



TOWN OF NEWMARKET, NEW HAMPSHIRE

Agenda

Wednesday, January 5, 2022, 7:00 PM
Town Council Chambers

- 1. Pledge of Allegiance**
- 2. Public Forum**
- 3. Public Hearing**
 - a. Pursuant to the Municipal Finance Act, RSA Chapter 33, the Newmarket Town Council will hold a public hearing pursuant to RSA 33:8-a to discuss the issuance of a bond or note in the amount of \$75,000 loan to conduct a Sludge Thickening & Supplemental Carbon Upgrade Survey.
- 4. Town Council to Consider Acceptance of Minutes**
 - a. December 15, 2021
- 5. Report of the Town Manager**
 - a. Town Manager's Report
- 6. Committee Reports**
- 7. Old Business**
 - a. **Resolutions/Ordinances in the 2nd Reading**
 - i. **Resolution #2021/2022-22 - Amendment to the Ad hoc Riverfront Advisory Committee Membership**
Accept a Motion to Approve Resolution #2021/2022-22 - Amendment to the Ad hoc Riverfront Advisory Committee
- 8. New Business/Correspondence**
 - a. **Resolutions/Ordinances in the 1st Reading**
 - b. Correspondence to the Town Council
 - c. Closing Comments by Town Councilors
 - d. Next Council Meeting
 - i. **January 19, 2021**

9. Adjournment

Visitor Orientation to the Town Council Meeting

Welcome to this evening's Council meeting. Please note that the purpose of the meeting is for the Council to accomplish its work within a qualitative time frame. Meetings are open to the public, but public participation is limited. If you wish to be heard by the Council, please note the "Public Forum" at the beginning of the meeting to speak to items on a meeting agenda and/or matters pertaining to the business of the Council. In addition, public hearings may be scheduled for public comment on specific matters.

Speakers must be residents of the Town of Newmarket, property owners in the Town of Newmarket, and/or designated representatives of recognized civic organizations or businesses located in the Town of Newmarket. When they are at the podium, speakers first need to recite their name and address for the record. Visitors should address their comments to the presiding officer and the Council as a body and not to any individual member.

Each speaker shall be provided a single opportunity for comment, limited to three (3) minutes. Public forum shall be limited to fifteen (15) minutes. Visitors should not expect a response to their comments or questions since the Council may not have discussed or taken a position on a matter. Public Forum is not a two-way dialogue between speaker(s), Councilors, and/or the Town Manager. The Chair will preserve strict order and decorum at all Town Council meetings. Outbursts from the public are not permitted.



Town Hall
186 Main Street
Newmarket, NH 03857

Tel: (603) 659-3617
Fax: (603) 659-8508

Founded December 15, 1727
Chartered January 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE

ATTACHMENTS:

Description	Upload Date	Type
Public Hearing Notice 01052022	12/21/2021	Cover Memo
Resolution #2021/2022-20 - 75K Loan Sludge Thickening WA	12/21/2021	Cover Memo

STEPHEN R. FOURNIER
TOWN MANAGER

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FOUNDED DECEMBER 15, 1727
CHARTERED JANUARY 1, 1991

TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE *of the* TOWN MANAGER

NOTICE OF PUBLIC HEARING

Pursuant to the Municipal Finance Act, RSA Chapter 33, the Newmarket Town Council will hold a public hearing pursuant to RSA 33:8-a to discuss the issuance of a bond or note in the amount of \$75,000 loan to conduct a Sludge Thickening & Supplemental Carbon Upgrade Survey. The hearing will take place Wednesday, January 5, 2022, at 7:00 pm during the Town Council's regular business meeting in Town Council Chambers Town Hall 186 Main Street Newmarket NH 03857.

Wendy Chase
ON 12/31/2021 HAVE POSTED THIS NOTICE
TOWN HALL ✓ FOLLOWING LOCATIONS
WEBSITE ✓ REC DEPT. ✓
POST OFFICE ✓ LIBRARY ✓

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2021/2022-20

To include a Loan for \$75,000 to conducting a Sludge Thickening & Supplemental Carbon Upgrade Survey article on the Town Warrant

WHEREAS, it is the wish of the Town Council to include on the Town Warrant the following proposed warrant article for a \$75,000 loan to conducting a Sludge Thickening & Supplemental Carbon Upgrade Survey.

To see if the Town will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (\$75,000) for the purpose of conducting a Sludge Thickening & Supplemental Carbon Upgrade Survey, that will qualify the Town for federal and state funds, such sum to be raised by the issuance of serial bonds and notes not to exceed \$75,000 under and in compliance with the provisions of the Municipal Finance Act (NH RSA 33:1 et. seq., as amended) and to authorize the Town to issue and negotiate such bonds or notes, to determine the rate of interest thereon, and to take such actions as may be necessary to effect the issuance, negotiation, sale and delivery of such bonds or notes as shall be in the best interest of the Town, additionally to authorize the Town to apply for and accept grants or other funds that may reduce the amount to be repaid and participate in the State Revolving Fund (SRF) RSA 486.14 established for this purpose, and to allow the Town to expend such monies as become available from the federal and state governments and pass any vote relating thereto. It is anticipated that the Town will receive up to \$75,000 in principal forgiveness, with no impact on the sewer user rate or tax rate.
(2/3 Vote Required)

NOW THEREFORE BE IT RESOLVED, by the Newmarket Town Council to include the above proposed warrant article on the Town Warrant and recommend the warrant article for passage.

Given at the Town Council Chambers this 15th day of December in the year of Our Lord, Two Thousand-twenty-one.

First Reading: *December 15, 2021*

Second Reading: *December 15, 2021*

Approval: *December 15, 2021*

VOTING RECORD				
Date of Vote:		YES	NO	ABSTAIN
Councilor Conley	2	✓		
Councilor Ward		✓		
Councilor Blackstone		✓		
Councilor Brabec		✓		
Councilor Kiper				
Vice Chair Sanders	1	✓		
Chair Weinstein		✓		
Total Votes:		6	0	0
Resolution: <u>Does</u> Does Not pass.				

Approved: _____

Toni Weinstein

Toni Weinstein, Chair Town Council

A True Copy Attest: _____

Terri Littlefield

Terri Littlefield, Town Clerk





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TOWN OF NEWMARKET, NEW HAMPSHIRE

ATTACHMENTS:

Description	Upload Date	Type
December 15, 2021 Meeting Minutes	12/20/2021	Cover Memo

TOWN OF NEWMARKET, NEW HAMPSHIRE

TOWN COUNCIL REGULAR MEETING

December 15, 2021 7:00 PM

Town Council Chambers

Draft Minutes

Councilors in Attendance: Council Chair Toni Weinstein, Council Vice-chair Helen Sanders, Councilor Megan Brabec, Councilor Scott Blackstone, Councilor Katanna Conley and Councilor Brian Ward.

Councilors excused: Councilor Jonathan Kiper

Staff Present: Town Manager Stephen Fournier, Finance Director William Tappan and Wendy Chase Recording Secretary.

Council Chair Weinstein convened the meeting at 7:00 PM and led the Pledge of Allegiance.

AGENDA

Councilor Ward made a motion to Approve *that the November 17, 2021, Council's previous action on the second reading and adoption of Council Resolution #2021/2022-14 be rescinded because the required public hearing was not properly noticed.*, which was seconded by Councilor Brabec.

Town Manager Fournier explained that the public hearing for Resolution #2021/2022-14 was not properly noticed for the second reading on November 17th. Legal Counsel has advised that the Council rescind the second reading and approval of the Resolution on November 17, 2021 and hold a second reading of the Resolution this evening. The public hearing notice was properly noticed on December 7, 2021.

Motion was Passed by a vote of 6-0-0.

PUBLIC FORUM

Chair Weinstein opened the Public Forum at 7:07 PM.

There was no one from the Public present.

Chair Weinstein closed the Public Forum at 7:08 PM.

PUBLIC HEARING

Resolution #2021/2022-14 - Authorizing the issuance of Refunding Bond

Chair Weinstein opened the Public Hearing at 7:08 PM.

There was no one from the public present.

Chair Weinstein closed the Public Hearing at 7:09 PM.

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

December 1, 2021

Councilor Sanders made a motion to Approve *the December 1, 2021 Meeting Minutes*, which was seconded by Councilor Conley.

Motion was Passed by a vote of 6-0-0.

REPORT OF THE TOWN MANAGER

Town Manager's 12/15/2021 Report

- Town Manager Fournier attended the Municipal Town City Managers Association Leadership Exchange in Portland ME last week. The topic of the exchange was on diversity, equity and inclusion. He said he is looking at our policies and procedures to make sure we are inclusive of the LGBTQ+ community. Chief Jordan is also looking at the Police Department's Policies because they differ from town policies. They are looking at what can be done as a town to support the LGBTQ+ community. He will send the Council a copy of the PowerPoint presentation. He said that 2 things that may come out of this, (1) to draft a Human Rights Ordinance and approved by the Council, and (2) establish a Human Rights Advisory Commission.
- **COVID-19 and Vaccination Update:** As of November 30, there are 44 active cases in the community and 877 cumulative cases. 6,076 individuals have received a new vaccine. The second pediatric clinic will be held at the elementary school on December 11. 57.3% are fully vaccinated but the number is not totally accurate - federal employees are not counted in the state totals as well as children receiving vaccines from their Doctors. The State is opening 4 additional vaccination centers. The Chalet in Berlin, The Common Man Event Room in Plymouth, the former NH State Liquor Store in Claremont and a site in Rochester - walk-ins only.
- **FY22 Budget Update:** Through the end of November 45% of the operating budget has been expended - lower than last year at this time. We are on par for revenues.
- **Arbor Park:** The Buildings and Grounds Supervisor, Director of Public Works and the Town Manager met with landscape architect Robbi Woodburn to discuss Arbor Park across the street from the Post Office. Ms. Woodburn did the original design and is willing to reexamine the current state of the park. They will remove the structures and create an open brick plaza to encourage people to go into the park.
- Town Manager Fournier wished everyone a safe and happy holiday.

Department Reports November 2021

Councilor Ward said he supports the idea of making the LGBTQ+ community more inclusive. He thinks it's a good idea for the town to be put on record that the LGBTQ+ is welcome in this town.

Chair Weinstein made the following comments:

- She is happy about the suggested improvements for Arbor Park to increase visibility of the park.
- She went through the Planning report and tallied up the number of units in town that are in process in one way or another. There are 100 units ranging from apartments to homes and condos that aren't necessarily workforce housing units, but still a lot of units.
- She said it is good to hear of the community policing and believes the Police Department is in good shape personnel-wise.
- The Recreation Department has filled the Assistant position recently vacated due to a promotion.

COMMITTEE REPORTS

Councilor Blackstone reported on the December Planning Board Meeting - there was an application for renewal of an excavation permit, for the property located at 421 Wadleigh Falls Road. The Applicant requested a two year extension on top of the three year permit because business has been so slow the past couple of years. The Board granted the applicant's request and renewed the excavation permit for five years. The second application was for a Site Plan and Special Use Permit to permit a pool plastering company which was also approved.

Chair Weinstein said that the Energy and Environment Committee did not meet in December because they didn't have a quorum. There are three vacant positions and encouraged anyone interested to apply.

OLD BUSINESS

RESOLUTIONS/ORDINANCES IN THE 2ND READING

Resolution #2021/2022-19 - Withdrawal of Downtown TIF

Councilor Sanders made a motion to Approve *Resolution #2021/2022-19 - Withdrawal of Downtown TIF*, which was seconded by Councilor Conley.

Town Manager Fourier explained that this is the annual payment for the downtown reconstruction project in 2010.

Motion was Passed by a vote of 6-0-0.

Resolution #2021/2022-14 - Authorizing the issuance of Refunding Bond

Councilor Ward made a motion to Approve *Resolution #2021/2022-14 Authorizing the issuance of Refunding Bonds*, which was seconded by Councilor Brabec.

Motion was Passed by a vote of 6-0-0.

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

There were no Appointments to consider.

Resolutions/Ordinances in the 1st Reading

Resolution #2021/2022-20 - Sludge Thickening & Supplemental Carbon Upgrade Planning

Councilor Sanders made a motion to Approve *Suspending the Rules to vote on the Resolution after the First Reading*, which was seconded by Councilor Ward.

Town Manager Fournier explained that he has requested the Council suspend the rules and vote on Resolution #2021/2022-20 so that a Warrant Article can be drafted and meet the Budget Hearing timelines for the March Town Election.

Motion was Passed by a vote of 6-0-0.

Councilor Sanders made a motion to Approve *Resolution #2021/2022-20 - Sludge Thickening & Supplemental Carbon Upgrade Planning*, which was seconded by Councilor Conley.

Chair Weinstein commented on the legalese of the Resolution and said that this will be how it appears on the Warrant on the March Ballot. She encouraged voters to attend the public hearings and ask questions, if they have any, for clarification.

Motion was Passed by a vote of 6-0-0.

Resolution #2021/2022-21 - FY2023 Default Budget

Councilor Sanders made a motion to Approve *Suspending the Rules to vote on the Resolution after the First Reading*, which was seconded by Councilor Ward.

Town Manager Fournier explained that he has requested the Council suspend the rules and vote on Resolution #2021/2022-21 to meet the Municipal Budget Committee's meeting timeline.

Motion was Passed by a vote of 6-0-0.

Councilor Sanders made a motion to Approve *Resolution #2021/2022-22 - FY2023 Default Budget*, which was seconded by Councilor Conley.

Town Manager Fournier explained that the Default Budget is last year's approved budget, minus any one-time expenditures, plus contractual obligations. The difference between the requested budget and the default budget is \$502,887.73.

Motion was Passed by a vote of 0-0-0.

Resolution #2021/2022-22 - Amendment to the Ad hoc Riverfront Advisory Committee Membership

Chair Weinstein read Resolution #2021/2022-22 into the record.

Chair Weinstein commented that the Resolution should state that the new member is a non-voting member.

The correction will be made for the Second Reading,

CORRESPONDENCE TO THE TOWN COUNCIL

There was no correspondence.

CLOSING COMMENTS BY TOWN COUNCILORS

Councilor Conley asked to have the Energy & Environmental vacant positions posted on the Town's Facebook page. She encouraged people to get their booster vaccine. She said that the state system wasn't equipped to assist walk-in appointments for folks aged 16 and 17, so it's advised to call in advance to see if the system has been updated.

Chair Weinstein commented on the Schanda Park plans for the Living Shoreline the Riverfront Advisory Committee is working on and said it's great to see that moving forward.

Chair Weinstein wished everyone a Merry Christmas and Happy New Year.

NEXT COUNCIL MEETING

January 5, 2021

ADJOURNMENT

Chair Weinstein adjourned the meeting at 7:50 PM without objection.

Respectfully submitted,
Wendy Chase, Recording Secretary



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ATTACHMENTS:

Description	Upload Date	Type
Town Manager's 1/5/2022 Report	1/4/2022	Cover Memo



TOWN OF NEWMARKET, NEW HAMPSHIRE
OFFICE of the TOWN MANAGER

REPORT OF THE TOWN MANAGER

January 5, 2021

COVID-19 and Vaccination Update: As of December 30, there are 58 active cases in the community. We have had 1056 (11.2% of the population) cumulative cases, an increase of 179 cases since December 15.

Our health region (Seacoast) and Rockingham County both have substantial levels of community transmission. The Seacoast Health Region has seen a 19.6% increase in new cases over the past week. This is up 8% from the previous report.

As for vaccinations, we had a slight increase in the percentage vaccinated.

	Pop.	At Least 1 Dose	% At least 1 Dose	Fully Vaccinated	%Fully Vaccinated
Newmarket	9,445	6,168	65.3%	5,557	59%

As the council is aware, pursuant to Town ordinance, I have placed a mandatory wearing of masks in all town facilities for the time being, effective today. All guests will be required to wear a mask while in town buildings. Employees must wear masks when they cannot maintain at least 6 feet of distance and in public areas. If someone cannot wear a mask, alternative accommodations may be made.

As you also may be aware, the CDC changes their isolation guidance for those who have tested positive. They are now recommending people with COVID-19 should isolate for 5 days and if they are asymptomatic or their symptoms are resolving (without fever for 24 hours), follow that by 5 days of wearing a mask when around others to minimize the risk of infecting people they encounter. If they cannot self-isolate, then a mask should be worn for 10 days.

However, the State Department of Health and Human Services has not changed its guidance yet. As such, the following rules are still in effect: Self-isolation for at least 10 days have passed since your symptoms first started and at least 24 hours have passed since you had a fever (without using fever-reducing medications like acetaminophen or

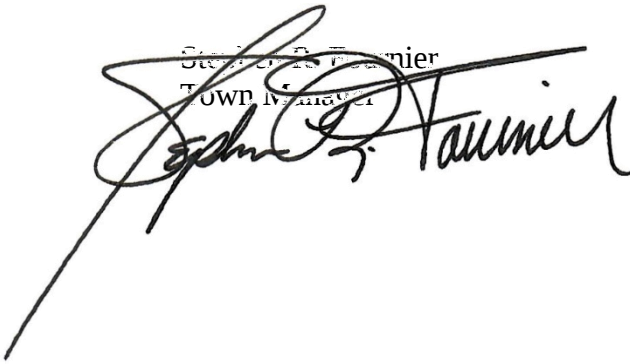
ibuprofen), and your symptoms are improving. If you do NOT have symptoms but have a positive COVID-19 test, you must stay at home until at least 10 days have passed since the date of collection of your positive COVID-19 test, assuming you do not develop symptoms.

Since there is no updated guidance from DHHS, we will continue to follow DHHS' protocols for the time being.

Code Enforcement Officer: I am disappointed to say that we offered the position to an individual and they declined it for a position in another community. After conversations with the Town Planner, we both agreed that we should reopen the search.

Casella: We have entered into a one-year extension with the solid waste contract. This is due to the ongoing pandemic and inflation costs. It made sense to continue this agreement.

Respectfully Submitted,



Stephen S. Taunier
TOWN PLANNER



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TOWN OF NEWMARKET, NEW HAMPSHIRE

STAFF REPORT

DATE: January 5, 2022

TITLE: Resolution #2021/2022-22 - Amendment to the Ad hoc Riverfront Advisory Committee Membership

PREPARED BY: Steve Fournier, Town Manager

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

I recommend passage of this resolution

BACKGROUND:

The Riverfront Advisory Committee has a local business owner who is interested in serving on the committee. Though not a resident, any Riverfront developments would greatly impact the businesses of downtown

DISCUSSION:

I would recommend creating a non-voting business member who may participate in discussions.

FISCAL IMPACT:

None

RECOMMENDATION:

ATTACHMENTS:

Description	Upload Date	Type
Amendment to Ad hoc Riverfront Advisory Committee	12/16/2021	Cover Memo

CHARTERED JANUARY 1, 1991

FOUNDED DECEMBER 15, 1727



**TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council**

Resolution #2021/2022-22

Amending the Ad-Hoc Riverfront Advisory Committee Membership

WHEREAS It was determined that to better serve its purposes the Membership of the Ad-Hoc Riverfront Advisory Committee should be changed.

NOW THEREFORE LET IT BE RESOLVED BY THE NEWMARKET TOWN COUNCIL,

The membership of the Ad-Hoc Riverfront Advisory Committee shall be as follows:

- One Member of the Town Council
- One Member of the Conservation Commission
- Three Members of the General Public
- One Newmarket Commercial Property or Business Owner as a non-voting member

First Reading: December 15, 2021

Second Reading: January 5, 2022

Approval: January 5, 2022

VOTING RECORD			
Date of Vote:	YES	NO	ABSTAIN
Councilor Conley			
Councilor Ward			
Councilor Blackstone			
Councilor Brabec			
Councilor Kiper			
Vice Chair Sanders			
Chair Weinstein			
Total Votes:			
Resolution: Does Does Not pass.			

Approved: _____
Toni Weinstein, Chair Town Council

A True Copy Attest: _____
Terri Littlefield, Town Clerk



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