



## Town Council Regular Session

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September 21, 2022 at 7:00 PM

Town Council Chambers

### MINUTES

**1. Pledge of Allegiance**

Chair Weinstein convened the meeting at 7:00PM and led the Pledge of Allegiance.

**2. Roll Call**

**Present:** Councilor Brian Ward, Councilor Joe LaMattina, Councilor Colin White, Council Vice chair Katanna Conley, Council Chair Toni Weinstein, Councilor Megan Brabec

**Absent:** Councilor Blackstone

**3. Public Forum**

Sean Hogan commented on the letter from Ben Stebbins submitted to the Council and read into the record at the September 7, 2022 meeting. He did not agree with some of the points made in the letter, but he did agree that the housing crisis won't be solved by property companies; it will be solved by policy makers in the State House.

**4. Town Council to Consider Acceptance of Minutes**

**a. September 7, 2022**

**Motion:** **Katanna Conley** made a motion to approve the September 7, 2022 Meeting Minutes

**Second:** **Brian Ward**

**Discussion:**

**Vote:** **Unanimously Approved**

**5. Report of the Town Manager**

**a. Report of the Town Manager September 21, 2022**

Finance Director Tappan read the Town Manager's report:

- FY23 Expense and Revenue Report: At the end of August 16.6% of the fiscal year 2023 has been completed. 24% of the operating budget has been expended, which is normal for this time of year. Revenues are on target.
- Water Leak: The Newmarket Department of Environmental Services detected a sizable leak on September 6th resulting in the leak of 70 gallons per minute. A water system leak specialist found the leak in a new development on the hill and the crews patched it immediately.

- Historical Society: The Historical Society hosted employee tours of their museum on September 7th. It was well received.
- New Road: The project is underway and is currently ahead of schedule.
- Facility Study: Town Engineer Lyndsay Butler reviewed the RFP and will be issuing it this week.
- Solid Waste: the pre-bid meeting was held last week. There were 3 interested firms.
- Solar Project: Town Manager Fournier is working with Community Development and Engineering to see what the next steps are.
- Cable Franchise Agreement: This has been turned over to legal counsel.
- Water and Sewer Impact Fees: Replacing the water and sewer impact fees with water and sewer connection fees adopted by the Town Council was reviewed by town counsel. The language in Section 32-238 (a) (2) does not need to be revised. The Town Council must let the Planning Board know that it would like to rescind the impact fees on water and sewer. The Council will first adopt a water and sewer connection fee so that the town won't lose any water and sewer monetary proceeds once the water and sewer impact fees are rescinded. The Planning Board then holds a public hearing and votes on a motion to rescind the water and sewer impact fees following the close of the public hearing. If rescinded, the Planning Board will no longer impose water and sewer impact fees upon reviews of subdivisions and site plans, nor will the Building Inspector impose such fees on new building permit applications that are unrelated to subdivisions or site plans.

**b. Department Reports**

Councilor LaMattina referred to the major water leak that took place recently on the hill and asked if it was the Developer's responsibility for costs associated with that leak.

Finance Director Tappan will find out the answer and report back to him.

Chair Weinstein commented on the monthly welfare reports and said it is helpful to see that aspect of our community and our budget. She would like to see annual information and the number of completed applications each month. The welfare budget line has been cut considerably and she said she is concerned about that. Finance Director Tappan will have a discussion with Welfare Director Heather Thibedeau to get that requested information. Chair Weinstein also commented on the amount of overtime the Department of Public Works had last month and said it isn't usually that high this time of year.

**6. Committee Reports**

Councilor Ward reported on the Capital Improvement Plan Committee meeting held on September 14th.

The Committee did their final review of each of the Departments. Many of the Departments answered the Committees' questions via email rather than attend the meetings. The main concern was the amount of money each department had in their Capital Reserve Funds and the amounts they requested to add to those funds. The Committee reiterated concerns about using the CRF for items other than capital

projects. The Committee recommended the creation of a new Capital Reserve Fund for \$75,000 for the Schanda Park living shoreline project.

Councilor Brabec reported on the Arts and Tourism Commission meeting.

The Arts and Tourism Commission will hold their "Artist Among Us" event on October 1. It had come to the Commission's attention that they would need to fill out an events permit. Councilor Brabec asked if it was necessary since it is a town event sponsored by a town commission. Chair Weinstein said that they probably should so that all entities are aware of the event and the Licensing Board would most likely waive the \$15.00 application fee. Councilor Brabec said the Commission had a good discussion figuring out what their role is in town going forward. She reminded everyone that there is an opening on the Commission and now is a good time to join.

## 7. Old Business

## 8. Resolutions/Ordinances in the 2nd Reading

- a. Resolution 2022/2023 - 06 - Designating Newmarket as a Purple Heart Community

**Motion:** **Colin White** made a motion to approve Resolution 2022/2023 - 06 - Designating Newmarket as a Purple Heart Community

**Second:** **Brian Ward**

**Discussion:** Councilor Ward commented that his grandfather received a Purple Heart and has family members in all branches of the military. He is pleased Newmarket will be designated as a Purple Heart Community.

The Purple Heart signs will be placed on the Town of Newmarket signs at each gateway.

**Vote:** **Unanimously Approved**

- b. Resolution 2022-2023 - 07 - Changing the Membership of The Newmarket Energy and Environment Advisory Committee

**Motion:** **Joe LaMattina** made a motion to approve Resolution 2022-2023 - 07 - Changing the Membership of The Newmarket Energy and Environment Advisory Committee

**Second:** **Katanna Conley**

**Discussion:** Councilor LaMattina said the intent of this resolution is to bring a member from the Planning Board and Conservation Commission to the Energy & Environment Committee. It's a good time to include this board representation, especially now that they are working on the energy chapter of the Master Plan.

Chair Weinstein commented that the original make up of the Energy & Environment Committee included representatives from the Planning Board and Conservation Commission. It was difficult to fill those positions in the past, but there seems to be more interest now in filling those spots.

**Vote: Unanimously Approved**

**9. Town Council to Consider Nominations, Appointments, and Elections**

**10. Resolutions/Ordinances in the 1st Reading**

- a. Resolution #2022/2023-09 - American Rescue Act Fund Grant for Waste Water Treatment Facility Thickener  
Chair Weinstein read Resolution #2022/2023-09 into the record.
- b. Resolution #2022/2023-10 - Senior Citizen Building Roof Replacement  
Chair Weinstein read Resolution #2022/2023-10 into the record.

**11. New Business/Correspondence**

- a. Correspondence to the Town Council

- i. John Greene ZBA Resignation Letter

**Motion:** **Megan Brabec** made a motion to accept John Greene's ZBA Resignation Letter with regret.

**Second:** **Katanna Conley**

**Discussion:**

**Vote: Unanimously Approved**

- b. Closing Comments by Town Councilors

Councilor Ward commented on the clothing donation box outside in the parking lot and encouraged residents to donate clothing and items they no longer use.

Councilor White reached out to the Planning Board Chair Eric Botterman and Community Development Director Bart McDonough to discuss the Master Plan regarding affordable housing. Director McDonough plans to meet with Councilor White soon to discuss how we as a community are going to address affordable housing. He will report back to the Council with information he receives.

Councilor LaMattina reminded everyone of the home energy workshop webinar on Tuesday, September 27th sponsored by the Town Council and Energy & Environment Committee. It is at 6:00pm featured on Channel 13 and also by zoom. He will forward to the councillors a copy of the flyer.

Chair Weinstein will organize a roadside cleanup on Saturday, October 15th. The time is to be determined.

- c. Next Meeting

i. October 3, 2022

**12. Adjournment**

Chair Weinstein adjourned the meeting at 7:42 P.M. without objection.

Respectfully submitted,

Wendy V. Chase  
Recording Secretary