



**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL AGENDA**

**WEDNESDAY, APRIL 5, 2017, 7:00PM
NEWMARKET TOWN HALL COUNCIL CHAMBERS**

1. **Pledge of Allegiance**
2. **Public Forum** (*Public Forum is an opportunity for the public to address the Town Council. All comments should be addressed to the Chair of the Council. No person will be allowed to speak longer than five (5) minutes.*)
 - a. Presentation of Town Report Dedications and Memoriam:
 - i. Kevin Cyr
 - ii. Jim Hilton
 - iii. Terri Schoppmeyer
 - b. Presentation of Appreciation to outgoing Town Councilors
 - i. Gary Levy
 - ii. Phil Nazzaro
3. **Public Hearing – None**
4. **Town Council to Consider Acceptance of Minutes**
 - a. March 1, 2017 Non-public Meeting Minutes
 - b. March 1, 2017 Regular Meeting Minutes
5. **Report of the Town Administrator**
6. **Committee Reports**
7. **Old Business**
 - a. **Resolutions/Ordinances in the 2nd Reading - None**
 - b. **Resolutions/Ordinances in the 3rd Reading – None**
 - c. * Items Laid on the Table –
 - i. **Resolution #2015/2016-52** – *Resolution Authorizing the Designation of a portion of Rt. 152 as an Economic Recovery Zone* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action).
8. **New Business/Correspondence**

a. Town Council to Consider Nominations, Appointments and Elections

- i. *Director of Recreation – Aimee Gigandet*
- ii. *Macallen Dam Study Committee – Andrew Walker – Term Expires March 2020*
- iii. *Macallen Dam Study Committee – Robert Sheehan – Term Expires March 2020*
- iv. *Conservation Commission – Andrea Sellers – Term Expires March 2020*
- v. *Cemetery Trustee – Edward Pelczar – Term Expires March 2020*
- vi. *Library Trustee – Lisa Zhe – Term Expires 2020*
- vii. *Library Trustee – Mary Mahoney – Term Expires 2020*
- viii. *ZBA Member – Robert Daigle – Term Expires 2020*
- ix. *ZBA Alternate Member – Steven Minutelli – Term Expires March 2019*

b. Resolutions/Ordinances in the 1st Reading

- i. **Ordinance #2016/2017-02** - *An Ordinance Amending Chapter 30 of the Code of the Town of Newmarket, NH: Increasing Parking Violations and Allowing Permitted Parking in Certain Lots.*
- ii. **Resolution #2016/2017-28** - *Resolution Relating to the Tucker Land Purchase.*
- iii. **Resolution # 2016/2017-29** - *Resolution Relating to the Purchase of a Ford Police Cruiser for the Police Department to include Costs Associated with Replacement of Emergency Lighting, and Equipment Set-up.*
- iv. **Resolution #2016/2017-30** - *Resolution Relating to the Purchase of a Motorola APX6500 VHF High Power Digital Mobile Radio for the Police Department.*

c. Correspondence to the Town Council

d. Closing Comments by Town Councilors

e. Next Council Meeting – April 19, 2017

9. Adjournment

TOWN OF NEWMARKET, NEW HAMPSHIRE

TOWN COUNCIL REGULAR MEETING

March 1, 2017 7:00 PM

TOWN COUNCIL CHAMBERS

PRESENT: Council Chairman Gary Levy, Council Vice Chairman Phil Nazzaro, Councilor Dale Pike, Councilor Amy Thompson, Councilor Toni Weinstein, Councilor Amy Burns, Councilor Kyle Bowden

ALSO PRESENT: Town Administrator Steve Fournier, Town Planner Diane Hardy, Planning Board Chairman Eric Botterman, Planning Board Vice-Chair Valerie Shelton, Planning Board Members Rose-Anne Kwaks and Jane Ford

AGENDA

Chairman Gary Levy welcomed everyone to the March 1, 2017 Newmarket Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

Vice-Chair Nazzaro made a motion to seal the minutes of the Non-Public Meeting which was seconded by Councilor Weinstein. Town Administrator Fournier polled the Council and the motion to seal the minutes of the Non-Public Meeting was approved by a vote of 7-0.

Chairman Levy asked that a moment of silence be held for a long-time employee and volunteer of the Town, *Isabel Donovan*.

PUBLIC FORUM

Chairman Levy opened the Public Forum at 7:03 pm.

As no one from the public came forward, Chairman Levy closed the Public Forum at 7:03 pm.

PUBLIC HEARING – Ordinance #2016/2017-01 – Amendments to Chapter 32 Zoning, Article I. Sec. 32-5 Non-Conformity, Sec. 32-11 Definitions, and Article VII. Other Requirements, Sect. 32-234 Accessory

Apartments of the Municipal Code of the Town of Newmarket and Zoning Ordinance, adopted 02/14/1996, as amended through August 2, 2013.

Chairman Levy opened the Public Forum for *Ordinance #2016/2017-01* at 7:05 pm. No public comment on the Ordinance was brought forward.

JOINT MEETING WITH PLANNING BOARD

Chairman Levy welcomed the Planning Board to the Joint Meeting with the Town Council, and said they were there to review certain zoning changes that were before the Council.

ZONING CHANGES CURRENTLY BEFORE THE COUNCIL

Town Planner Diane Hardy said there were some zoning changes before the Council that were written by the Planning Board. She said she would go over them briefly and give some context of why they were being done. She said one of the charges of the Planning Board was to develop the Master Plan and recommend zoning changes to help guide the development of the community. She said a Sub-Committee was set up last fall to start looking at those changes in relation to the recommendations of the Economic Development Committee (EDC), and said the State had also passed a mandate for Accessory Dwelling Units. She said the Sub-Committee had met 4 or 5 times and also held public work sessions with the Planning Board, and they had voted unanimously to recommend the changes.

Non-Conforming Uses

Town Planner Hardy stated that the first change before the Council covered Non-Conforming Uses related to the "grandfather clause" in the Town Zoning Ordinance. She said this meant that if someone had a non-conforming use that did not meet current standards, it could continue indefinitely unless the property was abandoned or the use stopped. She said it was recommended that the Planning Board consider putting a limit on the time a property could be abandoned or the use discontinued, and they recommended the period be established at 2 years. She said that after a 2-year period the property owner would lose their grandfathered rights and the property would then need to be in compliance with current zoning rules. She said this was vetted through the courts and deemed to be a reasonable requirement.

Accessory Dwelling Units

Town Planner Hardy said the second change related to Accessory Apartments, which had last been updated in 2004. She said they were now required to bring their local ordinance into compliance with State Law, and the Planning Board was recommending the necessary changes. She explained that an Accessory Apartment was a small unit secondary to the home. She said they were approved by the Zoning Board of Adjustment (ZBA) through a special process that required certain criteria be met, and said the Planning Board was changing some of those conditions.

Chairman Levy asked about the increase in the square footage, and Town Planner Hardy said that was something the Planning Board had recommended but it was not mandated. She said State Law allowed the establishment of maximums and minimums, but required that the maximum not be less than 750 square feet. Councilor Pike explained that Newmarket currently had 800 square feet and the proposal was to increase that to 1,000 square feet though they were required to go no higher than 750 square feet. Chairman Levy asked what the rationale was for 1,000 square feet. Town Planner Hardy said part of the reason was that State Law now required allowing for 2 bedrooms, and the extra space would allow some modifications to be made. Planning Board Vice-Chair Valerie Shelton said an Accessory Apartment could be created under State Law, and the owner did not have to occupy the primary residence but was required to reside on the property. She said one idea on the Planning Board was to limit the size of the apartment based on the primary dwelling structure, and said there had been a lot of debate.

Councilor Thompson asked why the abandonment timeline was set at 2 years rather than 1 year, and why the property would still be grandfathered if it was sold and under new ownership. Town Planner Hardy said that the zoning went with the property, and that they had extended the time to allow the owner to resolve any insurance issues that might need to be processed. Planning Board Chairman Eric Botterman added that probate issues could take time, and Vice-Chair Shelton said it could also be a non-conforming structure. Councilor Thompson felt that 2 years was a long time for a property to be sitting, and said she was more comfortable with 1 year with a variance to extend.

Councilor Thompson asked how many persons were allowed in an accessory dwelling. Chairman Botterman said there were no limitations which was part of the reason the State Law was passed. Vice-Chair Shelton said it was the same as for a small house with no limit as long as health standards were met. Councilor Thompson asked where it was specified that the owner had to live on the premises. Town Planner Hardy said it was included under RSA 674:72 of the backup material, and that the Planning Board was saying it needed to be included.

Councilor Thompson asked what differentiated a home with an accessory apartment from a duplex. Town Planner Hardy said for an Accessory Apartment they wanted to see a principal residence and an owner-occupied residence, and said a duplex was subject to greater density requirements or lot size. Vice-Chair Shelton stated that the taxes differed between the two, and Chairman Botterman said you could rent out both units in a duplex but not in a single-family residence with an accessory apartment. Planning Board Member Rose-Anne Kwaks said a duplex was taxed at a higher rate with density restrictions, whereas an Accessory Apartment had no restrictions and required 2 additional parking spaces be made available. Town Planner Hardy said if the requirements were met and the ZBA approved the duplex as an accessory dwelling it could be done.

Chairman Levy reiterated that he felt 800 square feet was an adequate size for an Accessory Apartment, and said if they had a reason for wanting more they could go to the ZBA. Vice-Chair Nazzaro said since the old language was for 1 bedroom and State Law was now requiring allowance for 2 bedrooms, it made sense to him that the extra 200 square feet was a result of this new law. He asked for clarification that the Non-Conformity issue regarding abandonment was not setting up what is considered an abandoned property, but was stating how long the non-conformity was allowed to stick with a piece of property. Town Planner Hardy said this was just helping to administer the Ordinance.

STATUS OF FUTURE LAND USE CHAPTER OF MASTER PLAN

Town Planner Hardy said she would provide an overview and they could then discuss the progress they had made moving forward with some of the recommendations. She said the Planning Board was charged with updating the Master Plan and tried to do one chapter every year. She said last year they updated the Future Land Use Chapter and it was adopted in July of 2016 after considerable input from the public. She said they used input from the Visioning Session of 2015 and recommendations from the EDC, who had worked extensively on zoning recommendations over several years with two qualified Planning Consultants.

Economic Development

Zoning recommendations from the Economic Development Committee Related to Permitted Uses in Business Zones, Assisted Housing, and Continuing Care Retirement Community Overlay Districts

Town Planner Hardy said the first recommendation out of the Future Land Use Chapter was to establish a Critical Care Retirement Community (CCRC) in Newmarket as an overlay to a B-3 business zone off Route 152. She said a developer could then come in and submit an application for a conditional use permit zone based on the Master Plan to build a CCRC. She explained that a CCRC was a retirement community for individuals over 55 that allowed them to "age in place" and move from independent living to nursing care as they progressed in age.

Town Planner Hardy said the second recommendation concerned properties currently owned by the Town, the Wilson and Ham properties east of the railroads and west of New Road, and that an Assisted Living overlay district was specified for that area. The Third recommendation from the Planning Board was to establish an overlay district along the Route 108 corridor and to introduce some Architectural Design Standards and historical design guidelines for that area to ensure development would be in line with the character of the Town.

Town Planner Hardy said that the fourth recommendation concerned coastal climate change and the potential for increased flooding in the future from rising sea levels. She said some areas in Newmarket had been identified with the Regional Planning Commission in an effort to plan for the future to protect their infrastructure. She said there were also other recommendations to enhance their shoreline protection requirements and meet stormwater management requirements from a recently approved mandate to comply with the MS-4 Program.

Property Maintenance and Junkyards

Town Planner Diane Hardy said there were also recommendations made on Property Maintenance and Junkyards. She said Chairman Botterman had provided a letter in January suggesting that after discussing the issues, a committee should be set up to look at the feasibility of implementing some of these codes and a comprehensive program for regulating and enforcing those issues be developed. She said the last recommendation concerned Zoning Modifications to implement the EDC recommendations

by expanding or removing some permitted uses in Business Zones so they were more compatible. She said they set up a Zoning Committee with Councilor Pike, Rose-Anne Kwaks, and Valerie Shelton to look at zoning changes for CCRC and assisted living. She said the closest CCRC community in the area was RiverWoods Development in Exeter. Chairman Levy said the recommendations were also very positive to tax rolls, and Town Planner Hardy explained that Mr. John Connery, who worked as a consultant for the EDC, had looked at tax implications and found that Assisted Living would provide a positive tax benefit to the Town.

Discussion: Councilor Weinstein asked what the next step would be. Councilor Pike said he had been asked to address that and said the Sub-Committee had held 5 meetings since October. He said they could come up with model zoning but that there were a wide range of differences. He said the Kwaks and Connery reports both encouraged the Town to think about how to organize and encourage developers, and said the Sub-Committee planned to visit some of the successful communities to learn more about what might attract them. He said they could start with a preliminary estimate of how much it would cost to run a sewer line to the area off Route 152 because it sits on the aquifer. He felt it might be time to start developing the plans and thinking about changes to zoning and what other resources they would need to be able to have a serious conversation with developers.

Chairman Botterman said he agreed with Councilor Pike that the Town should investigate some type of public-private partnership, and said without sewer the area would never get developed. Town Administrator Fournier said he asked the Water & Sewer Superintendent if they had ever looked at those numbers and was told that Town engineers had estimated the cost to be approximately \$1.4 million in 2002. He said by applying a 2.5% yearly increase to that estimate, it would cost approximately \$2 million to run a sewer line out to that area now. Ms. Kwaks said people wanted to put homes in that area and it was not fair to the property owners, as their taxes had doubled with the rezoning from residential to B-3 business. She said property owners were restricted by location, the aquifer, and the B-3 zoning, and said they needed as many users as possible on the water and sewer systems to get a payback.

Chairman Botterman said they needed to be able to talk to people as a Town, and they could offer to assist a developer with sewer costs. Councilor Nazzaro thanked them for all their hard work, and said if no one was assigned to market this, it would not matter how many zoning changes were made as nothing would happen. He said the future Council would have to decide what would happen after the zoning changes were made and whether the Town was willing to invest in the sewer. Vice-Chair Shelton said the Sub-Committee felt this should not be looked at any differently than with the redevelopment of the Mills. She said they found the right developer for that project, knew what needed to be changed with zoning, and put the Downtown TIF in place to make sure they could create the infrastructure to make it work. She said they had a massive potential tax base, and the Town needed to figure out how to get the right developer to duplicate the success of the Mills in the B-3 district with a CCRC.

Chairman Levy said the EDC had zoned the area B-3 so there would not be a lot of residential. He said the goal was to keep it dormant, though they now had numerous studies and a plan to move forward. Vice-Chair Shelton said that was done at great expense to the landowners by changing their tax base from residential to commercial-industrial, and said they should look at rezoning some sections of the B-3

zone where Route 152 meets Ash Swamp Road as the houses in that area were all non-conforming due to the B-3 zoning. Chairman Levy said that John Connery had recommended residential with the CCRC. Vice-Chair Nazzaro said he felt this was a good opportunity to look at zoning as a whole and not just an overlay. He asked if there was anything set up to go back in 5 years to look at the zoning. Chairman Botterman agreed that there should be some kind of self-checking. Town Planner Hardy said it was part of the Master Plan process to update every 5-10 years to see if the zoning was working. Vice-Chair Nazzaro felt it should be done more often, especially since they were testing out the overlay.

Councilor Pike said that Connery had recommended proceeding with the overlay to see if it worked, and if not it should be revisited. Ms. Kwaks said Connery had also recommended that a consultant should be assigned. Chairman Levy said Connery had come in, the Town spent a lot of money on studies, and the EDC had made its recommendations, and virtually nothing had been done with those recommendations and studies. Chairman Botterman said he agreed but he felt it was just a function of the way the Town government was run, and said if the people did not want the zoning changes they should be listened to. Councilor Pike said it was not enough to just change the zoning and that they needed to come up with a process.

Town Planner Hardy said they needed someone to champion the project and move it forward, and it was not a simple process of changing zoning. Chairman Botterman said that for the Town to be successful it had to be willing to invest in itself. Vice-Chair Shelton said the Planning Board was ready to move forward with the overlay district for Assisted Living. She said unless there was a focus from the Town, whether Town Council or Administration, to seek a developer for that project nothing would happen. Councilor Weinstein asked if the area on the New Road property also needed sewer, and Vice-Chair Shelton said it was already connected but would have a limited density due to the size of the land.

Ms. Kwaks said that to implement all these things they needed a fulltime Code Enforcement Officer, and possibly another person in the Planning Department. She said they also needed increased funding to do what was needed for the Town appropriately and timely. Chairman Botterman said they first needed to discuss that as a Planning Board. Chairman Levy requested that Town Administrator Fournier provide a copy of the Kwaks/Connery study to all councilors and said the recommendations were all laid out in the report.

Vice-Chair Nazzaro said that he was not in favor of any overly restrictive design standards being imposed on property owners from a government perspective. Chairman Levy suggested that the Planning Board look at other communities that had implemented design standards. Councilor Bowden asked about junkyards, and Valerie Shelton said a junkyard could be an owner with 3 unregistered vehicles on their property. Ms. Kwaks said a junkyard was considered if there were motor vehicle auto parts which accumulated to make more than 2 vehicles and that a license was required. Town Administrator Fournier said there was a codified ordinance on the books for junkyards, and Vice-Chair Shelton said there was a current junkyard ordinance, but that was just not enforced.

Councilor Bowden asked if the junkyard they were referring to was related to Route 152/Ash Swamp Road. Planning Board Chairman Botterman said there was a junkyard there but it was deceased and no longer grandfathered in, as there was a contamination issue on the property. Town Planner Hardy

clarified that there were issues with water contamination in the area and they received a DES notice of no further action as the issue was addressed through natural attenuation and was now in compliance with State Law.

Councilor Bowden asked about the tax impact of B-3 zoning, and Chairman Botterman explained that the tax rate did not change but the assessed value of the property increased for business zoning. Vice-Chair Shelton clarified that they were not really paying if the property was in current use. Town Administrator Fournier explained that the assessment went up because the market value of the land, as business versus residential, justified it at that level.

Sign Regulations

Town Planner Hardy said they were also working on Sign Regulations. She said Building Inspector Mike Hoffman had put some recommendations together, and that a draft was almost ready for a Public Hearing. Councilor Thompson asked what type of signs this referred to, and Vice-Chair Shelton said a sign ordinance was town-wide and applied to all properties. Chairman Botterman clarified that it did not apply to private residences.

Chairman Levy thanked the Town Planner and the Planning Board for coming to the meeting.

OTHER BUSINESS

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the Minutes of the Non-Public Meeting of February 15, 2017

Vice-Chair Nazzaro made a motion to approve the minutes of the Non-Public Meeting of February 15, 2017 which was seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the motion to approve the minutes of the Non-Public Meeting of February 15, 2017 passed by a vote of 7-0.

Acceptance of the Minutes of the Regular Meeting of February 15, 2017

Vice Chair Nazzaro made a motion to approve the minutes of the Regular Meeting of February 15, 2017 which was seconded by Councilor Burns.

Councilor Thompson corrected typographical errors on line 92 and line 118 of the minutes.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of February 15, 2017 were approved as amended by a vote of 7-0.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Steve Fournier first reviewed the **Newmarket-Durham Road Widening Project** for the north portion of Route 108. He said as a continuation of last year's, project telephone poles were already being removed for the installation of bike lanes and sidewalks on both sides from approximately Bay Road to Stagecoach Road. He said the construction would start as soon as temperatures were warm. He also provided an update on the bike lanes on the south portion of Route 108, and said they had received a communication from the New Hampshire DOT finance department requesting the repayment of \$43,000. He said he had reiterated that the Town did not have the authority to expend the \$43,000 as voters had stated that no tax dollars would be used in the project, and he also did not have an appropriation to spend the money. He said the Town Attorney had been copied and that after 2 more dunned letters DOT would be handing the issue to the office of the Attorney General.

Town Administrator Fournier said that the Fire Department was applying for an **EMT Warm Zone Equipment Grant** from the Department of Safety to purchase tactical equipment for EMTs. He said traditionally EMS had been taught to wait for police to declare a scene safe prior to assessing victims, but that an increase in casualties indicated that a change in operations was needed, and the Department of Homeland Security determined that there was a need to get life-saving equipment to victims quickly. He said if the grant was awarded it would provide EMS with the necessary tactical equipment for police, fire, and EMS to work together to lessen casualties. Vice-Chair Nazzaro said this would cover the purchase of equipment and training in how to use tactical gear in the field for emergencies. Chairman Levy asked the amount of the funding and Town Administrator Fournier said it would be a little under \$6,000.

Town Administrator Fournier said he had put together the **Election Day Schedule** and said they would need some councilors pro-tem to be appointed for the day, and added that councilors running for re-election could not be at the polls. He reviewed the **Council Meeting Schedule**, and said the next meeting was a Non-Public Session scheduled for 6:30 pm on March 15th. He said a meeting for the election of officers would be held on March 22nd, the Wednesday following the swearing in on Monday March 20th. He said a Candidates' night, sponsored by the Newmarket Business Association, was scheduled for March 7th in the Town Hall Auditorium.

Town Administrator Fournier said he wanted to take the opportunity to express his thanks and gratitude to Councilor Nazzaro, who was not running again. He said he had always been a straight shooter and he appreciated his forthrightness. He said he also wanted to thank him on behalf of the staff and said they would miss his camaraderie.

COMMITTEE REPORTS - None

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Ordinance #2016/2017-01 Amendments to Chapter 32 Zoning, Article I. Sec. 32-5 Non-Conformity, Sec. 32-11 Definitions, and Article VII. Other Requirements, Sect. 32-234 Accessory Apartments of the Municipal Code of the Town of Newmarket and Zoning Ordinance

Vice-Chair Nazzaro made a motion to approve *Ordinance #2016/2017-01 Amendments to Chapter 32 Zoning*, which was seconded by Councilor Weinstein.

Discussion: Chairman Levy said he did not feel it was necessary to go to 1,000 square feet for Accessory Apartments, where they were already meeting the threshold with 800 square feet. He said if they wanted more they could always go to the ZBA for approval, and he was in favor of keeping it to 800 square feet. Vice-Chair Nazzaro said that as State Law was now saying they had to allow up to 2 bedrooms, the extra 200 square feet made sense to him, and said he was fine with the ordinance as written. Councilor Burns also felt adding the extra 200 square feet made sense and said she agreed with Vice-Chair Nazzaro. Councilor Pike said he had been in favor of keeping the square footage to 800, but felt both positions were reasonable and he would support either one.

Chairman Levy made a motion to amend the ordinance to change the 1,000 square feet back to 800 square feet, which was seconded by Councilor Weinstein. Town Administrator Fournier polled the Council and the motion to amend the ordinance failed by a vote of 3-4.

Town Administrator Fournier polled the Council on *Ordinance #2016/2017-01 Amendments to Chapter 32 Zoning* as originally written. The motion was approved by a vote of 6-1.

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

Town Administrator Fournier asked that they take the items in the 1ST reading out of order, as it had been requested by the Council to have a resolution to rescind *Resolution #2016/2017-16* changing the Administrative Code.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2016/2017-27 Rescind Resolution #2016/2107-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds

Town Administrator Fournier read *Resolution #2016/2017-27 Rescind Resolution #2016/2107-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds* in full, and requested the suspension of the rules to act on the resolution this evening.

Councilor Thompson made a motion to suspend the rules which was seconded by Councilor Pike. Town Administrator Fournier polled the Council and the motion to suspend the rules passed by a vote of 6-1.

Vice-Chair Nazzaro made a motion to approve *Resolution #2016/2017-27 Rescind Resolution #2016/2107-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds* which was seconded by Councilor Thompson.

Town Administrator Fournier polled the Council and the motion to approve *Resolution #2016/2017-27 Rescind Resolution #2016/2107-16 Amending the Administrative Code: Creation of the Department of Buildings & Grounds* was approved by a vote of 7-0.

ORDINANCES AND RESOLUTIONS IN THE 4TH READING

Resolution #2016/2017-19 Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services

Councilor Thompson made a motion to approve *Resolution #2016/2017-19 Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services*, which was seconded by Councilor Weinstein.

Discussion: Chairman Levy questioned the addition of language saying that the Facilities Director would oversee Custodial Services at the School. Town Administrator Fournier said the Facilities Director would have no staff under him for the Town, but that the School Board had approved his overseeing 2 head custodians. Councilor Thompson said she was concerned about possible liability for the Town if the Facilities Director was overseeing other employees at the School. Town Administrator Fournier said he had provided the amended copy approximately 1 week ago.

Town Administrator Fournier polled the Council and the motion to approve *Resolution #2016/2017-19 Approval of Memorandum of Understanding Between the Town and School for Facilities Director Services* was approved by a vote of 7-0.

Resolution #2016/2017-20 Approval of Director of Facilities Job Description

Vice-Chair Nazzaro made a motion to approve *Resolution #2016/2017-20 Approval of Director of Facilities Job Description*, which was seconded by Councilor Weinstein.

Discussion: Vice-Chair Nazzaro said he understood that the language with regard to supervision of custodial employees had been removed from the Job Description because this was for the Town, and the School had their own job description. Town Administrator Fournier said that was correct. Councilor Thompson stated that they had just rescinded and taken away the Department of Buildings & Grounds, but the resolution started out with "whereas the Town of Newmarket has approved the creation of the Department of Buildings & Grounds". Town Administrator Fournier asked for a resolution to remove that language.

Town Administrator Fournier polled the Council and the motion to approve *Resolution #2016/2017-20 Approval of Director of Facilities Job Description* was approved as amended by a vote of 7-0.

ITEMS LAID ON THE TABLE – *Resolution #2015/2016-52 Authorizing the Designation of a Portion of Route 152 as an Economic Recovery Zone.* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action.)

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Veterans Memorial Trust Committee

Candidate: *Patrick Marsh – Term Expires March 2020*

Vice-Chair Nazzaro made a motion to approve the nomination of *Patrick Marsh – Term Expires March 2020* as a member of the *Veterans Trust Committee*, which was seconded by Councilor Weinstein.

Town Administrator Fournier polled the Council and the nomination of *Patrick Marsh* as a member of the *Veterans Trust Committee* was approved by a vote of 7-0

Veterans Memorial Trust Committee

Candidate: *John Carmichael – Term Expires March 2020*

Vice-Chair Nazzaro made a motion to approve the nomination of *John Carmichael – Term Expires March 2020* as a member of the *Veterans Trust Committee*, which was seconded by Councilor Weinstein.

Town Administrator Fournier polled the Council and the nomination of *John Carmichael* as a member of the *Veterans Trust Committee* was approved by a vote of 7-0

Vice-Chair Nazzaro said that as Chairman of the Veterans Memorial Trust Committee, both candidates were great contributors with unique skill sets and he was honored to serve with them on the Committee.

CORRESPONDENCE/ CLOSING COMMENTS

Vice-Chair Nazzaro said this was his last public meeting and he wanted to thank the citizens of Newmarket, and said serving the community had truly meant something to him. He also thank Council members present and past, the Administration, and all of the staff. He said he had been fortunate in his life in a lot of events, but that serving on this Council had been a highlight. He said he had tried to be a voice of reason, and he hoped to continue to challenge everyone from the other side. He said he appreciated working with the professional individuals, and thanked everyone for the opportunity to serve.

NEXT MEETING: Town Administrator Fournier said the next meeting would be Non-Public at 6:30 pm on March 15th, and March 22, 2017 would be the election of officers to the Town Council. He said an Organizational Meeting would be held on Monday, March 20th for the swearing-in of new councilors. Chairman Levy asked if it were possible to hold the election of officers on Monday after the swearing-in.

ADJOURNMENT

Town Council Regular Meeting
March 1, 2017

Vice-Chair Nazzaro made a motion to adjourn the meeting, which was seconded by Councilor Bowden.
The meeting was adjourned at 9:11 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

DRAFT



TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE of the TOWN ADMINISTRATOR

REPORT OF THE TOWN ADMINISTRATOR

April 5, 2017

Welcome to the New Councilors: I would like to take this opportunity to welcome Councilors Kast and Finch, and congratulate Councilor Weinstein on her reelection.

I have provided the new councilors with orientation materials. I would like to schedule a session with them to review and answer any questions that they may have. I would encourage them to visit the various departments to take tours of the Town facilities.

Health Care Rates for FY18: We received our health insurance rates from the NH HealthTrust, our provider. Initially, we had a guaranteed maximum rate increase of 10.9% and we budgeted as such. I am pleased to let you know that the rates came in at 4.2% increase over FY17. This will provide a savings of about \$40,000 in the FY18 budget.

Storm Water (MS4) Permit: At the time of the writing of this report, I am scheduled to meet with Dean Peschel, a consultant with the Cities of Dover, Portsmouth and Rochester on the MS4 permit that was issued. The MS4 permit is a permit on how we deal with storm water runoff. These new regulations will have significant impacts on our budget and the staff's workload. We will have to perform tasks that have no proven benefits.

The permits were expected to be issued later this year, but the EPA surprised communities by publishing them to its website on Jan. 18, two days before the President took office. No towns were notified. However, we will have to be in compliance by July 1, 2018 or potentially face fines.

A group of seacoast communities is planning to appeal the MS4 permit. I am going to meet with Mr. Peschel to discuss Newmarket joining the group.

County Fiscal Year Change: Rockingham County is switching from a calendar year based budget to a fiscal year. There are many benefits for a government entity to be on a fiscal year beginning in July. One for the county is that they collect their taxes once a year from the city and towns in December. Therefore, they actually operate the year and collect at the end.

One issue is that they have to come up with an 18-month budget to line up the years. This could mean a significant tax increase, which the municipalities collect. Town Managers from across the county are working with county officials to avoid this. As of now, they believe that they have enough funds in their undesignated fund balance to offset any change.

South Rt. 108 Widening: The Town Attorney and I had a conference call with a member from the Office of the State Attorney General and NHDOT. As you remember, the State wants us to repay about \$43,000 for their project of installing bike lanes on Rt. 108 from about the Police Station to the Newfields town

line. We were managing this project for the State and was assured no town funds were going to pay for this. In addition, the voters approved this project with that stipulation. It is our opinion and the NH Department of Revenue Administration that we cannot contribute any funds to this project.

Town Council Orientation – The Role of the Town Council: At the meeting, I am going to have a PowerPoint presentation on the Role of the Town Council. I have given this presentation in the past to new Town Councilors.

ONGOING PROJECTS

*****This section will not be reported on orally to the Town Council at the meeting, but will use this as a chance to update on any developments in ongoing projects. *****

MRI Efficiency Study: We are currently working on answers to the findings of MRI. We are assigning due dates, and periodic project goals. The Town Council has seen the spreadsheet with all of that information and will be updated on a monthly basis to review.

Downtown Project: on March 28, one of the subcontractors for the project served the Town with a lawsuit. Target Construction was the main defendant, but we are included since it is our project. The subcontractor is mistaken as you do not file suit at this point, but make a claim against the performance bond. In addition, they have placed a lien on the road, which is strange since we cannot sell the road and two we do not actually own Rt. 108. The Town Attorney has the suit and will file a motion in court.

Town Council Goals:

Goal #1 - Unified Town-wide CIP

- We have received a number of processes that other municipalities use. I have reviewed them and I am working on a draft CIP process plan document. This will be reviewed and edited by the Planner prior to going to the CIP committee for comment

Goal #2 - Increased parking in downtown by exploring public and/or private solutions

- Before the Council this evening for a first reading is a chance to expand permitted parking in the downtown. This will allow residents to park overnight in certain Town owned lots. The Town Council will vote on this at the April 19 meeting.
- We are looking at repairing the Bay Rd. lot this year as part of our road paving projects. This would add about an additional 10-15 spots.
- There is a potential for parking on Beech Street Extension if an organization moves out in June as planned.
- I am reviewing Parking Studies we have done in the past and will issue an RFP to update them. The last study was conducted prior to the mill development.

Goal #3 - Continue relations with School Board and SAU staff to find further efficiencies and solidify current agreement with shared finance and facilities

- The Facilities Director position closed and we are now reviewing the resumes. We received 16 resumes as of the writing of this.
- Department Heads are reviewing the final draft of the Administrative Code, and the Town Council should have it for a first reading for the second meeting in April.

Goal #4 - Meet with Planning Board to work together to align goals for 2017 based off summaries of consultants and Strafford Regional Planning Commission reports

- The Town Council met with the Planning Board.

Vacation: I will be on vacation April 19 and returning to the office on May 1. During that time, Chief Kyle True will be the acting Town Administrator.

Respectfully Submitted,



Stephen R. Fournier
Town Administrator

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution 2015/2016-52

Authorizing the Designation of a portion of Rt. 152 as an Economic Recovery Zone

WHEREAS: NH RSA 162N allows for the creation of Economic Recover Zones in communities to encourage the redevelopment of certain land in exchange for state tax credits for the developer, and

WHEREAS: The Town desires to redevelop what is the B3 zone along Rt. 152, including the following lots on Town Tax Map R6 (updated April 2015):

Lots 1, 2, 3, 4-1, 4-2, 4-3, 5, 6, 7, 8, 9, 10, 11-1, 11-1A, 11-2, 12, 50, 50A, 50B, 50C, 50-1, 50-2, 50-3, 50-4, 50-4, 50-5, 50-6, 50-7, 50-8, 51 and 52. .

NOW, THEREFORE, BE IT RESOLVED BY THE NEWMARKET TOWN COUNCIL THAT:

The Town Council requests that the Commissioner of the Department of Resources and Economic Development declare this portion an Economic Recovery zone and authorizes the Town Administrator to execute any agreements.

First Reading: June 1, 2016

Second Reading:

Approval:

Approved: _____
Dale Pike, Town Council Chairman

A True Copy Attest _____
Terri J. Littlefield, Town Clerk



TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE of the TOWN ADMINISTRATOR

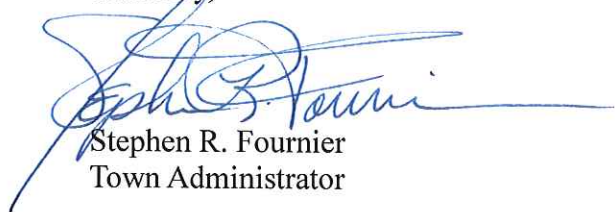
March 28, 2017

Newmarket Town Council
186 Main Street
Newmarket NH 03857

Honorable Members of the Town Council:

Pursuant to Section 4.8 of the Newmarket Town Charter, I hereby appoint Aimee Gigandet as Director of Recreation. I ask the Town Council to confirm this appointment and employment agreement.

Sincerely,



Stephen R. Fournier
Town Administrator

**EMPLOYMENT AGREEMENT
AIMEE GIGANDET AND THE TOWN OF NEWMARKET, NH**

1) PREAMBLE

This Agreement is entered into between the Town of Newmarket, New Hampshire (hereinafter called the "Town") and Aimee Gigandet (hereinafter called "Gigandet").

2) EMPLOYMENT AND TERM

The Town agrees to employ Gigandet and Gigandet agrees to accept employment in the position of Director of Recreation commencing on April 6, 2017. The Town and Gigandet acknowledge that this is a full-time, year-round position including extensive obligations in the evenings and on weekends. Gigandet agrees to devote all of her professional efforts to the successful fulfillment of her responsibilities to the Town as Director of Recreation.

It is recognized that Gigandet must devote a great deal of time outside the normal office hours to the business of the Town, and to that end Gigandet will be allowed to have flexibility in scheduling her time.

3) SALARY

Effective April 6, 2017, Gigandet shall be placed on the salary grade of 12 and receive a salary of sixty four thousand dollars five hundred (\$64,500.00) per annum, payable in installments at the same time that other employees are paid and no less frequently than every two weeks or as may be required by Law.

The Town may award Gigandet merit increases in the form of one-time bonuses or increases to the base salary at its sole discretion.

4) BENEFITS

Except as otherwise provided herein, Gigandet shall be provided with all of the benefits offered to non-union employees in the Town's Personnel Policy including participation in the Town's group medical and dental plans, as well as other insurance plans which the Town offers to its employees on the same terms and conditions as that of the Town's other non-unionized employees.

Gigandet shall be provided indefinitely with the benefits and terms offered to non-union members according to the Town's Personnel Policy as the language reads on the date of execution of this agreement and shall be entitled to such benefits until the expiration of this agreement.

Gigandet shall be entitled to sick leave, personal leave, vacation, holidays and military leave in accordance with the Town's Personnel Policy. Gigandet shall be entitled to such benefits as the language reads in the Town's Personnel Policy at the time of ratification of this agreement until its expiration. Should the personnel policy change with a negative adjustment, (i.e. less earned vacation time per year, etc.), Gigandet will be grandfathered to the original plan that was in effect during the signing of this contract. Should the plan change with a positive adjustment (i.e. more vacation days earned per year, etc....) Gigandet will receive the positive adjustment.

The Town agrees to provide Gigandet with all of the benefits offered to non-union employees in the Town's Personnel Plan including participation in the Town group medical and dental plans of the Town, as well as other insurance plans that the Town offers to its employees on the same terms and conditions as that of the Town's other non-unionized employees.

Upon retirement of employment by Gigandet, as provided in the personnel rules and regulations, one-half of unused sick leave benefits shall be paid to Gigandet provided Gigandet shall have been actively employed for one year prior to retirement. This benefit shall require Gigandet to be of retirement age and meet the requirements to collect retirement compensation from the New Hampshire Retirement System. Should the personnel policy change with a

negative adjustment, (i.e. less than half of unused sick leave benefits paid, etc....) Gigandet will be grandfathered to the original plan that was in effect during the signing of this contract. Should this segment of the personnel plan change to reflect a positive adjustment (i.e. more than half of unused sick leave benefits paid, etc....) Gigandet will receive the positive adjustment.

Upon completion of employment, Gigandet will be paid accrued, unused vacation pay if Gigandet has been actively employed for at least 6 months prior to termination.

According to personnel policy - Longevity adjustment will continue to be paid out on the first period of December to receive paid annually upon accordingly to the personnel policy 15th – 20th year \$675 and \$900 on her 21st year. If this personnel policy should be taken away or adjusted to a lower amount, Gigandet's salary will be adjusted positively to reflect the difference.

5) GENERAL BUSINESS EXPENSES

The Town agrees to budget for and to pay for reasonable professional dues and subscriptions of Gigandet necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for Gigandet's continued professional participation, growth, and advancement, and for the good of the Town.

The Town agrees to budget for and to pay for reasonable travel and subsistence expenses of Gigandet for professional and official travel, meetings, and occasions to adequately continue her professional development and to pursue necessary official functions of the Town. Travel and subsistence expenses shall be submitted to the Town Administrator for approval before they are incurred.

The Town also agrees to budget for and to pay for Gigandet's reasonable travel and subsistence expenses for short courses, institutes, and seminars that are necessary for her professional development and for the good of the Town. Travel and subsistence expenses shall be submitted to the Town Administrator for approval after they are incurred.

The Town recognizes that certain expenses of a non-personal, but job related nature, are incurred by the Director of Recreation, and the Town agrees to reimburse or to pay said general expenses to Gigandet. The finance director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

Gigandet shall be entitled to reimbursement for all reasonable expenses, incurred by her in the performance of her duties. Gigandet shall maintain records and written receipts and shall submit vouchers for expenses for which reimbursement is made.

In the event that Gigandet utilizes her personal automobile for Town business, she shall be reimbursed for the mileage at the prevailing Internal Revenue Service reimbursement rate.

Date: _____

Aimee J. Gigandet

TOWN OF NEWMARKET:

Date: _____

Stephen Fournier, Town Administrator



APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET

Applicant's Name: Andrew Walker

Address: 62 Halls Mill, Newfields, NH 03856 Phone/Cell 603-397-9280

RSA 669:19 Newmarket Registered Voter: Yes ☒ No # of Years as Resident: 6 yrs previously
RSA 91:2 Are you an American Citizen? Yes ☐ No ☐

Email address: awalker.nh@gmail.com

Full membership (3 year term) position applying for Dam Committee

State what the new term expiration date is: March 2020

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

I feel the following experience and background qualifies me for this position: _____

M.S. Hydrology. 10 years of experience in dam safety
engineering. Frequent recreation above and below
the Macellen Dam.

(need more room, please use the back)

Andrew Walker
Signature

3/27/17
Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.



**APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET**

Applicant's Name: ROBERT P. SHEEHAN

Address: 6BAY RD UNIT 22 Phone/Cell 603-801-3625

RSA 669:19 Newmarket Registered Voter: ☒ Yes No # of Years as Resident: 3 1/2 yrs
RSA 91:2 Are you an American Citizen? ☒ Yes No

Email address: bobsh@msu.com

Full membership (3 year term) position applying for Macmillen Dam Study Comm.
State what the new term expiration date is: MARCH 2020

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

I feel the following experience and background qualifies me for this position: I have been a member of the committee for 3 yrs. I am up to date on all aspects of the project. I live at Bryant Rock Condos where my unit overlooks the dam. I (over)
(need more room, please use the back)

Signature Robert Sheehan Date 3/28/17

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.

I am a retired science teacher from
the City of Boston. I would very much
like to continue on the committee.



APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET

Applicant's Name: Andrea Sillers
Address: 3 Oak Knoll Pt Phone/Cell 603 953-5417
RSA 669:19 Newmarket Registered Voter: ☒ Yes No # of Years as Resident: 7
RSA 91:2 Are you an American Citizen? ☒ Yes No
Email address: ayb2@wildcats.unh.edu
Full membership (3 year term) position applying for Conservation Commission
State what the new term expiration date is: March 2020

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

I feel the following experience and background qualifies me for this position: _____

Current Commissioner

(need more room, please use the back)

[Signature] 2-22-17
Signature Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.

RECEIVED

MAR -2 2017



TOWN OF NEWMARKET
ADMINISTRATOR'S OFFICE

APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET

Applicant's Name: EDWARD PELCZAR

Address: 11 OAK ST, NEWMARKET Phone/Cell 603-659-2976

RSA 669:19 Newmarket Registered Voter: ☒ Yes ☐ No # of Years as Resident: 67 yrs.
RSA 91:2 Are you an American Citizen? ☒ Yes ☐ No

Email address: _____

Full membership (3 year term) position applying for CEMETERY TRUSTEE

State what the new term expiration date is: MAR, 2020

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

I feel the following experience and background qualifies me for this position: I have been involved with record keeping, selling graves, marking graves, and overseeing Revere's Cemetery for 40 years.

(need more room, please use the back)

Edward Pelczar
Signature

3/2/17
Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.



**APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET**

Applicant's Name: Lisa Zhe

Address: 1 Maplecross Drive Phone/Cell 659-4402

RSA 669:19 Newmarket Registered Voter: Yes No # of Years as Resident: 14
RSA 91:2 Are you an American Citizen? Yes No

Email address: THEZHE@COMCAST.NET

Full membership (3 year term) position applying for Library Trustee

State what the new term expiration date is: March 2020

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

I feel the following experience and background qualifies me for this position: _____

I have served as a library trustee since
2011. I feel the library is an important
part of our community and want to
continue to see it thrive.

(need more room, please use the back)

Signature Lisa M. Zhe Date March 2, 2017

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.



APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET

Applicant's Name: MARY MAHONEY

Address: 1 BALSAM WAY Phone/Cell 200-0040
NEWMARKET, NH 603-65

RSA 669:19 Newmarket Registered Voter: Yes No # of Years as Resident: 5

RSA 91:2 Are you an American Citizen? ☒ Yes No

Email address: MAHONEYM45@gmail.com

Full membership (3 year term) position applying for LIBRARY TRUSTEE

State what the new term expiration date is: MAR 2020

Alternate position (3 year term) position applying for MARCH 2019

State what the new term expiration date is: MAR 2017

I feel the following experience and background qualifies me for this position: _____

I am a retired librarian. Worked a library
Director in Stark Franklin & Chelmsford. Currently serving
as Chair of Trustees. I believe in the contributions the library
to the community. Also serving all residents
(need more room, please use the back)

Mary Mahoney 3/10/17
Signature Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.



APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET

Applicant's Name: Robert Daigle

Address: 43 Elm St Phone/Cell (603) 828-3516

RSA 669:19 Newmarket Registered Voter: ☒ Yes ☐ No # of Years as Resident: 37
RSA 91:2 Are you an American Citizen? ☒ Yes ☐ No

Email address: daiglebltk@Comcast.net

Full membership (3 year term) position applying for ZBA

State what the new term expiration date is: 2020?

Alternate position (3 year term) position applying for _____

State what the new term expiration date is: _____

I feel the following experience and background qualifies me for this position: I've been on the Board for 6 years. I feel I have developed a very good understanding of the ZBA procedures.

I have been & remain active on the Highway & Public Safety Committee & on the Fire Department. (over)

(need more room, please use the back)

Signature Robert Daigle Date 3/8/17

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.

I have served as Public Works Director for the Water Commission. I understand the issues facing Towns like Newmarket.

TERM EXPIRATION DATE: 03/2020 2019

RECEIVED

APPLICATION FOR APPOINTMENT TO A BOARD,
COMMISSION, OR COMMITTEE POSITION WITHIN THE
TOWN OF NEWMARKET

MAR 27 2017

Applicant's Name: Steven Minutelli

Address: 27 Doe Farm Lane, Newmarket, N.H. 03857

Phone/Cell 603-988-4804

Newmarket Registered Voter: Yes Number of Years as Resident: 10+

American Citizen: Yes

Email address: minutelli@yahoo.com

I am applying for full membership (month & year) position for:

I am applying for the alternate position (month & year) for: ZBA (alternate; 3/2017)

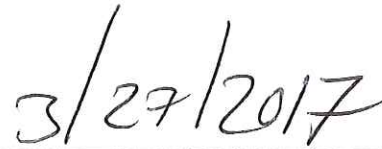
I feel the following experience and background qualifies me for this position:

• I've served as an alternate on the ZBA since April/May of 2015 and would like to continue doing so. In applying for this position, I note I've served this community on numerous town boards and committees over the years including, but not limited to, the Newmarket Town Council (2008-2011) and the NCDC (2013-present). I note that the ZBA is Newmarket's only quasi-judicial board. I feel my education, training, and experience as an attorney and licensed member of the NH Bar Association (2003 to present) provides me with the ability to meaningfully participate in ZBA deliberations when the board is interpreting our zoning provisions and deciding whether or not an applicant might be entitled to relief under his or her specific factual circumstances. When considered with my previous years of service as an alternate on this board, I believe I'm a good candidate for consideration.

I appreciate your attention and consideration.



Signature



Date

You are welcome to submit a letter or resume with this form. Applicants are requested to attend the Council meeting to address the Town Council prior to the decision making process. Applicants will be notified of the time and date of this meeting in advance. Thank you for your application and interest in the Town of Newmarket.

**TOWN OF NEWMARKET, NEW HAMPSHIRE
BY THE TOWN COUNCIL**

ORDINANCE NO. 2-2016/2017

**AN ORDINANCE AMENDING CHAPTER 30 OF THE CODE OF THE TOWN
OF NEWMARKET, NEW HAMPSHIRE; INCREASING PARKING
VIOLATIONS AND ALLOWING PERMITTED PARKING IN CERTAIN LOTS**

THE TOWN OF NEWMARKET ORDAINS:

1. Purpose

The purpose of this ordinance is to increase the fines for parking violations and to allow permitted parking in certain Town lots.

2. Amendment

Chapter 30 is hereby amended by adding the following article: [Editor's Note: Deleted Items are ~~struck through~~; Items added are ***bold italicized and underlined***.]

ARTICLE II. - STOPPING, STANDING AND PARKING

Sec. 30-39. Parking Regulations

- (4) Any person found violating any provisions as set forth in this section may, within seven days of a parking ticket being issued, pay a civil forfeiture in the following amount to the town in lieu of a court appearance for the said violation. All civil forfeiture payments shall be paid through the police department and forwarded to the town clerk's office. The amounts shall be as follows:

a. ~~\$15.00~~ ***\$20.00*** for any violation in subsection (1) of this section.

b. ~~\$20.00~~ ***\$30.00*** for a violation in subsection (2) of this section.

- (5) Any person who fails to pay the civil forfeiture as prescribed in subsection (4) of this section within seven days of the ticket being issued and 30 days after being sent a notice of violation by mail to his last known address, according to the division of motor vehicles, shall be guilty of a violation if convicted by the court of jurisdiction of violating any provision set forth within this chapter and may be fined up to \$1,000.00 and shall be fined not less or pay not less in civil forfeiture the following:

a. ~~\$25.00~~ ***\$30.00*** for any violation in subsection (1) of this section.

b. ~~\$35.00~~ \$40.00 for any violation in subsection (2) of this section.

Sec. 30-43. Night parking and snow removal.

It shall be unlawful for any person having custody, control or ownership of any vehicle to park or cause the same to be parked at any time between the hours of 1:00 a.m. and 5:00 a.m. on any public street or highway or any area maintained and owned by the town so that said vehicle interferes or would interfere with snowplowing and/or snow removal operations of the town highway department between the dates of November 15 and March 31 of the following year, without a permit issued by the Town.

Sec. 4-38. (a) *Designated lots and spaces.* The municipal parking lots shall have ~~designated parking spaces allocated only~~ allow for permitted parking. These permits will allow any owner of a vehicle or person in control of any vehicle parked in a designated area between the hours of 1:00a.m. and 5:00a.m. that requires a permit shall display the said permit in a manner established by the police department. Any vehicle found in violation of this provision may be issued a parking ticket and is subject to being towed at the owner's expense. Permits do not guarantee a parking space for a vehicle except during those hours. The following list of parking lots has the number of designated permitted spaces as listed below:

(1) Elm and Spring Street (behind the town library): 10 spaces.

(2) Railroad Street: seven spaces.

(3) Water Street Parking Lot: five spaces

(4) Bay Road Lot: All spaces

3. Takes Effect

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18

First Reading April 5, 2017

Second Reading/Public Hearing

Council Approval:

Approved: _____
Dale Pike, Chairman, Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508


FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: March 22, 2017

TITLE: Ordinance 02-2016/2017: An Ordinance Amending Chapter 30 of the Code of the Town Of Newmarket, New Hampshire; Increasing Parking Violations and Allowing Permitted Parking in Certain Lots

PREPARED BY: Steve Fournier, Town Administrator 

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend passage of this ordinance after public hearing.

BACKGROUND: A goal of the Town Council and of the Departments is to provide additional parking for residents. We have heard that renters have difficulties finding parking spots in the area. The Chief of Police, Department of Public Works Director and I looked at options to increase leased parking in Town.

DISCUSSION: This ordinance allows people to purchase a number of permits to park in Town parking spaces in the following lots:

- Elm and Spring Street (behind the town library): 10 spaces.
- Railroad Street: seven spaces
- Water Street Parking Lot: five spaces
- Bay Road Lot: All spaces

This would allow the permit holders to park in the spaces between the hours of 1AM and 5AM when the winter parking ban is in place. It does not reserve spaces for the holders during the day or during large events.

In addition, the Police Chief recommended increasing fines from \$15 to \$20 for the following if paid within 7 days and increase from \$25 to \$30 if after 7 days:

- (1) Stop, stand or park a vehicle:
 - a. Beyond the posted time limits within a designated zone;
 - b. Within the posted and prohibited time periods within a designated zone;
 - c. Within a posted properly designated loading zone;
 - d. Within a posted and restricted parking zone which designates specific requirements, or where official signs have been erected by town officials prohibiting such parking due to existing conditions;
 - e. Within a posted no parking zone;

- f. Next to other parked vehicles so as to interfere with the egress of said vehicles or the normal flow of traffic;
- g. In the wrong direction so that the tires of said vehicle are at the edge of a roadway or against the curb of a roadway in the opposite lane of travel;
- h. Beyond painted lines, which are visible for a designated parking space;
- i. Obstructing an alleyway;
- j. On a sidewalk or crosswalk;
- k. Within an intersection;
- l. Between a safety zone and the adjacent curb, or within 30 feet of points on the curb immediately opposite the ends of the safety zone;
- m. Upon any bridge or other elevated structure upon a way or within a highway tunnel;
- n. Obstructing town officials engaged in any emergency operation;
- o. Obstructing public works officials engaged in snow removal operations, street-cleaning operations, construction maintenance, road maintenance or other required functions.

Also increasing the fines from \$20 to \$30 if paid within 7 days and from \$35 to \$40 if after 7 days for the following:

Stop, stand or park a vehicle on any public way within the town:

- a. Upon any travel portion of any roadway so as to interfere with the normal flow of traffic;
- b. Within a posted zone designated for fire apparatus;
- c. Alongside or opposite any street excavation when stopping, standing or parking that would obstruct traffic;
- d. On any railroad tracks;
- e. At any place where official signs prohibit stopping;
- f. In the area between roadways of a divided highway, including crossovers;

FISCAL IMPACT: There will be additional revenues from the permits sold as well as the increase in fines. We are going to propose fixing the Bay Rd. lot this coming year.

RECOMMENDATION: I recommend the passage of this ordinance after a public hearing at the April 19 meeting.

ATTACH ALL PERTINENT DOCUMENTS TO SUPPORT THE REQUEST.

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2016/2017 – 28
Relating to the Tucker Land Purchase

WHEREAS; The Town is in need of additional water supply to meet it's current and future demands.

WHEREAS; The Town has permitted a 275 gallon per minute bedrock well on the Tucker property.

WHEREAS; The Town of Newmarket Water System Update and Capital Improvement Plan that was performed by AECOM recommends the Town develop the Tucker well to meet its current and future water demands.

WHEREAS; The Town has signed a purchase and sales agreement with Sharon Tucker for the sum of \$435,000.

NOW THEREFORE BE IT RESOLVED, that the Newmarket Town Council does authorize \$435,000.00 be withdrawn from the Water Capital Reserve fund for the purchase of the Tucker property for the development of a new bedrock well.

First Reading: April 5, 2017

Second Reading:

Approval:

Approved: _____
Dale Pike, Chairman Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: March 22, 2017

TITLE: Purchase Tucker property for a 275 gallon per minute bedrock well Resolution #2016/2017-28

PREPARED BY: Sean T. Greig, Supt. Water/Sewer 

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend the passage of this resolution.

BACKGROUND: The Town in 2005 hired Emery and Garrett Groundwater to locate bedrock wells for the Town water supply. Emery and Garrett Groundwater located the MacIntosh and Tucker wells. The Town has permitted the Tucker well for 275 gallons per minute. The 2010 AECOM Town of Newmarket Water System Update and Capital Improvement Plan Report recommended the Town purchase and develop the Tucker Well. The Town Council has authorized the Town Administrator to enter into a purchase and sales agreement with Sharon Tucker for \$435,000.

DISCUSSION: The Town has experienced a severe drought that has forced the Water Department to go to a Stage 4 Water Ban (no outside watering). It is important that the Town increase its water supply to meet current and future demands, and to be able to better manage its water supply.

FISCAL IMPACT: The Water Department Capital Improvement Plan has been putting aside monies for the purchase of the Tucker well. There is \$435,000 in the Capital Reserve Fund for this purchase. The current balance of the Water Capital Reserve Fund is \$1,133,462.

RECOMMENDATION: I recommend the withdrawal of \$435,000 from the Water Department Capital Reserve Fund to purchase the Tucker property for the development of a new 275 gallon per minute bedrock well.

ATTACH ALL PERTINENT DOCUMENTS TO SUPPORT THE REQUEST.

STAFF REPORT

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution # 2016/2017-29

Purchase of a Ford Police Cruiser for the Police Department to include Costs Associated with Replacement of Emergency Lighting, and Equipment Set-up

WHEREAS, the Police Department seeks to replace the current 2011 Ford Crown Victoria with 91,000 miles with a new Ford police cruiser at the State bid price of \$ 28,765.00; and

WHEREAS, the Department's request includes the replacement of emergency lighting and equipment set-up, the cost of lettering the vehicle; and

WHEREAS, the Police Vehicles Capital Reserve Fund currently has a balance of \$221,291

WHEREAS, the total cost for the vehicle and related equipment to include lettering is estimated not to exceed \$47,082.95

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the withdrawal of funds not to exceed \$47,082.95 from the Police Vehicle Capital Reserve Fund for the purpose of purchasing and equipping a new Ford police cruiser for the Town and to authorize the Town Administrator to execute any associated agreements.

First Reading: April 5, 2017

Second Reading:

Approval:

Approved _____
Dale Pike, Chairman Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



TOWN HALL
186 MAIN STREET
NEWMARKET, NH 03857

TEL: (603) 659-3617
FAX: (603) 659-8508

FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE


STAFF REPORT

DATE: March 27, 2017

TITLE: Purchase of Police Cruiser Resolution #2016/2017-29

PREPARED BY: Chief Kyle True, Police Department

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I have received the proposal and recommend its passage. 

BACKGROUND: Police Department is seeking to purchase a 2017 Ford utility explorer police cruiser to serve as black and white line car. We would not be adding a vehicle to the fleet; rather we would be replacing an existing black and white police car that has served its purpose.

Process: I requested the State bid from Grappone Ford for the purchase of the cruiser. I requested quotes from three separate vendors for outfitting the cruiser with lights, sirens, equipment, cages, storage, laptop, radar, labor as well as other necessary items.

Results: Grappone Ford provided municipal pricing to me in the amount of \$28,765. This is a State bid price given to all municipalities seeking this purchase. I received quotes from Ossipee Mountain Electronics (\$17,817.95), Adamson Industries (\$17,316.06) and 2-Way Communication services (\$16,982.00) The cost of lettering the vehicle is \$500.00

DISCUSSION: We are seeking to replace a 2011 Ford crown Victoria that has approximately 91,000 miles on it. This 2011 cruiser is 6 years old and replacement parts are beginning to be unsupported by manufacturers should they fail, specifically the police radio. Historically, we have kept cars between 4 and 10 years depending on their assignment as well as the wear and tear on the vehicle. Unmarked cars are usually kept for 10 years. Marked cars, such as this 2011 tend to receive more wear and tear responding to calls for service. This 2011 crown victoria is the last of the marked black and white sedan type cruisers in our fleet. Beyond warranty items being fixed, we have spent \$5,157.67 in cruiser maintenance on this vehicle. I have consulted with Auto Excellence and they are in agreement that this vehicle is in need of replacement.

FISCAL IMPACT: The police vehicle capital reserve account currently has \$221,291 available in it. The cost of replacing this vehicle and outfitting the vehicle with necessary equipment and lettering for police purposes is \$47,082.95.

RECOMMENDATION: I recommend the Town award the contract to Grappone Ford for the amount of their State bid price for \$28,765 and Ossipee Mountain Electronics for \$17,817.95, and the cost of lettering the cruiser not to exceed \$500.00 with a total price not to exceed \$47,082.95.

DOCUMENTS ATTACHED: I have attached all quotes and state bid costs.

2-Way Communications Service, Inc.
23 River Road
Newington, NH 03801



Proposal

26599

Date: 3/6/2017

Name / Address:

"Your mission is our purpose."

Phone : 1-800-441-6288

Newmarket Police Department
70 Exeter Street
Newmarket, NH 03857

Fax : 603-431-4832

E-mail us : FleetDivision@2-way.biz

Visit our Web Site : www.2-way.biz



P.O. No.:
K. True

Rep:
753

Qty	Item	Description	Total
		2017 Interceptor Utility: Provide & Install Public Safety Equipment	
2	Lighting	Front Lighting	
		Whelen I2E ION™ DUO™ Series Linear-LED® Universal Light Blue / Clear	280.00
2	IONB	ION™ Series Super-LED Universal Light , w/Universal Mount, Scan-Lock™ Flash Patterns and a 4-wire Pig Tail (BLUE) Black Housing	240.00
1	SSFPOS	Solid State Headlight/Grille Light Flasher, 2 Outlet, 160 Watts Per Outlet, 7 Flash Patterns	65.00
2	Lighting	Side / Intersection Lighting	
		SoundOff Signal Intersector LED Blue	300.00
2	IONB	ION™ Series Super-LED Universal Light , w/Universal Mount, Scan-Lock™ Flash Patterns and a 4-wire Pig Tail (BLUE) Black Housing	240.00
2	VTX609B	Rear Lighting	
		Vertex™ Super-LED® HAW Lamp. Self Contained. Blue (Single Unit)	180.00
2	IONB	ION™ Series Super-LED Universal Light , w/Universal Mount, Scan-Lock™ Flash Patterns and a 4-wire Pig Tail (BLUE) Black Housing	240.00
2	RSB03ZCR	Rear Hatch Lighting	
		Whelen TIR3 Series Super-LED Lighthouse. Blue	150.00
2	RGROMMET	Grommet Mount Kit TIR/LINZ3/6.	14.00

2-Way Fleet Division is your full-time, factory trained Vehicle Upfitter.

Providing quality Service since 1954.

Subtotal

Sales Tax (0.0%)

Thank you for taking the time to review my proposal. Sign and return to accept. Valid for 30 days.

Total

Signature _____

2-Way Communications Service, Inc.
23 River Road
Newington, NH 03801



Proposal

26599

Date: 3/6/2017

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Newmarket Police Department
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P.O. No.:
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753

Qty	Item	Description	Total
2	IONB	ION™ Series Super-LED Universal Light , w/Universal Mount, Scan-Lock™ Flash Patterns and a 4-wire Pig Tail (BLUE) Black Housing	240.00
1	RBKT7	Vertical Mount License Plate Bracket	23.00
		Lightbar Promo Package	
1	Duo Legacy Lightbar/Si...		
	GB8SP3B	Duo Legacy Lightbar 48"	3,250.00
1	CCSRN3	Cencom Sapphire: Lighting/Siren Control System/Amplifier	0.00
1	STPLP#	Whelen Lightbar Mounting Strap Kit (LOW PROFILE) #38	0.00
1	SA315P	123dB Siren Speaker, Nylon Composite.	0.00
1	SAK52	Ford Police Interceptor Utility, 2013-2014, Driver Side Lower Grille	0.00
		Promo Subtotal	3,250.00
1	PSC0ADCR	Interior Lighting	
		Super-LED Compartment Light, Level 2	65.00
1	Interior Accessories	Whelen 0AC0EDCR 45 Degree Angled White LED Compartment Light	35.00
		Truck Vault	
1	Interior Accessories	Truck Vault T-FDEXRS2-11N-PS-PP-LT	2,300.00
		Prisoner Transport	
1	Prisoner Transport	Aedec ProStraint Prisoner Seat With Center Belts Part Number 5SUVIC1311	825.00

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P.O. No.:
K. True

Rep:
753

Qty	Item	Description	Total
1	10VS-RP Coated Poly	SUV partition w/ recess panel feature with horizontal sliding coated scratch resistant polycarbonate window Vehicle: Ford Interceptor Utility Year: 2015	745.00
1	WKO-VS-poly	Side Curtain Air Bags: SUV WINDOW BARRIER POLY Vehicle: Ford Interceptor Utility Year: 2015 Door Panel:	249.00
1	PB400-VS	Push Bumper PB-400 High Strength Aluminum Push Bumper (SUV) Vehicle: Ford Utility 2016+ Year: 2017	350.00
1	Computer	Computer System And Mounting FZ-G1FA4AXCMWin7 (Win8.1 Pro COA), vPro, Intel Core i5-4310U 2.00GHz, 10.1 WUXGA 10-pt Gloved Multi Touch+Digitizer, 256GB SSD, 8GB, Intel WiFi a/b/g/n/ac, TPM, Bluetooth, Dual Pass (Upper:WWAN/Lower:GPS), Webcam, 8MP Cam, No Drive, Toughbook Preferred	3,000.00
1	Computer	Havis Part # DS-PAN-702-2 Toughbook Certified Docking Station for Panasonic Toughpad FZ-G1 tablets with Power Supply and Dual Pass-through Antenna	650.00
1	Computer	FT-88-911-TP-USB NEMA 4 keyboard, illuminated, plastic keycap, integrated touchpad, USB cable	395.00

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Total

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23 River Road
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Qty	Item	Description	Total
1	PKG-PSM-253	2013- Ford Interceptor SUV, Premium PKG-PSM includes a vehicle specific base plate, heavy-duty pole with height adjust handle, swing arm motion device with tilt-swivel and stability support arm	525.00
1	C-UMM-101	Universal Monitor Mount.	65.00
1	Computer	Havis Part # C-ADP-110 C-MD-102 to C-UMM Bracket Assembly	20.00
1	Computer	Havis Part # C-KBM-102 Quick Release Slide For Keyboard Mounting Plate	60.00
		Console	
1	C-VS-1308-INUT	2013- Ford Interceptor Utility Police Vehicle Specific 21" Console	375.00
1	C-EB25-XTL-1P	Equipment Mounting Bracket (Moto)	0.00
1	Console	C-EB40-SO3-1P Equipment Mounting Bracket	0.00
1	Parts	Filler Plates	0.00
1	C-ARM-103	Molded Armrest with Hinged Cushion	90.00
1	C-CUP2-I	Dual internal cup holder	44.00
1	C-AP-0325	Console, Accessory, Box, Internal mount, 3" Mounting space, 2.5" Deep	48.00
2	C-MCB	Mic-clip Bracket	30.00
1	14.0570	Single Chrome Accessory Outlet	13.00
		Gun Lock	
1	Gun Lock	Santa Cruz SC-917-5-XL Wall Mounted Gun Lock With SC-6 XL Lock	220.00
1	Timer Adjustable	Adjustable Gun Lock Timer	40.00
1	275-644	Push Button, Black	4.00
		Antenna System	
1	RDD5229	Heavy Duty 1/4 w/Spring 132-525MHz .	36.00

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Subtotal

Sales Tax (0.0%)

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23 River Road
Newington, NH 03801



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Date: 3/6/2017

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Qty	Item	Description	Total
1	3080384M48	NMO Mount 17' Antenna Cable	18.00
1	2880376E84	Mini UHF Antenna Connector (ea.)	4.00
1	Antenna	Laird Technologies - TRA6927M3NB-001 - 4G/3G Multiband Phantom Antenna, 698-960MHz, 1700-2700MHz, Black, NMO Mount	40.00
1	CG-X	Installation & Materials	99.00
1	HP8	CHARGE GUARD automatic on/off timer switch.	150.00
1	Fleet Adv	Hardware Package.	1,200.00
1	AVS94293	Fleet Division Advanced Labor.	65.00
		2013- Interceptor SUV Vent Shades	

2-Way Fleet Division is your full-time, factory trained Vehicle Upfitter.

Providing quality Service since 1954.

Thank you for taking the time to review my proposal. Sign and return to accept. Valid for 30 days.

Subtotal \$16,982.00

Sales Tax (0.0%) \$0.00

Total **\$16,982.00**

Signature _____

Adamson Industries Corp.
45 Research Dr.
HAVERHILL, MA 01832

Tel: 978-374-3300/1-800-232-0162
Fax: 978-975-7168

Quotation

Quote Number:
 20183

Quote Date:
 Feb 2, 2017

Page:
 1

Quoted to:

NEW MARKET POLICE DEPT
 70 EXETER STREET
 NEW MARKET, NH 03857

Customer ID		Good Thru	Payment Terms	Sales Rep	
NEW MAR NH PD		3/4/17	Net 30 Days	KIM	
Quantity	Item	Description	Unit Price	Extension	
1.00	LF ENFLB-B2	48" nFORCE LIGHT BAR BRONZE ALLEYS, (10) BLUE LED INBOARDS, (2) 6- LED TDS, (4) BLUE 12-LED CORNERS, LOW PRO FIX MOUNT & HOOK KIT	1,655.95	1,655.95	
1.00	EP PB400FIU16	2016 EXPLR/2016 UTILITY INTR BUMPER	454.95	454.95	
1.00	SR ETSS100N	100N SERIES 100W SPEAKER W/BAIL BRKT TO BE MOUNTED ON BUMPER	248.95	248.95	
2.00	GLL ENFSGS3BW	nFORCE 12 LED SINGLE DECK/GRILL BLUE/WHITE MOUNTED ON BUMPER	134.95	269.90	
4.00	GLL ELUC2S010B	UNIVERSAL LED INSERT BLUE FRONT CORNERS 2 REAR	84.95	339.80	
1.00	FL SSFFP16	2016+ UTILITY HEADLIGHT FLASHER	94.95	94.95	
2.00	GLL ENT2B3B	INTERSECTOR LED UNDER MIRROR LIGHT BLUE	159.95	319.90	
1.00	MT PNT1CRV05	2013 INT UTILITY/EXPLR INTERSECTOR MOUNTING WEDGE, PAIR	9.95	9.95	
1.00	SR ETSA481CSR	nERGY KNOB/CONSOLE 100W SIREN/LIGHT CONTROL	496.95	496.95	
1.00	MT C-VS-1200EXP	CON, VS, 12TMS, ODG, HC, EXPD 03-06	289.00	289.00	
1.00		C-FP-05 5" FILLER			
ALL QUOTATIONS ARE VALID FOR 60 DAYS. PRODUCTS ARE SUBJECT TO AVAILABILITY. WOMAN OWNED SMALL BUSINESS			Subtotal	Continued	
			Sales Tax	Continued	
			Total	Continued	

Adamson Industries Corp.
45 Research Dr.
HAVERHILL, MA 01832

Tel: 978-374-3300/1-800-232-0162
Fax: 978-975-7168

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 2

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NEW MARKET POLICE DEPT
 70 EXETER STREET
 NEW MARKET, NH 03857

Customer ID		Good Thru	Payment Terms	Sales Rep	
NEW MAR NH PD		3/4/17	Net 30 Days	KIM	
Quantity	Item	Description		Unit Price	Extension
1.00		C-EB25-XTL-1P -APX6500 05			
1.00		C-EB40-SO3-1P - ETSA481RSP			
2.00		C-FP-25 -2.5"FILLER			
1.00		C-800 CONSOLE 8" ENCLOSED		239.00	239.00
		HEAVY DUTY HORZ			
1.00	MT C-ARM-103	FLIP UP CONSOLE MNT ARM		104.95	104.95
		REST			
1.00	MT C-AP-0325	3" ACCY POCKET, 2.5" DEEP		39.95	39.95
1.00	MT C-CUP2-I	4" DUAL CONSOLE MNT CUP		39.95	39.95
		HOLDER			
2.00	MT SMIC	SINGLE MIC CLIP&L-BRKT		19.95	39.90
2.00	GLL ENFSGS1B	nFORCE 6 LED SINGLE		119.95	239.90
		DECK/GRILL - BLUE MOUNTED			
		CARGO SIDE WINDOWS			
2.00	GLL ENFSRS1	nFORCE 6 LED SINGLE RECESS		109.95	219.90
		MNT BLUE MOUNTED NEAR LIC			
		PLATE IN REAR HORIZONTAL			
2.00	GLL ENFSGS1B	nFORCE 6 LED SINGLE		119.95	239.90
		DECK/GRILL - BLUE MOUNTED			
		TOP ROOF LINER NEAR REAR			
		HATCH			
2.00	UL M84403-A	500 LUMEN, 24 LED, 12" LED		64.95	129.90
		INTERIOR CARGO LT ON HATCH			
1.00	PT SUVIC1310	2013 UTILITY PRO-STRAINT		859.95	859.95
		SEAT & SCREEN PKG			
1.00	PT 10VS RP ITU	INT UTILITY BARRIER 439		725.00	725.00
1.00	SW US2GMADP-P	PASS SIDE AIR BAG SW,		275.00	275.00
		04+F150,11+ IMPALA, INTR			
ALL QUOTATIONS ARE VALID FOR 60 DAYS. PRODUCTS ARE SUBJECT TO AVAILABILITY. WOMAN OWNED SMALL BUSINESS				Subtotal	Continued
				Sales Tax	Continued
				Total	Continued

ALL QUOTATIONS ARE VALID FOR 60 DAYS.
PRODUCTS ARE SUBJECT TO AVAILABILITY.
WOMAN OWNED SMALL BUSINESS

Adamson Industries Corp.
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HAVERHILL, MA 01832

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Customer ID		Good Thru	Payment Terms	Sales Rep	
NEW MAR NH PD		3/4/17	Net 30 Days	KIM	
Quantity	Item	Description		Unit Price	Extension
1.00	PT SLWB-FIU	SDN/UTL 2013 UTILITY POLY WINDOW BARRIER		205.00	205.00
1.00	MT DS-PAN-702-2	HAVIS TOUGHBOOK DOCKING STATION		789.95	789.95
1.00		HAVIS C-HDM-153 BASE		95.00	95.00
1.00		HAVIS C-HDM-401 SUPPORT ARM		65.00	65.00
1.00		HAVIS C-HDM-202 9" POLE		135.00	135.00
1.00		HAVIS C-HDM-304 9" FIXED MNT		45.00	45.00
1.00		HAVIS C-MD-202 TILT		79.00	79.00
1.00		HAVIS C-ADP-110 ADAPTOR		21.00	21.00
1.00		HAVIS C-UMM-101 MONITOR MNT		65.00	65.00
1.00		HAVIS C-MM-201 ADAPTIR PLATE		32.00	32.00
1.00		HAVIS C-MM-301 ADAPTOR BRKT		32.00	32.00
1.00		HAVIS C-KBM-102 KEYBRD MNT		69.00	69.00
1.00		HAVIS C-MM-301 ADAPTOR BRKT		25.00	25.00
1.00		HAVIS C-KBM-102 KEYBRD MNT		55.00	55.00
1.00		HAVIS C-800 8" CONSOLE		145.00	145.00
1.00	SW 14.0570	SINGLE CHROME OUTLET		8.95	8.95
1.00		KUSTOM EAGLE RADAR		3,195.00	3,195.00
1.00		SANTA CRUZ GUNRACK SC-917-B-XLH W/LOCK & TIMER SC-7009		200.00	200.00
1.00	SW CG-X	CHARGE GUARD TIMER		95.00	95.00
1.00		TRA62927M3NB-001 PHANTON ANTENNA		54.96	54.96
ALL QUOTATIONS ARE VALID FOR 60 DAYS. PRODUCTS ARE SUBJECT TO AVAILABILITY. WOMAN OWNED SMALL BUSINESS				Subtotal	Continued
				Sales Tax	Continued
				Total	Continued

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Customer ID		Good Thru	Payment Terms	Sales Rep	
NEW MAR NH PD		3/4/17	Net 30 Days	KIM	
Quantity	Item	Description	Unit Price	Extension	
1.00		EMFLEX-M10001 1/4 WAVE FLEX	38.00	38.00	
1.00	CO NMOKNOCONN	17' COAX CABLE	19.95	19.95	
1.00	CO FMECRIMP	FMECRIMP CONNECTOR	3.95	3.95	
1.00	CO MPLCRIMP	MINI UHF CRIMP PLUG	3.95	3.95	
1.00	SW 05.0700.075	75A, 12V, RELAY SPST	44.95	44.95	
1.00	SW 131-0011	80A MANUAL RESET CIRCUIT BREAKER	49.95	49.95	
2.00	SW 46060	6 POSITION FUSE BLK W/GRD	15.95	31.90	
1.00	SW 060-770	ROUND ROCKER SWITCH, BLUE LED	8.95	8.95	
1.00	TR EQUIP-SUV	INSTALL EQUIPMENT	1,299.00	1,299.00	
1.00	OR T-FDEXRM2	MAG TWO DRAWER FULL LENGTH INT UTILITY VAULT WITH LIFT	2,495.00	2,495.00	
1.00		FREIGHT FOR VAULT	225.00	225.00	
1.00	TR RADAR	INSTALL RADAR	125.00	125.00	
1.00		INSTALLION OF TRUNK VAULT WITH LIFT	225.00	225.00	
ALL QUOTATIONS ARE VALID FOR 60 DAYS. PRODUCTS ARE SUBJECT TO AVAILABILITY. WOMAN OWNED SMALL BUSINESS			Subtotal	17,316.06	
			Sales Tax		
			Total	17,316.06	



Ossipee Mountain Electronics, Inc.

Quote QTE009507
Date 1/27/2017
Page 1 of 3

Bill To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Ship To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Customer No.	Salesperson	Shipping Method	Payment Terms
NEX560	Brian Vastine	INSTALL	Net 30

Item	Quantity	Item Number	Description	Unit Price	Ext Price
1	1.00	PROGRAMMING	Programming - (1) APX6500 05 mobile	50.00	50.00
2	1.00	ENFLB48P1	Lightbar, nForce, 48", ALL BLUE, TD's & Alleys w/PNFLBF23 Hook Kit	1,495.00	1,495.00
3	2.00	ENFSGS3E	nForce, 12 LED, Deck/Grille Mnt, BLUE/WHITE	115.00	230.00
4	2.00	ENFSGS3B	nForce, 12 LED, Deck/Grille Mnt, Solid, BLUE	115.00	230.00
5	2.00	ENT2B3B	Intersector, Under-Mirror LED, w/Brackets, BLUE	149.00	298.00
6	1.00	PNT1 CRV05	Bracket, SoundOff ENT2B3(x), '13 Ford PI Utility (PAIF	12.00	12.00
7	2.00	ENFRMS1B	nForce, 6 LED Replacement Module, Blue	75.00	150.00
8	1.00	PNFSLHLBUV	Brackets, Headlight, 16 PIU, Front Corners (pair)	15.00	15.00
9	1.00	ETHFSS-SP	Flasher, Hd Lt, Select-A-Pattern, Pos. Switched	45.00	45.00
10	2.00	ENFFTSDGS6B	nForce Fit, 6 LED, Deck/Grille Mnt, BLUE	95.00	190.00
11	2.00	ELUC2S010B	LED Undercover 2 Insert 10' BLUE	75.00	150.00
12	2.00	EMPS2STS2B	mPower, 6-LED, 4", Stud Mount, Blue	89.00	178.00
13	2.00	EMPS1STS1B	mPower, 4-LED, 3", Stud Mount, Blue	79.00	158.00
14	2.00	ETULT12W	Utility Strip Light, LED, 12",SM (ECVCSMLEDF)	45.00	90.00
15	1.00	OACOEDCR	Light, Compartment, White, LED, 45 Degree Bezel	39.00	39.00
16	1.00	RL7019	Flashlight, Mag LED Rechargeable w/DC Straight Wir	79.00	79.00
17	1.00	T-FDEXRS2-11N-PS-PP-LT	Storage System, Stnd 2 Drwr, Lift, Cage/K9, 14 PIU	2,150.00	2,150.00
18	1.00	RP-1-833	Radar, Raptor, Dual K Ant, Directnl & Same Lane	1,689.00	1,689.00
19	1.00	222-2000-02	Radar Fork Test Kit, Kustom Raptor	70.00	70.00
20	1.00	ETSA481RSP	Siren, Rem Mnt, 3 Pos SS, 8 Bttn Light Cntrol, 100W	495.00	495.00
21	1.00	ETSS100N	Speaker, Composite 100N Ser, Univ Bail Brckt	195.00	195.00
22	1.00	QK0635ITU12	Prisoner Seat, Stnd Alone w/12VS Mesh Cage, CtrOut	974.40	974.40
23	1.00	10-VSLRP-13 PIU	Partition, Poly-Coated w/Horiz. Slider, RecPnl, 13+ PI	655.20	655.20
24	1.00	PB400VS-AL-16 PIU	Push Bumper, 16+ PI Utility, Aluminum	295.00	295.00
25	1.00	WBP-VS-13PIU	Window Bars, PolyCarb, CLEAR, '13 Interceptor Utility	195.00	195.00
26	1.00	FZ-G1P2637VM	Tablet, Panasonic G1, 8GB, 256GB SSD, Win10 Windows 10 Pro, Intel Core i5-6300U 2.40GHz, 10.1" WUXGA Gloved Multi Touch + Digitizer LCD, 256GB Solid State Drive, 8GB, Wi-Fi, Bluetooth, 4G LTE Multi Carrier, GPS Receiver, Dual Pass (Ch1:WWAN/Ch2:GPS), Camera, Webcam, TPM 2.0, Toughbook Preferred	2,995.00	2,995.00
27	1.00	DS-PAN-712-2	Docking Station, G1, Slim, Pwr Sply, Dual Pass	750.00	750.00
Quoted By: _____ Accepted By: _____ Date: _____					17,517.95
					0.00
					300.00
					17,817.95
*** Continued ***					

Ossipee Mountain Electronics, Inc. PO Box 950 832 Whittier Highway Moultonboro, NH 03254
TEL: (603) 476-5581 Toll Free: (800) 639-5081 Fax: (603) 476-5587
www.omesbs.com



Ossipee Mountain Electronics, Inc.

Quote **QTE009507**
Date **1/27/2017**
Page **2 of 3**

Bill To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Ship To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Customer No.	Salesperson	Shipping Method	Payment Terms
NEX560	Brian Vastine	INSTALL	Net 30

Item	Quantity	Item Number	Description	Unit Price	Ext Price
28	1.00	KBA-BLTX-USNNR	Keyboard, TG3, Mobile, Touchpad, Red Backlit	150.00	150.00
29	1.00	C-HDM-153	Titan Mounting Base, 2011+ EXPLORER/PIU	89.00	89.00
30	1.00	C-HDM-401	Titan, Side Mount Support Arm	54.30	54.30
31	1.00	C-HDM-202	Titan, 9" Telescoping Pole	129.00	129.00
32	1.00	C-MD-102	Swing Arm, Slide-Out, Tilt Swivel w/Short Handle	239.00	239.00
33	1.00	C-ADP-110	Adapter, Mounts C-UMM to C-MD-100 Series	19.00	19.00
34	1.00	C-UMM-101	Monitor Mount Assembly, Project 54, XENARC 1040T	59.00	59.00
35	1.00	C-MM-201	Mount, Adapter Plate, VESA	29.00	29.00
36	1.00	C-MM-301	Mount, Adapter, Bracket	29.00	29.00
37	1.00	C-KBM-101	Mount, Keyboard, Data 911-TG3 Keyboards	75.00	75.00
38	1.00	C-VS-1200-INUT	Console, 12", 2013+ Ford PI Utility	279.00	279.00
			C-FP-05 .5" Filler		
			C-EB25-XTL-1P APX 05		
			C-EB40-S03-1P ETS4481RSP		
			C-FP-3 3" Filler		
39	1.00	C-800	Console, 8" Enclosed, Heavy-Duty, Horizontal	159.00	159.00
			C-FP-1 1" Filler		
40	1.00	C-ARM-103	Armrest, Console, Hinged Pad	85.00	85.00
41	1.00	C-AP-0325	Accessory Pocket, Internal Mount 3" High, 2.5" Deep	39.00	39.00
42	1.00	C-CUP2-I	Cup Holder, Dual Internal, 4" C Series Consoles	39.00	39.00
43	1.00	14-570*	Able-2 Chrome Power Outlet	9.10	9.10
44	1.00	14-571	Able-2 Chrome Power Outlet Mounting Bracket	2.40	2.40
45	1.00	MMSU-1	Clip, Magnetic Mic Hangup System, Single	34.95	34.95
46	1.00	C-MCB	Mic Clip Bracket	14.70	14.70
47	1.00	SC-920-5-XLH	Gun Rack, Univ Rail Mtg, SC-6 XL, Hinge, HC Key	195.00	195.00
48	1.00	CG.X	ChargeGuard On/Off TimerSwitch, 30Amp (315672)	85.00	85.00
49	1.00	GPSU15M	Antenna, GPS, NMO Mount, Mobile	59.00	59.00
50	1.00	EM-M20007	Antenna, LTE PolyPro, Multi Band, 698-960/1710-251	45.00	45.00
51	1.00	ROOF-FT-NITI-M	Antenna STICO Flexi-Whip, 136mhz-1Ghz, Mast Only	42.00	42.00
52	2.00	EM-M11001-195	Cable, NMO Mount, 17' RG195 Low Loss, No Conn (N	22.00	44.00
53	1.00	MB8	3/4" Antenna Mount, RG58 Cable, No Conn	15.30	15.30
54	2.00	RFT1202-2T	TNC Male Crimp On Conn RG58 (58794)	5.00	10.00
55	1.00	CMUHF58	Mini UHF Crimp Conn, RG58, MALE	1.60	1.60

Quoted By: _____	Accepted By: _____	Date: _____	17,517.95
*** Continued ****			0.00
			300.00
			17,817.95

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Ossipee Mountain Electronics, Inc.

Quote **QTE009507**
Date **1/27/2017**
Page **3 of 3**

Bill To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Ship To
Newmarket Police Dept 70 Exeter St Newmarket, NH 03857

Customer No.	Salesperson	Shipping Method	Payment Terms
NEX560	Brian Vastine	INSTALL	Net 30

Item	Quantity	Item Number	Description	Unit Price	Ext Price
56	1.00	R1	Solenoid ,12V, 85 Amp Continuous, S.P.S.T (67010)	39.00	39.00
57	1.00	C-PS-2	Switch Plate, 2" w/Two Vertical Switch Cutouts	19.00	19.00
58	2.00	C-SW-1	Switch, SPST, Black Paddle, w/Red Pilot Lt.	18.00	36.00
59	1.00	MISC-	Wire, wire ties, fuses, fuse holders, loom, etc.	120.00	120.00
60	1.00	LABOR	LABOR	1,400.00	1,400.00
			Install all new equipment into a new 2017 Ford PI Utility.		
Quoted By: _____ Accepted By: _____ Date: _____ PRICE QUOTE GOOD FOR 30 DAYS DELIVERY: 30 DAYS ARO TERMS: NET 30 DAYS INSTALL AT OME				Subtotal Additional Discount Freight Total	17,517.95 0.00 300.00 17,817.95

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CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



**Town of Newmarket, New Hampshire
By the Newmarket Town Council**

Resolution # 2016/2017-30

Purchase of a Motorola APX6500 VHF High Power Digital Mobile Radio for the Police Department.

WHEREAS, the Police Department seeks to replace the currently obsolete Motorola Astro Police Digital Mobile Radio with a new Motorola APX6500 High Power Digital radio at the State bid price of \$4,094.00; and

WHEREAS, the installation will be completed during the setup of a new police cruiser at no additional cost to the Town; and

WHEREAS, the Police Dispatch/Radios Capital Reserve Fund currently has a balance of \$157,309

NOW, THEREFORE BE IT RESOLVED that the Newmarket Town Council does hereby approve the withdrawal of funds no to exceed \$4,094 from the Police Dispatch Radio's Capital Reserve Fund for the purpose of purchasing a new Motorola Digital Mobile Radio from the Capital Reserve Fund and to authorize the Town Administrator to execute any associated agreements.

First Reading: April 5, 2017

Second Reading:

Approval:

Approved _____
Dale Pike, Chairman Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



Town Hall
186 Main Street
Newmarket, NH 03857

Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

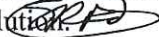
STAFF REPORT

DATE: March 27, 2017

TITLE: Purchase of Motorola APX6500 VHF High Power Digital Radio Resolution #2016/2017-30

PREPARED BY: Chief Kyle True, Police Department

TOWN ADMINISTRATOR'S COMMENTS – RECOMMENDATION:

I recommend passage of this resolution. 

BACKGROUND: Police Department is seeking to purchase a new Motorola APX6500 VHF High Power Digital Radio to be placed in and used in a new police cruiser. The radio it would be replacing is an outdated and unsupported Motorola Astro radio.

Process: I requested the State bid from Motorola Solutions for the purchase of this radio.

Results: Motorola Solutions provided a municipal quote to be \$4,094.56

DISCUSSION: We are seeking to replace the radio from a 2011 Ford Crown Victoria with a new radio to be placed in a 2017 Ford Explorer.

FISCAL IMPACT: The police dispatch capital reserve account currently has \$157,309 available in it. The cost of replacing this outdated and unsupported Motorola Astro radio with a new Motorola APX6500 VHF High Power Digital Radio is \$4,094.56

RECOMMENDATION: I recommend the Town award the contract to Motorola Solutions for the amount of their state bid price for \$4,094.56.

DOCUMENTS ATTACHED: I have attached the Quote from Motorola Solutions.

STAFF REPORT



Quote Number: QU0000391461
Effective: 01 FEB 2017
Effective To: 02 APR 2017

Bill-To:

MR GENERIC CUSTOMER
1307 E ALGONQUIN RD
SCHAUMBURG, IL 60196
United States

Ultimate Destination:

NEWMARKET PD
70 EXETER ST
NEWMARKET, NH 03857
United States

Attention:

Name: Kyle True
Phone: 603 659 6636

Sales Contact:

Name: Brian Vastine
Email: bvastine@omesbs.com
Phone: 6034765581

Contract Number: NASPO ValuePoint
Freight terms: FOB Destination
Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
I	1	M25KTS9PW1AN	APX6500 VHF HIGH POWER	\$2,869.00	\$2,094.37	\$2,094.37
Ia	1	GA00318AC	ADD: 5 YEAR SERVICE FROM THE START LITE	\$246.00	\$246.00	\$246.00
Ib	1	W969BG	ADD: MULTIPLE KEY ENCRYPTION OPERATION	\$330.00	\$240.90	\$240.90
Ic	1	G806BE	ADD: ASTRO DIGITAL CAI OPERATION	\$515.00	\$375.95	\$375.95
Id	1	GA01354AA	ADD: GATEWAY RSM AND WIRELESS RSM WITH VEHICLE CHARGER	\$500.00	\$365.00	\$365.00
Ie	1	G442AJ	ADD: O5 CONTROL HEAD	\$432.00	\$315.36	\$315.36
If	1	G444AE	ADD: APX CONTROL HEAD SOFTWARE	-	-	-
Ig	1	G89AC	ADD: NO RF ANTENNA NEEDED	-	-	-
Ih	1	G831AD	ADD: SPKR 15W WATER RESISTANT	\$60.00	\$43.80	\$43.80
Ii	1	GA00235AA	ADD: NO GPS ANTENNA NEEDED	-	-	-
Ij	1	G48BD	ENH: CONVENTIONAL OPERATION APX6500	\$500.00	\$365.00	\$365.00
Ik	1	W12DK	ADD: RF PREAMP	\$66.00	\$48.18	\$48.18

Total Quote in USD

\$4,094.56

Pricing in this quotation reflects the NASPO Contract discount.

THIS QUOTE IS BASED ON THE FOLLOWING:

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.

- 3 Purchaser will be responsible for shipping costs, which will be added to the invoice.
- 4 Prices quoted are valid for thirty(30) days from the date of this quote.
- 5 Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.

MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.