



Town Council Regular Session

April 16, 2025 at 7:00 PM

Town Council Chambers

MINUTES

1. **6:45 PM Non-Public Meeting Pursuant to RSA 91-A:3, II(e)**

Motion: **Councilor Ward** made a motion to enter into non-public session at 6:45 PM pursuant to RSA 91-A:3, II(d),(e)

Second: **Councilor Dornblut**

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

2. **Pledge of Allegiance**

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

Motion: **Councilor Ward** made a motion to approve sealing the April 16, 2025 non-public minutes because it is determined that divulgence of this information likely would render a proposed action ineffective.

Second: **Councilor Dornblut**

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

3. **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 Stephen Fournier, Recording Secretary Wendy Chase.

4. **Election of Officers, Adoption of Town Council Rules, and Committee Assignments**

Election of Chair - Councilor LaMattina nominated Councilor Katanna Conley as Chair; Councilor White seconded the nomination. Councilor Conley accepted the nomination.

Motion: **Councilor Ward** made a motion to elect Councilor Katanna Conley as Council Chair.

Second: **Councilor LaMattina**

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

Election of Vice-chair - Councilor LaMattina nominated Councilor Brian Ward as Vice-chair; Councilor Dornblut seconded the nomination. Councilor Ward accepted the nomination.

Motion: **Councilor LaMattina** made a motion to elect Councilor Ward as Council Vice-chair.
Second: **Councilor Dornblut**
Vote: **Unanimously Approved (7-0-0)**

a. Town Council Rules 2025/2026

Motion: **Councilor Ward** made a motion to Adopt the 2025/2026 Town Council Rules of Procedures.
Second: **Councilor LaMattina**
Vote: **Unanimously Approved (7-0-0)**

b. Town Councilors Committee Assignments

Motion: **Councilor Ward** made a motion to approve the Town Councilors Committee Assignments for the 2025/2026 term.
Second: **Councilor LaMattina**
Discussion: Councilor Glazebrook agreed to become the Council representative to the Capital Improvement Plan Committee. All other Committee assignments will remain the same for the 2025/2026 term.

Councilor LaMattina will remain the primary representative to Community Power and said that there is an alternate position available. It was determined that the alternate position does not have to be a Town Councilor.

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

5. **Public Forum**

Chair Conley opened the public forum at 7:20 PM.

Chair Conley closed the public forum at 7:20 PM without public comment.

6. **Town Council to Consider Acceptance of Minutes**

a. April 2, 2025

Motion: **Councilor White** made a motion to approve the April 2, 2025 meeting minutes.
Second: **Councilor Ward**
Vote: **Unanimously Approved (7-0-0)**

7. **Town Council to Consider Nominations, Appointments, Elections, and Resignations**

a. Ben Buckley - Appointment as Alternate Member to the Arts, Culture & Tourism Commission - Term Expiration April 2026

Motion: **Councilor Ward** made a motion to approve Ben Buckley's Appointment as Alternate Member to the Arts, Culture & Tourism Commission - Term Expiration April 2026

Second: **Councilor Glazebrook**

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

- b. Morgan Santos - Resignation from the Arts, Culture & Tourism Commission

Motion: **Councilor Ward** made a motion to accept Morgan Santos' resignation from the Arts, Culture & Tourism Commission.

Second: **Justin Glazebrook**

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

8. Report of the Town Manager

- a. April 16, 2025 TM Report

Senate Bill 297 - Risk Pool Bill: The Town Manager met with NHMA and the Health Trust Board of Directors to discuss ways to get the legislator delegation to oppose Bill 297. The House Commerce Committee will have a Hearing on Bill 297 next Wednesday at 1:30 PM, which he will be attending. There may be an amendment to the Bill to move the oversight of risk pool products from the Secretary of State's office to the Insurance Commission. There will also be a meeting in Rye that he will attend to find out what can be done to prevent the Bill coming to fruition.

Primex Goal Setting Session: The annual Primex Goal-setting session with the Town Council will most likely be held at the beginning of June this year.

FY 25 Expense and Revenue Report: The operating budget is 74% spent, slightly higher than the previous fiscal year, but lower than anticipated. Rental Assistance continues to be higher than anticipated due to the housing crisis. Part-time Firefighters' salaries are over as well, due to the per diem program we have put in place for coverage. This is somewhat offset by the full-time salary line being significantly under expended. We have collected 95% of anticipated revenue for the fiscal year. Motor vehicle registrations are at 82% of our anticipated revenues collected. Building permits are at 121% of our anticipated revenues collected.

Public Relations Services: The FY25 Operating budget provides funding for a part-time Communications Manager to increase the public awareness of Town programs and services. After discussing with other municipalities, the Town Manager requested a proposal from John Guilfoil Public Relations LLC (JGPR). The firm is a full-service public relations and communications agency with focus on supporting municipal governments, police and fire departments and school districts. The cost is \$799.00 a month.

Railroad Crossing Closure: The previously scheduled railroad crossing closures by CSX Transportation have been delayed due to work delays and mechanical issues involving one of CSX's trains. The maintenance work is anticipated to take place between April 15th and April 22nd. They will perform critical safety

upgrades.

Councilor Blackstone would like to volunteer for the downtown parking study. He was advised to contact Community Development Director Bart McDonough to sign up.

b. Department Reports - March 2025

Chair Conley welcomed newly hired parking enforcement officer Sara Pereira and is glad to know the occupants of the home destroyed by a pine tree are safe. She thanked the Public Works Department and the Town Engineer for their multiple construction projects, especially with added challenges with road closures.

9. Committee Reports

Councilor Glazebrook reported on the April 8th Arts, Culture & Tourism Commission Meeting:

The Willey Park statue will be put on hold and the commission will concentrate on the Library murals project. The Master Plan final draft will be presented to the Commission at the next meeting. The President Lincoln performance will be coming to Newmarket in September. Debra Smith was reappointed as Chair of the Commission.

Councilor Ward reported on the Newmarket300 meeting and the Conservation Commission April meetings:

Newmarket300 met on April 9th and had a guest speaker that gave them guidance on making the celebration a fun experience; not just focusing on history. The Wiggin Farm boardwalk is repaired and ready to be used. Turtlefest is May 10th and T-shirts are available for purchase (\$20.00). The new website is online.

The Conservation Commission appointed Cris Blackstone as Chair, Julianna Tyson as Vice-chair and Ellen Snyder as Treasurer. They discussed Follets Brook easements.

Councilor Dornblut reported on the April 9th Public Transportation Committee meeting:

The Committee reviewed the final draft of the Master Plan Chapter. The Committee started a map of the town and identifying how roads and streets are used. They discussed the parking study and how they would like to have the study done while UNH is in session. Volunteers for the study are encouraged to contact Community Development Director Bart McDonough or Town Engineer Lyndsay Butler.

10. Old Business

11. Resolutions/Ordinances in the 1st Reading

There were no resolutions in the 1st reading.

12. New Business/Correspondence

a. Correspondence to the Town Council

There was no correspondence.

b. Closing Comments by Town Councilors

Councilor Lamattina reminded everyone of the roadside cleanup organized by Toni Weinstein on Sunday, April 27th, 9:00-11:00 AM. Trash bags can be picked up at the Library that morning.

Councilor Ward reminded everyone of the Newmarket Cemetery Restoration Day that he helped organize. It will be held on May 17th. Volunteers will help clean up the cemeteries and later the Historical Society will give a presentation at the Mill Space.

Councilor Blackstone said he is glad the Police Department was able to fill some vacant positions and glad that the Town Council made the decision to increase the pay rate to achieve that.

Councilor Dornblut suggested reviewing the committees and maybe consolidating or removing some of them. He would also like to discuss the Ad hoc Riverfront Advisory Committee and changing it to a full committee instead of an ad hoc committee. Town Manager Fournier said that he would look into that.

Chair Conley encouraged people to contact Community Development Director Bart McDonough if interested in volunteering for the downtown parking study. She encouraged residents to sign up for the weekly newsletter.

c. Next Meeting

- i. May 7, 2025

13. Adjournment

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

Respectfully submitted,

Wendy V. Chase
Recording Secretary