



**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
*OFFICE of the TOWN ADMINISTRATOR*

**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**TOWN COUNCIL REGULAR MEETING**

**MAY 15, 2019 7:00 PM**

**TOWN COUNCIL CHAMBERS**

**Approved June 5, 2019**

**PRESENT:** Council Chairman Toni Weinstein, Council Vice Chairman Amy Burns, Councilor Zachary Dumont, Councilor Gretchen Kast, Councilor Jon Kiper, Councilor Casey Finch, Councilor Helen Sanders

**ALSO PRESENT:** Town Administrator Steve Fournier, Environmental Services Director Sean Greig

**AGENDA**

Chairman Toni Weinstein welcomed everyone to the May 15, 2019 Newmarket Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

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

**PUBLIC FORUM**

Chairman Weinstein opened the Public Forum at 7:01 pm.

As no one from the public came forward, Chairman Weinstein closed the Public Forum at 7:01 pm.

**PUBLIC HEARING – None**

**TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES**

**Acceptance of the Minutes of the Regular Meeting of May 1, 2019**



Town Council Regular Meeting  
May 15, 2019

Vice-Chair Burns made a motion to approve the minutes of the Town Council Regular Meeting of May 1, 2019, which was seconded by Councilor Dumont.

Town Administrator Fournier polled the Council and the minutes of the Town Council Regular Meeting of May 1, 2019 were approved by a vote of 7-0.

#### **REPORT OF THE TOWN ADMINISTRATOR**

Town Administrator Steve Fournier said they had to postpone the **Town Council Goal-Setting Session** scheduled for May 8, 2019 and it was now scheduled for June 12, 2019 at 6:00 pm in the Auditorium.

Town Administrator Fournier said they had gone out to bid for the **Macallen Dam Project** and received no bids back. He said engineers responded that they could not take on more work at this time and could not manage the project successfully based on their current workloads. He stated that they would re-bid the project in the fall with a start date in 2020.

Town Administrator said he was pleased to tell the Council that he had graduated as a member of the class of 2019 for **Leadership New Hampshire**. He said they had done a comprehensive study of community issues and challenges in the State with the purpose of building a community of informed and engaged leaders. He said personally he felt it was a great learning experience with a diverse group of people, and thanked the Town Council for their support.

Town Administrator Fournier said American Legion Post 67 was planning a **Memorial Day Parade** this year to be held on the actual Memorial Day, Thursday, May 30, 2019. He said the parade route would be the same and line-up would start at 5:30 pm with a 6:30 pm start for the ceremony at Riverside Cemetery. He said he and the Council Chairman would speak at the event. He reviewed the **Town Council Summer Schedule**, and said traditionally they held only one meeting in July and August, and recommended they meet on July 17, 2019 and August 21, 2019.

Town Administrator Fournier said they had received an **RSA 79-E Community Revitalization Tax Incentive Application** from Lane Cheney for the Selectwood Building. He explained that this was a State Law which encourages investment in downtowns and village centers as a tax incentive for underutilized commercial buildings. He said this would essentially freeze the assessed value of the property for a certain number of years at the current rate to allow the individual to recoup construction costs.

Town Administrator Fournier said he and the Chief of Police and Fire Chief/Public Works Director met on Friday in his office with the Commissioner of Transportation for the State as well as District 6 Bureau Chief to discuss issues the Town had with DOT over the past few years and ways to communicate better. He said the Town should investigate creating an **Urban Compact** for their community with signs saying that though this is a State Route, it is now the responsibility of the municipality. He said basically they maintained Main Street and this would allow the Town to actually take control of the street. He said they would be working with their attorney and eventually the legislative delegation to see how to go about doing this, and they would basically be taking ownership.

Town Administrator Fournier reminded the Council that the **IT Director** would be retiring at the end of the fiscal year, and said he was working on trying to find a consulting firm/IT firm to provide services for the time being. He said the IT Director would continue to work with the community during the transfer,



He said he would ask the consulting firm to provide an audit of the Town's current services and equipment, and said the Town could also look into IT as another step toward Shared Services.

Discussion: Vice-Chair Burns asked about the summer schedule and said there was a June date that might be moved. Town Administrator Fournier stated that on June 19<sup>th</sup> he would be attending the Town & City Managers Conference for the State of New Hampshire in Lincoln, and said they could postpone the meeting until June 26<sup>th</sup>. It was agreed to move the second meeting in June to June 26, 2019.

Councilor Kiper said with regard to composting, he had spoken with the driver for Mr. Fox who suggested that the Town could go to one pick-up per week rather than two. Councilor Sanders said she had met again with the NMBA and they had asked again about Way Signs. Town Administrator Fournier said he was looking at introducing an ordinance to allow signs for directions to businesses but wanted to be sure about the design and also planned to look at street-scaping as a whole. Councilor Finch asked about signs directing to parking, and Town Administrator Fournier said there were certain rules they had to follow for parking on Route 108.

## COMMITTEE REPORTS

Councilor Kast said the *Planning Board* had met and approved the South Tower. Town Administrator Fournier explained that the Town had been negotiating with ATT to place a Monopole Cell Tower at the back of the Fire Station property. He said the Planning Board approved the application and the Town Council would now have a lease agreement between the company and the Town for first reading at the next meeting. He said the pole was part of the FirstNet project approved by the Federal Government to fill gaps in cellular service. Councilor Kast said other carriers could also piggy-back on the pole.

Chairman Weinstein said the *Energy and Environment Advisory Committee* met and talked with the Director of Public Works and a representative from the Town's weed control company who gave an overview of the current program, alternatives and costs, and addressed community concerns. She said the Committee would be submitting a report to the Town Council with some recommendations. She said they talked about a better system of opting out because people could opt out of spraying, making sure people were informed, and about the cost and usefulness of the current program. She said they also talked about composting, and the Public Works Director said approximately 27 people per Saturday were dropping off composting.

## OLD BUSINESS

## ORDINANCES AND RESOLUTIONS IN THE 2<sup>ND</sup> READING

### Resolution #2018/2019-38 – Increase of Water & Sewer Rates FY 2019-2020

Vice-Chair Burns made a motion to approve Resolution #2018/2019-38 – Increase of Water & Sewer Rates FY 2019-2020, which was seconded by Councilor Dumont.

Environmental Services Director Sean Greig said when the Wastewater Treatment Plant was built in 2013 the Council had approved level increases. He said this was their yearly increase in rates though he had

been able to slow it down. He said they were looking to raise the sewer rates to \$11.40 for each 750 gallons consumed with a \$10/quarter system charge. He said on the water side they were looking to raise the rates in anticipation of all the water projects they would be looking to do, and said rates would be raised to \$5.25 with a \$10/quarter service charge.

Discussion: Councilor Kast asked Environmental Services Director Greig how he was able to slow down the rates, and he said they had been able to control what the cost of loans and the costs of operations and management would be a little bit, and more money had come in than anticipated.

Town Administrator Fournier polled the Council and Resolution #2018/2019-38 – Increase of Water & Sewer Rates FY 2019-2020 was approved by a vote of 7-0.

#### **ORDINANCES AND RESOLUTIONS IN THE 4<sup>TH</sup> READING**

##### **Resolution #2018/2019-36 Electronic Message Boards**

Vice-Chair Burns made a motion to approve Resolution #2018/2019-36 Electronic Message Boards, which was seconded by Councilor Dumont.

Town Administrator Fournier explained that the Electronic Message Boards were 3 commercial-grade televisions with units to be installed in the hallway, replace the one in the Town Clerk's office, and one in the entry-way at the bottom of the stairs. He said part of the cost was for installation and wiring, and they would all have AirTeam, a \$300 plug-in on the back that connects to Wi-Fi and their software with a Google slide application, allowing wireless control of all 3 monitors from a different location.

Town Administrator Fournier said the intention of the monitors would be to let people know what is going on in Town Hall, with a list of meetings and location information for Town offices which could be changed on a daily basis. He said the intent of the monitor in the hall is to replace paper signs with an easily visible electronic board which could be updated constantly. He said another advantage of having messages wirelessly was in the case of an emergency and the need to close Town Hall, and said it was basically a \$2,000 investment in each location.

Town Administrator Fournier said they were also looking to do one in the Police Department and one in Recreation, and said he would also like to talk with the Library Trustees about installing one in the Library. He said tonight they were requesting the withdrawal from the Capital Reserve Fund, which was money already set aside for technical projects like this. He said the company is Stimuli Sight & Sound of Dover, NH, who have experience doing corporate work.

Discussion: Councilor Kast asked the balance of the Capital Reserve Fund, and Town Administrator Fournier said it was just under \$40,000. Councilor Kast also asked what issues were driving this, and Town Administrator Fournier said it was based on places that had seen success with this method of communication. Councilor Dumont asked how he intended to measure the success of the boards and Town Administrator Fournier said from public feedback.



Councilor Kast suggested that, given the timing of the retirement of the IT Director, it might make more sense to wait until after the assessment was done. Town Administrator Fournier said he initiated the project and felt they would be fine doing it this way and were also fine with funding. Councilor Kiper said this would allow people in offices to be able to change the boards themselves without needing assistance from IT, and Town Administrator Fournier said that was one of the advantages.

Councilor Dumont asked if they would have oversight at all times to put messages up if a network was set up, and Town Administrator Fournier said they would. He said anything political or advocating one side or another of an issue would not be allowed as this was for general information, and the more eyes on the system the more chances the information would be accurate and up-to-date. Councilor Finch asked if there would be any savings to purchasing the other monitors now, and Town Administrator Fournier said the only cost difference would be in the size of the TV.

Councilor Sanders asked if the one in the Library would come from the Library budget, and Town Administrator Fournier felt the Town should kick in for emergency notices. Councilor Finch asked about powering them off and Town Administrator Fournier said they would be on timers. Councilor Kast asked if he had a plan for who would be responsible for making sure of that and a protocol for what they should be posting. Town Administrator Fournier said his assistant and the Town Clerk would be responsible, and he wanted a style guide so it looked professional.

Chairman Weinstein said the Council had discussed communication and finding a way to reach more people, especially the Library and the Recreation Department. She felt it would be a real benefit to get more information in front of different users and more people. Councilor Sanders said another place where people congregated was the Senior Center and suggested that be added as well.

Town Administrator Fournier polled the Council and Resolution #2018/2019-36 Electronic Message Boards was approved by a vote of 7-0.

**ITEMS LAID ON THE TABLE – None**

**NEW BUSINESS /CORRESPONDENCE**

**TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS**

***Energy & Environment Advisory Committee***

Candidate: Andrew DeMeo – Term Expires March 2022

***Energy & Environment Advisory Committee***

Candidate: Henry Smith – Term Expires March 2022

Chairman Weinstein said they had two applications for 1 position on the Energy & Environment Advisory Committee. She said first they have Andrew DeMeo who would like to say a few words.

Andrew DeMeo of 2 Spring Street said he was there to address the Town Council in person with regard to his application to the Energy & Environment Advisory Committee. He said he had lived in New Hampshire all his life and felt Newmarket had the best of what the State has to offer. He said resilient communities face change together and do their best not to shirk from challenges but to plan for a future that optimizes abundance for all.

Mr. DeMeo said in 1985 the United Nations defined sustainability as meeting the needs of the present without compromising future generations. He said as a sustainability professional he believes a more sustainable world is one where communities are nourished by partnership, civic engagement, liberty and prosperity. He said there was no better or more important stage to solve problems than at the local level, and he hoped to be a part of that work in Newmarket.

Chairman Weinstein said they had another application from Henry Smith and she would read a brief statement on his behalf, the Council would deliberate, and each councilor would state their preference. Town Administrator Fournier said procedurally one of the applicants will be nominated and he would call the role and ask for each councilor's preference.

Chairman Weinstein read a statement from Henry Smith, which stated that he had been elected to the Durham Town Council in 2006 and 4 new conservation easements were approved during his tenure. He he was a strong believer in conservation and was a member of Strafford Rivers Conservancy for a number of years, now Southeast Land Trust (SELT), which sponsored lands in conservation in perpetuity across the region.

Chairman Weinstein said she would like to comment on both the applicants. She said she knew Henry and had served with him in another capacity and had great respect for him. She said she knew he was committed to conservation and the community. She said when looking at both applications, there were qualifications Andrew would bring to the table, and as Chairman of the Energy & Environment Advisory Committee she felt having someone with that level of expertise would be hugely beneficial, and said she put her support behind Andrew DeMeo.

Councilor Finch said he agreed that Andrew seemed the better fit for the Energy & Environment Advisory Committee and felt Mr. Smith would be better for the Conservation Commission. Chairman Weinstein said Henry was involved in the community and would continue regardless of being appointed to this position.

Councilor Finch nominated Andrew DeMeo as a member of the Energy & Environment Advisory Committee. Councilor Kast nominated Mr. Henry Smith since he took the time to apply and in appreciation of stepping up.

Town Administrator Fournier polled the Council members and *Andrew DeMeo* was elected as a member of the *Energy & Environment Advisory Committee* for a term to expire in 2022 by a vote of 7-0.

#### **ORDINANCES AND RESOLUTIONS IN THE 1<sup>ST</sup> READING**

Town Council Regular Meeting  
May 15, 2019

**Resolution #2018-2019-39 – Paving Improvements**

Town Administrator Fournier read Resolution #2018-2019-39 – Paving Improvements In full.

**Ordinance No. 2 – 2018-2019 – Amending Chapter 26 Permitting the Sale of Alcoholic Liquor or Beverages on Town-Owned Sidewalks**

Chairman Weinstein read Ordinance No. 2 – 2018-2019 – Amending Chapter 26 Permitting the Sale of Alcoholic Liquor or Beverages on Town-Owned Sidewalks in full.

**CORRESPONDENCE – None**

**CLOSING COMMENTS**

Councilor Finch said that Heron Point was now open and the gates were fully operational. He said on Monday, June 17, 2019 they would be hosting the first in a series of conversations with the Town Council at the Stone Church. He said the presentation would be on the basics of how Newmarket government works, information about taxes and the Town Charter, and a chance to chat with 3 Town Councilors. He said they hoped to rotate councilors 4 times over the course of next year.

**NEXT MEETING:** The next Regular Town Council Meeting is scheduled for June 5, 2019 at 7:00 pm in the Town Council Chambers.

**ADJOURNMENT**

Chairman Weinstein adjourned the meeting at 7:58 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary