



Town Council Regular Session

May 17, 2023 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

Chair Conley convened the meeting at 7:00 PM. Councilor White lead the Pledge of Allegiance.

2. Roll Call

Present: Chair Katanna Conley, Vice-chair Brian Ward, Councilor Justin Glazebrook, Councilor Joe LaMattina, Councilor Sonke Dornblut, Councilor Colin White, Councilor Scott Blackstone.

Staff Present: Town Manager Stephen Fournier, and Wendy Chase, Recording Secretary

3. Election of Officers, Adoption of Town Council Rules, and Committee Assignments

a. Committee Assignments

Highway Safety - Chair Katanna Conley

Budget Committee - Vice-chair Brian Ward; Councilor Sonke Dornblut, Alternate

Energy & Environment Advisory Committee - Councilor Joe LaMattina

CIP - Councilor Sonke Dronblute; Councilor Colin White, Alternate

Conservation Commission - Councilor Brian Ward

Economic Development/Business Association Liaison - Councilor Justin Glazebrook

Planning Board - Scott Blackstone

Riverfront Advisory Committee - Councilor Joe LaMattina

Arts, Culture, & Tourism Commission - Councilor Justin Glazebrook

Ordinance Oversight Committee - Chair Katanna Conley, Vice-chair Brian Ward, Councilor Scott Blackstone

Parking Commission - Chair Katanna Conley

4. Public Forum

Chair Conley opened the Public Forum at 7:04 PM. She reminded the public, per the Town Council's Rules of Proceedings that there was a 3-minute time limit to speak during public forum.

James Ward, owner of the Rockingham Ballroom, requested the Council suspend the rules and allow him to speak for an additional 3 minutes.

Motion: **Councilor Ward** made a motion to suspend the rules and allow Mr. Ward an additional 3 minutes to speak.

Second: **Councilor LaMattina**

Vote: Unanimously Approved 7-0-0

Mr. Ward made the following comments in regards to the town shutting off the water at the Rockingham Ballroom due to a failed septic system:

- Mr. Ward has owned the ballroom for 2 years and turning off the water has halted his business and it is costing him \$1,000.00 each week.
- The health officer cited that his septic system is non-compliant even though the system is now capped off and being pumped.
- He received notice from the town on April 4 requiring him to submit a septic design to NH DES within 30 days, while design engineers are 3 plus months backlogged.
- He was informed that the town would allow him to use portable toilets for his events.
- He also commented that he is trying to obtain an annual occupancy permit from the Fire Department to no avail.
- He is asking the Council: 1. that an investigation be done to determine if actions by the Health Officer and Fire Department were within their authority; 2. Discussion on the potential for sewer line extension; 3. to lift water shut-off, and 4. be treated equally and fairly.

5. Town Council to Consider Acceptance of Minutes

a. May 3, 2023 Non-public Meeting Minutes

Motion: **Councilor Ward** made a motion to approve the May 3, 2023 Non-public Meeting Minutes

Second: **Councilor Glazebrook**

Vote: **Unanimously Approved 7-0-0**

b. May 3, 2023 Meeting Minutes

Motion: **Councilor White** made a motion to approve the May 3, 2023 Meeting Minutes

Second: **Councilor Glazebrook**

Discussion:

Vote: **Unanimously Approved 7-0-0**

6. Report of the Town Manager

a. May 17, 2023 Report

- **Town Citizen Survey:** In 2016, we conducted an online citizen survey and had over 500 participants. We will be conducting the survey again from May 22nd to June 22nd. It will be available on the website. The results will be presented to the Town Council later this summer. Hard copies of the survey will be available in the Town Clerk's Office and Town Manager's Office.
- **Covid-19:** May 11, 2023 marked the end of the Covid-19 public health emergency by the CDC, and the World Health Organization declared the end of the global emergency and one of the most deadly and

economically devastating pandemics in modern history. The pandemic is now considered a routine illness. The Town of Newmarket has 2,281 declared cases since 2020, not including those who did not report or tested at home. The Seacoast Health Region saw 287 deaths. Eighty-two percent of the community received their vaccination. Newmarket's wastewater treatment testing currently has levels below detection.

- **FY23 Budget Update:** 76% of the budget has been expended currently. In comparison, 80% was expended in the same period last year. Revenues continue to be healthy. \$900,000 more in revenue has been collected at this point in time last year.
- **Chapel Hill Parking:** There has been confusion regarding the 15-minute parking limits on Chapel Street. The parking limit was adopted in 2006 - Sec. 30-42 - parking on Chapel Street between Main Street and Granite Street to no longer than 15 consecutive minutes daily from 5:00am - 10pm. The confusion stems from the 15 minute parking sign that was just reinstalled.

Town Manager Fournier explained that most of the increase in revenue came from real estate taxes, building permits, ambulance receipts and meals and room tax.

Town Manager Fournier said that the town survey will be advertised in all the town's media outlets and the newspaper.

Councilor Blackstone stated that he disagreed with the way the 15 minute parking on Chapel Street was handled.. He said parking tickets were issued the same day the 15-minute parking sign was erected. He said that there should have been some type of warning. Town Manager Fournier said that he encouraged people who got a ticket on Chapel Street to contact the Police Department; they have an appeals process.

Councilor Blackstone asked if there was an update on the Recreation Department's signage. Town Manager Fournier said that the sign is currently being constructed.

Councilor Ward encouraged those who received a parking ticket on Chapel Street the first day the sign was erected to contact the Police Department to appeal. He said that he agrees that we should continue reminding residents of the parking limit there.

b. Department Reports - April 2023

Councilor LaMattina commented on Chief Jordan's report. He congratulated Officer Espo for delivering his own baby.

Chair Conley commented on the following department reports:

- Police Department - concerning its emphasis on encouraging people to engage with one another. She congratulated Brenda Bounphakham as the department's new Administrative Support Assistant.

- Public Works - there are several openings in the Public Works Department and Town Manager Fournier stated that the departments are competing with the private sector, making it difficult to fill positions.
- Fire Department - on the progress of the department's renovations.
- Recreation Department - Congratulated Assistant Recreation Director Alyssa Porto for winning the Don Heyliger Young Professional Award from the State of New Hampshire.
- Welfare Department - there is a spike in general assistance applications; a continued concern.

7. Committee Reports

Councilor Blackstone reported on the May 9th Planning Board Meeting:

The Board's main topic of discussion was the historic district and coming up with a definition for it. The Board decided that the historic district would only include historic buildings on Main Street. Community Development Director Bart McDonough will submit to the Planning Board members a detailed plan of the historic district at the next meeting and hopefully they will receive a lot of feedback.

8. Old Business

9. Resolutions/Ordinances in the 2nd Reading

- a. Resolution #2022/2023-43 - Newmarket/Newfields Ambulance Service Agreement

Motion: Councilor Ward made a motion to approve Resolution #2022/2023-43 - Newmarket/Newfields Ambulance Service Agreement

Second: Chair Conley

Discussion: Town Manager Fournier said that we have had this agreement with the Town of Newfields for 10 years. The Town of Newmarket charges the Town of Newfields a percentage per Newfields resident.

Vote: Unanimously Approved 7-0-0

- b. Resolution #2022/2023-45 Newmarket Community Power Aggregation Plan

Motion: Councilor LaMattina made a motion to approve Resolution #2022/2023-45 Newmarket Community Power Aggregation Plan

Second: Councilor White

Discussion: Councilor LaMattina sponsored the Resolution. He explained that this is a plan to get from "A" to "B" and, if approved it doesn't obligate the town to do anything. It will not launch without approval from the Town Council. He said no taxpayer funds will be used. Newmarket is in "wave 3" which will begin in spring 2024.

Vote: Unanimously Approved 7-0-0

10. Town Council to Consider Nominations, Appointments, and Elections

- a. State Representative Charlotte Di Lorenzo - Racial Equity, Inclusion & Human Rights Committee - Term Expiration April 2026

Motion: **Councilor White** made a motion to appoint State Representative Charlotte Di Lorenzo to the Racial Equity, Inclusion & Human Rights Committee - Term Expiration April 2026

Second: **Councilor Ward**

Vote: **Unanimously Approved 7-0-0**

11. Resolutions/Ordinances in the 1st Reading

- a. Ordinance 6 -2022/2023 Procurement Policy
Chair Conley read Ordinance 6 - 2022/2023 into the record in title only, without objection. A full copy of the Ordinance is on the town's website.
- b. Resolution #2022/2023-46 Police Cruiser Purchase
Chair Conley read Resolution 2022/2023-46 into the record.
- c. Resolution # 2022/2023-47 Water & Sewer Rate Increase
Chair Conley read Resolution #2022/2023-47 into the record.
- d. Resolution #2022/2023-48 - Cable Franchise 10-year Extension Agreement
Chair Conley read Resolution 2022/2023-48 into the record in title only, without objection. A full copy of the Resolution is on the town's website.

12. New Business/Correspondence

- a. Correspondence to the Town Council
There was no correspondence.
- b. Closing Comments by Town Councilors
Councilor LaMattina commended Toni Weinstein on the cleanup day she organizes each year. This year there was bad weather, but volunteers managed to fill 44 bags of trash around town.

Chair Conley commented that Channel 13 is a great resource for town information. There is a plant sale on Saturday, May 20th at the Library. The Memorial Day Parade is May 30th at 6:30 PM and begins on Elm Street, through Main Street to Packers Falls Road to the Riverside Cemetery for the Ceremony.

Chair Conley suggested the Council hold a Workshop meeting to discuss ways of getting the residents more engaged. It was agreed to hold a Worksession meeting at 6:00 PM, right before the regularly scheduled Town Council meeting on June 7th.

Councilor White said that he is an active member of the Community Church and Pastor Patty does an incredible job. The food pantry was serving food to 50-60 people per week and that number has increased to 100 per week.

- c. Next Meeting

i. June 7, 2023

13. Adjournment

Chair Conley adjourned the meeting at 7:55pm without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary