TOWN OF NEWMARKET NEW HAMPSHIRE

# Town Council Regular Session

July 16, 2025 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:** Council Chair Katanna Conley, Council Vice-chair Brian Ward, Councilor Scott Blackstone, Councilor Colin White, Councilor Sonke Dornblut, Councilor Justin Glazebrook.

**Excused:** Councilor Joe LaMattina

**Staff Present:** Town Manager Steve Fournier, Community Development Director Bart McDonough, Recording Secretary Wendy Chase.

**3. Public Forum**

Chair Conley opened the public forum at 7:03 PM.

Cris Blackstone, Spring Street, is the Chair of the Conservation Commission and recognized Tom Jones, a member of the Conservation Commission whose resignation is on the agenda to be acted on by the Council. She thanked him for serving on the Commission. She said Lucas Fromm is applying as an alternate member to the commission and Zachary Angelini is applying for the full member position vacated by Tom Jones.

Chair Conley closed the public forum at 7:05 PM.

**4. Public Hearing**

**a.** Resolution #2025/2026-02 - Authorize the Conservation Commission to enter into a Purchase & Sales Agreement with the Rosa Family Trust for a Conservation Easement

Chair Conley opened the public hearing at 7:05pm.

Ellen Snyder, member of the Conservation Commission explained that the Commission has been working with the Rosa Family since last July to acquire a 16.3 acre conservation easement. The Commission received a $100,000 grant from the Lamprey River Advisory Committee, and they applied for a grant from LCHIP, and plan to apply for other grants. The Commission will conduct a site walk on August 14th at 4:30 PM prior to their regular meeting at 7:00 PM.

Conley closed the public hearing at 7:07 PM.

## 5. Town Council to Consider Acceptance of Minutes

**a.** June 18, 2025 Non-public Meeting Minutes

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| **Motion:** | **Councilor White** made a motion to approve the June 18, 2025 Non-public Meeting Minutes. |
| **Second:** | **Councior Ward** |
| **Vote:** | **Unanimously Approved (5-0-1).** Councilor Glazebrook abstained because he was not present at the Non-public meeting. |

**b.** June 18, 2025 Meeting Minutes

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| **Motion:** | **Councilor Ward** made a motion to approve the June 18, 2025, Meeting Minutes. |
| **Second:** | **Councilor Dornblut** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

**c.** June 25, 2025 Goal-setting Meeting Minutes

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| **Motion:** | **Councilor Ward** made a motion to approve the June 25, 2025, Goal-setting Meeting Minutes. |
| **Second:** | **Councilor Glazebrook** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

## 6. Town Council to Consider Nominations, Appointments, Elections, and Resignations

**a.** Tom Jones - Resignation from the Conservation Commission

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| **Motion:** | **Councilor Ward** made a motion to accept, with regret, Tom Jones' resignation from the Conservation Commission. |
| **Second:** | **Councilor Dornblut** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

**b.** Zachary Angelini - Resignation as Alternate Member to the Conservation Commission

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| **Motion:** | **Councilor Ward** made a motion to accept Zachary Angelini's resignation as Alternate Member to the Conservation Commission. |
| **Second:** | **Councilor Dornblut** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

**c.** Zachary Angelini - Appointment as a full member to the Conservation Commission - Term Expiration April 2027

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| **Motion:** | **Councilor White** made a motion to appoint Zachary Angelini as a full member to the Conservation Commission with a Term Expiration of April 2027. |
| **Second:** | **Councilor Ward** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

**d.** Lucas Fromm - Appointment as Alternate Member to the Conservation Commission - Term Expiration April 2027

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| **Motion:** | **Councilor Ward** made a motion to appoint Lucas Fromm as an Alternate Member to the Conservation Commission with a Term Expiration of April 2027. |
| **Second:** | **Councilor Dornblut** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

**e.** Ben Buckley - Resignation as Alternate Member to the Arts, Culture & Tourism Commission

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| **Motion:** | **Councilor Ward** made a motion to accept, with regret, Ben Buckley's Resignation as Alternate Member to the Arts, Culture & Tourism Commission. |
| **Second:** | **Councilor Glazebrook** |
| **Vote:** | **Unanimously Approved (6-0-0)** |

## 7. Report of the Town Manager

**a.** Report of the Town Manager July 16, 2025

**Updating Continuity of Operations Plan (COOP) and the Emergency Operations Plan (EOP):** Hubbard Consulting LLC will be updating the EOP and the COOP. These updates are both timely and cost-effective. By updating both plans, we will ensure that Newmarket will remain compliant with state and federal standards and is well positioned to protect public safety and maintain vital services in times of crisis. The combined project cost is $6,600.00 , with 50% coming from a Homeland Security Grant. It will be completed over the next several months.

**Hazard Mitigation Plan:** In addition, the Town has completed a full update of its Hazard Mitigation Plan, which was last revised in 2018. It was led by the Hazard Mitigation Committee with support from Strafford Regional Planning and NH Homeland Security, and identifies risks from natural, technological, and human-caused hazards and lays out strategies to protect life, property, and critical infrastructure. Keeping the plan current also ensures we stay eligible for FEMA funding. A formal resolution to adopt the plan will be needed in the near future. After meeting with the Commissioner of NH DOT they were able to agree to $375,000 in funding. It is now awaiting Governor and Council approval.

**Packers Falls Drainage Upgrades:** We are working with NH DOT about managing a drainage replacement project on Packer's Falls Road. The scope has grown to 14 structures, with an estimated cost of $396,930. NH DOT offered $350,000 in funding. Public Works is concerned about possible ledge.

**Update to Disable Veteran's Tax Credit:** House Bill 99 passed and allows municipalities to increase the Service-Connected Disabled Veteran Tax Credit under RSA 72:35 I-a from the previous cap of $4,000 to up to $5,000. This credit replaces any veteran-related tax credits the individual might receive - it is not an addition to them. To ensure veterans receive both the $4,000 credit and the regular $750 veteran credit, we propose to increase the service-connected amount to $4,750.00.

**b.** Department Reports - June 2025

## 8. Committee Reports

Councilor Dornblut reported on the Public Transportation Committee:

They conducted a site walk at New Village and discussed the one-way traffic pattern. It is not clearly identified and causes hazardous conditions from drivers driving the wrong way. They will have a meeting in the fall to discuss those issues with the public. The Committee is working on a transportation policy that they hope to submit to the Councilors by the end of the year.

Councilor Glazebrook commented that the Arts, Culture & Tourism Commission will hold an ice-cream social on National Night Out, August 5th at Schanda Park, and the band Truffle will be playing. The garden tour was a success. Local artists sold their art. Councilors are welcome to volunteer at the ice cream social to serve ice cream.

## 9. Old Business

## 10. Resolutions/Ordinances in the 2nd Reading

**a.** Resolution 2025/2026-01 - Master Plan Contract Amendment with Strafford Regional Planning Commission

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| **Motion:** | **Councilor Dornblut** made a motion to approve Resolution 2025/2026-01 - Master Plan Contract Amendment with Strafford Regional Planning Commission. |
| **Second:** | **Councilor White** |
| **Discussion:** | Community Director McDonough explained that the money requested will be used to help complete the project. |
| **Vote:** | **Unanimously Approved (6-0-0)** |

## 11. Resolutions/Ordinances in the 1st Reading

**a.** Resolution #2025/2026 - 02 - Authorize Conservation Comm P&S Rosa Family Trust Easement

*Town Manager Fournier requests to suspend the rules.*

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| **Motion:** | **Councilor Dorblut** made a motion to Suspend the Rules and act on Resolution #2025/2026 - 02 - Authorize the Conservation Commission Purchase & Sales Agreement with the Rosa Family. |
| **Second:** | **Councilor White** |
| **Vote:** | **Unanimously Approved (6-0-0)** |
| **Motion:** | **Councilor Dornblut** made a motion to approve Resolution #2025/2026 - 02 - Authorize the Conservation Commission Purchase & Sales Agreement with the Rosa Family. |
| **Second:** | **Councilor White** |

**Discussion:** Community Development Director McDonough explained that the property is located off of Wadleigh Falls Road (Tax Map R5 Lot 81). The parcel is contiguous to 23.9 acres in Durham (Tax Map 235 Lot 36). Once approved, it will be placed as a warrant article for the March annual Town Meeting. They will be doing fund-raising and scheduling site walks on the property over the summer and fall. The Newmarket side will be a private easement and the Durham side will be a public easement.

**Vote:** **Unanimously Approved (6-0-0).**

**b.** Resolution #2025/2026 – 03 - Town Investment Policy (annual update)
Chair Conley read Resolution #2025/2026-03 in title only into the record.

**c.** Resolution #2025/2026 - 04 - Siemens BMS Software Migration & Installation Project
Chair Conley read Resolution #2025/2026-04 into the record.

**d.** Resolution #2025/2026-05 - DPW Annual Lease Pymt Dump Trucks
Chair Conley read Resolution #2025/2026-05 into the record.

**e.** Resolution #2025/2026--06 - DPW Trackless Sidewalk Tractor Lease Payment
Chair Conley read Resolution #2025/2026-06 into the record.

**12. New Business/Correspondence**

**a.** Correspondence to the Town Council
There was no correspondence.

**b.** Closing Comments by Town Councilors
Councilor Glazebrook reminded everyone that the Backyard Bash will be August 1st at the Recreation Center from 5:00 PM - 9:30 PM. The fireworks will begin at dusk.

Councilor White tendered his resignation effective immediately. He will be moving out of the state in the fall. He thanked the community for the opportunity to serve on the Council.

**c.** Next Meeting

i. August 20, 2025

**13. Adjournment**
Chair Conley adjourned the meeting at 8:15 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary

adjourned at 8:00pm without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary