



Town Council Regular Session

November 6, 2024 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

Chair Conley convened the meeting at 7:00 PM.

a. Wolf Den from Newmarket Cub Scouts Pack 201 - Lead Pledge of Allegiance

Chair Conley introduced each of the Scouts and they led the Pledge of Allegiance:

- Eli Kearns
- George Harrington
- Ellie Pflugh
- Henry Connelly
- Leo Ovieda
- Thomas Quinlan
- Jake Pflugh
- Sam Connelly
- David Ovieda

The Councilors introduced themselves.

2. Roll Call

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

Staff Present: Town Manager Steve Fournier, Environmental Services Director Sean Greig and Wendy Chase, Recording Secretary.

3. Public Forum

Chair Conley opened the Public Forum at 7:06 PM.

Chair Conley closed the Public Forum at 7:06 PM without public comment.

4. Town Council to Consider Acceptance of Minutes

a. October 16, 2024 Town Council/School Board Joint Meeting Minutes

Motion:

Councilor White made a motion to approve the October 16, 2024 Town Council/School Board Joint Meeting Minutes

Second: Councilor Ward
Vote: Unanimously Approved (7-0-0)

- b. October 16, 2024 Regular Meeting Minutes

Motion: Councilor Ward made a motion to approve the October 16, 2024 Regular Meeting Minutes

Second: Councilor LaMattina
Vote: Unanimously Approved (7-0-0)

- c. October 24, 2024 Town Council Budget Work Session Minutes

Motion: Councilor Ward made a motion to approve the October 24, 2024 Town Council Budget Work Session Minutes

Second: Councilor Dornblut
Vote: Motion Passed (6-0-1) Councilor White abstained because he was not present at the October 24th meeting.

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

- a. Lee Veader Resignation from the Zoning Board of Adjustment

Motion: Councilor Ward made a motion to accept Lee Veader's Resignation from the Zoning Board of Adjustment

Second: Councilor White
Vote: Unanimously Approved (7-0-0)

- b. Doug Spicher - Arts, Culture & Tourism Commission Alternate Member - Term Expiration April 2026

Motion: Councilor Ward made a motion to appoint Doug Spicher to the Arts, Culture & Tourism Commission as an Alternate Member with a Term Expiration of April 2026.

Second: Councilor Glazebrook

Discussion: Doug Spicher introduced himself and said he was looking forward to working on the Commission.

Vote: Unanimously Approved (7-0-0)

- c. Denise Bevins - Veterans War Memorial Trust Committee - Term Expiration April 2027

Motion: Councilor Ward made a motion to appoint Denise Bevins to the Veterans War Memorial Trust Committee with a Term Expiration of April 2027.

Second: Councilor LaMattina
Vote: Unanimously Approved (7-0-0)

- d. David Wade - Reappointment to the Veterans War Memorial Trust Committee - Term Expiration April 2027

Motion: **Councilor Dornblut** made a motion to reappoint David Wade to the Veterans War Memorial Trust Committee with a Term Expiration of April 2027.
Second: **Councilor Ward**
Vote: **Unanimously Approved (7-0-0)**

- e. Dylan Tooch - Zoning Board of Adjustment - Term Expiration April 2026

Motion: **Councilor Dornblut** made a motion to appoint Dylan Tooch to the Zoning Board of Adjustment with a Term Expiration of April 2026.
Second: **Councilor Ward**
Vote: **Unanimously Approved (7-0-0)**

- f. Philip Nazzaro - Reappointment to the Veterans War Memorial Trust Committee - Term Expiration April 2027

Motion: **Councilor Ward** made a motion to reappoint Philip Nazzaro to the Veterans War Memorial Trust Committee with a Term Expiration of April 2027.
Second: **Councilor White**
Vote: **Unanimously Approved (7-0-0)**

6. Report of the Town Manager

- a. Town Manager Report November 6, 2024
Town Manager Fournier commended the Town Council, Town Clerk/Tax Collector Terri Littlefield and her staff and all volunteers for a well-run election. The Secretary of State stopped in to observe and concurred that everyone was doing a great job.

2024 Tax Rate: The New Hampshire Department of Revenue Administration set Newmarket's 2024 property tax rate at \$17.20, which is a decrease of \$12.29 per thousand assessed valuation (-42%) due to this year's town-wide revaluation. Town portion \$3.29; Local School portion \$12.24; State School portion \$1.10; County \$0.57.

The Tax Collector is preparing bills, and they will be due December 4, 2024.

7. Committee Reports

Councilor Ward reported on the October 28th Budget Committee meeting:

The Committee reviewed the 2024 financial report. The food service fund ended the year with a positive balance of \$154,000. The Middle School received \$13,000 to participate in a fresh foods and vegetables program by the USDA. They had a presentation on the school CIP process outlining timelines.

8. Old Business

9. Resolutions/Ordinances in the 2nd Reading

a. Resolution #2024/2025-16 - Bay Road Forcemain Prelim Design

Motion: **Councilor Ward** made a motion to approve Resolution #2024/2025-16 - Bay Road Forcemain Preliminary Design

Second: **Councilor Dornblut**

Discussion: Environmental Services Director Greig explained that the resolution is to authorize the Town Manager to enter into an agreement with Wright-Pierce to begin the preliminary design for the Bay Road forcemain replacement.

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

b. Resolution #2024/2025-17 - Moonlight Brook Stormwater Investigation

Motion: **Councilor White** made a motion to approve Resolution #2024/2025-17 - Moonlight Brook Stormwater Investigation

Second: **Councilor Ward**

Discussion: Town Manager Fournier explained the town received a Clean Water State Revolving Fund loan and would like to partner with Geosyntec Consultants.

Councilor LaMattina asked what the projected time-frame was for the completion of the project. Town Manager Fournier said he would get that information for him.

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

c. Resolution #2024/2025-18 - Ash Swamp Rd Culvert - Preliminary Design

Motion: **Councilor Ward** made a motion to approve Resolution #2024/2025-18 - Ash Swamp Rd Culvert - Preliminary Design

Second: **Councilor Dornblut**

Discussion: Town Manager Fournier explained that the current culvert is undersized and deteriorating and needs to be replaced. The town received a \$99,608 grant from the Nature Conservancy to be used for reconstruction activities associated with the project.

Councilor Dornblut questioned the fate of the project if the Permit by Negotiation was not permitted due to ineligibility; would the town end up paying more in engineering fees? Town Manager Fournier said that it would be likely the town would incur additional fees for additional work.

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

d. Resolution 2024/2025-19 - Approval FY2026 Budget

Motion: **Councilor Ward** made a motion to approve Resolution 2024/2025-19 - Approval FY2026 Budget

Second: **Councilor LaMattina**

Discussion: Town Manager Fournier explained the proposed amendments to the FY2026 budget resulting from the Town Council Budget meeting held on October 26th:

1. Add \$80,000 to Capital Reserves - SIDEWALKS
2. Add \$70,000 to Town Manager - CONTRACTED SERVICES for Fire Department Organizational Study
3. Increase the budget's bottom line by \$7,544 to include Cornerstone VNA social services request. The Council approved the amount, but it was not added in the bottom line total.
4. Amend the revenue budget Use of Fund Balance by \$150,000 to \$650,000.

The amended Resolution: General Fund	\$11,438,282
Special Funds	\$ 2,132,670
Enterprise Funds	\$ 5,063,267
Total	\$18,634,219

Motion: **Councilor Ward** made a motion to amend the budget by adding \$80,000 to line 014915-61903 Capital Reserves - SIDEWALKS

Second: **Councilor LaMattina**

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

Motion: **Councilor Ward** made a motion to amend the budget by adding \$70,000 to line 014132-53310 Town Manager - CONTRACTED SERVICES for the Fire Department Organizational Study.

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

Motion: **Councilor White** made a motion to add \$7,544 to the bottom line of the budget for Cornerstone VNA Social Service request.

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

Motion: **Councilor Ward** made a motion to amend the Revenue Use of Fund Balance by \$150,000.

Discussion: Town Manager Fournier explained that the money from the fund balance will be used towards the amendments made to the budget, which will not affect the tax rate.

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

10. Resolutions/Ordinances in the 1st Reading

- a. Resolution #2024/2025-20 - Ash Swamp Rd Bridge Rehabilitation
Chair Conley read Resolution #2024/2025-20 into the record.
- b. Resolution #2024/2025-21 Approve School Impact Fees
Chair Conley read Resolution #2024/2025-21 into the record.

- c. Resolution #2024/2025-22 - Purchase/Release of funds for Computer Aided Dispatch Systems(CAD) and Records Management Systems(RMS)
Chair Conley read Resolution #2024/2025-22 into the record.
- d. Resolution #2024/2025-23 - Railroad Ave Easement Abandonment
Chair Conley read Resolution #2024/2025-23 into the record.

11. New Business/Correspondence

- a. Correspondence to the Town Council
Town Manager Fournier read a letter from the Chair of the USA 250 Steering Group. The Group would like the Town Council to appoint a Councilor Representative to the Committee. The Committee meets the second Wednesday of each month at 6:00 PM at the Senior Sunrise/Sunset Center. The USA 250 Steering Group is registered with the New Hampshire Attorney General as a charitable organization. There will be a celebration honoring the 250th anniversary of the attack on Fort William and Mary (Powder Keg raid), held at the Newmarket Community Church on December 15, 2024, and the Town Council is invited to attend.

Chair Conley asked that they have time to think about who would like to be appointed. Town Manager Fournier agreed.

- b. Closing Comments by Town Councilors
Councilor Dornblut thanked the town staff for setting up and breaking down the election yesterday. He was impressed by the way everyone came together like they did.

Councilor Blackstone asked if it would be better to put an engineering firm on retainer like we do with legal counsel. Town Manager Fournier said that we originally did that, but the rates became too expensive. the Town Engineer was hired to do a lot of the engineering, but larger projects must go out to bid to get the best prices for engineering services.

Chair Conley praised everyone working at the election and said it was great to see the level of engagement - 90% turnout. She asked the Town Manager if the Conservation Commission could review Resolution #2024/2025-23 - Railroad Ave Easement Abandonment before the second reading on November 20th and comment on whether the abandonment would serve the town and environment.

- c. Next Meeting

- i. November 20, 2024

12. Adjournment

Chair Conley adjourned the meeting at 7:58 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary

