



Town Council Regular Session

September 6, 2023 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

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

2. Roll Call

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

Absent: Councilor Sonke Dornblut

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

3. Public Forum

Chair Conley opened the public forum at 7:02 PM.

There was no one from the public in attendance.

Chair Conley closed the public forum at 7:02 PM without public comment.

4. Town Council to Consider Acceptance of Minutes

a. August 16, 2023 Non-public Meeting Minutes

Motion: **Councilor Ward** made a motion to approve the August 16, 2023 Non-public Meeting Minutes

Second: **Councilor White**

Vote: **Unanimously Approved 6-0-0**

b. August 16, 2023 Meeting Minutes

Motion: **Councilor Ward** made a motion to approve August 16, 2023 Meeting Minutes

Second: **Councilor Glazebrook**

Discussion:

Vote: **Unanimously Approved (6-0-0)**

c. August 23, 2023 Town Council/School Board Joint Meeting Minutes

Motion: **Colin White** made a motion to approve the August 23, 2023 Town Council/School Board Joint Meeting Minutes

Second: **Brian Ward**

Vote: **Approved (5-0-1) Councilor LaMattina abstained**

d. August 23, 2023 Town Council/School Board Joint Non-Public Meeting Minutes

Discussion: The minutes were tabled to the September 20, 2023 meeting to correct a scribner error.

5. Report of the Town Manager

a. TM Report September 6, 2023

FY24 Expense and Revenue: Town Manager Fournier said that we have expended 15% of the budget to date, which is normal due to the fact that we have a number of one-time payments in July. He further explained that there is a significant change in ambulance revenues due to change offs and a journal entry that needs to be made.

Facilities Study: Cost estimates from Pacework:

Police Station - Senior Center:

Estimated Construction Cost = \$6.1 - \$6.8M (\$462 - \$515 / SF**)

- Design / Construction Contingency (15%)
- Estimated Soft Costs (20%)
- Escalation to 2025 (7.5%)

Estimated Project Cost: \$9.0 - \$10.1M

Town Hall

Estimated Construction Cost = \$5.6 - \$6.2M (\$299 - \$331 / SF)

- Design / Construction Contingency (15%)
- Estimated Soft Costs (20%)
- Escalation to 2025 (7.5%)

Estimated Project Cost: \$8.3 - \$9.2M

MS1 - Town Valuation:

The Town Assessor submitted the MS-1 form to the state. It is estimated that the town's assessed value is now \$1,006,662,399, an increase of \$11,385,351 or 1.14%. This is the largest increase since 2018, right before our last revaluation. Previously, every \$995,277 raised through taxation would have a \$1 impact on the tax rate. Now, a \$1 impact equals \$1,006,662. The sales ratio is approximately 59%. Mobile homes without land are 45%. There are properties assessed at about 41% lower than what they are selling for. The town is scheduled for a revaluation next year.

Voting Machines: The Town Moderator Chris Hawkins attended a demonstration on the 3 proposed voting machines that the State Ballot Law Commission is considering. The town's current tally machine (Accuvote) is 20 years old. The Ballot Law Commission and the Secretary of State will determine which machines will be offered to the town. We will need to purchase a new machine because LHS has stated that they will no longer support the Accuvote machine after 2024.

CPCNH: Town Manager Fournier and legal counsel reviewed the cost sharing

agreement and other policies submitted by Community Power Coalition of NH. The next step is to introduce a Resolution to approve the agreement. The Council will have a workshop on the issue on October 4, 2023, prior to the regular meeting.

Newmarket 300 - USA 250: Newmarket will be celebrating its 300th anniversary in 2027 and the United States will be celebrating 250 years in 2026. The USA250/Newmarket300 Steering Group has come up with an official slogan "300 years at the River's Edge." The public or a community organization is welcome to attend and help in organizing a year-long celebration.

6. **Committee Reports**

Councilor Glazebrook reported on the Arts, Culture & Tourism Commission's September 5th Meeting:

The Commission continued discussions on the Willey House becoming a park. They have applied for 2 grants and will be notified by September 30th and November 30th if they are awarded to the town. The Commission is also connecting with the Business Association.

Councilor Ward reported on the Budget Committee's August 21st Meeting:

The Budget Committee met with the School Board on the school's finances. Construction of the new school playground has started. The Budget Committee appointed Justin Looser as a new member with a term expiration of April 2024.

Councilor LaMattina commented that the new appointee to the Budget Committee learned of the opening at the "Backyard Bunt" where the Council had a booth advertising all the openings on town boards, committees and commissions.

7. **Old Business**

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

a. Resolution #2023/2024-04 - Flag Display Policy

Motion: **Councilor LaMattina** made a motion to table Resolution #2023/2024-04 - Flag Display Policy to the September 20, 2023 Town Council Meeting

Second: **Councilor Ward**

Discussion: Town Manager Fournier suggested the Council table Resolution #2023/2024-04 - Flag Display Policy to the September 20th meeting and to schedule an Ordinance Oversight Committee meeting before that to discuss the policy.

Vote: **Unanimously Approved (6-0-0)**

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

a. Margaret Crowley - Lamprey River Advisory Committee (LRAC) - Term Expiration April 2026

Motion: **Councilor Ward** made a motion to Nominate Margaret Crowley to the Lamprey River Advisory Committee (LRAC) - Term Expiration April 2026

Second: **Councilor LaMattina**

Discussion: Councilor LaMattina commented that Margaret Crowley's application to the LRAC is a result of the "Backyard Bunt" event.

Vote: **Unanimously Approved (6-0-0)**

- b. Mike Hoffman - Resignation - Ad hoc Riverfront Advisory Committee Term Expiration April 2024

Motion: **Councilor White** made a motion to accept with regret, Mike Hoffman's resignation from the Ad hoc Riverfront Advisory Committee (Term Expiration April 2024)

Second: **Councilor Ward**

Discussion: Councilor LaMattina commented that Mike Hoffman has been an excellent member on the Committee and has great knowledge of the town.

Vote: **Unanimously Approved (6-0-0)**

10. Resolutions/Ordinances in the 1st Reading

- a. Ordinance No. 1 - 2023/2024 - To Regulate Illicit Discharges Into The Municipal Storm Drainage System

Chair Conley read Ordinance No. 1 - 2023/2024 into the record in title only without objection.

- b. Resolution #2023/2024-06 - To Authorize the Town Manager to Enter Into a Contract With Strafford Regional Planning Commission to Update the Town's Master Plan and Appropriate up to \$90,000.00 From the Master Plan Capital Reserve Fund for Their Services.

Chair Conley read Resolution #2023/2024-06 into the record.

Town Manager Fournier said that he would get clarification regarding the dollar amounts stated in the resolution before the next meeting.

- c. Resolution #2023/2024-07 - to Reclassify a Class VI Road, Old Lee Road, Into a Class A Trail

Chair Conley read Resolution \$2023/2024-07 into the record.

11. New Business/Correspondence

- a. Correspondence to the Town Council

There was no correspondence to the Council.

- b. Closing Comments by Town Councilors

Councilor Glazebrook said that he had been approached by a Beech Street resident regarding the struggles residents living in that area have regarding one-way traffic. It is a daily occurrence that vehicle operators drive the wrong way. Town Manager Fournier confirmed that he would look into that.

Councilor Conley encouraged folks to attend the steering committee on September 20th at the Sunrise/Sunset Senior Community building at 6:00 PM for information or involvement with the 250/300 anniversary celebrations.

c. Next Meeting

- i. September 20, 2023

12. Adjournment

Chair Conley adjourned the meeting at 7:28 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary