



Town Council Regular Session

March 6, 2024 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

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

2. Roll Call

Present: Councilor Justin Glazebrook, Councilor Sonke Dornblut, Councilor Scott Blackstone, Council Chair Katanna Conley, Councilor Joe LaMattina, Council Vice-chair Brian Ward, Councilor Colin White

Staff Present: Town Manager Stephen Fournier, Director of Public Works Rick Malasky, Town Engineer Lyndsay Butler and Wendy Chase, Recording Secretary

3. Public Forum

Chair Conley opened the public forum at 7:01 PM.

Chair Conley closed the public forum at 7:01 PM without comment.

4. Annual Town Report Dedication

a. Council Chair - Dedication of the 2023 Annual Town Report

Chair Conley read the 2023 Annual Town Report Dedication. Blooming Newmarket members present were Joan DeYoreo, Kathy Boucher and Stephanie Savastano.

With great pleasure we dedicate this year's annual town report to Blooming Newmarket. Neither snow, nor rain, nor heat, nor gloom of night stays these couriers from the swift completion of their appointed rounds.

The dedicated volunteers work tirelessly year after year beautifying our town with an immeasurable amount of plant wisdom and genuine talent.

Blooming Newmarket is a non-profit group of volunteers who plant and maintain public gardens around the town of Newmarket. The group maintains the following public garden spaces:

- *Ash Swamp Traffic strip*
- *Gerry Avenue (across from the Town Hall)*
- *Granite Planter in downtown park*
- *Wall Garden (across from Mills)*
- *Library (rear of building)*
- *Cannon (Intersection of Route 108 and Bay Road)*

Each member blessed with a green thumb is not afraid to get their hands dirty. They do so much more than beautify our town. These members include:

- *Joan DeYoreo, Chair*
- *Susan Gonet, Vice-Chair*
- *Gail Nostrom, Treasurer*
- *Cyndi Townes, Secretary*
- *Sara Wassel, Town Liaison*

Blooming Newmarket volunteers not only plant and maintain the six public garden spaces. They.....

- *Sponsor community educational events*
- *Maintain a Seed Lending Library*
- *Donate gardening books for adults and children to the Newmarket Public Library*
- *Hold a spring plant sale as a fundraiser*
- *Offer grants to community groups interested in creating gardens*
- *Design and display elaborately crafted scarecrows in the fall*
- *Take field trips to area gardens and nurseries*

We thank you all very much for all the smiles you give us when we walk or drive by one of the beautiful garden spaces you created and continue to maintain.

Joan DeYeoro said the Committee welcomes anyone who would like to get involved. She reminded everyone that there is a program sponsored by Blooming Newmarket at the Library Monday, March 11th at 5:00 PM titled Pollinator Pathways.

5. Public Hearing

- a. Ordinance No. 04-2023/2034 - Revisions to the Administrative Code
Chair Conley opened the Public Hearing at 7:07 PM.

Town Manager Fournier explained that pursuant to the Charter, the Town Manager drafts and submits revisions of the administrative code every so many years and there hasn't been a substantive update in a few years. The biggest changes were adding Facilities under the Public Works Department, creating a division for Engineering, moving Code Enforcement under Planning and Community Development and moving IT and Media services under Finance.

Chair Conley closed the Public Hearing at 7:07 PM without public comment.

6. Town Council to Consider Acceptance of Minutes

- a. February 7, 2024 Sealed Non-public Minutes

Motion: **Councilor White** made a motion to approve the February 7, 2024 Sealed Non-public Minutes
Second: **Councilor Ward**

Vote: **Unanimously Approved (7-0)**

b. February 21, 2024 Non-public Minutes

Motion: **Councilor Ward** made a motion to approve February 21, 2024 Non-public Minutes

Second: **Councilor Glazebrook**

Vote: **6-0-1** (voting against - **None**) Chair Conley abstained because she was not present at the February 21st meeting.

c. February 21, 2024 Draft Minutes

Motion: **Councilor Ward** made a motion to approve the February 21, 2024 Meeting Minutes.

Second: **Councilor White**

Vote: **6-0-1** (voting against - **None**) Chair Conley abstained because she was not present at the February 21st meeting.

7. Report of the Town Manager

- Primex has rescheduled the goal-setting work session with the Council to May 22nd at 6:00 PM.
- The election attendance schedule is set for Councilors for Tuesday. He reminded the Councilors that there must be a quorum of the Council at the end of the election to seal the ballots. He was able to observe the poll pads that will be used in the election and is impressed with them and hopes the State will move forward and approve them to be used in future elections; they are currently in the testing phase.
- The Public Works Director and Town Engineer reported that the retaining wall behind the Police Station was in disrepair. They would like to remove the wall and replace it with a sloped graded area. There is money in the operating budget to cover the costs due to the mild winter. The repairs have nothing to do with the facilities study recommendations.

8. Committee Reports

Councilor Glazebrook reported on the March 5, 2024, Arts, Culture and Tourism Commission Meeting:

Arts in the Park will be running a concert series for a few weeks in July at Schanda park. The Commission applied for a grant to Lamprey River Advisory Committee for \$7,500. The LRAC members had more questions, so they continued the discussions and vote until after they receive more information.

Councilor LaMattina provided the Community Power statistics:

- Accounts eligible to be enrolled in Newmarket Community power - 3,970
- Eligible accounts that opted out - 42
- Percent of accounts that have opted out- 1.06%
- Accounts that have opted in (not included in initial identified accounts) - 67
- Accounts that have opted up to a higher percent of renewable energy - 11

- Total current accounts - 3,995

9. Old Business

10. Resolutions/Ordinances in the 2nd Reading

- a. Ordinance No. 04-2023/2034 - Revisions to the Administrative Code
- b. Resolution # 2023/24-33: Using the Compensated Absences Trust Funds

Motion: **Councilor LaMattina** made a motion to approve Resolution # 2023/24-33: Using the Compensated Absences Trust Funds

Second: **Councilor Dornblut**

Discussion: Town Manager Fournier said that money is set aside to offset the budget when long-term employees retire and get paid for unused accrued earned time.

Vote: **Unanimously Approved (7-0-0)**

11. Town Council to Consider Nominations, Appointments, Elections and Resignations

- a. Julianna Tyson - Reappointment to the Conservation Commission - Term Expiration April 2027

Motion: **Councilor White** made a motion to reappoint Julianna Tyson to the Conservation Commission with a term expiration of April 2027.

Second: **Councilor Ward**

Vote: **Approved (6-0-1)** Councilor Blackstone abstained.

- b. Dale Pike - Ad hoc Riverfront Advisory Committee - Term Expiration April 2027

Motion: **Councilor LaMattina** made a motion to reappoint Dale Pike to the Ad hoc Riverfront Advisory Committee with a term expiration of April 2027.

Second: **Brian Ward**

Discussion: Councilor LaMattina commented that Dale is an asset on the Committee.

Vote: **Unanimously Approved (7-0-0)**

- c. Lee Veader - ZBA Alternate Member - Term Expiration April 2027

Motion: **Councilor LaMattina** made a motion to appoint Lee Veader to the ZBA as an Alternate Member with a term expiration of April 2027.

Second: **Councilor Ward**

Discussion: Mr. Veader was present.

Vote: **Unanimously Approved (7-0-0)**

- d. Ginny Ouellette - Resignation from the Energy & Environment Committee - Membership expiration April 2025

Motion: **Councilor LaMattina** made a motion to accept Ginny Ouellette's Resignation from the Energy & Environment Committee.

Second: **Councilor Ward**

Vote: **Unanimously Approved (7-0-0)**

- e. Debra Smith - Reappointment to the Arts, Culture & Tourism Commission - Term Expiration April 2027

Motion: **Councilor Glazebrook** made a motion to reappoint Debra Smith to the Arts, Culture & Tourism Commission with a term expiration of April 2027.

Second: **Councilor White**

Discussion: Councilor Glazebrook commented that Debra Smith is an asset to the Commission.

Vote: **Unanimously Approved (7-0-0)**

12. Resolutions/Ordinances in the 1st Reading

- a. Resolution # 2023/2024 - 34 Water Treatment Plant Acid Room
Chair Conley read Resolution #2023/2024-33 into the record.

13. New Business/Correspondence

- a. Correspondence to the Town Council
There was no correspondence to the Council.
- b. Closing Comments by Town Councilors
Councilor Dornblut asked how to go about moving forward on creating an ad hoc committee for public transportation, referring to the presentation from COAST at the last workshop session.

Town Manager Fournier said that he could work with Councilor Dornblut on creating a Resolution to present to the Council creating the ad hoc committee. Town Manager Fournier said that he received sample questions used on surveys from Rad Nichols of COAST. He said he will work on the survey this week.

Chair Conley reminded everyone of the event at the Library on Monday evening, March 11th - Pollinator Pathways.

Councilor Ward reminded everyone of the town/school election on Tuesday, March 12th and encouraged people to come and vote on the town and school budgets as well as warrant articles and Town Officials.

- c. Next Meeting

i. March 20, 2024

14. Adjournment

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

Respectfully submitted,

Wendy V. Chase
Recording Secretary