacation plans as well as set dates for the Rec's Special Community Events throughout the year. (See below for upcoming community events)

Annual Report of the Recreation Department and Sunrise Sunset Center. This year I managed to reduce the report in both word count and photo submission. This was not an easy task as we had so much to brag about at the Rec and so many great photos to share with the community!

REC Community Events

Next up for the next couple of Months – SAVE THE DATE:

- Annual Easter Hunt Eggs'travaganza: Saturday, March 30th
- Somewhere Over the Rainbow Date Night Dance: Friday Night April 12th

- Rec Connect Annual May Mixer: Thursday, May 23rd

Projects, Equipment, Facility Use, and Rentals

Timberline Signs: We are happy to announce that a P.O. has been completed for the new sign with Timberline Signs. We are anxiously waiting for the ground to thaw so that installation can begin. We are estimating this to occur sometime in the late spring.

Rentals: January brought in 4 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. We are already booking for the spring and have 3 Beech Street bookings for February as well.

Grants, Donations & Sponsorships

Community Center Investment Plan (CCIP) Forgivable Loan: We await a response from CCIP, with news expected by the end of February. Preparation continues for potential funding to enhance programming at the Community Center and Sunrise Sunset center.

LRAC Grant for a new Kayak Launch system at Schoppmeyer Park: Following storm damage to the docks at Schoppmeyer Park, plans for repairs are underway, with preparations for a grant request to improve the old Kayak Launch system.

Youth Programs & Highlights



Play and Stay Afterschool Care Program: Our Play and Stay Kiddos had a fun-packed January. We were all excited to kick off the year with some outdoor play time in the snow. When they weren't outside making snow angels and snowmen, you could find us inside doing relay races, polar bear crafts or drinking hot chocolate to warm up. We're looking forward to another great year of Play and Stay!

Afterschool Arts & Dance Programs. As we've settled into the New Year, we have a lot of our routine after school programs beginning again for 8-week (about 2 months) sessions like Global Grooves, Kids Art Academy, and Youth Cartooning. As well as our 15-week (about 3 and a half months) dance programs including Hopes Contemporary, Creative Movement, Twinkle Toes and Blooming Ballerinas, which will end with a dance recital. Dance instructors Miss Maddy and Miss Hope will be working with the Rec team to

potentially host the recital at a new location this year. Another beloved program that returned this month was *Music is Fun for Everyone* for the 0–36-month-old population. This session is being hosted inside the Rec's Fit and Fun room, which the Rec team plans to reinvent this year.



NEW Dance Program: We are excited that So, You Want to be a Pop (Dance) got the Green Light for running this time around, after having to cancel last fall due to low registration. We are thrilled that Miss Erin is teaching this new program, which allows participants to pretend they are in a music video, singing and dancing along to their favorite tunes. This program has inspired the creation of a new Music Video specialty camp this year, tune in to see a star's

shine

High 5 Preschool Sports – Soft Hockey: High-5 Soft Hockey continued our 2023 trend of high enrollment and the sessions filling up quickly! Despite the 2023 soft hockey seeing a 63% increase in participation from the year before, we still had higher registration numbers for 2024! We anticipate even higher enrollment for indoor soccer and T-ball later this spring.



NH Chess Club: After hosting a very successful first Chess Tournament in December, we continued to build upon our partnership with the NH Chess Club. In January we expanded programming into two different sessions. The “Chesskidz-Kings” is for intermediate players (most of which continued from the fall session) and we added an introductory “Chesskidz- Knights” for players new to the game! We are already planning another youth tournament in February and are excited to see where the program continues to go!

Summer Camps

Camp Wanna Iguana: January means it’s time to start planning for Summer Camp for the Rec Department, as we plan to release registration for the residents of Newmarket on Monday, March 4th. While planning the rates of camp, the Rec team is navigating pay increases, staff shortages, and scholarship opportunities for families. We are excited to announce our theme this summer will be *The Rec’s Amazing Race*, which means it will be a fun, action packed summer for our campers. Once again, we will be hosting our popular half day specialty camps, this year utilizing instructor Erin Schroeder-Craft’s special skill set of art and dance. Chess instructor, Jacob Holden will be hosting two chess tactic camps this summer, after the success of the after-school program as well.

Adult Programming

Adult Pickleball: The pickleball program continues to thrive at NES. Over 45 players have come out since the start of the New Year, 19 of which are new to the program! They are meeting to play consistently on Friday evenings and Sunday mornings, averaging 15-20 players each session. Most participants have been coming regularly throughout the month, we continue to get great feedback from participants and program coordinators.



Adult Basketball: Basketball numbers have been climbing since the start of the New Year as well! We saw a wave of new players in January, a 47% increase from those that had participated previously in the program. Word is getting out and participants are thrilled that adult basketball is back in Newmarket.

Sunrise Sunset Activity Center

Trips: The year got off to a good start here as half a dozen seniors ventured out on a chilly morning for our first Breakfast Club trip of the season. We visited The Country View and enjoyed excellent company and delicious food!

Programs: Several of our groups saw good growth this month, with new additions to our yoga, canasta, and bridge programs. The popular winter Friday Fun program resumed with attendees enjoying friendly competition with games of corn hole.

Munch N Learn: We had over 20 folks join us for a guided discussion about Newmarket and its history led by the Newmarket 300 Club. Everyone enjoyed asking questions and sharing stories about this town's fascinating and rich history.



Special Events: January wrapped up with lots of excitement as we gathered to celebrate Eleanor Marsden's 100th birthday! The building was completely packed out as we enjoyed two cakes, a visiting Elvis singing telegram, and ukulele music provided by our very own Sunrise Strummers!

Respectfully submitted by

Aimee Gigandet – Recreation Director and the Rec Staff.

WELFARE

Newmarket Welfare Office- January 2024

The Town of Newmarket Welfare Department has had an increase in calls from families concerned about evictions or housing issues during January. General Assistance/Municipal Welfare requests fluctuate during the various months or seasons of the year. During January, we traditionally note increased activity because many families or those who are economically vulnerable receive assistance from holiday-giving programs and charities. The tight shelter and cost-prohibitive rental market have created a scarcity of affordable dwelling units for people in the Town and panic or severe anxiety about potentially getting evicted in Newmarket. Once individuals or families fall behind in their rent, they often report it is almost impossible to get back on their feet without intervention because landlords can tack on late fees and legal costs. Landlords know that if someone moves out, they can rent that unit for a higher rent than what they were even charging last year.

The Town Welfare Department supported clients or applicants in addressing their individual shelter needs and with assistance or referrals to appropriate resources for their basic household requirements that support life and health. In January, we processed ten completed welfare applications and six incomplete applications, which resulted in requests for additional information or documentation to support their application to determine eligibility for assistance.

We had more than twenty inquiries regarding referrals to other resources to prevent evictions or requests from agencies to partner with them to assist those in the community in avoiding homelessness.

We are noticing an uptick in calls and applications from individuals over 65.

In January, it required significant time to contact the numerous inquiries that did not fully provide the needed documentation to determine eligibility. There were strong indicators of need in many of these cases, but paperwork or documentation was missing. This office must support and assist those who demonstrate financial need and are eligible. Still, we must have the necessary verifications in the application to support and verify this request. We have recently had to rely on several partner agencies working together to assist some of the more complex cases, particularly in those who are elderly or suffering mental or health declines or other barriers that appeared to prevent them from submitting their complete general assistance application. It is less expensive to keep families or those

who are economically vulnerable in their current housing than to try to locate a new affordable shelter unit.

People who own property/homeowners are reluctant to apply for Town Assistance due to the NH State Statute that requires liens to be placed on a general assistance real estate or property when they receive Town General assistance. We see this frequently with Seniors or older residents in the community - even when they reportedly appear to qualify, or other advocates or agencies call to plead their case on their behalf. Seniors or older homeowners are reluctant to have liens placed on homes they have spent their lives paying for despite the fact they may be cold or desperate. In these challenging cases, we must find an appropriate resource to assist the potential client or Town resident that would not put a lien on a property and then encourage the residents to seek those right resources for assistance.

This networking or identifying appropriate resources while lobbying the client in need who is possibly desperate to accept the proper help is labor intensive.

Town or Municipal general assistance is a fund of last resort. In speaking with colleagues from around the State, it is becoming more common for individuals to come in and demand the specific type of assistance they heard they might receive (a hotel referral vs. a shelter) and not acknowledge that if applicants have liquid assets, they must be depleted first (the \$2k in a checking account for example). In January, several working people reported being out of work due to illness. Suppose someone simply exists on the edge of the economic margins and does not have the benefit of a sick pay program (sick time) during a common occurrence such as the flu- they can be devastated and potentially homeless very quickly. When this standard health issue occurs, families or singles may find that they could be spiraling into homelessness without some type of intervention or assistance.

New Hampshire residents have been happy about the limited snow in 2024. Other residents depend upon snow for additional income (snowplowing- shoveling). The economic burden on your Town's General Assistance Budget is limited due to our outside resources' ongoing aid and assistance and the Newmarket Community Church. As January is the start of the year- we have seen increased costs (due to rental rates) from those determined eligible for assistance. We hope that as we head into 2024, the economic needs we have seen in January will slowly dissipate. IRS tax refunds, which typically support those on the financial margins, will bridge some of the desperation residents feel, and housing will become more available and affordable.

Respectfully Submitted,
Heather Thibodeau

LIBRARY

Newmarket Public Library January Report

January Happenings:

We started the new year with a new Children's Librarian, Heather Hatada-Boyd! She will be fulltime once she finishes up current commitments at the Recreation Department (End of February)

New programs Heather will be facilitating:

Our monthly Saturday story time for all ages will now be EVERY Saturday. Wednesday story times have a new time of 12:30, Baby Explorers remains Thursday mornings at 10:30.

Mindful Mondays at 1:00-a program for little ones and caregivers including a story, stretching, calm time.

Fine Art Fridays at 3:00-for tweens and teens, emulating the art of a fine artist.

Cinema Saturdays at 1:00-a teen interactive movie program with activities and snacks.

Other Special January Programs:

There is a stuffed animal sleepover this Friday night with a follow up story time and breakfast Saturday morning at 10:00.

On Tuesday, January 23rd at 5:30 we are having an **Organizing 101** presentation on decluttering and organizing the home.

The *Page Turners Book Club* is reading *Maybe You Should Talk to Someone* by Lori Gottlieb, and meets

Tuesday, January 30th at 2pm or 6pm.

Respectfully submitted,

Candace Cousins
Librarian