



Town Council Regular Session

November 1, 2023 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

Present: Chair Conley convened the meeting at 6:45 PM. Council Chair Katanna Conley, Council Vice-chair Brian Ward, Councilor Colin White, Councilor Justin Glazebrook, Councilor Joe LaMatinna (via phone), Councilor Scott Blackstone (arrived at 6:52 PM).

Staff Present: Staff Present: Town Manager Steve Fournier and Recording Secretary Wendy Chase.

Motion: **Councilor Ward** made a motion to enter Nonpublic Session at 6:45 PM pursuant to RSA 91-A:3,II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

Second: **Councilor Glazebrook**

Vote: 5-0-0

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

Motion: **Councilor Ward** made a motion to Seal the Non-public Minutes because it is determined that the divulgence of this information would likely render a proposed action ineffective.

Second: **Councilor Glazebrook**

Vote: **Unanimously Approved 5-0-0**

2. Roll Call

Present: Council Chair Katanna Conley, Council Vice-chair Brian Ward, Councilor Scott Blackstone, Councilor Colin White, Councilor Justin Glazebrook, Councilor Sonke Dornblut (arrived at 7:10 PM)

Excused: Councilor Joe LaMattina

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

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 comment.

4. Town Council to Consider Acceptance of Minutes

a. October 18, 2023

Motion: Councilor Ward made a motion to approve the October 18, 2023 Meeting Minutes

Second: Councilor White

Discussion: Councilor Glazebrook corrected a typo.

Vote: Unanimously Approved (6-0-0)

5. Report of the Town Manager

a. November 1, 2023 TM Report

Tax Rate Set: The state of New Hampshire Department of Revenue Administration (DRA) set the property tax rate for fiscal year ending June 30, 2024. The tax rate is \$29.49, an increase of \$2.50 per thousand assessed valuation or 9.3%.

	FY23	FY24	Difference
Town	\$6.27	\$6.29	+0.52
Local School	\$18.36	\$19.81	+1.45
State School	\$1.42	\$1.97	+0.55
County	\$0.94	\$0.92	-0.02
Total	\$26.99	\$29.49	+2.50

The town portion of the tax rate increased by 8.3%, the local school rate increased by 7.9%, the state education rate increased by 38.7% and the County decreased by 2.1%. The average single family home value in Newmarket is currently \$385,000. The average homeowner will see an annual increase in their tax bill of \$962.50. The tax bills are due December 6, 2023.

FY24 Expense and Revenue Report: This fiscal year 31% of the budget has been spent and revenues are on track.

NHMA Conference: The NHMA 82nd annual Conference & Exhibition at the DoubleTree by Hilton Downtown Manchester will be Wednesday and Thursday, November 15-16. The theme this year is "Zap the Gap: How to Make Peace & Work Effectively in a Multigenerational World".

Lamprey River Footbridge Assessment: After discussions with staff, we are going to postpone the warrant article for the replacement of the footbridge. There may be grant opportunities out there as well as other funding resources to investigate. Engineering does not think it's dire, but we will need to monitor it and replace it within 5 to 10 years.

6. Committee Reports

Councilor Ward reported on the October 23rd Budget Committee Meeting:

The Budget Committee went over the Capital Improvement Plan (CIP) process.

7. Old Business

8. Resolutions/Ordinances in the 2nd Reading

- a. Resolution #2023/2024-17 - Proposed FY2025 Town Operating Budget

Motion: **Councilor Ward** made a motion to approve Resolution #2023/2024-17 - Proposed FY2025 Town Operating Budget

Second: **Councilor Glazebrook**

Discussion: Councillor White commented on a mathematical error in the Town Manager's report. Town Manager Fournier will correct the error and add the corrected number to his report.

Councilor Dornblut commented on the significant difference between what the Departments requested in the Capital Improvement Plan and the recommendations made by the Town Manager. He said that the requests made by the departments were valid.

Town Manager Fournier said that he will be looking into funding capital projects with debt rather than capital reserve funds the same way area cities handle funding capital projects.

Motion: **Councilor Dornblut** made a motion to amend Resolution #2023/2024-17 - Proposed FY2025 Town Operating Budget as follows: The annual budget for the Town of Newmarket for Fiscal Year 2025, submitted to the Town Council by the Town Manager, recommends to the Municipal Budget Committee for its review the following appropriations:

General Fund	\$10,689,430
Special Fund	2,039,963
Enterprise (Water & Sewer) Funds	4,958,437
Total	\$17,687,830

Second: **Councilor Ward**

Discussion: The amendment is a result of the discussions and reductions in the FY25 budget during the Town Council's budget workshop. \$8,200 reduction in the Town Council budget and \$5,000 reduction in the Social Services budget.

Vote: **Motion to Amend Resolution 2023/2024-17**
Unanimously Approved (6-0-0)
Motion to Approve Resolution 2023/2024-17
Unanimously Approved (6-0-0)

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

- a. Rachel Cote - Alternate Member Appointment to the Arts, Culture & Tourism Commission - Term Expiration April 2026

Town Manager Fournier informed the Council that Ms. Cote withdrew her application to the Arts, Culture & Tourism Commission.

- b. Ginny Ouellette - Appointment to the Energy & Environmental Advisory Committee - Term Expiration April 2025

Motion: **Councilor White** made a motion to appoint Ginny Ouellette to the Energy & Environmental Advisory Committee - Term Expiration April 2025

Second: **Councilor Ward**

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

- c. Gerald Martin - Nomination for reappointment to the Lamprey River Advisory Committee (LRAC) - Term Expiration 2028

Motion: **Councilor Ward** made a motion to nominate Gerald Martin for reappointment to the Lamprey River Advisory Committee (LRAC) - Term Expiration 2028

Second: **Councilor Dornblut**

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

10. Resolutions/Ordinances in the 1st Reading

- a. Resolution # 2023/2024 - 18 Septage Receiving Station ARPA Grant
Chair Conley read Resolution #2023/2024-18 into the record.
- b. Resolution # 2023/2024 - 19 Septage Receiving Equipment Purchase
Chair Conley read Resolution #2023/2024-19 into the record.
- c. Resolution #2023/2024-20 NCDC Lease Agreement Dame Rd Parking lot
Chair Conley read Resolution #2023/2024-20 into the record.
- d. Resolution #2023/2024-21 WA Water Improvements 300,000 Bond
Resolution #2023/2024-21 is postponed for the first reading to the November 15, 2023 due to an error in the wording of the Resolution.
- e. Resolution #2023/2024-22 WA Sewer Collection System bond
Chair Conley read Resolution #2023/2024-22 into the record.
- f. Resolution #2023/2024-23 WA Moonlight Brook Stormwater Work
Chair Conley read Resolution #2023/2024-23 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 Blackstone asked Town Manager Fournier if the new Recreation Department sign would be installed before the winter. Town Manager Fournier will find out the status of the sign and report back to the Council. He thanked Town Manager Fournier for his part in getting the lines striped on the parking spots on Central Street.
- c. Next Meeting

i. November 15, 2023

12. Adjournment

Chair Conley adjourned the meeting at 7:36 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary