



Town Council Regular Session

October 4, 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 Scott Blackstone, Councilor Joe LaMattina, Councilor Colin White, Councilor Sonke Dornblut, Councilor Justin Glazebrook.

Staff Present: Finance Director William Tappan (seated for Town Manager Stephen Fournier), Environmental Services Director Sean Greig and Wendy Chase, Recording Secretary.

3. Public Forum

Chair Conley opened the Public Forum at 7:03 PM.

There was no one in attendance from the public.

Chair Conley closed the Public Forum at 7:03 PM.

4. Town Council to Consider Acceptance of Minutes

a. September 20, 2023

Motion: Councilor White made a motion to approve the September 20, 2023 Meeting Minutes

Second: Councilor LaMattina

Vote: Unanimously Approved (7-0-0)

5. Report of the Town Manager

There was no report from the Town Manager.

6. Committee Reports

Councilor Ward reported on the Budget Committee's September 25th meeting:

The Committee reviewed the revenue increases over the past year. Finance Director Tappan gave a presentation on the role of the budget Committee and 91A - Right to Know law.

Councilor LaMattina reported on the Energy & Environment Committee's September 27th meeting:

Town Engineer Lyndsay Butler has been assigned to the Committee as a staff contact.

Councilor Glazebrook reported on the Arts, Culture & Tourism Commission's October 3rd meeting:

The Commission will be flipping the existing murals to display the next artists' work at the Pocket Park on October 28th at 4:00 PM.

7. Old Business

8. Resolutions/Ordinances in the 2nd Reading

a. Resolution # 2023/2024 - 08 Bay Rd Forcemain Repair Additional Costs

Motion:

Councilor Ward made a motion to approve Resolution # 2023/2024 - 08 Bay Rd Forcemain Repair Additional Costs

Second:

Councilor Glazebrook

Discussion:

Director Greig gave a brief overview of the Forcemain underneath the riverbed that had sprung a leak back in May. The original plan showed the main to be 4-feet under the riverbend when in reality it was 14-feet. It was fixed at the beginning of July. The repairs were estimated at \$220,000 and ended up costing \$258,753.13 (\$38,753.13 short). The Bay Road Forcemain Planning Level Evaluation cost is \$18,460.00.

There are 4 options to replace the Forcemain: (1) Run the main under the riverbed, (2) Run the main through Bryant Rock and over the footbridge, (3) Run the main down Bay Road and down Penstock, (4) Run the main along the veterans memorial bridge and down Main Street. The Level Evaluation will be conducted in January or February 2024 to determine what the best option would be. Director Greig will come back to the Council at that time with a Resolution recommending that option for approval.

Vote:

Unanimously Approved (7-0-0)

b. Resolution #2023/3034-10 - Meeting Minutes Policy

Motion:

Councilor Dornblut made a motion to approve Resolution #2023/3034-10 - Meeting Minutes Policy

Second:

Councilor Blackstone

Vote:

Unanimously Approved (7-0-0)

c. Resolution #2023/2024-11 CPCNH Cost Sharing Agreement

Motion:

Councilor Ward made a motion to approve Resolution #2023/2024-11 CPCNH Cost Sharing Agreement

Second:

Councilor Dornblut

Discussion:

Councilor Glazebrook commented that the Council did not spend a lot of time discussing discretionary reserve funds,

and wondered if the Councilors would have any say in the matter. The Town Manager would be appointed as the authorized officer to set discretionary reserve adders pursuant to the retail rates policy.

Discussion ensued over discretionary reserve funds and how those reserves would be used and whether or not the Council has any authority on how they would be used. The Council considered amending the Resolution to include that the Town Manager would need approval from the Town Council to determine how to use the discretionary reserves.

Councilor Ward pointed out that the Town Council already has authority over the Town Manager and he would do what the Council would want.

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

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

- a. Flagpole Reservation Request - New Market Historical Society - National Polish American Month

Motion: **Councilor White** made a motion to approve the Flagpole Reservation Request from the New Market Historical Society to display the National Polish Flag for the month of October, and to waive the 30-day application submittal requirement.

Second: **Councilor Ward**

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

- b. Jessica Cann - Conservation Commission Alternate Member - Term Expiration April 2026

Motion: **Councilor Ward** made a motion to appoint Jessica Cann to the Conservation Commission as an Alternate Member with a Term Expiration of April 2026.

Second: **Councilor Dornblut**

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

- c. Betsy Wolfe - Ad hoc Riverfront Advisory Committee - Term Expiration - April 2024

Motion: **Councilor Ward** made a motion to appoint Betsy Wolfe to the Ad hoc Riverfront Advisory Committee with a Term Expiration of April 2024.

Second: **Councilor White**

Discussion: Betsy Wolfe addressed the Council. She said that she has been attending the Riverfront Advisory Committee Meetings since the beginning of the year. She has lived next to a body of water for over 30 years and is very interested in serving on the Committee.

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

10. Resolutions/Ordinances in the 1st Reading

- a. Resolution #2023/3024-05 - Authorization to Grant Funds to Non-profit Newmarket300
Chair Conley read Resolution #2023/2024-05 into the record.
- b. Resolution #2023/2024-12 Annual Lease Payment for Engine 5
Chair Conley read Resolution #2023/2024-12 into the record.
- c. Resolution #2023/2024-13 Lease Purchase Trackless MT7 Sidewalk Tractor with Plow Equipment
Chair Conley read Resolution #2023/2024-13 into the record.
- d. Resolution #2023/2024-14 Amending Transfer Station Collection Fees
Chair Conley read Resolution #2023/2024-14 in title only into the record without objection.
- e. Resolution #2023/2024-15 Strafford Regional Planning Commission Contract Services-Rezoning of the North Gateway
Chair Conley read Resolution #2023/2024-15 into the record.

11. New Business/Correspondence

- a. Correspondence to the Town Council
No correspondence to the Town Council.
- b. Closing Comments by Town Councilors
Councilor Ward requested people go through their closets and donate clothes they no longer use. He also said area homeless shelters are in need of purchased socks and underwear donations and are also looking for volunteers. There is a donation box behind St. Mary's Church and at Dino-Mart.

Councilor Dornblut thanked Councilor LaMattina for all the work he has done and is doing with the CPCNH, and for bringing the Resolution to the Council for approval.

Councilor Conley reminded everyone that the deadline to change their party affiliation is October 6th. She also thanked all those who donated toys during the stuff-a-cruiser event.

- c. Next Meeting
 - i. October 18, 2023

12. Adjournment

Chair Conley adjourned the meeting at 7:45 PM without objection.

Sincerely, submitted,

Wendy V. Chase
Recording Secretary