

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

SEPTEMBER 2, 2020 7:00 PM

NEWMARKET AUDITORIUM

Approved September 16, 2020

PRESENT: Council Chairman Toni Weinstein, Council Vice Chairman Amy Burns, Councilor Zachary Dumont, Councilor Jon Kiper, Councilor Helen Sanders; Councilor Megan Brabec

VIA ZOOM: Councilor Christian Matthews

ALSO PRESENT: Town Manager Steve Fournier, Town Moderator Chris Hawkins

AGENDA

Chairman Toni Weinstein welcomed everyone to the September 2, 2020 Town Council Regular Meeting and called the meeting to order at 7:05 pm, followed by the Pledge of Allegiance.

PUBLIC FORUM

Join Zoom Meeting: <https://zoom.us/j/9117025727>; Meeting ID: 9117025727 + 1-646-558-8646

As no one from the Public wished to speak, Chairman Weinstein closed the Public Forum at 7:07 pm.

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Approval of the Non-Public Meeting Minutes of June 15, 2020

Town Manager Fournier said he was still finishing up the Non-Public Minutes of June 15, 2020.

Approval of the Regular Meeting Minutes of August 5, 2020

Vice-Chair Burns made a motion to approve the Regular Meeting Minutes of August 5, 2020 which was seconded by Councilor Dumont.

Town Manager Fournier polled the Council and the Regular Meeting Minutes of July 15, 2020 were approved by a vote of 7-0.

REPORT OF THE TOWN MANAGER

Town Manager Steve Fournier said he was looking at scheduling a **Joint Meeting with the Planning Board** on October 14, 2020 at 6:00 pm, and asked councilors to check their availability for that date. He said the Council received the **FY2021 Goals from Primex** and asked that they review those goals for any changes. He said he wanted to let the Council know that the Town drought level was raised to Stage 3, with mandatory 2-day restrictions on lawn-watering by address and no watering of cars, driveways, sidewalks, or boats at home.

Town Manager Fournier said he will be requesting a brief **Non-Public Session under RSA 91-A:3 II** for personnel and security. On the Agenda for a first reading is a resolution to correct the **Linked Together Kids CDBG Application**; received additional requests for CDGB Grant Funds related to COVID-19 last week; still moving forward with Public Hearing with additional programs included; will ask for an amendment at the next meeting and will request to remove funds from the Capital Reserve Fund for Technology to be held over for a third reading.

Town Manager Fournier said **Town Hall** reopened August 31, 2020 for walk-ins to all offices, masks are mandatory, limited number of people in queues, and maintain social distancing. **Town Hall Auditorium** open for meetings of Town Boards with room capacity reduced to 19 including members of committees; chairs cannot be moved; wear masks until seated; **Town Council Chambers** cannot be used at this time for public meetings.

Town Manager Fournier said **Primary Election Day** will be next Tuesday, September 8, 2020, councilor schedules are in the written report, there are 2 Wards, and a majority of councilors will be needed at the Central Polling Place in Town Hall at the end of the night to certify the vote.

Town Moderator Chris Hawkins said this election process will be unprecedented with COVID-19, and said they have volunteers ready to go and will be calling on councilors to be more active. People who are uncertain about which Ward they are in or have questions can call the Town Clerk's Office. He said Ward 1 will be here in Town Hall and every ballot cast in the Community Center will be kept in a secure lock box which will be escorted to Town Hall at the end of the night to be put in the voting machine.

Mr. Hawkins said he strongly recommends absentee voting; 1,000 were applied for and 700 returned; Secretary of State is allowing pre-processing of Absentee Ballots. He said it is a long process which will start at 8:00 am in Town Hall on Friday, and will be the only opportunity to challenge ballots. He said there will be a sign-in table, a separate table to receive Republican/Democrat Ballot, and a table to pick up a form to be returned to "undeclared" status, which you will fill out and deposit in a separate box on the way out or do it at a later date.

Mr. Hawkins said the Secretary of State and State Attorney General said masks would be required at the discretion of the Moderator, and will be required in accordance with Newmarket's mask ordinance and provided if needed; otherwise people will vote in a separate area; disposable pens will be given out. He stressed that this is a new process for all of us and there will be 2 greeters at each location. He said we want everyone to be safe and to vote, and maintain social distancing while in line.

Questions: Councilor Sanders asked what kind of PPE will be handed out for councilors and others, and Mr. Hawkins said masks, sneeze guards, and all PPE recommended by State Epidemiologist will be available. Councilor Dumont asked how many volunteers between each polling place and Mr. Hawkins said easily 10 or more. He said another Assistant Moderator, Cliff Chase, will be helping out at the Community Center and he is asking councilors to do more things. He said Town Manager Fournier offered to shut down Town offices for everyone to help out and staffing will not be an issue.

Councilor Kiper asked the number of voters expected, and Mr. Hawkins said turnout is not typically high for the primary and was 15%-20% at the last State Primary. Chairman Weinstein asked if they will still be counting ballots at the end of the evening, and Mr. Hawkins said to plan on a longer night than usual with mandatory reporting also due within 24 hours. Councilor Dumont asked when results would be tallied, and Mr. Hawkins said typically they publish official results the same night. Chairman Weinstein asked about student volunteers and Mr. Hawkins said he was uncertain under the circumstances.

Town Manager Fournier said Newmarket came in second in the **Dover-Durham-Newmarket Census Challenge** and had to wash only the hubcaps of Dover Fire Trucks due to a Stage 4 drought. He said the former **Water Plant on Packers Falls Road** served as the Town's Water Facility for many years, but with the new WWTP the Director of Environmental Services will write an RFP to remove all remaining equipment. He suggested the Council look for another use for the building, possibly to address space needs at Town Hall by using it for storage or meeting space. He said he is still waiting on the **Expense & Revenue Report** as they are still closing out last year. He said the **Macallen Dam Drawdown** has begun as part of the process to fix the Dam. He said as far as the **Facilities Director**, he is still waiting to hear from the Superintendent of Schools.

Questions: Councilor Dumont asked about the Stage 3 drought conditions, and Town Manager Fournier said they have been in Stage 3 for many years, but are not yet at Stage 4 due to the new wells and also fixing the MacIntosh Well as a Blending Facility. Chairman Weinstein said they should review Primex Goals and permanently adopt them at the next meeting. Town Manager Fournier said he met with Planning Board Chair and Vice-Chair and they are very interested in Town Council Goals, and want to make sure any ordinances they bring forward are in line with those goals to work together with suggested changes.

Town Council Committee Assignments

Town Manager Fournier said there are a number of vacant committees, and he is currently the Newmarket Rep to the Coast Bus Board of Directors but does not have the time to go to meetings. He said they meet once per month at 8:00 am and the representative can be a Councilor or a member of the public. Chairman Weinstein recommended putting the position out to the public to see if there is any interest. Town Manager Fournier said there is a vacancy on the Conservation Commission, the Ad hoc Riverfront Advisory Committee, and an Alternate for the Budget Committee. He recommended the Budget Committee Alternate to Councilor Brabec as a great way to learn the ins and outs of Town and School government as a new councilor.

Councilor Kiper volunteered to serve as the Council Representative to the Conservation Commission, and said he is currently the Alternate to CIP and Planning Board. Councilor Brabec said she is happy to serve anywhere and volunteered as Budget Committee Alternate and Riverfront Advisory Committee member.

COMMITTEE REPORTS

Councilor Dumont said the *Budget Committee* met August 31, 2020 and had a fairly good conversation with State Representative Patty Lovejoy about New Hampshire's tax situation as a whole and how funds are appropriated and related. He said they also had a first reading for a Resolution they are looking to pass at the next meeting, essentially creating some rules for the Budget Committee in terms of how they accept things onto their agenda. He said he and Joe Lamattina used Town Council rules as a baseline to make sure they have a regular and consistent solution to allow time for Budget Committee members to review documents received.

Councilor Sanders said the *Ad hoc Arts & Tourism Commission* met via Zoom, and said they are working on their first project: a Downtown Art Walk. She said at this point they need more businesses to step up, and said she would be speaking to the NBA at their next meeting. She vacant store fronts as well as any store with available window space are being considered. Councilor Dumont asked about the statue for Wentworth Cheswell, and Councilor Sanders said it has been discussed but would probably not be a statue as there is no likeness of the gentleman and would be representational of offices he held.

Councilor Matthews said the *Planning Board* met in August and had a few Public Hearings. He said they discussed how to make zoning changes to make sure the Planning Board was not doing work the Town Council does not want, and said he was glad a meeting was set up. The next meeting was pushed from September 8th to September 15, 2020.

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Resolution #2020/2021-04 – Technology CRF Withdrawal for New Server

Resolution held over for a third reading.

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

Items Laid on the Table – None

NEW BUSINESS /CORRESPONDENCE – None

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Energy & Environment Advisory Committee

Candidate: *Cris Blackstone – Term to Expire April 2023*

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

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Town Manager Fournier polled the Council and the nomination of *Cris Blackstone* as a member of the *Energy & Environment Advisory Committee* was approved by a vote of 7-0.

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Resolution #2020/2021-05 Electric Aggregation Committee

Chairman Weinstein read Resolution #2020/2021-05 Electric Aggregation Committee in full.

Resolution #2020/2021-06 Authorize the Town Manager to Sign/Submit CDBG Grants – Linked Together

Chairman Weinstein read Resolution #2020/2021-06 Authorize the Town Manager to Sign/Submit CDBG Grants – Linked Together in title only.

Town Manager Fournier said this is to allow him to execute for \$25,000 to Linked Together for a study to build a facility for them. He apologized to the Town Council and said this was not handled properly by the Housing Authority in the way they brought it forward. He said the projects that will be amended at the Public Hearing are for: (1) Housing Authority expansion of Wi-Fi at Great Hill Terrace; (2) Food Pantry assistance with their project; (3) Welfare Department help with utility and rental assistance; (4) Recreation Department additional scholarships for low and moderate income families; (5) Sunrise Sunset Center assistance to low and moderate income seniors without family support.

Town Manager Fournier said there will be no construction as this is a Project Grant. He said he is not asking to amend the resolution tonight, but the Public Hearing will include those projects even though the resolution does not, and said he did not want to lose funding for COVID-19.

CORRESPONDENCE – None

CLOSING COMMENTS

Councilor Sanders said she wanted to remind the community that there are still 2 open spots on the Arts & Tourism Commission. She also gave a shout-out to the Librarian and her staff for their phenomenal job of keeping the Library functioning.

Chairman Weinstein said the next meeting is September 16, 2020 with a Non-Public Session prior to the meeting at 6:00 pm. She said she also scheduled the Joint Meeting with the School Board for September 23, 2020 and will confirm it with the School Board Chair.

Councilor Dumont said the *Ordinance Oversight Committee* met on September 14th at 7:00 pm via Zoom.

Town Manager Fournier requested that the Town Council make a motion to go into Non-Public Session under RSA 91-A:3 II (c,i) upstairs in Town Council Chambers. He asked Councilor Matthews to use the secure Zoom address.

Vice-Chair Burns made a motion to move into Non-Public Session pursuant to RSA 91-A:3 II (c,i), which was seconded by Councilor Dumont.

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Town Manager Fournier polled the Councilor and the motion to move into Non-Public Session as approved by a vote of 7-0.

The Town Council moved into Non-Public Session at 7:48 pm.

Next Meeting: September 16, 2020

Respectfully submitted,

Patricia Denmark, Recording Secretary