

TOWN OF NEWMARKET, NEW HAMPSHIRE

TOWN COUNCIL REGULAR MEETING

January 20, 2021 7:00 PM

Town Hall Auditorium and Zoom

The meeting will be conducted in the Town Hall Auditorium and is available via Zoom. You may join Zoom Meeting <https://zoom.us/j/9117025727> Meeting ID: 911 702 5727, 1 646 558 8656. If you have difficulty connecting, please call 603-659-3617 Ext, 1321.

Councilors Present: Council Chair Weinstein and Councilor Zachary Dumont. Present Virtually: Councilor Helen Sanders, Councilor Jon Kiper, Councilor Megan Brabec, and Councilor Scott Blackstone.

Councilors Absent: Council Vice-Chair Amy Burns

Roll Call was taken.

Others Present: Town Manager Stephen Fournier, Finance Director William Tappan, Public Works Director Rick Malasky, Recreation Director Aimee Gigandet, and Wendy Chase Recording Secretary.

Chair Weinstein convened the meeting at 7:02 PM.

Town Manager Fournier read the virtual meeting preamble.

Chair Weinstein led the pledge of allegiance.

Chair Weinstein requested a moment of silence to recognize the passing of Ed Pelczar. She referred to him as being the cornerstone of our community for many years. The 2019 Town Report was dedicated to Mr. Pelczar for his many years of service to the Town on different Boards and Committees. The Chair read a line from the dedication, " Citizen involvement is paramount in running town government effectively and productively. This year's town report is dedicated to a devoted and perpetually involved citizen Mr. Edward "Ed" Pelczar".

A one minute moment of silence.

MINUTES

APPROVED FEBRUARY 3, 2021

PUBLIC FORUM

Chair Weinstein opened the public forum at 7:08 PM.

Chair Weinstein closed the public forum at 7:08:05 PM without public comment.

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

January 6, 2021

Councilor Dumont made a motion to Approve *the January 6, 2021 Meeting Minutes*, which was seconded by Councilor Sanders.

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

REPORT OF THE TOWN MANAGER

Town Manager's Report

Town Manager Fournier reported on the following:

- COVID-19 - As of January 14th, we had 28 active cases and 312 cumulative cases. Over the last 14 days, there are 45 new cases. 1,940 people were tested on December 6th and 4,414 were tested two weeks ago.
- Vaccination - Phase 1b citizens over the age of 65 may register for a vaccine beginning on Friday, January 22, 2021 at 8:00 AM. The website to register for the vaccine is **vaccines.nh.gov**. Those individuals without computer access may **call 211** and register over the phone. The phones will be manned 7 days a week. M-F from 8:00 AM to 7:00 PM and Sat. 8:00 AM to 5:00 PM. They ask for everyone's patience to get through. The guidelines for quarantining have been revised due to the second dose being distributed. Those individuals that have received two doses of the vaccine and are 14 days out or those who have had COVID-19 in the past 90 days will no longer have to quarantine if they come in close contact with someone with COVID or travel outside of New England.
- Deliberative Session - the final warrant is submitted to the Council to sign. The first remote Optional Town Meeting session is on January 27th at 7:00 PM. The School's session at 6:00 PM. A notice has been sent to every registered voter and it has been noticed on the town's website and town's newsletter.
- Recreation Partnership - The Recreation Dept and School District 31 have created a co-curricular education and community partnership. They have developed new free virtual in, or outdoor programs marketed under the name "The Winter Warmups!"
- FY21 Revenue and Expense Report - We have expended 55% of the FY21 budget. Revenues are slightly lower for motor vehicle registrations by \$15,000 and building permits are slightly higher. We are approximately \$1.1M over last year.
- Macallen Dam - The water level elevation at the main spillway was approximately 23.7 feet and remained the same during the day. SumCo continues to work on the abutments and removing the forms from the gate footing area.
- Facilities Director - An employment offer has been made to an individual.

Department Reports - December 2020

COMMITTEE REPORTS

Councilor Brabec said that the Conservation Commission met on January 14th and reported that the Masonic Lodge on Main Street closed and donated \$4,000 to the Conservation Commission for improvements to Schanda Park. The Conservation Commission also inquired about the status of the Riverfront Advisory Committee that was established last year.

Town Manager Fournier said the Riverfront Committee was going to work with UNH Students on their Capstone project last year, but the Pandemic hit and those students have graduated. He hopes to have the Committee reactivated in the spring.

OLD BUSINESS

RESOLUTIONS/ORDINANCES IN THE 2ND READING

Resolution #2020/2021-26 - Splash Pad & Restroom Facility installation and build on Leo Landroche Field

Councilor Dumont made a motion to Approve *Resolution #2020/2021-26 Splash Pad and Restroom Facility Installation and build on Leo Landroche Field*, which was seconded by Councilor Sanders.

Recreation Director Gigandet explained that they have worked on this project over the past 4 years and it will be the only water play facility in town. The water will be infiltrated. The town received matching grants for the project. The bathrooms will be accessible to the public. They received zero bids for the bathroom installation; it was decided that Public Works Director Rick Malasky will be the General Contractor for that portion of the project.

Councilor Sanders asked if the Splash Pad would be accessible to all town residents.

Recreation Director Gigandet said that it will be and they will work out a schedule when summer camp is in session.

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

Resolution #2020/2021-25 - Audit Services

Councilor Dumont made a motion to Approve *Resolution #2020/2021-25 Audit Services*, which was seconded by Councilor Sanders.

Town Manager Fournier explained that pursuant to the Town Charter we must go out to bid every three years for auditing services and cannot use the same company for more than six years. He read the bid amounts as follows:

Melanson	\$207,000
Clukay.....	\$164,500
Plodzik.....	\$199,500

As explained in Financial Director Bill Tappan's staff report: Considering the three factors of competence, capability and cost, Plodzik & Sanderson, P.A. are the recommended option. Although all three firms are highly qualified with solid professional staff, Melanson's proposal is significantly higher than both of their competitors in this case and that removes them from final consideration. In terms of the noted criteria, capability differentiates Plodzik & Sanderson from Vachon Clukay & Co., specifically, there are 22 professionals at Plodzik versus 12 at Vachon. While not a large firm, Plodzik has relatively more sufficient resources to reorder its workload to support us as a client during a crisis. Additionally, Plodzik is also the auditor for the Newmarket School District and they are thus far pleased with their service. While it is tempting to select the lowest bidder in this case, Newmarket is a mid-sized community in the state with a reasonable level of operational and financial complexity. Therefore, it is recommended that the Town Council select Plodzik & Sanderson, P.A. as the town's audit services partner.

Council Chair Weinstein said that she was struggling with the recommendations because there is a \$30,000 difference between Plodzik and Clukay and they both scored the same under the scoring system.

Finance Director Tappan said that the \$30,000 is over a six-year period. He said firms of at least moderate size are better able to manage the workload, even with staff turnover. The larger firms also tend to have strong training programs that prepare staff for their auditing. He mentioned that Clukay has had a lot of employee turnover.

Councilor Sanders agreed with the recommendation. Proper staffing is critical to get things done on time.

Motion was Passed by a vote of 5-1-0. Nays: Weinstein

NEW BUSINESS/CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS

Stephen Lyons - Parking Commission Resident Member - Term Expiration December 2023

Councilor Dumont made a motion to Approve *the appointment of Stephen Lyons to the Parking Commission with an expiration date of December 2023.*, which was seconded by Councilor Sanders.

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

Al Zink - ZBA Member - Term Expiration - April 2022

Councilor Dumont made a motion to Approve *the appointment of Al Zink to the Zoning Board of Adjustment with a term expiration of April 2022*, which was seconded by Councilor Sanders.

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

Resolutions/Ordinances in the 1st Reading

Resolution #2020/2021-28 - Salmon Street Pumping Station Generator Replacement

Chair Weinstein read Resolution #2020/2021-28 Salmon Street Pumping Station into the record.

Resolution #2020/2021-29 - 77 Hersey Lane Road 320' Road Upgrade to Class V

Chair Weinstein read Resolution #2020/2021-29 to Permit 77 Hersey Lane, LLC and Walter Cheney/Chinburg Builders Inc. to upgrade to Class V Road Status a 320 Foot Portion of Hersey Lane from its present Class VI Road Status into the record.

Resolution #2020/2021-30 - Enter into Lease Agreement Multi-purpose Copiers

Council Chair Weinstein read Resolution #2020/2021/-30 Lease Agreement for Copiers into the record.

CLOSING COMMENTS BY TOWN COUNCILORS

Council Chair Weinstein reminded everyone that the filing period for Elected Officials began today and ends on January 29th. The Town Clerk will be open on Friday, January 29, 2021 from 3:00 PM - 5:00 PM for those who wish to sign-up.

NEXT COUNCIL MEETING

February 3, 2021

ADJOURNMENT

Council Chair Weinstein adjourned the meeting at 7:55 PM without objection.

Respectfully submitted,
Wendy Chase, Recording Secretary