

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

June 7, 2017 7:00 PM

TOWN COUNCIL CHAMBERS

Approved June 21, 2017

PRESENT: Council Chairman Dale Pike, Council Vice Chairman Toni Weinstein, Councilor Amy Thompson, Councilor Gretchen Kast, Councilor Amy Burns, Councilor Casey Finch

EXCUSED: Councilor Kyle Bowden

ALSO PRESENT: Town Administrator Steve Fournier, Police Chief Kyle True, Officer Annaliese Schmidt, Ree Cooper and the Children of Linked Together

AGENDA

Chairman Dale Pike welcomed everyone to the June 7, 2017 Newmarket Town Council Meeting and called the meeting to order at 7:17 pm, followed by the Pledge of Allegiance.

Vice-Chair Weinstein made a motion to seal the minutes of the Non-Public Session, which was seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the motion to seal the minutes of the Non-Public Session was approved by a vote of 6-0.

A recommendation was made to take the agenda out of order and begin with Linked Together.

LINKED TOGETHER KIDS

The children of Linked Together gave a presentation with regard to an on-going project. One of the students stated that last year at Summer Camp they could not use the playground as it had been vandalized. That had started them thinking about their School Playground, and they decided to make it

their main focus for the year to raise money to start a **Playground Repair Fund**. The students said they had been collecting box-tops and had set up a store at the Elementary School which was open every day. They said that from September to January they had raised \$802.13 to set up their fund, and had \$639.10 to add to that fund as of June 15, 2017.

The students said that the store was a lot of work as they had to keep inventory of supplies, sell the merchandise, collect the money, keep track of what was earned, and then match the money against the inventory. They said they also wanted to let people know that they could collect box-tops throughout the summer and bring them in to the Elementary School collection bag in the Cafeteria.

The children of Linked Together then asked the Town Council for permission to hold their annual **Lemonade Stand at Pocket Park** for the summer, from 11:00 am to 1:00 pm.

Councilor Thompson made a motion to approve Linked Together holding their Lemonade Stand at the Pocket Park this summer from 11:00 am to 1:00 pm, which was seconded by Councilor Finch.

Town Administrator Fournier polled the Council and the motion to approve Linked together holding their Lemonade Stand at Pocket Park for the summer was approved by a vote of 6-0.

PUBLIC FORUM

Chairman Pike opened the Public Forum at 7:23 pm

Police Chief Kyle True said he was very excited to introduce **Annaliese Schmidt** as Newmarket's newest Police Officer. He said that Annaliese was born and raised in Newmarket and graduated from Newmarket Junior-Senior High School in 2013. She then attended Plymouth State University to study Criminal Justice and Business Administration. He said she was also a 4-year collegiate soccer player and athlete, and had also worked as a part-time police officer while attending college.

Police Chief True said that Annaliese had graduated from Plymouth State a few weeks ago with a Bachelor's Degree in Criminal Justice, and two days later she was sworn in as a fulltime Newmarket Police Officer. He said she was scheduled to attend the 174th Police Academy in August and would spend 16 weeks in Concord, after which she would have another 4 weeks of training. He stated that Annaliese had gone through a really long process to get hired with an intensive background investigation, and was already doing a fantastic job.

Chairman Pike closed the Public Forum at 7:26 pm.

PUBLIC HEARING – None

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the Minutes of the Regular Meeting of May 17, 2017

Councilor Kast made a motion to approve the minutes of the Regular Meeting of May 17, 2017, which was seconded by Councilor Thompson.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of May 17, 2017, were approved by a vote of 5-0 with 1 abstention.

Acceptance of the Minutes of the Non-Public Session of May 17, 2017

Councilor Thompson made a motion to approve the minutes of the Non-Public Session of May 3, 2017, which was seconded by Vice-Chair Weinstein.

Town Administrator Fournier polled the Council and the minutes of the Non-Public Session of May 17, 2017 were approved by a vote of 5-0 with 1 abstention.

REPORT OF THE TOWN ADMINISTRATOR

As part of his unwritten report Town Administrator Steve Fournier said that the new **Facilities Director Greg Marles** had started on Monday. He said he was already looking into implementing shared software with the School District for Facilities, as well as reviewing some other purchases.

Town Administrator Fournier said that the Strafford Regional Planning Commission had collaborated with staff from UNH to implement a **Groundwater Modeling Study** to identify existing and potential future locations where public water systems might be vulnerable to rising sea levels. He said the report which resulted from the study would be presented to the Planning Board on June 13, 2017 at 7:00 pm. The presentation would provide an overview of the project, the computer model with sea-level rise projections that were used, and the outcomes and recommended adaptation strategies for the Town to consider. The Town Council was invited to attend.

Chairman Pike said he was on the committee for sea-level rise and groundwater and felt it was important to be aware of the issue. He said a lot of this was not just about municipal water but also private wells, and said there had already been saltwater intrusion in some of the areas in Newmarket. He explained that it was not just salt from rising sea levels, but how much water infiltrates and how much water is drawn. He said it was a consideration for development in the parts of Town near the Bay.

Town Administrator Fournier addressed the **Channel 13 Upgrade**, and said he had met with the Channel 13 Station Manager and the Director of the IT Department and they were recommending the servers and bulletin board system for Channel 13 be upgraded. He said they believed the system was installed over 25 years ago, and said they were concerned about being able to repair the system in the future and improve broadcasts. He stated that any appropriation would come from the Cable Capital Reserve Fund and would not affect the operating budget. He said the money for the fund came from a 5% franchising fee the Town was allowed to collect, and was used for equipment and costs for the cable channel.

Town Administrator Fournier stated that one item in the FY2018 Budget was to upgrade the Town's current **Financial Software**, which had been discussed for a number of years. He said that a Work Group

was formed to review products and get the Town up and running. He said the Finance Director would be issuing RFPs this summer with the intention of having a vendor in place by fall, and then begin rolling out the new program. He stated that the cost of the system was substantial, and they intended to lease the software to reduce costs. He said the first lease payment of \$54,000 was included in the budget. He added that they also wanted to make sure that the system would be compatible with any School system, though the Town and School would still need to maintain separate sets of books.

Discussion: Councilor Thompson asked who made up the Work Group, and asked if a consultant with a different knowledge base or an outside contractor was involved. Town Administrator Fournier said the Work Group consisted of himself, the Finance Director, the Town Clerk-Tax Collector, the IT Director, and Payroll/Accounting. He said he wanted to look at software packages for municipalities and make sure they would have the ability to add other departments to the system. Councilor Kast said that one of the values of integration was transcribing information from one place to another.

Town Administrator Fournier said they had found a product they were happy with but that it was on hold for Shared Services. He said his big thing was to have real-time information available and have everything together. He said as far as the Facilities Software, the product was basically a work order system which had been expanded for municipalities as well. He said it was web-based and could be worked anywhere, and said the cost was approximately \$5,000 which would be shared with the School and should begin shortly. Vice-Chair Weinstein said the system would be a great way for the Facilities Director to manage projects and keep track of everything.

COMMITTEE REPORTS

Vice-Chair Weinstein said that the *Budget Committee* had met a few weeks ago, and that it was basically a quick overview from both the Town and the School looking at where they were to date. She said that the Budget Committee would not be meeting again until August.

Chairman Pike said the *Macallen Dam Committee* had met recently and were meeting again tomorrow. He said basically they were in the process of going back to the three engineering firms they met with, and they had looked at the model and discussed the peak flow along Marsh Road in Durham in terms of how it would impact flows on the Dam. He said they had the numbers down to real specifics about what changes would happen with the abutment walls and what kind of Stability Analysis was recommended.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING – None

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

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

Strafford Regional Planning Commission (SRPC) Commissioner

Candidate: *Peter Nelson – Term to Expire 3/1/2021*

Vice-Chair Weinstein made a motion to approve the nomination of *Peter Nelson* as a *Strafford Regional Planning Commissioner*, which was seconded by Councilor Burns.

Chairman Pike said Peter Nelson had been reporting to the Planning Board and had been very diligent. He said he was also on the Groundwater Technical Committee and was a good representative.

Town Administrator Fournier polled the Council and the nomination of *Peter Nelson* as a *Strafford Regional Planning Commissioner* was approved by a vote of 6-0.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2016/2017-33 Relating to Paving Improvement Bids

Chairman Pike read *Resolution #2016/2017-33 Relating to Paving Improvement Bids* in full.

Vice-Chair Weinstein asked if the roads they were paving should be included in the Resolution. Town Administrator Fournier said he would have the resolution amended to include them.

Resolution #2016/2107-34 Relating to Paving Improvements to Bay Road/Lamprey Street Parking Lot

Chairman Pike read *Resolution #2016/2107-34 Relating to Paving Improvements to Bay Road/Lamprey Street Parking Lot* in full.

Resolution #2016/2017-35 Relating to the Replacement of the Air Conditioning Unit at the Police Station

Chairman Pike read *Resolution #2016/2017-35 Relating to the Replacement of the Air Conditioning Unit at the Police Station* in full.

Ordinance #2016/2017-04 An Ordinance Adopting Chapter 14, Article III of the Code of the Town of Newmarket, New Hampshire: Sewer Use Ordinance

Chairman Pike read *Ordinance #2016/2017-04 An Ordinance Adopting Chapter 14, Article III of the Code of the Town of Newmarket, New Hampshire: Sewer Use Ordinance* in title only.

Ordinance #2016/2017-05 An Ordinance Amending Chapter 32 Zoning, Article I, Section 32-2 Purposes and Article IV Signs of the Municipal Code of the Town of Newmarket and Zoning Ordinance, adopted 02/14/1996, as amended through March 1, 2017

Chairman Pike read *Ordinance #2016/2017-05 An Ordinance Amending Chapter 32 Zoning, Article I, Section 32-2 Purposes and Article IV Signs of the Municipal Code of the Town of Newmarket and Zoning Ordinance, adopted 02/14/1996, as amended through March 1, 2017* in full.

CORRESPONDENCE/CLOSING COMMENTS

Vice-Chair Weinstein said she had been approached by a couple of residents recently about looking into ways Newmarket could be more environmentally friendly. She said specifically they brought up the exploration of solar energy as an option for the community, and the option of having a community-wide composting system. She said they would need to look at the options for both along with costs and feasibility. She had spoken with Town Administrator Fournier who suggested that one approach would be to establish an Environmental Committee.

Town Administrator Fournier said that procedurally a resolution would probably be needed, which would also establish the membership. He said he assumed the committee it would consist of 1 or 2 councilors along with members of the general public, and said there may be members of the community who were environmental experts in certain areas. Chairman Pike felt it would be hard to evaluate composting without looking at their own Solid Waste Program, as municipal composting would have some impact on bags. Town Administrator Fournier said that Solid Waste was separate from environmental and did not feel the impact would be huge. Vice-Chair Weinstein said she would work with Town Administrator Fournier to draft a resolution.

Councilor Finch said he had attended the Officials Workshop over the weekend with Councilor Kast. He said he had been impressed by how many things Newmarket was ahead of the game on, in terms of the concerns voiced by other communities.

Vice-Chair Weinstein said they had done the Roadside Cleanup and had picked up 68 bags of trash along Grant Road, Ash Swamp and Dame Road. She said she wanted to give a special thanks to Rick Malasky and the Public Works Department for the safety signage and bag pickup. She said she was excited by the turnout and thanked all the volunteers.

Vice-Chair Weinstein said she had an opportunity to attend a Workshop sponsored by New Hampshire Listens supported by the Seacoast, the NAACP, the Association of Police Chiefs and UNH. She said that Police Chief True and 3 other Newmarket Police Officers had attended and there was a conversation about policing in communities. She said the conversation was really beneficial, and they had discussed the need for more training and connecting with youth, understanding bias, and hiring a more diverse police force.

NEXT MEETING: Next regular Town Council Meeting June 21, 2017

ADJOURNMENT

Town Council Regular Meeting
June 7, 2017

Chairman Pike adjourned the meeting at 8:04 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary