



Town Council Regular Session

November 19, 2025 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

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

2. Roll Call

Present: Council Chair Katanna Conley, Councilor Scott Blackstone, Councilor Joe LaMattina, Councilor Sonke Dornblut, Councilor Justin Glazebrook, Councilor Chase Eagleson.

Excused: Council Vice-chair Brian Ward.

Staff Present: Community Development Director Bart McDonough, as Acting Town Manager, Environmental Services Director Sean Greig, Town Engineer Lyndsay Butler, Recording Secretary Wendy Chase.

3. Public Forum

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

Ellen Snyder, member of the Conservation Commission, expressed concern over the written language of Resolution #2025/2026-21 for the Warrant Article to purchase the Rosa Property Conservation Easement. She said that the Commission would like to clarify it so that it doesn't appear that the town is spending \$402,000 on 16.3 acres when in reality it is to purchase 40 acres in total. The Commission would like a chance to amend it to make it clearer to the voters.

Chair Conley closed the public forum at 7:04 PM.

4. Town Council to Consider Acceptance of Minutes

a. November 5, 2025 Non-public Meeting Minutes

Motion: Councilor Eagleson made a motion to approve the November 5, 2025 Non-public Meeting Minutes as written.

Second: Councilor LaMattina

Vote: Unanimously Approved (6-0-0)

b. November 5, 2025 Meeting Minutes

Motion: Councilor Eagleson made a motion to approve the November 5, 2025 Meeting Minutes as written.

Second: Councilor LaMattina

Vote: Unanimously Approved (6-0-0)

5. Report of the Town Manager

a. November 19, 2025

FY26 Expense and Revenue Update: Revenues and expenditures are tracking as anticipated at this stage. On the expenditure side, just under 40% of total operating funds have been committed, including both actual spending and encumbrances.

Expenditures:

- **Finance / Insurance / Benefits** – Elevated expenditures at the beginning of the year result from advance payments for insurance premiums and certain service contracts.
- **Public Works** – The apparent high percentages in streets, sidewalks, and facilities expenditures correspond to project completions over the summer period.
- **Human Services / Outside Agency Allocations** – Several lines display large percentage allocations due to issuance of total annual payments at the outset of the fiscal year.
- **Utilities (Water/Wastewater)** – Water expenditures are approximately 40% and Wastewater is in the mid-40% range; both are consistent with anticipated debt and service obligations and do not indicate any irregularities.

Revenues:

- **Property Taxes:** Collected on schedule with the fall billing cycle, which is why the General Fund shows such a high percentage collected this early.
- **Motor Vehicle / Clerk-type revenues:** Tracking at roughly one-third of the annual estimate, which is where we want to be.
- **State/Shared Revenues:** Some still to come later in the year, so any zeros there are timing, not a shortfall.
- **Enterprise Revenues:** Water and wastewater collections are on pace with their billing, which is naturally slower than property tax collections.

Creighton St.: This is to provide a brief status update on the pending acquisition of 11 Creighton Street.

The title examination has been completed. The review identified several existing easements and rights-of-way on the property, including longstanding municipal sewer and water access rights, as well as public rights extending into Creighton Street and providing access toward the Lamprey River wharf. These encumbrances are customary for this location and do not prevent the Town from proceeding with the transaction. We are finalizing documents for closing.

b. Department Reports - October 2025

6. **Committee Reports**

Councilor Dornblut reported on the November 12th Public Transportation Committee Meeting:

The Committee discussed the safety report from Town Engineer Lyndsay Butler regarding Route 108 near Bennett Way. There was public input regarding the unsafe walkability from that neighborhood to downtown, especially crossing the railroad tracks. The Committee spoke briefly about creating an age restriction for the COAST Newmarket/Exeter Connector for safety concerns and are considering 14 years or older.

The Committee continues to talk about parking and ways of how to go about making parking better in town.

Councilor Dornblut attended the COAST meeting this morning and the 5-year budget projections were presented. Newmarket shouldn't be affected by the dwindling federal funds COAST depends on, because other funds are used for our transit.

7. Old Business

8. Resolutions/Ordinances in the 2nd Reading

- a. Resolution #2025/2026-21 - WA Purchase Rosa Property Conservation Easement

Motion: **Councilor Eagleson** made a motion to postpone Resolution #2025/2026-21 - WA Purchase Rosa Property Conservation Easement to the December 3, 2025, Town Council Meeting.

Second: **Councilor Blackstone**

Discussion: Chair Conley reordered the agenda to address this resolution first. It was a consensus of the Council to grant the request from some of the Conservation Commission members to postpone taking action to give them time to amend the resolution language for clarification.

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

- b. Resolution #2025/2026-19 - WA Wastewater Master Plan

Motion: **Councilor Dornblut** made a motion to approve Resolution #2025/2026-19 - WA Wastewater Master Plan

Second: **Councilor Blackstone**

Discussion: Environmental Services Director Greig explained that they will apply for the loan and then receive \$100,000 loan forgiveness for creating the Wastewater Master Plan.

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

- c. Resolution #2025/2026-18 - WA Cushing Rd & Lubberland Dr Stormwater Improve Bond

Motion: **Councilor Dornblut** made a motion to approve Resolution #2025/2026-18 - WA Cushing Rd & Lubberland Dr Stormwater Improve Bond

Second: **Councilor LaMattina**

Discussion: Councilor Blackstone questioned Town Engineer Butler on why she thinks this Warrant Article will pass at the town election when the same Warrant Article did not pass at last year's election and we would have received a higher amount for principal forgiveness.

Councilor Dornblut suggested postponing the resolution so that they could add language that would produce a better understanding of the importance of it regarding the health of Great Bay.

Town Engineer Butler said that the language in the Warrant Article has to be very specific.

Environmental Services Director Greig said that stormwater management is a requirement for the town's total nitrogen permit.

Community Development Director McDonough suggested putting more supplemental information on the website to help educate voters instead of changing the Warrant Article.

Vote: Unanimously Approved (6-0-0)

d. Resolution #2025/2026-22 - Rescind Solid Waste Fund

Motion: **Councilor LaMattina** made a motion to postpone Resolution #2025/2026-22 - Rescind Solid Waste Fund to the December 3, 2025 Town Council Meeting.

Second: **Councilor Glazebrook**

Discussion: The Board agreed to postpone this resolution to the next meeting when Town Manager Fournier will be in attendance.

Vote: Unanimously Approved (6-0-0)

9. Resolutions/Ordinances in the 1st Reading

a. Resolution #2025/2026-20 - WA Water System Improvements Lead & Copper Rule

Chair Conley read Resolution #2025/2026-20 into the record in title only.

b. Resolution #2025/2026-23 - WA Schanda Park Stormwater Planning Project

Chair Conley read Resolution #2025/2026-23 into the record in title only.

c. Resolution #2025/2026-24 - Fiber Optic Cable Repair Technology CRF

Chair Conley read Resolution #2025/2026-24 into the record in title only.

d. Resolution #2025/2026-25 - MRI Fire & EMS Operational Assessment

Chair Conley read Resolution #2025/2026-25 into the record in title only.

10. New Business/Correspondence

- a. Correspondence to the Town Council
There was no correspondence to the Council.
- b. Closing Comments by Town Councilors
Councilor Blackstone congratulated Conservation Commission Treasurer Ellen Snyder on her recent Spirit of New Hampshire Award she received from Volunteer NH. The Conservation Commission held a reception for her last Thursday before the Conservation Commission's monthly meeting.

The award write-up for Ellen Snyder as follows:

"The pinnacle of volunteerism for the conservation community, Ellen has served numerous terms on Newmarket's Conservation Commission. She can pivot from financial record-keeping and writing successful grant proposals to being an enthusiastic leader of a group hike or a volunteer workday. Ellen's a person whose warmth and avid interest in the natural world permeate all of her actions!"

Councilor LaMattina reported that the Lamprey Health Care Community Refrigerator is low on supplies and looking for more donations. Donations may be dropped off at Lamprey Health Care on South Main Street inside the building. Food needs to be labeled and dated.

Chair Conley wished everyone a happy Thanksgiving.

- c. Next Meeting

- i. December 3, 2025

11. Adjournment

Chair Conley adjourned the meeting at 7:45 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary