

**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL REGULAR MEETING**

JULY 15, 2020 7:00 PM

NEWMARKET AUDITORIUM

Approved August 5, 2020

PRESENT: Council Chairman Toni Weinstein, Councilor Zachary Dumont, Councilor Jon Kiper

VIA ZOOM: Council Vice Chairman Amy Burns, Councilor Helen Sanders, Councilor Christian Matthews

EXCUSED: Councilor Casey Finch

ALSO PRESENT: Town Administrator Steve Fournier, Town Clerk/Tax Collector Teri Littlefield, Town Moderator Chris Hawkins, Town Planner/Zoning Administrator Diane Hardy

AGENDA

Chairman Toni Weinstein welcomed everyone to the July 15, 2020 Town Council Regular Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance, and read the following Meeting Notice:

Notice: I call this meeting to order pursuant to RSA 91-A:2(III). I have determined that due to the COVID-19 pandemic an emergency exists and a physical presence of a quorum is not required. I would ask each of the councilors to state if there is anyone present with them.

Attendance by Roll Call: Councilor Burns-present/alone, Councilor Sanders- present/alone, Councilor Matthews- present/alone

Seal Minutes of Non-Public

Vice-Chair Burns made a motion to seal the minutes of the Non-Public Session of July 15, 2020, which was seconded by Councilor Dumont.

Town Manager Fournier polled the Council and the Motion to Seal the Minutes of Non-Public Session of July 15, 2020 was approved by a vote of 6-0.

PUBLIC FORUM

Chairman Weinstein opened the Public Forum at 7:02 pm.

Richard Perrin, partnership person with the US Government & US Census Bureau, said the 2020 Census is said Newmarket is doing very well filling out the Census with 68.9% completion. He said it is important to every town and city in New Hampshire, as anyone who depends on funding depends on census numbers, and said \$675 Billion has been allocated to States down to cities/towns. He asked that the Council get something out to the public which includes the website: 2020census.gov.

Chairman Weinstein closed the Public Forum at 7:05 pm.

PUBLIC HEARING: Resolution 2020-2021-01 - CDBG Funds

Please note that information packets are available on the website at www.newmarketnh.gov.

Public Hearing on the Proposed Project – Newmarket Housing Authority Improvements Project

Town Manager Fournier read the proposal and goal in full.

Community Development Block Grant funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for economic development projects, up to \$500,000 for public facility projects, up to \$500,000 for housing projects, up to \$350,000 for emergency activities, and up to \$25,000 is available per planning study grant. All CDBG projects must directly benefit low and moderate income persons.

This is a proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Housing funds. The town will retain up to \$25,000 for administrative expenses and the remainder will be used for upgrades to 50 residential units at Great Hill Terrace, Newmarket's low income public housing project (NH13-01), operated by the Newmarket Housing Authority, 34 Gordon Avenue, Newmarket, New Hampshire. Upgrades may include replacement piping, air source heat pumps, kitchen and/or roofing improvements, etc. The majority of the residents are of low or moderate income

This project conforms with Newmarket's Housing and Community Development Plan's Goal of:

Goal: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).

Chairman Weinstein opened the *Public Hearing on the Proposed Project – Newmarket Housing Authority Improvements Project* at 7:12 pm and asked for public comment.

As no one from the public came forward, Chairman Weinstein closed the *Public Hearing on the Proposed Project – Newmarket Housing Authority Improvements Project* at 7:12 pm.

Public Hearing Residential Antidisplacement and Relocation Assistance Plan for Newmarket Housing Authority Improvements Project

Town Manager Fournier read the proposal in full.

This Plan states in general, that if the Town were to undertake a CDBG project which involved displacement and resulting relocation they would follow the Uniform Relocation Act requirements. The

Residential Antidisplacement and Relocation Assistance Plan outlines the measures they would take to find comparable, housing for persons (or businesses) displaced and/or relocated. Temporary relocation may be required. If temporary relocation is required, tenants will be housed in another unit on site, a modular unit, or another unit in/near town. NHA will pay temporary relocation costs.

Chairman Weinstein opened the *Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for Newmarket Housing Authority Improvements Project* at 7:13 pm and asked for public comment.

As no one from the public came forward, Chairman Weinstein closed the *Public Hearing Residential Antidisplacement and Relocation Assistance Plan for Newmarket Housing Authority Improvements Project* at 7:13 pm.

Public Hearing on the Proposed Project – New Road Water improvements Project

Town Manager Fournier read the proposal in full.

A proposed application to the Community Development Finance Authority for up to \$500,000 in Community Development Block Grant Public Facilities funds for waterline improvements to New Road in Newmarket. The majority of the residents serviced by the New Road waterline are of low or moderate income.

This project conforms with Newmarket's Housing and Community Development Plan's Goal of:

Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).

Chairman Weinstein opened the *Public Hearing on the Proposed Project – New Road Water Improvements Project* at 7:13 pm and asked for public comment.

As no one from the public came forward, Chairman Weinstein closed the *Public Hearing on the Proposed Project – New Road Water Improvements Project* at 7:14 pm.

Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for New Road Water Improvements Project

Town Manager Fournier read the proposal in full.

This Plan states in general, that if the Town were to undertake a CDBG project which involved displacement and resulting relocation they would follow the Uniform Relocation Act requirements. The Residential Antidisplacement and Relocation Assistance Plan outlines the measures they would take to find comparable, housing for persons (or businesses) displaced and/or relocated. No relocation is anticipated for this project.

Chairman Weinstein opened the *Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for New Road Water Improvements Project* at 7:14 pm and asked for public comment.

As no one from the public came forward, Chairman Weinstein closed the *Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for New Road Water Improvements Project* at 7:14 pm.

Public Hearing on the Proposed Project – Daycare Planning Study Project

Town Manager Fournier read the proposal in full.

A proposed application to the Community Development Finance Authority for up to \$25,000 in Community Development Block Grant Planning Studies funds for a proposed infant/toddler daycare to be sponsored by The Linked Together program. The study is to finance an income survey, a property appraisal and review appraisal, structural analysis of an existing building versus new construction, preliminary design, construction cost estimates and an environmental review.

This project conforms with Newmarket's Housing and Community Development Plan's Goal of:

Goal: Encourage improved social services which provides assistance to low and moderate income persons. (Short-term and Long-term goal).

Chairman Weinstein opened the *Public Hearing on the Proposed Project – Daycare Planning Study Project* at 7:15 pm and asked for public comment.

Ree Cooper of 2 Bass Street read a letter she sent to the Newmarket Town Council addressing the application to the CDF in the amount of \$25,000 for CDBG Grant money for the proposed Pre-School Childcare Site sponsored by Linked Together. She said she proposed her idea of purchasing 241 South Main Street to her Board of Directors who approached the Principal of the Elementary School and staff to see if there was an interest in childcare near the School, and the response was to move forward.

Ms. Cooper said the need for childcare is an increasing concern and having childcare near the School would be a benefit in retaining young teachers with the goal to provide affordable, developmental childcare. She said this grant money would assist Linked Together in determining the feasibility of the project, include an income study, a structural analysis of the current building, and an environmental study; information needed to assist them in completing a successful application in moving forward.

Chairman Weinstein closed the *Public Hearing on the Proposed Project – Daycare Planning Study Project* at 7:18 pm.

Public Hearing Residential Antidisplacement and Relocation Assistance Plan for Daycare Study Project

Town Manager Fournier read the proposal in full.

This Plan states in general, that if the Town were to undertake a CDBG project which involved displacement and resulting relocation they would follow the Uniform Relocation Act requirements. The Residential Antidisplacement and Relocation Assistance Plan outlines the measures they would take to find comparable, housing for persons (or businesses) displaced and/or relocated. No relocation is anticipated as this is just a study.

Chairman Weinstein opened the *Public Hearing Residential Antidisplacement and Relocation Assistance Plan for Daycare Study Project* at 7:19 pm and asked for public comment.

As no one from the public came forward Chairman Weinstein closed the *Public Hearing Residential Antidisplacement and Relocation Assistance Plan for Daycare Study Project* at 7:19 pm.

Public Hearing on Housing and Community Development Plan

Town Manager Fournier read the proposal and goals in full.

The proposed Housing and Community Development Plan outlines goals for Newmarket, the same goals as the 2016 Housing and Community Development Plan. The 2016 Plan has been expanded to encompass the CDBG/CDFA new example wording that includes national and state objectives, and outlines the required CDBG citizen participation plan.

Newmarket's Housing and Community Development Plan Goals:

Goal: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).

Goal: Encourage economic development activities to increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents. (Short-term and Long-term goal).

Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).

Goal: Preserve and promote the town's historically and culturally significant structures. (Short-term and Long-term goal).

Goal: Encourage improved social services which provides assistance to low and moderate income persons. (Short-term and Long-term goal).

Goal: Promote activities that protect the health and safety of residents and visitors. (Short-term and Long-term goal).

Chairman Weinstein opened the *Public Hearing on Housing and Community Development Plan* at 7:19 pm and asked for public comment.

As no one from the public came forward Chairman Weinstein closed the *Public Hearing on Housing and Community Development Plan* at 7:20 pm.

PUBLIC HEARING: Lamprey River Drawdown

Chairman Weinstein opened the Public Hearing on the *Lamprey River Drawdown* at 7:21 pm.

As no one from the public came forward Chairman Weinstein closed the Public Hearing on the *Lamprey River Drawdown* at 7:22pm.

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Approval of the Goal Setting Meeting Minutes of June 10, 2020

Vice-Chair Burns made a motion to approve the *Goal Setting Meeting Minutes of June 10, 2020* which was seconded by Councilor Dumont.

Changes/Corrections: Chairman Weinstein made a correction to remove line 11 regarding Councilor Finch, which was deleted and Councilor Finch was marked as excused.

Town Manager Fournier polled the Council and the *Goal Setting Meeting Minutes of June 10, 2020* were approved as amended by a vote of 6-0.

Approval of the Regular Meeting Minutes of June 17 2020

Vice-Chair Burns made a motion to approve the *Regular Meeting Minutes of June 17, 2020*, which was seconded by Councilor Dumont.

Town Manager Fournier polled the Council and the *Regular Meeting Minutes of June 17, 2020* were approved by a vote of 6-0.

REPORT OF THE TOWN MANAGER

Town Manager Steve Fournier provided an update on **GOFERR Reimbursements** which are reimbursable costs the Town has incurred since the beginning of the pandemic for Fire, Police, and Highway. He said as of today he is submitting an application for \$22,949 to GOFERR and anticipates requesting approximately \$19,000 from FEMA. He said there is still a substantial amount of funding left for Newmarket.

Town Manager Fournier said portions of **Town Hall** have reopened to the public and the Town Clerk is taking visitors on a limited basis; visitors must wear a mask. He said the Governor and the Department of Education released their reopening suggestions or guidelines for **School Reopening**, and said he is reaching out to the School District to meet with Public Health Officials and Emergency Management.

Town Manager Fournier discussed the **City of Nashua's Mask Ordinance**, and said the District Court is allowing the ordinance to stand at this point while being reviewed. He explained that RSA 47:17(IV), under Miscellaneous Bylaws, allows cities to adopt bylaws and ordinances which they see for the well-being of the city; they must confirm with constitutional and State Bylaws, and shall take effect and be in force without the sanction or confirmation of any other authority. Pursuant to the Town Charter, the Town Council has the ability to adopt an emergency ordinance due to the pandemic which would sunset 61 days after adoption. He asked the wish of the Council.

Chairman Weinstein asked if a decision was required tonight, and Town Manager Fournier said at the August meeting. Councilor Kiper asked if it would be a mask mandate and Town Manager Fournier said Nashua's is masks in public and keeping a 6-foot distance, and is basically codifying the recommended guidelines from the State. Councilor Dumont felt the Council should not pursue adopting something like this and felt it was not appropriate for the Council to do so. Vice-Chair Burns said this is a health situation and they should move forward with drawing up the ordinance, have the discussion, and vote. Councilor Kiper said he agrees with Councilor Burns and they will also have time to give feedback. Councilor Sanders also agreed and wanted to get feedback from the public before any discussion at the next meeting.

Councilor Matthews said the Nashua Ordinance is to only wear face masks in businesses and public spaces, and asked if they had seen a situation where a similar municipality has adopted an ordinance that is currently facing a lawsuit that is going to be resolved while we are thinking of adopting that same ordinance. Town Manager Fournier said no, and said they are seeing more ordinances because of the pandemic. Chairman Weinstein said the science has said wearing face masks can prevent COVID-19, and the Council should absolutely pursue this as it will make a difference for their community, businesses, and residents. Town Manager Fournier said he will work with the Emergency Management Team and the Town Attorney to draft an emergency ordinance for review at the next meeting.

Town Manager Fournier said he asked the Town's new Finance Director/IT Director, William Tappen, to **Reorganize the Finance Department**. He said they are proposing the name: Department of Finance & Administration, with Channel 13 & Digital media, HR & Payroll, Accounts Payable, and the IT Network under his direction. He said staffing will not increase but duties will be better defined, and an Amendment to the Administrative Code will be forthcoming.

Town Manager Fournier said the NH Department of Transportation announced a 5-day **Closure to Route 4 in Durham** to facilitate replacement of the concrete bridge, beginning Sunday July 19th at 11:00 pm, and will be closed to all through traffic. He said as far as **Parking** he is working with the Police Chief on "smart parking" using meters and there will be a demonstration shortly.

Questions/Comments: Chairman Weinstein said she appreciated the Police Report, and said it gives an example of the great work our Police Officers do every day. She said she was said to hear the SRO at the Elementary School was leaving and asked if the approval in the Budget for a new Police Officer would still be going forward. Town Manager Fournier said as of now they will go back to cautiously spending the Budget approved. He said the Governor does have an order now that allows the Council to reduce the Budget if they do not have the revenues coming in, and revenues are on target right now.

Councilor Matthews asked if the Town would do another push for Absentee Ballots if they pass the resolution on the new wards. Town Manager Fournier said if the resolution is adopted tonight, he will include that information with the information going out on the new Wards. Councilor Dumont asked how the Council would go about reducing the Budget, and Town Manager Fournier said the Emergency Order states that the Town Manager will make a recommendation to the Council.

Chairman Weinstein said she spoke with Public Works Director Rick Malasky about Solid Waste and hopes to get a report at some point that would give them the big picture around the situation. Councilor Matthews asked for preliminary numbers on how tax bills are coming in, and Town Manager Fournier said at a similar percentage as last year. Chairman Weinstein mentioned the increase in garbage tonnage and recyclables due to COVID-19, as well as increased construction debris at the Transfer Station.

Councilor Dumont asked if the large jump in COVID calls was continuing, and Town Manager Fournier said the jump was due to May and the numbers are going down. Chairman Weinstein gave a shout out to Aimee Gigandet and the Recreation Department. She asked when the Council might receive their Goals from Primex, and Town Manager Fournier said he would check.

COMMITTEE REPORTS

Councilor Dumont said the *Ordinance Oversight Sub-Committee* agreed to meet Monday August 3, 2020 and go over Chapter 2 of the Municipal Code. He said they planned to go through section by section and asked that any concerns be sent to the Committee for discussion.

Councilor Sanders said the *Ad hoc Arts & Tourism Commission* had their first meeting via Zoom and there were 11 suggestions for things to discuss. She said they will meet again next Tuesday at 7:00 pm, also via Zoom, and they were still short one member.

Councilor Matthews said the *Planning Board* met yesterday and approved an extension for a Cheney project south of the railroad tracks for mixed use/commercial for 1 year, and approved a continuation for another Cheney project on Hersey Lane. He said the Planning Board agreed to look into detached EDU issues and named 2 members, himself and Jamie Bruton, to look into the issues and rely on Diane Hardy as well.

Chairman Weinstein said the *Energy & Environment Advisory Committee* met and they are working on an RFP for a solarized project for Newmarket, a residential program promoting solar power at no cost to the Town. She said the Committee has asked the Town Council to form an Electric Aggregation Committee, and said they are now a member of Clean Energy New Hampshire.

Councilor Matthews said the *Impact Fee Sub-Committee* met and discussed the three (3) current Impact Fees. He said it is pretty apparent that they will be eliminating Water Impact Fees and moving to a system development charge. He said the options at this time are scrapping the Impact Fees or redoing them, and said Diane Hardy will look into the costs for review.

Chairman Weinstein said the *Conservation Commission* has a concern about parking on Neal Mill Road, and the Town Manager worked with the Department of Public Works and came up with a workable solutions to create some side-road parking.

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Resolution #2019/2020-35 – Establishment of Voting Districts 2020 State and General Elections

Vice-Chair Burns made a motion to approve Resolution #2019/2020-35 – Establishment of Voting Districts 2020 State and General Elections, which was seconded by Councilor Dumont.

Town Manager Fournier first read a list of street name changes for each Ward *amending the resolution*. For Ward 1: add Boulder Drive, Church Street, heron Point, Kent Place, Maya' Way, Osprey Lane, Penstock Way, Seacliff Bay Road, Washington Street; eliminate American Legion Alley, Fire Lane A315, Lamprey River Trailer Park and Twin River Condo. For Ward 2: add Dartmouth Circle, Fieldstone Estates, Gerry Avenue, Great Cove Drive, Great Hill Terrace, Green Road, Hayden Place, Jacob's Well Road, Kittridge Square, Mead Hill Road, Tucker's Way, Tuft's Street and York Street; remove Gary Avenue, Grant Street. Mert Gary Road, Old Lee Road, Old Route 108, Rockingham Junction, Sleepy Hollow Trailer Part and Treatment Plant Road.

Vice-Chair Burns made a motion to amend Resolution #2019/2020-35 – Establishment of Voting Districts 2020 State and General Elections as stated above, which was seconded by Councilor Dumont.

Town Manager Fournier polled the Council and the motion to amend Resolution #2019/2020-35 – Establishment of Voting Districts 2020 State and General Elections was approved by a vote of 6-0.

Town Manager Fournier said with the onset of the pandemic the Town was concerned about the safety of individuals at polling places. He said the Secretary of State's Office established a committee to review safety procedures for voting at polling places in the September primary and the general election in November. He said they determined there are issues with Town Hall and social distancing guidelines and worked with the Town Attorney in deciding to establish 2 wards or Voting Districts just for this year and divided the population geographically.

Town Manager Fournier said they want to make sure those people who want to come to the polls are safe and they will be getting PPE from the State for people who work the polls. He said the Town Moderator and Town Clerk are here to answer any questions.

Discussion of Resolution 35: Councilor Dumont asked the number of Absentee Ballot requested so far, and Town Clerk Teri Littlefield said 66 requests for State Primary and 89 requests for the general election. Councilor Dumont asked about voting equipment and Town Clerk Littlefield said they ordered a second machine and should know by the end of the month. Councilor Dumont said there is only 1 Moderator, and Town Clerk Teri Littlefield said they appointed an Assistant Moderator and she has a Deputy Town Clerk.

Town Clerk Teri Littlefield said Moderators have a call with the Secretary of State and Town Clerks every 2 weeks, as well as the Supervisors of the Checklist and are updated on what the State is doing and funds available; an extensive list of PPE requested will be delivered by the National Guard; they will then make sure they have everything they need to work as smoothly as possible.

Town Moderator Chris Hawkins encouraged people to use Absentee Ballots, and said the State is making provisions to allow towns to start processing those ballot well in advance of elections. He said they are on top of this and thinking the best they can and want everyone to be safe and everyone to vote. Chairman Weinstein said she appreciated their efforts to make sure everyone in the community stays safe and is able to vote, and said the response to this by the community has been overwhelmingly positive.

Town Manager Fournier polled the Council and Resolution #2019/2020-35 – Establishment of Voting Districts 2020 State and General Elections was approved as amended by a vote of 6-0.

NEW BUSINESS /CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS – None

Energy & Environment Advisory Committee

Candidate: *Ellen Read – Term to Expire April 2023*

Vice-Chair Burns made a motion to approve the nomination of *Ellen Read* as a member of the *Energy & Environment Advisory Committee – Term to Expire April 2023*, which was seconded by Councilor Dumont.

Town Manager Fournier polled the Council and the nomination of *Ellen Read* as a member of the *Energy & Environment Advisory Committee* was approved by a vote of 6-0.

Chairman Weinstein announced that there are 3 more spots available on the Committee.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2020/2021-01 – CDBG Funds

Town Manager requests the Suspension of the Rules.

Vice-Chair Burns made a motion to Suspend the Rules to vote on Resolution #2020/2021-01 – CDBG Funds this evening, which was seconded by Councilor Dumont.

Town Manager Fournier said he does not like suspending the rules, but the Housing Authority's consultant did not notice Council Rules that require 2 readings for any approval of a resolution or application for a grant, and the Grant deadline is between the two Council meetings scheduled.

Councilor Matthews thanked Town Manager Fournier for adding the suspension of the rules to the agenda and also expressed his disappointment that they are eliminating public comment. He said he has a concern with the Daycare Study project as the goal says to improve Social Services which provide assistance to low and moderate income persons. Town Manager Fournier said he agreed this needs to have a better vetting, and said they first need to vote on the Suspension of the Rules.

Town Manager Fournier polled the Council and the motion to Suspend the Rules was approved by a vote of 6-0.

Vice-Chair Burns made a motion to approve Resolution #2020/2021-01 – CDBG Funds, which was seconded by Councilor Dumont.

Discussion: Town Manager Fournier said this is a number of Grants including upgrades to Great Hill Terrace, \$500,000 for the New Road water line, and a \$25,000 Childcare Study for Linked Together. Councilor Matthews continued with his statement about the Daycare Study Project, and said in the letter it is more to provide affordable developmental childcare so the District can retain young teachers, and said he has a problem with saying a certain segment of the population is more valued than rest of the population. Chairman Weinstein gave approval for the Town Planner to speak.

Town Planner Diane Hardy said this is also intended to provide slots available to other residents in Newmarket and surrounding towns not only for teachers. She said it would be Town-wide and available to anyone who is interested and qualifies. Chairman Weinstein said anything we can do to enhance the opportunities for young parents in Newmarket would benefit anyone in the community. Town Planner Hardy said the manager of the CDBG Program at the NH Community Development Finance Authority indicated that they were very interested in daycare and they were encouraged to put in this feasibility study to have a strong application going forward.

Chairman Weinstein said affordable quality childcare is one thing needed to help keep young people in our community, as well as quality schools. She said she also does not like suspending the rules, but this is potentially \$1 Mil for the community and she supports the resolution.

Resolution #2020/2021-01 – CDBG Funds:

1. To approve the submittal of the Newmarket Housing Authority Improvements Project CDBG application **and** to authorize the Town Manager to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Town Manager to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto.
2. To adopt the Residential Antidisplacement and Relocation Assistance Plan for the Newmarket Housing Authority Improvements Project CDBG application.
3. To approve the submittal of the New Road Water Improvements Project CDBG application **and** vote to authorize the Town Manager to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Town Manager to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto.
4. To adopt the Residential Antidisplacement and Relocation Assistance Plan for the New Road Water Improvements Project.
5. To approve the submittal of the Proposed Daycare Planning Study CDBG application **and** vote to authorize the Town Manager to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Town Manager to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto.
6. To adopt the Residential Antidisplacement and Relocation Assistance Plan for the Proposed Daycare Planning Study.
7. To adopt the 2020 Housing and Community Development Plan.

Town Manager Fournier polled the Council and **Resolution #2020/2021-01 – CDBG Funds** was approved by a vote of 6-0.

Resolution #2020/2021-02 – Paving Improvements 2020

Chairman Weinstein read **Resolution #2020/2021-02 – Paving Improvements 2020** in full.

CORRESPONDENCE

Correspondence from Councilor Casey Finch

Town Manager Fournier read the correspondence from Councilor Casey Finch in full. Councilor Finch submitted his letter as formal notification that he is resigning his position on the Newmarket Town Council effective June 30, 2020, including his representative roles with the *Conservation Commission* and the *Riverfront Advisory Committee*. He said he is moving out of Town in July and will no longer be a resident. He said it was great working with his fellow councilors on creative and innovative ideas to move the Town

forward, his faith in the political process was renewed to see people working so well together, and it was great learning from such a knowledgeable and skilled Town Manager.

Vice-Chair Burns made a motion to accept the resignation of Councilor Casey Finch from the Newmarket Town Council, which was seconded by Councilor Dumont.

Discussion: Councilor Dumont said he was not expecting Councilor Finch to resign, and said when he was a new councilor Casey went out of his way to help him learn the process. He said his work on the Conservation Commission and the Town in general was above and beyond and he will be missed. Chairman Weinstein said she said she worked with Casey for 3 years on the Council and is sad to see him go. She said he was measured and thoughtful and his leaving will be a great loss to the community.

Town Manager Fournier said procedurally what happens next is Section 3.5 of the Town Charter, that as soon as a vacancy occurs the Council has to fill the position at the next regular meeting. He suggested they advertise the vacancy, those interested can submit a letter with background information to the Town Clerk's Office, and they will vote at the next meeting. The person elected would stay on the Council until the next election, with the position being advertised at that time as a 2-year term.

Town Manager Fournier polled the Council and the motion to accept the resignation of Councilor Casey Finch was approved by a vote of 6-0.

Councilor Matthews asked how this will work at the next meeting. Town Manager Fournier said elections of board members have to be done in public, and they have to vote and have any discussion in public. He said typically the open committee assignments are first offered to the new Councilor; the person will serve until April and can run again if interested.

CLOSING COMMENTS

Chairman Weinstein said she met with the Town Manager, School Board Chair, and School Superintendent about the Shared Facilities Director position. She said the School is requesting significant changes to the structure and the Town Manager will review the MOU and get back to the School with any changes and come back to the respective bodies for that approval.

Chairman Weinstein said they also discussed the Joint Town Council/School Board meeting which will be pushed to September and an agenda will be forthcoming. She said they also talked about the return to School, elections, and joint safety training in Non-Public

NEXT MEETING: August 5, 2020 at 7:00 pm.

ADJOURNMENT

Chairman Weinstein adjourned the meeting at 8:31 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary

