



Town Council Regular Session

December 17, 2025 at 7:00 PM

Town Council Chambers

MINUTES

1. Pledge of Allegiance

Chair Conley was present via zoom. She stated that there were no possible means for her to physically be in attendance and that she was alone during the meeting. There were no objections from the Councilors for Chair Conley to participate remotely.

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

Chair Conley requested a moment of silence for Michael Provost and Jim Hilton, who passed away December 4th and December 12th respectively.

2. Roll Call

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

Absent: Council Vice-chair Brian Ward, Councilor Justin Glazebrook.

Staff Present: Town Manager Stephen Fournier, Town Engineer Lindsay Butler, Recording Secretary Wendy Chase.

3. Public Forum

Chair Conley opened the public forum at 7:06 PM.

There were no members of the public present.

Chair Conley closed the public forum at 7:06 PM.

4. Town Council to Consider Acceptance of Minutes

a. December 3, 2025 Meeting Minutes

Motion: Councilor Dornblut made a motion to approve the December 3, 2025, Meeting Minutes as written.

Second: Councilor Eagleson

Vote: Unanimously Approved (5-0)

5. Report of the Town Manager

a. December 17, 2025 TM Report
Town Manager reported on:

- 2025 Municipal Assessment & Equalization Data

- FY27 Monthly Expense and Revenue Report - Expenses and Revenues are on track. The Town's General Fund has collected about 92% of budgeted revenue reflecting timely property tax payments.
- Newmarket Stormwater Asset Management Program (AMP). The AMP gives us structured data-driven approach to maintaining stormwater infrastructure, beginning with the downtown area, and expanding town-wide as our inventory grows. A full presentation will be provided to the Planning Board in the spring.
- Packers Falls Road - Road Reclassification - The Town has received final reimbursement from NH DOT for the Packer's Falls Drainage Replacement Project. The Department is preparing a Memorandum of Understanding regarding operations and notifications related to NH-108 after reclassification.
- Charter Commission - Contribution to Capital Reserve Funds — After a review of the proposed changes to the Charter, NH Department of Revenue (DRA) identified a concern unrelated to the proposed amendments. DRA noted that Section 5.4 of the existing Town Charter may not fully conform to current State law. It is recommended to amend the budget to remove \$1,348,203.00 along with all contributions to the Capital Reserve Funds from the operating budget. This adjustment will reduce the proposed operating budget to \$18,439,005. Additionally, the revenue budget will be reduced by \$505,000. The Town Council's proposed budget will change to \$4.71, compared to the previously projected \$520.

Town Manager Fournier wished everyone a Merry Christmas and Happy New Year.

b. Department Reports - November 2025

Councilor Dornblut reported on the December 10th Public Transportation Meeting and COAST Appreciation Breakfast Meeting.

6. Committee Reports

Councilor Dornblut reported on the December 10th Public Transportation Committee Meeting:

The Committee is preparing a proposal for public parking in the downtown area to the Town Council. They are also working on addressing signage in town, first concentrating on way-finding signs for parking. There is some money available to use for the signs, but it may only cover the cost of the design of the signs. COAST Director Rad Nichols has reported that the Newmarket/Exeter Connector is working quite well. They would like to consider expanding it to include Stratham. There is no connector to Durham and Dover. Councilor Dornblut asked the Council if they would be interested in meeting with COAST to discuss how to move forward in finding a solution to add the Durham/Dover Connection. The Council was open to those discussions.

7. Old Business

8. Resolutions/Ordinances in the 2nd Reading

- a. Resolution #2025/2026-26 Casella Solid Waste 3yr Contract Ext.
Motion: **Councilor Dornblut** made a motion to approve Resolution #2025/2026-26 Casella Solid Waste 3yr Contract Ext.
Second: **Councilor LaMattina**
Discussion: Town Manager Fournier explained that the extension of the contract will provide the existing services and the 3-years will give ample time to investigate an automation system.
Vote: **Unanimously Approved (5-0)**

9. **Resolutions/Ordinances in the 1st Reading**

- a. Resolution #2025/2026-27 - Lease Payment Engine 5
Town Manager requests suspension of Rules to act on Resolution
Motion: **Councilor LaMattina** made a motion to suspend the rules to Resolution #2025/2026-27 - Lease Payment Engine 5
Second: **Councilor Eagleson**
Discussion: Town Manager Fournier explained that the leasing company erred in not sending the invoice and the payment has to be made by the end of the year; hence the request to suspend the rules and vote on the resolution this evening.
Vote: **Unanimously Approved (5-0)**
Motion: **Councilor Dornblut** made a motion to approve Resolution #2025/2026-27 - Lease Payment Engine 5
Second: **Councilor Eagleson**
Vote: **Unanimously Approved (5-0)**
- b. Resolution #2025/2026-28 - Collective Bargaining Agreement Police Local 215
Town Manager requests suspension of Rules to Act on Resolution
Motion: **Councilor LaMattina** made a motion to suspend the rules to Resolution #2025/2026-28 - Collective Bargaining Agreement Police Local 215
Second: **Councilor Eagleson**
Discussion: Town Manager Fournier explained that the Police Union Local 215 agreed to the agreement and requested to suspend the rules to act on the resolution this evening.
Vote: **Unanimously Approved (5-0)**
Motion: **Councilor Eagleson** made a motion to approve Resolution #2025/2026-28 - Collective Bargaining Agreement Police Local 215
Second: **Councilor Dorblut**
Discussion:
 - The Collective Bargaining Agreement takes effect July 1, 2026, and expires June 20, 2029.
 - Across the board increases of 3% for FY27, FY28 and FY29.

- Private detail rate increase to \$70 per hour; billed to the contractor.
- Holiday time adjustment from 96 hours to 104 hours to include Juneteenth.
- Minimum Call back and Court time reduced from 4 hours to 3 hours.
- Create the position of Master Patrol Officer to include a \$0.50/hour for officers with more years of experience.
- The requirement of 5 consecutive vacation days per year was eliminated.

Vote: Unanimously Approved (5-0)

10. New Business/Correspondence

- a. Correspondence to the Town Council
There was no correspondence to the Council.
- b. Closing Comments by Town Councilors
Councilors expressed happy holiday wishes.
- c. Next Meeting
 - i. January 7, 2026

11. Adjournment

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

Respectfully submitted,

Wendy V. Chase
Recording Secretary