



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

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

October 21, 2020 7:00 PM

NEWMARKET AUDITORIUM

Approved November 4, 2020

PRESENT: Council Chairman Toni Weinstein, Councilor Zachary Dumont, Councilor Jon Kiper, Councilor Helen Sanders; Councilor Megan Brabec, Councilor Scott Blackstone

VIA ZOOM: Police Chief Kyle True, Mark Berling of IPS Group

EXCUSED: Council Vice Chairman Amy Burns

ALSO PRESENT: Town Manager Steve Fournier, Fire Chief Rick Malasky

AGENDA

Chairman Toni Weinstein welcomed everyone to the October 21, 2020 Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

PUBLIC FORUM

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Approval of the Regular Meeting Minutes of October 7, 2020

Councilor Dumont made a motion to approve the Regular Meeting Minutes of October 7, 2020 which was seconded by Councilor Brabec.

Town Administrator Fournier polled the Council, and the Regular Meeting Minutes of October 7, 2020 were approved by a vote of 6-0.

REPORT OF THE TOWN MANAGER

Town Manager Steve Fournier said this is our last Town Council Meeting before the **General Election**, and the Town Clerk asked everyone who work to sign up as voter turnout may be high. Also, Saturday October

24, 2020 from 10:00 am to 2:00 pm is DEA's **National Drug Takeback Day** and the Newmarket Police Department is participating during those hours.

Town Manager Fournier said there will be two presentations, the first Police Chief True who will introduce Mark Berling to discuss parking items, and the second will be my Budget Presentation for FY 2021-2022.

Introduce Mark Berling of IPS Group re Parking Solutions

Police Chief Kyle True and Mr. Mark Berling of IPS Group will talk about IPS Fully-Integrated Parking Management. He said since he arrived in the 1990s the parking situation in Newmarket has become more congested and more challenging, and the tools currently used by the Police Department are a chalk stick and written parking tickets which are antiquated and time-consuming. He said Mr. Berling will present an idea for consideration to increase efficiency, and said he endorses the idea of a pay-to-park program.

Parking Meter Presentation – Mark Berling, IPS Group

Mr. Mark Berling of IPS Group said he was here to talk about how other towns use pay-to-park successfully. He said his company has single-space parking meters with multiple payment options or pay stations for multi-space parking which are interchangeable and include full integration with existing technology and mobile and online services. He said the SMART Single-Space Meters were invented by IPS Group and accept cards, coins, 3rd party applications, communicate wirelessly via cell, and are remotely programmable and can be retrofit into existing housing. A website enables record-keeping of parking receipts paid at IPS SMART Meters.

Mr. Berling said the MS1 Multi-Space Meter is an unattended pay station designed by IPS which incorporates features of the single-space platform with more customer-focused features and enhancements such as armored glass and stainless steel. MS1 Pay Stations are available as pay-by-space, pay -by-plate, and pay and display models and include forward compatibility and full integration with existing technologies. They are IntelliTouch-enabled, use solar power, are capable of processing mixed transactions, and wirelessly communicate with the IPS Data Management System available 24/7.

Mr. Berling gave the Town Council a demonstration of the MS1 Multi-Space Meter.

Town Manager Fournier explained that the Town has many parking issues in Downtown and are beginning to look at other sites for off-street parking, having staff do ticketing, or hiring additional staff and said this is just an idea and this is just one company. He said they would not use pay-for-parking meters for revenue but to turn over parking spots; with a meter system installed revenues generated go back to an Enterprise Fund to use for future parking improvements. He recommended setting up a Parking Commission with 1 councilor and 4 members of the public to review this and come up with the policies and plans.

Police Chief True said currently officers walk downtown when they have time and chalk tires. If after 2 hours that officer is not tied up with a call he will check to see if the chalk mark has moved. It takes 30 minutes to walk Main Street to chalk tires and 45-55 minutes for an officer to enforce the 2-hour parking limit. He said we are not operating efficiently, and a pay-to-park program will move us in the right direction.

Questions: Councilor Kiper asked if sensors were actually in the parking spaces and how officers would check. Mr. Berling said with a kiosk there are no sensors and officers will have a hand-held device or mobile app. Councilor Kiper said it seems to make sense if the same app is used for neighboring towns. Town Manager Fournier said he uses the EasyPark system where you purchase a small device, put money on it, and instead of using a meter you hit a button and it pays and deducts. Mr. Berling said they can use pay-and-display and put money on, get a receipt, and display it on the dashboard. He said you can do progressive rates and charge more per hour over the first or give-pre-person time with 15 minutes free.

PROPOSED NEWMARKET OPERATING BUDGET FOR FY2021-2022

Town Manager Fournier presented his Proposed Operating Budget to the Town Council for the Fiscal Year ending June 30, 2022. He said Saturday October 24, 2020 at 9:00 am will be the Budget Workshop Session, with Department Heads presenting and explaining their Budgets to the Council.

Town Manager Fournier said he first looks at Economic Indicators, which for this year were thrown off immensely after the pandemic outbreak in February and March. The Consumer Price Index (CPI) is the percent growth of consumer goods year over year: US increased 1.3% prior year and 1 % this year, NE Regional stayed the same at 1.1%, Boston increased prior year 2.1% and this year 0.8%; mainly due to the cost of oil, plus food costs up because of shortages. Unemployment Rates (prior year/current year: US 3.7% vs 10.5%, State 2.4% vs 7.9%, County 2.7% vs 8.4%, Portsmouth Metro 2.2% vs 7.4%, Newmarket 2.6% vs 7.6% (as of July 30th).

Town Manager Fournier said the Current Tax Rate is estimated at \$26.79 using numbers right now and said they work with the Department of Revenue and Administration to set the tax rate. He said about 75% of tax dollars go the School with 65% raised at local schools and 8% State School, County 4%, Town 23% of tax dollars or \$6.27. He showed a Five-Year Tax Rate Comparison and said the Town remains pretty flat with any change due to the Town Revaluation. Assessed Value of the Town: Value of the Town is estimated to be \$980,094,732, and for every tax dollar we raise we raise \$980,094. In 2018 the value of the Town was at \$763,201 for every dollar, the year of the revaluation.

Town Manager Fournier said he is recommending a Bottom-Line Budget of \$13,677,433 with increases of 3.37%; Departments proposed \$13,685,031 or 4.77%. He said the proposed Town Budget increase is \$446,266, with Enterprise Funds \$93,553, General Fund \$228,448, Special Revenues \$124,264. Expenditures by Fund are General Fund \$8,719,292; Special Revenues \$1,449,315; Enterprise Fund \$3,510,826.

Town Manager Fournier said Increases are going to: Health Insurance \$19,549 (guaranteed max from Health Trust 6%); NH Retirement Contributions \$33,326; Police Salaries \$78,935, DPW Overtime \$10,000; Fire Part-Time Salaries \$26,062; Recycling Contract \$70,000; Solid Waste Disposal Contract \$35,000; Construction Debris \$19,000. He said he is not recommending new programs or new hires.

Contributions to Capital Reserves: Public Works \$75,000; Building Improvements \$20,000; Roadway Improvements \$200,000, Stormwater Management \$25,000; Fire Department \$50,000; Police Dispatch Equipment \$10,000; Police Vehicles moved to Budget as on-going expense; Veterans Memorial Trust \$2,000; Revaluation \$10,000; Master Plan \$10,000, 300th Anniversary Celebration Exp Trust \$2,000; Compensated Absence Exp Trust \$10,000; Library \$10,000; Recreation Facilities \$15,000; Technology \$20,000; Department Total \$449,000 with overall reduction of 16%.

Revenue Budget: Town Manager Fournier said these are other fees not tax dollars. Last year Budgeted \$7,057,520, anticipating this year \$7,480,644. He said we are reducing revenues anticipated from the State like Rooms & Meals tax amount cut by 20%, anticipating reduction in Highway Funds received, and will be using Fund Balance of approximately \$500,000 which will put us at 7%; ordinance requires we be between 5%-10% of gross Budget.

Town Manager Fournier said the tax rate is an *Estimate* using data as we have it today. For the Estimated Tax Rate take Gross Appropriations \$13,679,433, less Revenues of \$7,480,644, less shared revenues, add Overlay (abatement) \$20,000, add War Service Credits \$160,000; Net Appropriation \$6,378,789 divided by Assessed Value of \$980,094,732, multiply by 1,000 = Estimated Tax Rate of \$6.51, an increase over last year.

Town Manager Fournier said discussions begin Saturday at 9:00 am with Recreation. He said for new Councilors we do not have Warrant Articles like traditional towns; Ballot is contracting, borrowing, and the Budget.

Questions: Councilor Dumont asked which year of the Police Contract we are in and Town Manager Fournier said the third year of a 5-year contract. Chairman Weinstein commented that calls for ambulance services are down, and Town Manager Fournier said ambulances are only being used for emergencies. She said from the Environmental Services Report Newmarket has started testing for PFAS and no contamination was found in Town Wells.

Town Manager Fournier said the Macallen Dam has begun to refill the river and water levels will be going up. Chairman Weinstein said there was a meeting on Monday with representatives from USDA to talk about the water projects in Town and grants received; a testament to their confidence in our Town with what Environmental Services Director Sean Greig has accomplished.

COMMITTEE REPORTS

Councilor Kiper said the *Conservation Commission* met and the Clark Farm Easement was approved, goes to final legal review, and comes back for a final vote.

Councilor Dumont said the *Budget Committee* would be meeting next Monday at 7:00 pm via Zoom and have established a draft Budget Meeting Schedule and the schedule will be finalized on Monday.

Councilor Sanders said the *Arts & Tourism Commission* met via Zoom and have set up a Facebook page. There is still one opening on the Commission.

Chairman Weinstein asked about making committee assignments and Town Manager Fournier said to wait for a full Council. Councilor Kiper said he is the *Planning Board Alternate* but the meeting dates are difficult for him. Councilor Dumont asked about the Parking Commission and Town Manager Fournier said he would put together a recommendation and present it to the Council.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Resolution #2020/2021-09 Purchase of two FD LIFEPAK 15 Monitors/Defibrillators

Councilor Dumont made a motion to approve Resolution #2020/2021-09 Purchase of two FD LIFEPAK 15 Monitors/Defibrillators which was seconded by Councilor Brabec.

Fire Chief Rick Malasky said the Fire Department currently has these on both ambulances; the typical lifespan is 6-7 years; they are no longer supported, and parts are unavailable. The current ones are 3G which goes away in December and the new ones will be 4G with no training required. They are basically buy one, get one free, are turned on for every call; funds will come from the Ambulance Revolving Fund.

Town Manager Fournier polled the Council and Resolution #2020/2021-09 Purchase of two FD LIFEPAK 15 Monitors/Defibrillators was approved by a vote of 6-0.

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

Items Laid on the Table – None

NEW BUSINESS /CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Town Manager Fournier said on the agenda are 2 appointments, one of which needs to be taken off and one which is an error, as the Budget Committee fills their own vacancies. For the other appointment, the residency of the applicant needs to be investigated.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2020-2021-10 Shared Facilities Director

Town Manager Fournier read Resolution #2020-2021-10 Shared Facilities Director In full.

Chairman Weinstein said the School Board approved the MOU at their last meeting. Councilor Dumont asked if the new MOU was radically changed, and Town Manager Fournier said they will go over the changes at the next meeting.

CORRESPONDENCE – None

CLOSING COMMENTS

Councilor Kiper said he wanted to follow up on the last Town Council Meeting with the Planning Board, re Impact Fees. He said to update what the fees can be spent on will cost \$30,000; as a result 95% of these fees get waived by the Planning Board. He asked if it was possible to get rid of Impact Fees and increase the Building Permit per square footage fee on new construction. Town Manager Fournier said Impact Fees go to a specific thing and have to be earmarked for that; he said he will survey other towns on their fees.

Councilor Kiper said it makes sense to come up with some other type of revenue stream; Chairman Weinstein said the Council relies on their committee reps to give them that information and be a liaison. Councilor Dumont said Accessory Dwelling Units (ADUs) is a similar question with the Planning Board wanting a recommendation from the Council. Town Manager Fournier said the Planning Board needs to do the research and submit it; the Council can say they are interested but cannot guarantee it will be adopted. Chairman Weinstein said these things take time and the Council has the potential to change drastically in the interim.

Councilor Kiper asked about the Master Plan and whether a separate entity created the plan. Town Manager Fournier said they usually hire consultants, and the Master Plan is adopted by the Planning Board.

Next Meeting: November 4, 2020 at 7:00 pm in the Town Hall Auditorium.

ADJOURNMENT

Chairman Weinstein adjourned the meeting at 8:20 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary