TOWN OF
NEWMARKET
NEW HAMPSHIRE

Town Council Regular Session

September 2, 2026 at 7:00 PM
Town Council Chambers

AGENDA

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Public Forum**
4. **Town Council to Consider Acceptance of Minutes**
   - **a.** August 12, 2026, Town Council Special Meeting Minutes
   - **b.** August 19, 2026 Meeting Minutes
5. **Town Council to Consider Nominations, Appointments, Elections, and Resignations**
   - **a.** Jessica Cann - Resignation from the Conservation Commission.
6. **Report of the Town Manager**
   - **a.** Town Manager's Report - September 2, 2026
7. **Committee Reports**
8. **Old Business**
9. **Resolutions/Ordinances in the 2nd Reading**
   - **a.** Ordinance No. 01-2026/2027 - Amending Chapt 2 Art III Establish Heritage Comm
   - **b.** Resolution # 2026/2027 - 05 Truck Replacement # 3
   - **c.** Resolution # 2026/2027 - 05 Truck Replacement # 3
10. **Resolutions/Ordinances in the 1st Reading**
    - **a.** Ordinance No. 02 — Amending Chapter 10 - Elections
11. **New Business/Correspondence**
    - **a.** Correspondence to the Town Council
    - **b.** Closing Comments by Town Councilors
    - **c.** Next Meeting
      - i. September 16, 2026
12. **Adjournment**

Visitor Orientation to the Town Council Meeting

Welcome to this evening's Council meeting. Please note that the purpose of the meeting is for the Council to accomplish its work within a qualitative time frame. Meetings are open to the public, but public participation is limited. If you wish to be heard by the Council, please not the "Public Forum" at the beginning of the meeting to speak on items on a meeting agenda and/or matters pertaining to the business of the Council. In addition, public hearings may be scheduled for public comment on specific matters.

Speakers must be residents of the Town of Newmarket, property owners in the Town of Newmarket, and/or designated representatives of a recognized civic organization of business located in the Town of Newmarket. When they are at the podium, speakers first need to recite their name and address for the record. Visitors should address their comments to the presiding officer and the Council as a body and not to any individual member.

Each speaker shall be provided a single opportunity for comment, limited to three (3) minutes. Public forum shall be limited to fifteen (15) minutes. Visitors should not expect a response to their comments or questions since the Council may not have discussed or taken a position on a matter. Public Forum is not a two-way dialogue between speaker(s), Councilors, and/or the Town Manager. The Chair will preserve a strict order and decorum at all Town Council meetings. Outbursts from the public are not permitted.

Town Council Special Meeting

Meeting Minutes

August 12, 2026, 6:00 PM

Town Hall Auditorium, Newmarket, NH

1. Pledge of Allegiance

The Pledge of Allegiance was recited to open the meeting.

2. Roll Call

The Vice Chair invited all attendees to introduce themselves as part of the roll call.

Present:

- Brian Ward, Town Council Chair
- Scott Blackstone, Town Council
- Gary Swanson, School Board Member
- Joe LaMattina, Vice Chair, Town Council
- Sönke Dornblut, Town Council
- Lonnie Stebbins, Chair, School Board
- Gwen Boyd, School Board Member
- Elizabeth Szeliga, School Board
- Kathy Malsbenden, School Board
- Stella McShera, Town Council
- Todd Allen, Superintendent of Schools
- Steve Fournier, Town Manager

3. Public Forum

The Vice Chair opened Public Forum at 6:08 PM. No members of the public came forward to speak. Public Forum was closed at 6:08 PM.

4. New Business/Correspondence

a. Joint Meeting with the Newmarket School Board

The Chair convened the joint meeting with the Newmarket School Board and introduced the first substantive agenda item.

b. Share Recent Successes and Challenges

School District - Superintendent Allen

Superintendent Allen opened on a positive note, highlighting a 100% graduation rate for the 2026 school year. He also reported strong academic performance relative to national trends, noting that the average Newmarket student is performing approximately three-quarters of a grade level above their expected level, a result that has been consistent for three consecutive years.

Financially, despite an unexpected $400,000 healthcare assessment and shortfalls in anticipated state and federal aid, the district is returning $688,000 to taxpayers to offset taxes the largest such return in recent memory while preserving all programs and maintaining its retained fund balance. Superintendent Allen noted the fund balance had been threatened by legislation that ultimately did not pass.

Additional successes highlighted included the launch of a district-wide AI task force following the School Board's adoption of a new AI policy, proactive cybersecurity planning (with IT Director Jason Carey receiving a Primex award and being invited to present at a statewide technology conference), the collaborative development of the Educator Success Platform (ESP) for teacher evaluation, and the district's ongoing 20-year capital maintenance plan protecting the $39 million investment made in the schools seven years ago.

On challenges, Superintendent Allen cited the hostile tone toward public education and school administration coming from Concord, including a general narrative that administrative costs are responsible for school budget pressures. He expressed concern about the mixed messages from both state and federal levels regarding their commitment to public education.

Town - Town Manager Fournier

Town Manager Fournier reported that the Planning Board adopted the Town's Master Plan the prior evening, concluding a multi-year process and establishing a vision for the next decade. He highlighted significant infrastructure investment, including road paving, sidewalk improvements, and a major sewer relocation project removing a line from the Lamprey River while simultaneously improving the pedestrian bridge. Many of these projects were completed with grant funding or principal forgiveness, limiting the burden on taxpayers.

Fournier cited public safety as a success, pointing to low staff turnover in both the police and fire departments. He noted that a recent study by Municipal Resources, Inc. found the fire department delivering services at exceptional value, with the current model saving approximately $1 million annually compared to a fully staffed department. He identified the declining volunteer pool as a growing challenge and noted the department has begun using a per diem system to supplement staffing, which has strained the salary budget. Municipal Resources also recommended separating the combined Fire Chief/DPW Director position into two distinct roles, which Fournier indicated would be pursued.

On challenges, Fournier echoed concerns about unfunded mandates from Concord and emphasized the town's housing affordability crisis. He noted that following a revaluation to 100% market value two years ago, values have already declined to 87.5%, and that housing stock including manufactured housing, once a reliable affordable option has become increasingly unpriced for many residents, including seniors and first-time homebuyers.

Board and Council Discussion

Several board and council members offered follow-up remarks. School Board Member Szeliga noted that the longevity of the School Resource Officers had been praised by Police Chief Jordan at the Back to School Bash, and that the continuity of those relationships' benefits students significantly. Superintendent Allen added that prospective employees are now actively seeking out Newmarket as a desirable place to work, a shift from prior years. Town Manager Fournier confirmed that staff retention is a town-wide phenomenon, with many employees having served longer than his own fourteen years.

Representative Cahill, who was in attendance, briefly acknowledged the concerns raised about the legislature, characterizing the current session as among the most difficult in his seven terms and expressing hope for future change.

c. FY28 Budget Discussion

Town Timeline

Town Manager Fournier presented a draft budget and election timeline for the town. Election Day is anticipated to be March 9, 2027, with a deliberative session on Saturday, January 30, 2027 (or February 6 as a snow day alternative). Key charter-required deadlines include presenting the Capital Improvement Plan to the Council by September 15 and a full budget by October 15, with the Council's budget due to the Municipal Budget Committee by November 15. Guidance from the Department of Revenue Administration (DRA) was still pending, and Fournier noted several cost pressures: projected 7–10% healthcare increases, approximately 5% increases in property liability, workers' compensation, and software subscriptions, continued energy cost volatility, and the anticipated costs associated with separating the Fire Chief and DPW Director positions.

School District Timeline

Superintendent Allen confirmed the school district would follow the same general election timeline and had no objection to the proposed deliberative session dates. He noted the district typically presents its full budget to the Budget Committee in the week following Thanksgiving. However, he flagged that the timeline this year would be significantly complicated by HB 1300 (discussed further under item 4e), which requires a community vote in November and will necessitate earlier public outreach likely beginning in September and October so residents can understand the potential financial implications before voting.

d. FY28 Capital Projects Discussion

Carpenter Property Possibilities

Superintendent Allen provided background on the Carpenter property, approximately 18 acres owned by the school district (with an adjacent approximately 12–13 acres owned by the town), located across the street from the high school. The property was originally purchased in 2011 as a potential high school site, a project that was ultimately replaced by the $39 million school renovation bond. Since his arrival, Superintendent Allen noted he has consistently heard community interest in developing the property for athletic field use.

Recently, conversations with Councilor LaMattina and Energy Committee member Scott Woodruff prompted exploration of whether the site could host a solar array, after rooftop installation on the school buildings was ruled out as cost-prohibitive due to structural engineering requirements. This led the district to commission a formal engineering feasibility study through a firm called Galeus, contracted in March, with results expected by end of August. Preliminary indications confirm the property is feasible for athletic development, though final cost details are pending. A SolSmart study previously identified the Carpenter property as one of the more viable sites for solar energy in the community.

Superintendent Allen emphasized that no decisions have been made. He plans to present the full feasibility study at the September 17 School Board meeting and intends to present to the Long-Range Planning Subcommittee. He framed the property's future as a community-wide conversation rather than a school or town initiative in isolation, noting other interests have been expressed including trail development, potential library expansion, a future SAU office, and recreational space.

Town Manager Fournier added that the Recreation Department is also in need of additional field space because of the department's programming growth, and that the town has been involved in discussions with the school district regarding shared use of the property.

Council Member Blackstone suggested the opportunity to think broadly about the Carpenter property potentially as a site for a community or recreation center and stressed the importance of inclusive, large-scale planning. Councilor Dornblut proposed that the scope and central location of the property, with potential pedestrian and bicycle connections linking disparate parts of town, warranted a planning charrette to gather broad community input and build a shared vision. Superintendent Allen agreed this was a strong idea and expressed interest in organizing a public session to present the feasibility study, the SolSmart findings, and conceptual ideas for community feedback.

Town Hall and Police Station Renovations

Town Manager Fournier presented the results of a recent facilities study identifying the police station and Town Hall as the two most critical buildings in need of renovation. The police station, designed in the early 1990s, no longer meets the needs of modern policing in terms of security, evidence storage, training space, or layout. The Town Hall, which was not originally designed as a municipal hall, lacks sufficient meeting space, accessible public entry, conference rooms, and archival storage.

The proposed concepts include rebuilding the police station on its current site and constructing an addition to Town Hall that would reorient the ground floor as a public-facing entrance with clerk services, convert the current main floor to a primary meeting hall, expand the upper floor for administrative offices, and repurpose the top floor for archival storage. The estimated combined cost is approximately $20 million, to be financed through bonding. Fournier indicated a building committee would be formed to develop a formal recommendation, with a public vote anticipated not in the coming March election but the following year, to allow adequate time for public education.

Fournier also noted that major water and sewer infrastructure upgrades are planned, particularly along the older utility lines on the hill from Spring Street down. He noted that pipe breaks have revealed infrastructure dating to before 1800, and that the town intends to coordinate streetscape, sidewalk, and traffic improvements whenever pavement is opened for utility work.

e. HB 1300 - School District Tax Cap and SAU Administrative Spending Cap: Impact on Newmarket

Superintendent Allen outlined the significant uncertainty surrounding HB 1300, which mandates a community vote on a school district tax cap in November 2026. The cap would be tied to the Northeast Consumer Price Index (CPI), with March used as the reference month, but guidance from the DRA on key definitional questions particularly what constitutes "administrative costs" had not yet been received. He noted a potentially confusing discrepancy: the definition of administrative costs under the tax cap law may differ from the definition used in a separate warrant article requirement for administrative spending, which could produce different numbers for the same concept and confuse public messaging.

Superintendent Allen stressed the importance of community education prior to the November vote, recognizing that the November electorate is substantially larger and less familiar with school district finance than the typical March voters. He cautioned that the district must share information without crossing into advocacy, referencing the recent case in which the Amherst School District was cited by the Attorney General for advocacy on a warrant article.

Town Manager Fournier offered to assist with public communication, drawing on his experience from a prior New Hampshire Supreme Court case (Town of Epping) that established the right of municipal officials to share factual impact information including both outcomes if a measure passes and if it does not without crossing into improper advocacy. He and Superintendent Allen indicated they would collaborate on materials.

Board member Malsbenden spoke personally about having grown up in Franklin, which has operated under an extreme tax cap for 37 years, and noted that taxes did not decrease but services and school quality suffered significantly. She underscored that communities which have voluntarily put similar measures to their voters have largely rejected them.

Representative Cahill noted the tax cap was put on the November ballot intentionally to benefit from higher voter turnout and confirmed that the ballot question language is prescribed by law. He also noted that passing requires 60% (3/5) of voters, and that should it pass, it remains in effect until 2030.

Several members discussed outreach strategies. Suggestions included community information forums, informational videos (including animated-style videos like prior district communications), distribution of printed voter guides at polling places, tabling at events such as the Farmers Market, and outreach to homeowner associations. Town Manager Fournier confirmed he had successfully used HOA meetings to share information with residents for many years. School Board Chair Stebbins raised the additional challenge of reaching renters estimated at approximately 60–70% of Newmarket residents who may be less engaged in local elections.

Superintendent Allen noted that the New Hampshire School Administrators Association is also developing statewide informational resources and that he had been in contact with them about a Newmarket-specific video component.

f. Shared Goals and Collaborative Opportunities for Council and Board Moving Forward

The Chair opened this item by noting that much of the evening's discussion had already touched on collaborative themes and invited further dialogue.

Councilor Dornblut proposed that the two bodies consider meeting at least twice per year, rather than the current charter-mandated once annually, to maintain continuity on shared topics. He suggested that a jointly developed agenda soliciting input from both bodies in advance would make the meetings more productive. He also raised two additional topics he felt warranted joint attention: the feasibility of the municipality creating a community power and light company (building on the existing Newmarket Community Power aggregation program) to address energy market volatility and potentially align the town, school district, and community accounts; and the issue of food insecurity, noting increased demand at local food pantries and the Community Fridge, and the related question of food system resilience.

Councilor LaMattina suggested the creation of a joint subcommittee to identify and develop common priorities between the town and school district before bringing recommendations to the full bodies, though he acknowledged the challenge of finding volunteers. School Board Chair Stebbins suggested that meeting twice per year in a spring and fall cadence, alternating hosts might accomplish the same goal without requiring a standing subcommittee. Town Manager Fournier cautioned that quarterly meetings could conflict with the budget development cycle and might not be practical.

Superintendent Allen agreed that twice-yearly meetings represented a meaningful improvement over the current frequency. He suggested that a pre-meeting agenda-setting process, in which each body solicits topics internally before the joint session, would ensure more substantive and action-oriented discussions. Town Manager Fournier noted that for operational matters, he and Superintendent Allen already meet every other week and are well-coordinated, and that much of the groundwork for joint communication efforts could be handled at the staff level without requiring formal board action.

The group reached informal consensus around meeting twice per year, with an April meeting as a second regular joint session, and with administrators continuing to coordinate operationally in between. It was understood that the separate question of a community information forum regarding HB 1300 would be organized prior to the November vote, with planning led at the administrator level.

Community member Al Zink was recognized by the Chair to briefly address the group. He expressed that the joint meeting represented a milestone that he and others had advocated for over two decades, including through his work on the Charter Commission, and encouraged the boards to sustain the practice regardless of future leadership changes.

5. Adjournment

There being no further business, the Chair declared the meeting adjourned.

Town Council Regular Session

August 19, 2026 at 7:00 PM
Town Council Chambers

MINUTES

1. **Pledge of Allegiance**
   Chair Ward convened the meeting at 7:00 PM and led the Pledge of Allegiance.

2. **Roll Call**
   Present: Council Chair Brian Ward, Councilor Scott Blackstone, Councilor Katanna Conley, Councilor Justin Glazebrook, Councilor Stella McShera.
   Excused: Council Vice-chair Joe LaMattina, Councilor Sonke Dornblut.
   Staff Present: Town Manager Stephen Fournier, Recording Secretary Wendy Chase.

3. **Public Forum**
   Chair Ward opened the public forum at 7:02 PM.

   There was no one from the public in attendance.

   Chair Ward closed the public forum at 7:02 PM.

4. **Public Hearing**

   a. Ordinance No. 01-2026/2027 - Amend Chapt 2, Art III - Establish Heritage Comm
   Chair Ward opened the Public Hearing at 7:03 PM.

   There was no one from the public in attendance.

   Chair Ward closed the Public Hearing at 7:03 PM.

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

   a. July 15, 2026, Regular Meeting Minutes

Motion:	**Councilor Conley** made a motion to approve the July 15, 2026, Regular Meeting Minutes as written.
Second:	**Councilor Glazebrook**
Vote:	**Unanimously Approved (5-0-0).**

   b. July 15, 2026, Non-public Meeting Minutes

Motion:	**Councilor Conley** made a motion to approve the July 15, 2026, Non-public Meeting Minutes as written.
Second:	**Councilor Glazebrook**

Vote:	**Motion Approved** (4-0-1) Councilor Conley abstained because she was not present at the July 15, 2026 non-public meeting.

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

Councilor McShera questioned whether there was correspondence to the Council from the Committee and Commission Chairs regarding the appointees' applications. Town Manager Fournier explained that it is a suggestion, not a set rule, for the Committee Chair to comment on member appointments. The Town Council appoints members to boards, commissions, and committees.
Secretary's note: The Energy & Environment Committee Chair and Conservation Commission Chair wrote appointment recommendations for the applicants which were included in the agenda packet.

a. Carla Ann Romano-Clarke - Appointment to the Energy & Environment Advisory Committee - Term Expiration, April 2029.

Motion:	**Councilor Conley** made a motion to appoint Carla Ann Romano-Clarke to the Energy & Environment Advisory Committee with a term expiration of April 2029.
Second:	**Councilor Glazebrook**
Vote:	**Unanimously Approved (5-0-0).**

b. Alfred Medioli - Appointment to the Energy & Environment Committee - Term Expiration April 2029.

Motion:	**Councilor Conley** made a motion to appoint Alfred Medioli to the Energy & Environment Committee with a term expiration of April 2029.
Second:	**Councilor McShera**
Vote:	**Unanimously Approved (5-0-0).**

c. Andrea Frey - Resignation as Alternate Member to the Conservation Commission

Motion:	**Councilor Conley** made a motion to accept Andrea Frey's resignation as Alternate Member to the Conservation Commission.
Second:	**Councilor McShera**
Vote:	**Unanimously Approved (5-0-0).**

d. Andrea Frey - Appointment as Full Member to the Conservation Commission - Term Expiration April 2028

Motion:	**Councilor McShera** made a motion to appoint Andrea Frey to the Conservation Commission with a term expiration of April 2028.
Second:	**Councilor Conley**
Discussion:	Councilor Blackstone commented that Andrea Frey is a strong contributor to the Conservation Commission. Chair Ward thanked all appointees for their interest in serving the town.
Vote:	**Unanimously Approved (5-0-0).**

7. Report of the Town Manager

a. TM Report August 19, 2026

1. **Fire Department Studies:** The report provides updates on ongoing or completed studies related to the fire department, likely focusing on operational efficiency, resource allocation, or future planning. The Study is on the town's website for public review.

2. **Parking Lot Reconstruction:** There is a significant initiative involving the reconstruction of parking lots, which may include updates on progress, timelines, or funding.

3. **Automated Trash Collection Plans:** The town is planning on implementing automated trash collection, indicating a move toward modernization and efficiency in waste management services. The City of Concord an Town of Durham have started the program.

4. **Master Plan Adoption:** The Planning Board adopted the Master Plan, which sets the strategic direction for the town's development and policy priorities.

5. **Fiscal Year 2027 Budget Results:** The document includes results or updates related to the fiscal year 2027 budget, likely covering financial performance, allocations, and any notable variances or outcomes.

b. Department Reports - July 2026

8. Committee Reports

Councilor McShera commented that the Arts, Culture & Tourism Commission's Request for Proposal (RFP) went out for the Elm Street Mural.

Councilor Glazebrook said that the Planning Board adopted the Master Plan at their August 11, 2026 Meeting.

9. Old Business

10. Resolutions/Ordinances in the 2nd Reading

a. Resolution #2026/2027-01 - Investment Policy

Motion:	**Councilor Conley** made a motion to approve Resolution #2026/2027-01 - Investment Policy
Second:	**Councilor Glazebrook**
Discussion:	Town Manager Fournier explained that the town's Investment Policy has to be adopted annually.
Vote:	**Unanimously Approved (5-0-0).**

b. Ordinance No. 01-2026/2027 - Amending Chapt 2 Art III Establish Heritage Comm

Town Manager Fournier explained that Ordinance No. 1 2026/2027 is sponsored by Councilor Dornblut, who is absent from this meeting, and suggested the Council take action on the Ordinance at the next meeting when Councilor Dornblut is present.

Action by the Town Council for Ordinance No. 1 2026/2027 was postponed to the September 2, 2026, Town Council Meeting without objection.

11. Resolutions/Ordinances in the 1st Reading

a. Resolution # 2026/2027 - 05 Truck Replacement # 3
Town Manager Fournier read Resolution #2026/2027-05 into the record.

b. Resolution # 2026/2027 - 06 Creighton St Pump Station Eval
Town Manager Fournier read Resolution #2026/2027-06 into the record.

12. New Business/Correspondence

a. Correspondence to the Town Council
There was no corresondence to the Town Council.

b. Closing Comments by Town Councilors
There were no closing comments made by the Town Councilors.

c. Next Meeting

i. September 2, 2026

13. Adjournment
Chair Ward adjourned the meeting at 7:28 PM without objection.

Respectfully submitted,

Wendy V. Chase
Recording Secretary

Hey Jess,

Totally understand about the new job schedule. Thanks so much for letting us know and for all your work on the commission!

Definitely happy to keep you in the loop on things.

Best,

Zack

On Sat, Jul 18, 2026 at 9:57 AM Jessica <canncanndesign@gmail.com> wrote:

> Hi Zack,
>
> I appreciate your note. I know it is unfortunate I haven't been able to attend due to starting a new job. It's been a grueling schedule. At this point I would love to stay involved but would need more time to adjust.
>
> I'm afraid that means I have to resign for the time being. I'd love to hear how things are progressing and support in any other way I can for future activities.
>
> Thank you,
> Jess
>
> Sent from my iPhone
>
> > On Jul 9, 2026, at 8:30 PM, Zack Angelini
> > <zack@publicgoodprovisions.com> wrote:
> >
> > Hi George and Jess,
> >
> > Hope you're both doing well and enjoying the summer so far!
> >
> > We've missed seeing you at our recent meetings. It came up at tonight's meeting that, according to the commission's bylaws, full members aren't supposed to miss more than three meetings in a row. Because of that, I wanted to reach out and see if you would be willing to step down to alternate member status or, if it makes more sense, step off the commission altogether.
> >
> > We truly appreciate everything you've contributed to the commission, and this request is simply about making sure we have enough active full members who are able to regularly attend meetings.

TOWN OF
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STAFF REPORT

DATE: Wednesday, September 2, 2026

TITLE: Town Manager's Report - September 2, 2026

PREPARED BY:

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

BACKGROUND:

DISCUSSION:

FISCAL IMPACT:

RECOMMENDATION: I recommend the Town Council

DOCUMENTS ATTACHED:
1. Town Manager Report September 2 2026
2. Letter from Legal Counsel RE CPCNH
3. Newmarket FY28-FY32 Forecast Analysis Memo - FINAL
4. Five Year Forecast Presentation

Fire Department Study

Councilors are reminded that we will meet with MRI at 6:00 p.m., prior to the next Council meeting, to discuss the Fire Department study.

Community Power (CPCNH)

Per Resolution No. 2026/2027-03, Town Counsel has completed its review of the Town's participation in the Community Power Coalition of New Hampshire and issued a written opinion dated August 19, 2026. It addresses the four questions the Council asked: the Town's right to withdraw, continuing financial obligations after withdrawal, liability and general fund exposure, and rights to cost and rate information. The opinion is attorney-client privileged, so I have distributed it to the Council separately and recommend that detailed discussion occur in nonpublic session under RSA 91-A:3, II(l).

In general terms, the Town can terminate its participation without a prolonged delay, but timing drives the cost. CPCNH may set a minimum waiting period, and withdrawing before that period ends triggers an early termination payment tied to CPCNH's losses on reselling power it has already contracted to serve Newmarket's load. Counsel also identifies a practical timing issue separate from any legal obligation: CPCNH procures power in six-month cycles, and an exit falling mid-cycle would likely require the Town's load to be served on the spot market at a premium.

On general fund exposure, RSA 53-E:5 prohibits charging aggregation costs to taxpayers generally. Any early termination amount would instead be recovered as a per-kilowatt-hour adder on the bills of residents and businesses enrolled in community power. That distinction matters, but it is narrower than it sounds: the general fund is protected while a large share of Newmarket ratepayers would still bear the cost.

On information rights, the member agreement itself requires little beyond notice of the minimum waiting period. Counsel's view is that CPCNH is a governmental entity subject to RSA 91-A, giving the Town a direct route to request its records, with the implied covenant of good faith and fair dealing as a secondary basis.

If the Council wishes to pursue this option, the next step should be a letter to CPCNH's Executive Director requesting Newmarket's minimum waiting period, estimated early termination cost, allocated share of CPCNH reserves, and the records supporting those figures. Without that information, the Council cannot reasonably assess withdrawal.

Flock Cameras

Flock Safety cameras have been the subject of debate in a number of New England communities in recent months. That discussion has not come to Newmarket, but before I am asked, I wanted to be clear that Newmarket does not have and is not seeking the technology. Also, New Hampshire's automated license plate reader law prevents the Town from pursuing them. RSA 261:75-b limits use to law enforcement under the chief of police, requires Department of Safety registration and certification, and prohibits plate records from being recorded or transmitted; most records must be purged, destroyed, and unrecoverable within three minutes unless tied to an arrest, citation, protective custody, or missing-person-type alert. Flock's model relies on transmitting reads to its cloud and retaining them for later search and interagency sharing, which cannot be reconciled with that three-minute destruction requirement.

MS-1 – Town Valuation

Our assessing firm, Municipal Resources, has completed the 2026 MS-1 and submitted it for my review and signature. The MS-1, formally the Summary Inventory of Valuation, is the State form each New Hampshire municipality files annually reporting the value of all property in town as of April 1. It lists land, buildings, and utilities by category, subtracts exemptions, and arrives at net taxable valuation — the figure the Department of Revenue Administration uses when it sets our tax rate in the fall. The form is due to DRA by September 1 under RSA 21-J:34, and I sign it under oath under RSA 75:7.

Net taxable valuation for 2026 is $1,739,661,951, an increase of $13,811,509, or 0.80%, over 2025. The more significant finding is composition rather than total: commercial and industrial buildings rose $17,766,771, or 11.70%, and account for the entire net increase, while residential building value was essentially flat at $242,948, or 0.03%. Land and utility values both declined.

Category	2025	2026	Change	% Change
Total taxable land	$623,814,293	$619,497,691	−$4,316,602	−0.69%
Residential buildings	$924,400,580	$924,643,528	+$242,948	+0.03%
Commercial/industrial buildings	$151,855,271	$169,622,042	+$17,766,771	+11.70%
Utilities	$11,521,998	$11,126,890	−$395,108	−3.43%
Less: total exemptions	$9,134,700	$8,511,700	−$623,000	−6.82%
Net taxable valuation	$1,725,850,442	$1,739,661,951	+$13,811,509	+0.80%

The result is a modest shift in who carries the levy. Commercial and industrial property moved from 16.3% to 17.1% of the pre-exemption base and residential fell from 83.0% to 82.3%. Each $1.00 of tax rate now raises approximately $1,739,662, so if the levy held flat the rate would decline roughly 0.80%.

Exemptions removed $8,511,700 from the base, down $623,000, driven by an $852,500 decrease in elderly exemptions across 30 recipients. Solar exemptions have grown to $1,276,500 across 117 properties, up from $35,000 across three properties a decade ago; that trajectory warrants Council review at some point, though nothing about it is urgent. Veterans' credits total $277,000 across 256 credits, an increase of $23,750; credits come off the tax commitment dollar for dollar and do not appear in valuation.

State Primary Election

The State Primary Election will be held on September 8 from 7:00 a.m. to 7:00 p.m. at Town Hall. Councilors are needed to work the polls, and a majority of the Council must be present when the polls close to certify the election. The current schedule is below:

Council Member	7:00 AM	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM
Blackstone													
Conley			x	x	x	x	x	x	x	x	x	x	x
Dornblut										x	x	x	x
Glazebrook						x	x						x
LaMattina	x	x	x	x	x				x	x	x	x	x
McShera						x	x	x	x	x	x	x	
Ward													

Five Year Budget Forecast (FY2028 – FY2032)

Attached to this week's report is the Five Year Budget Forecast for FY2028 through FY2032, prepared under Section 5.5 of the Town Charter. I will be presenting it to the Council this evening.

The forecast models three scenarios (Baseline, Conservative, and Optimistic). All three show sustained budget pressure requiring an average annual property tax levy increase of about 2.17%, or roughly 9.0% cumulatively over the five years. The driver is structural: expenditures are nearly twice non-tax revenues in dollar terms, so even similar growth rates widen the annual funding gap and increase reliance on the property tax levy. Under the Baseline scenario, the FY2032 levy reaches $10.7M at a rate of $5.90 per $1,000 of assessed value, while the Conservative and Optimistic scenarios differ by roughly $605,000 in required levy by FY2032.

The model also incorporates the assumed FY2030 revaluation, a 20% increase in assessed value, which lowers the tax rate sharply in that year but does not reduce the levy; individual taxpayer impacts will vary by property. The FY2026–2032 Capital Improvement Program is integrated as a planning input, with water and sewer projects and School District facility costs excluded because they do not affect the property tax levy.

This is a planning framework, not a prediction. Its purpose is to give the Council a clear view of the fiscal pressures that should guide expenditure management, revenue planning, and future policy decisions, and it will be updated as conditions change. This evening's presentation will walk through the scenarios, the revaluation assumption, and the CIP integration, and I welcome the Council's questions.

Ongoing Projects

This section will not be reported orally to the Town Council at the meeting; the report uses it as a chance to update on developments in ongoing projects.

- Cushing Rd.: Ongoing
- Creighton St.: No developments.

Contracts Signed Since Last Meeting

The following items were submitted to the Town Manager for signature or approval during the period of August 12 – August 25, 2026:

Financial Approvals

The following accounts payable, ACH, and payroll registers were submitted for approval:

Date	Description	Amount
August 13, 2026	AP Check Run 081326-1	$139,771.86
August 13, 2026	ACH 081326-1	$72,153.61
August 18, 2026	Employee Payroll Register 8/20/26 (8/2/26–8/15/26)	$212,854.20
August 20, 2026	AP Check Run 082026-1	$598,371.90
August 20, 2026	ACH 082026-1	$64,907.05
	TOTAL SUBMITTED	**$1,088,058.62**

Grant and Loan Disbursement Requests

DWSRF Disbursement Request, Lead Service Line Replacement — On August 21, 2026, Environmental Services Director Sean Greig submitted a disbursement request for the Lead Service Line Replacement project for signature, date, and return. The request was signed and returned the same day.

Financial Transfers and Payment Authorizations

Ambulance Transfer — On August 13, 2026, Assistant Finance Director Carol Sheehan submitted an ambulance fund transfer for approval, forwarded from Director of Finance and Administration William Tappan. The transfer was approved the same day.

Federal Drug Transfer — On August 13, 2026, Carol Sheehan submitted a federal drug forfeiture fund transfer for approval. The transfer was approved the same day.

Primex Property and Liability Insurance — On August 13, 2026, Carol Sheehan requested approval of the FY2027 Primex property and liability insurance requisition.

Recreation Impact Fee Request — On August 24, 2026, Carol Sheehan submitted a recreation impact fee request for approval.

Agreements and Personnel Matters

Short-Term Disability Reimbursement Agreement — On August 21, 2026, HR Manager Tonya Cougler forwarded a reimbursement agreement from the Town's benefits broker, Davis & Towle, directing short-term disability claim payments to the Town rather than to individual employees. The agreement was signed and returned the same day.

Police Department Documents — On August 19 and August 20, 2026, Police Chief Greg Jordan submitted documents for saturation patrols signature and return.

Respectfully Submitted,

Stephen R. Fournier
Town Manager

DTC Lawyers
Dedicated to Clients
CELEBRATING 40 YEARS OF SERVICE TO OUR CLIENTS

LIZABETH M. MACDONALD
CHRISTOPHER L. BOLDT
DOUGLAS M. MANSFIELD
KATHERINE B. MILLER
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ERIC A. MAHER
CHRISTOPHER D. HAWKINS
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ELAINA H. SMITH
WILLIAM K. WARREN
COURTNEY P. VAUGHAN
KATIE A. MOSHER

OF COUNSEL
MOLLY C. FERRARA
SCOTT S. ANDERS

RETIRED
MICHAEL J. DONAHUE
CHARLES F. TUCKER
ROBERT D. CIANDELLA
JOHN J. RATIGAN
DENISE A. POULOS
SHARON CUDDY SOMERS
ROBERT M. DEROSIER
NICHOLAS R. AESCHLIMAN

PLEASE RESPOND TO THE EXETER OFFICE
ATTORNEY-CLIENT PRIVILEGED AND CONFIDENTIAL
NOT SUBJECT TO DISCLOSURE UNDER RSA 91-A

Steve Fournier, Town Manager
Town of Newmarket
186 Main Street
Newmarket, NH 03857

August 19, 2026

Re: Town of Newmarket — CPCNH Withdrawal, Termination Obligations, and Information Rights

Dear Mr. Fournier:

The purpose of this letter is to respond to the Town Council's Resolution No. 2026/2027-03, in which the Town Council requested that my office review the Community Power Coalition of New Hampshire ("CPCNH") Cost-Sharing Agreement and the Joint Powers Agreement and advise the Town regarding: (1) the Town's rights to withdraw from or terminate participation in CPCNH; (2) the Town's continuing financial obligations upon withdrawal; (3) the Town's liability and general fund exposure; and (4) the Town's rights to cost and rate information.

Following your request, I reviewed the "Community Power Coalition of New Hampshire CPA-Member Services Contract: Complete Service Bundle" ("Member Servies Agreement"). It is this agreement that contains the operative language concerning the Town's obligations and exposure if it seeks to terminate within the first three years after joining CPCNH.

The short answers to the Town Council's questions are as follows:

1. What are the Town's rights to termination its relationship with CPCNH?
   A: The Town may terminate its relationship without prolonged delay, subject to certain practical and legal implications. The practical consideration is that the Town's local distribution company may have a waiting period prior to supplying energy to customers within the Town. The legal consideration is that CPCNH can establish a minimum waiting period that the Town will have to wait in order to avoid incurring an early termination penalty.

2. What is the Town's liability in terminating its relationship with CPCNH?
   A: Per RSA 53-E:5, the Town's general fund cannot be subject to exposure to CPCNH. Any early termination amount would be sought to be recovered from individual customers who are enrolled with CPCNH as a per kilowatt charge.

3. What is the Town's rights to cost and rate information?
   A: The Town's most potent rights to obtaining information lies with RSA 91-A:4, which requires government entities, which CPCNH would constitute, to provide access to public records.

In answering the Town Council's discrete legal questions, it is important to provide a background of the applicable law and the relevant provisions of the Member Services Agreement.

The operative provision appears in Article 7, Section 5 of the Member Services Agreement. That Section provides that, after commencement of service, a member may submit notice that it wishes to terminate the Member Services Agreement. Upon receipt of such notice, CPCNH must "promptly assess and inform the member of the minimum waiting period under which the member would incur no cost for withdrawal." Per the agreement, the "costs of withdrawal at an earlier date" includes, but is not limited to, "losses from the resale of power contracted for by CPCNH to serve the member CPA's load." The Minimum Services Agreement further provides that the "waiting period is to be set at the minimum duration necessary to ensure that no cost is transferred to the remaining members that have elected services."

The Member Services Agreement continues that a member may elect to terminate the Member Services Agreement during the waiting period, "provided that the member first deposits sufficient funds with CPCNH, as reasonably determined by CPCNH and approved by a vote of its Board of Directors, to cover the member's liability for the described costs." This early termination payment may be paid from the members allocated share of joint reserves or discretionary reserves collected on the member's behalf and held by CPCNH for that purpose.

The Member Services Agreement cannot be interpreted in a vacuum. The entire Member Services Agreement must be read in light of RSA chapter 53-E, which is the New Hampshire RSA that authorizes municipal aggregation. RSA 53-E:5 provides:

> Retail electric customers who choose not to participate in an aggregation program adopted under RSA 53-E:7 shall not be responsible for, and no entity shall require them to pay, any costs associated with such program, through taxes or otherwise except for electric power supply or energy services consumed directly by the municipality or county, or incidental costs, which may include costs necessary to comply with the provisions of this chapter up to the time that the aggregation starts to produce revenue from participating customers, but shall not include any capitalized or operating costs of an aggregation program.

Accordingly, any obligations of the Town arising from participation in CPCNH cannot, by statute, be imposed upon general taxpayers. Rather, any such costs must be limited to those customers who have enrolled in community power.

This principle provides a quick answer to the Town Council's inquiry related to "general-fund exposure." The short answer is that, by state law, the Town cannot have general fund exposure for early termination from CPCNH. To the contrary, the manner by which CPCNH has attempted to impose any early termination penalty is by imposing a per-kilowatt-hour adder to participating customers' energy bills. Such an amount would be recovered during the period in which the municipality remains with CPCNH.

Typically, there is a minimum transition period for a municipality to transition from CPCNH to default energy service with Eversource. As such, there will be a minimum transition period over which CPCNH would be able to recoup the early termination penalty from a municipality. The amount of the early termination penalty is largely attributable to how CPCNH acquires power. CPCNH acquires an amount of energy that is intended to serve anticipated demand of members in six-month intervals. This is accomplished through power purchase agreements with generators and other energy suppliers. If a member withdraws after the power is procured, CPCNH's recourse is to re-sell that power, which would in theory, occur at a loss. That is the crux of the early termination penalty.

This practice is more beneficial than what is envisioned in the Member Services Agreement because the Member Servies Agreement envisions CPCNH procuring power for periods of up to three years, whereas, in practice, the period is six months. This shortens the waiting period and, in turn, lessens the early termination amount. However, even with this shortened amount, the early termination penalty can still be considerable. In one community that is actively considering early termination, the amount is in excess of $250,000.00 and the minimum waiting period is December of 2025.

Therefore, such an early termination figure represents a potential added financial burden to the members of community power in the Town of Newmarket; therefore, while the Town would not be directly liable, the costs would be born by a large portion of the residents of the Town.

As I mention above, to date, CPCNH has advised other municipalities that the minimum waiting period to exit without penalty extends to approximately December 2025. Speaking with consultants in energy procurement, CPCNH's timing is problematic because power is typically procured in six-month intervals, and the next six-month procurement interval is expected to occur around February. What this means is that, with a December 2025 exit, a municipality would have to re-enroll in Default Service or enroll with another entity mid-cycle, meaning that, to service that added demand, energy would have to be procured on a spot-market, presumably at a premium. Those consultants believe CPCNH may be selecting a December 2025 exit date to discourage withdrawal power outside the normal February acquisition cycle, potentially resulting in increased rates. This is not a distinct legal liability, but rather a practical financial consideration associated with the timing of withdrawal.

Finally, with respect to the exchange of information, the Member Services Contract does not contain a detailed provision describing a municipality's right to receive cost or rate information. It requires only that CPCNH "promptly assess and inform the member of the minimum waiting period under which the member will have no cost for withdrawal," or otherwise provide the minimum termination amount. Regardless of the Municipal Services Agreement's silence, two legal principles nevertheless support the Town's right to obtain additional information.

The first is the implied covenant of good faith and fair dealing. The implied covenant of good faith and fair dealing is an implied term in every contract, existing regardless of whether an agreement identifies it. This principle requires contracting parties to act reasonably in exercising discretion so as not to frustrate the parties' mutual purposes in contracting. See Livingston v. 18 Mile Point Drive, Ltd., 158 N.H. 619 (2009). That principle could be applied to require CPCNH to provide reasonable information supporting its calculation of the minimum waiting period or early termination payment.

The second, and more effective, is RSA chapter 91-A. CPCNH is an organization comprised of municipal entities; its board of directors consists of representatives from various municipalities; it was established to administer and facilitate a municipal program created by New Hampshire law; and its membership is limited to public bodies. Prof'l Firefighters of N.H. v. Local Gov't Ctr, 159 N.H. 699 (2010). For these reasons, CPCNH is properly understood as a governmental entity subject to RSA 91-A. The Town may, therefore, use RSA 91-A:4 to seek access to CPCNH information and records if CPCNH does not voluntarily provide them.

In terms of next steps, if the Town were to consider withdrawing, it should write a letter to CPCNH's Executive Director asking for the minimum waiting period, the early termination penalty, the amount of the Town's reserves with CPCNH, and the records supporting any such information. We have prepared such letters and information requests for other communities and can assist if desired.

Very truly yours,

Eric A. Maher

TOWN OF
NEWMARKET
NEW HAMPSHIRE

FIVE-YEAR BUDGET FORECAST (FY2028 – FY2032)

Steve Fournier, Town Manager
Town of Newmarket, New Hampshire

FIVE YEAR BUDGET FORECAST (FY2028 – FY2032)[1]

EXECUTIVE SUMMARY

This report, prepared under Section 5.5 of the Town Charter, presents Newmarket's five-year financial forecast for FY2028–FY2032. Across the Baseline, Conservative, and Optimistic scenarios, the model shows sustained budget pressure requiring an average annual property tax levy increase of 2.17%. The FY2030 revaluation materially lowers the projected tax rate but does not reduce the levy requirement. These projections reflect current information and will be updated as conditions change.

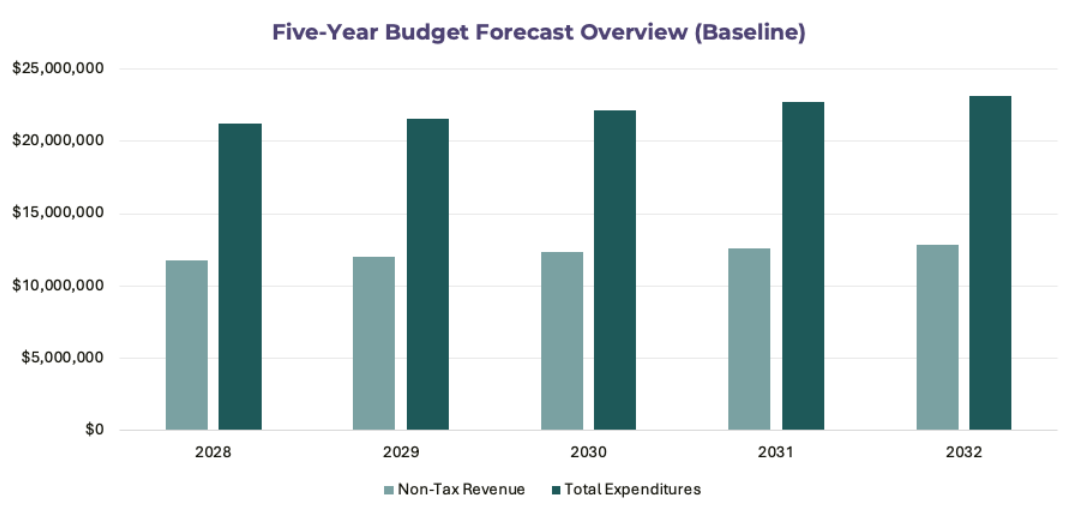


Figure 1: Five-Year Budget Forecast Overview (Baseline)

[1] AI Assistance Notice: Artificial intelligence tools were used to assist in drafting and formatting portions of this report. Final content was reviewed and approved by Town staff.

KEY FINDINGS

1. Property Tax Burden Outlook (FY2032)

The property tax levy remains the primary tool for balancing the budget across all scenarios:

- **Baseline Scenario:** Property tax levy of $10.7M, with a tax rate of $5.90 per $1,000 of assessed value
- **Conservative Scenario:** Property tax levy of $11.1M, with a tax rate of $6.22 per $1,000
- **Optimistic Scenario:** Property tax levy of $10.5M, with a tax rate of $5.65 per $1,000

By FY2032, the Conservative and Optimistic scenarios differ by $605,000 in required levy, underscoring how growth assumptions directly affect taxpayer burden.

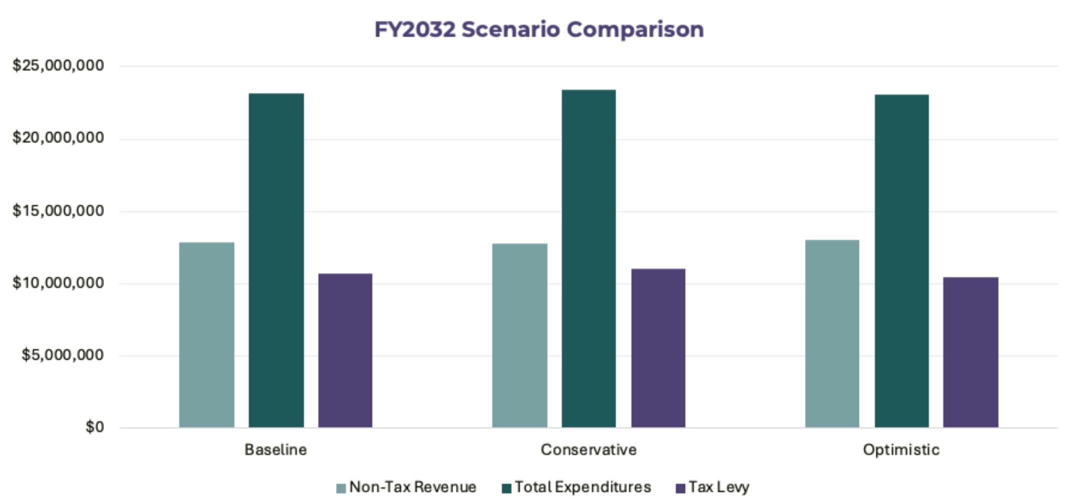


Figure 2: FY2032 Scenario Comparison

2. Assessed Value Growth Assumptions

Assessed value growth directly affects the tax rate under each scenario:

- **Baseline:** 1.25% assumed annual growth rate, compounded FY2028–FY2032
- **Conservative:** 0.75% assumed annual growth rate (0.5 percentage points below baseline)
- **Optimistic:** 1.75% assumed annual growth rate (0.5 percentage points above baseline)

Small differences in assessed value growth compound over time. Slower growth pushes tax rates higher to meet the same levy requirement; faster growth moderates rate increases.

3. Expenditure Projections (FY2032)

FY2032 expenditures are projected at approximately $23.1M to $23.4M:

- **Baseline:** $23.19M
- **Conservative:** $23.42M (highest)
- **Optimistic:** $23.07M (lowest)

The Conservative scenario is $348,000 higher than Optimistic, reflecting less favorable cost and revenue assumptions.

4. Non-Tax Revenue Outlook (FY2032)

By FY2032, non-tax revenues range from $12.7M to $13.0M:

- **Baseline:** $12.87M
- **Conservative:** $12.74M (most cautious)
- **Optimistic:** $13.00M (highest)

Lower non-tax revenue in the Conservative scenario increases reliance on the property tax levy.

5. FY2030 Revaluation Impact

The model assumes a 20% assessed value increase in FY2030, reducing tax rates sharply in the revaluation year:

- **Baseline scenario:** Tax rate drops from $5.77 to $4.81 (16.7% reduction) in FY2030
- **Conservative scenario:** Tax rate drops from $6.02 to $5.02 (16.7% reduction) in FY2030
- **Optimistic scenario:** Tax rate drops from $5.58 to $4.65 (16.7% reduction) in FY2030

Rates rise gradually after revaluation but remain below pre-revaluation projections through FY2032.

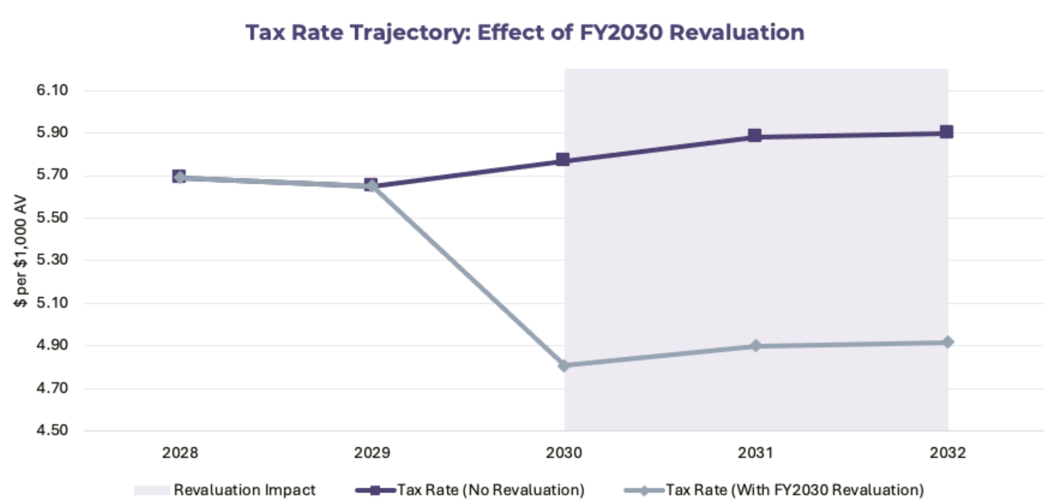


Figure 3: Tax Rate Trajectory with FY2030 Revaluation Impact

6. Five-Year Trends

Tax Rate Trajectory:

- **Baseline:** Increases from $5.69 (FY28) to $5.90 (FY32), a 3.7% cumulative increase
- **Conservative:** Increases from $5.88 (FY28) to $6.22 (FY32), a 5.8% cumulative increase
- **Optimistic:** Relatively flat, from $5.56 (FY28) to $5.65 (FY32), a 1.7% cumulative increase

Property Tax Levy Growth:

Each scenario shows about 2.17% average annual levy growth, or roughly 9.0% cumulatively from FY2028 to FY2032, as expenditure growth continues to outpace available non-tax revenue and assessed value growth.

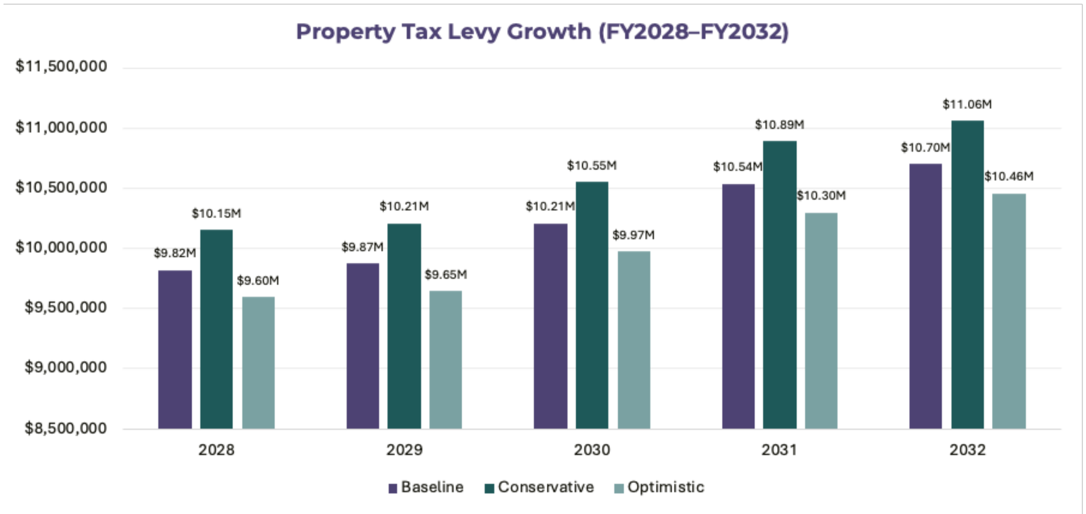


Figure 4: Property Tax Levy Growth (FY2028–FY2032)

FINANCIAL IMPLICATIONS

1. **Structural Gap:** All scenarios require about 2.17% average annual levy growth, showing that expenditures outpace the combined effect of tax-base and non-tax revenue growth.
2. **Assessment Sensitivity:** The $605,000 FY2032 levy spread reflects scenario assumptions, while assessed value growth determines the tax rate. A half-percentage-point change in assessed value growth shifts the FY2032 rate by roughly $0.12 per $1,000.
3. **Revaluation Considerations:** The FY2030 revaluation lowers the per-thousand rate, but taxpayer impacts will vary. Properties appreciating more than the town-wide average may still see tax increases.
4. **Non-Tax Revenue Dependency:** Non-tax revenues provide roughly 25% of total revenues. Shortfalls in state aid, fees, or other sources would require levy increases or spending reductions.

RISK FACTORS

1. **Economic Volatility:** A downturn could reduce assessed value growth and non-tax revenues while increasing service demand.
2. **State Aid Uncertainty:** Legislative or fiscal changes could affect state revenue distributions and weaken non-tax revenue assumptions.
3. **Capital Needs:** The FY2026–2032 CIP is included in the forecast. Remaining risk comes from projects not yet programmed, cost escalation, and any decision to bond major projects, which would add debt service.
4. **Revaluation Variance:** The 20% revaluation assumption is illustrative; actual market conditions could produce different tax-rate impacts.

BASIS OF ASSUMPTIONS

The forecast relies on core assumptions drawn from historical trends, statutory requirements, and inflation expectations.

Overlay ($150,000/year, constant). The overlay reserve covers abatements and exemptions. The $150,000 estimate reflects historical experience and is held flat for conservative planning.

War Service Credits ($235,000/year, constant). This estimate reflects statutory veterans' credits and assumes a stable eligible veteran population throughout the forecast period.

Base Assessed Value Growth (1.25% per year). This reflects expected growth from new construction, additions, and development activity, excluding market appreciation captured through revaluation.

Non-Tax Revenue Growth (2.2% per year). Permits, fees, state aid, interest, and similar revenues are projected to grow with inflation, maintaining current real value without assuming major new revenue growth.

Expenditure Growth (approximately 2.2% per year on average). Expenditures grow about 9.2% over the forecast period, driven by wages, benefits, health insurance, and operating inflation. Because expenditures are nearly twice non-tax revenues in dollar terms, similar growth rates still widen the annual funding gap.

FY2030 Revaluation (Assessed Value +20%). The assumed 20% revaluation reflects accumulated market appreciation. It is revenue-neutral for the Town, lowering the rate but not the levy; individual impacts will vary by property.

THE STRUCTURAL GAP

The central planning issue is the widening gap between expenditures and available revenues. Although expenditures and non-tax revenues grow at similar rates, expenditures are much larger in dollar terms, causing the gap to expand each year and increasing reliance on the property tax levy. Under the baseline, the tax rate rises from $5.69 to $5.90 per $1,000 before the FY2030 revaluation lowers the rate to about $4.81, with a projected recovery to $4.92 by FY2032.

SCENARIO SENSITIVITY

The forecast was stress-tested under three scenarios. The Conservative scenario assumes lower revenue growth, higher expenditure growth, and slower assessed value growth; the Optimistic scenario assumes the reverse. Because the levy is driven by expenditures and non-tax revenues, assessed value growth mainly affects the tax rate. A half-percentage-point change in assumed assessed value growth shifts the FY2032 rate by roughly $0.12 per $1,000.

Overall, the forecast provides a data-informed planning framework, not a prediction. It highlights the fiscal pressures that should guide expenditure management, revenue planning, and future policy decisions.

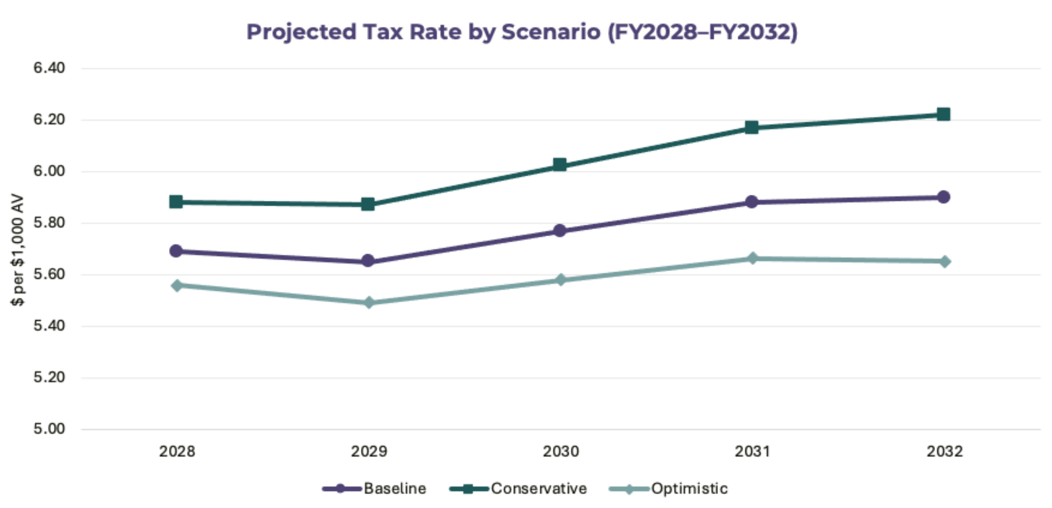


Figure 5: Projected Tax Rate by Scenario (FY2028–FY2032)

CAPITAL IMPROVEMENT PROGRAM INTEGRATION

The FY2026–2032 Capital Improvement Program has been integrated into the forecast. Because the CIP is structured mainly as annual general-fund contributions to capital reserve funds, the applicable CIP years map directly to FY2028–FY2032. Grant-funded shares are excluded because only local reserve contributions affect the forecast. In FY2027, the New Hampshire Department of Revenue Administration required the Town to remove the contribution from the operating budget and place it into a separate warrant article. This report does not reflect that change.

What counts against the levy. Committee-recommended town contributions range from $1.42M to $1.62M annually. Water and sewer projects, averaging about $684,000 per year, are funded through enterprise funds and do not affect the property tax levy. School District facility costs flow through the school budget and are also excluded. The remaining tax-funded town CIP contributions range from $736,970 to $935,970 per year.

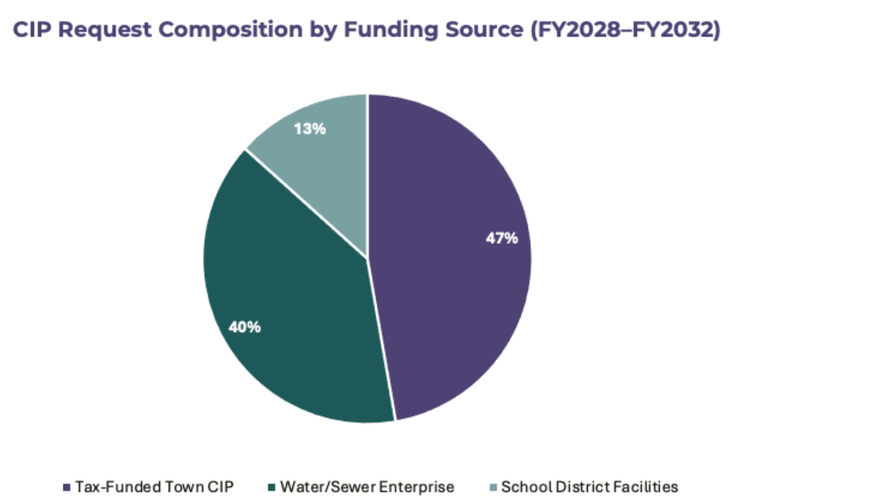


Figure 6: CIP Request Composition by Funding Source

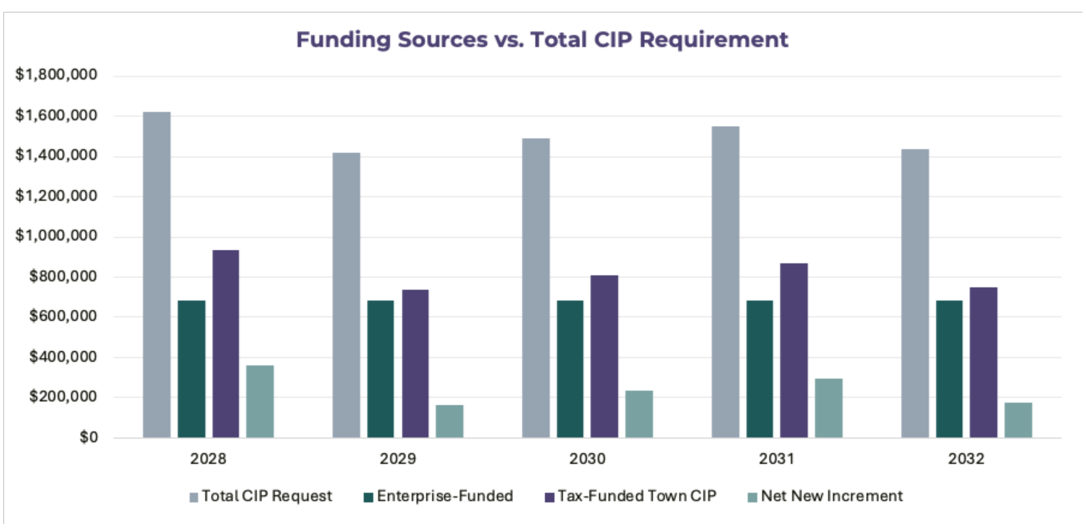


Figure 7: Funding Sources vs. Total CIP Requirement

A planning tool, not a budget. Under New Hampshire law (RSA 674:5–674:8), the capital improvements program is a planning document whose purpose is to assist the Town Council and budget committee in their consideration of the annual budget. It is advisory: a rolling six- to seven-year schedule of anticipated capital needs, estimated costs, and priorities. It appropriates nothing, and out-year figures shift as scope and cost change. Its value is foresight; it shows the cumulative tax impact of capital decisions before they arrive.

Why it matters here. The forecast treats CIP contributions as planning inputs, not committed spending. FY2029–FY2032 amounts become obligations only if a future council appropriates them, and unprogrammed needs, cost escalation, or a decision to bond would change the levy without changing the plan.

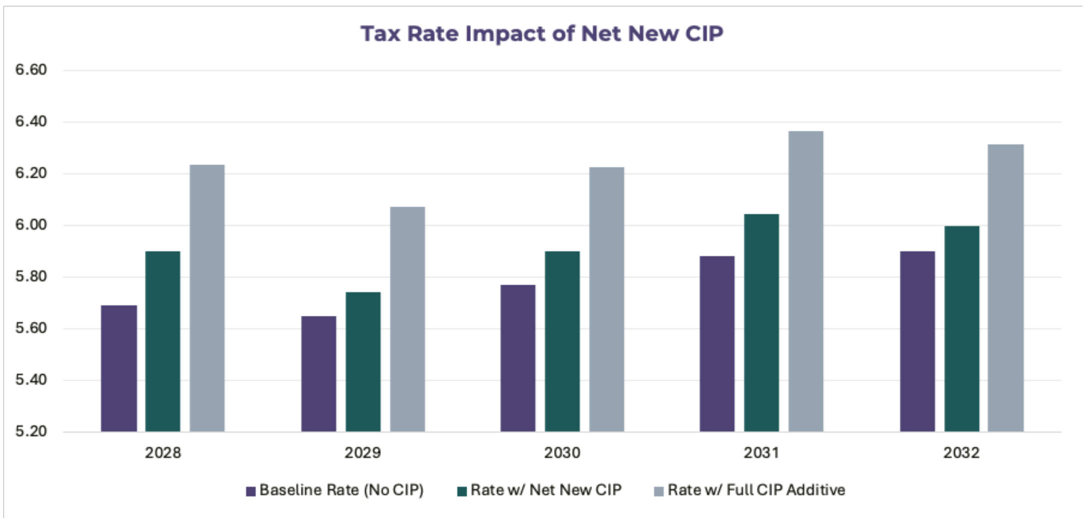


Figure 8: Tax Rate Impact of Net New CIP

APPENDIX A

The Dashboard

Summary dashboard views of the tax rate, levy, expenditures, and non-tax revenues across scenarios.

Key Outcomes (FY2032)

Scenario	Non-Tax Revenue	Total Expenditures	Tax Levy	Rate / $1,000	Rate w/ Reval
Baseline	$12,872,277	$23,188,709	$10,701,432	$5.90	$4.92
Conservative	$12,743,554	$23,420,596	$11,062,042	$6.22	$5.18
Optimistic	$13,001,000	$23,072,765	$10,456,765	$5.65	$4.71

Property Tax Levy Trend (FY2028–FY2032)

Fiscal Year	Baseline	Conservative	Optimistic
2028	$9,820,858	$10,151,173	$9,596,711
2029	$9,873,828	$10,209,855	$9,645,529
2030	$10,206,771	$10,551,435	$9,972,828
2031	$10,536,516	$10,889,911	$10,296,848
2032	$10,701,432	$11,062,042	$10,456,765

Tax Rate Trend ($ per $1,000 of assessed value)

Fiscal Year	Baseline	Conservative	Optimistic	Baseline w/ Reval
2028	$5.69	$5.88	$5.56	$5.69
2029	$5.65	$5.87	$5.49	$5.65
2030	$5.77	$6.02	$5.58	$4.81
2031	$5.88	$6.17	$5.66	$4.90
2032	$5.90	$6.22	$5.65	$4.92

Source: Dashboard_1pg tab, FY28–FY32 Forecast workbook. Property tax levy is the balancing revenue after non-tax revenues, overlay, and war service credits.

APPENDIX B

Inputs

Model assumptions and input schedules underlying the five-year forecast.

Scenario Adjustments

Scenario	Revenue Adjustment	Expenditure Adjustment	AV Growth Δ (pp)
Baseline	0.0%	0.0%	0.00
Conservative	–1.0%	+1.0%	–0.50
Optimistic	+1.0%	–0.5%	+0.50

Revaluation Shock Test (tax rate sensitivity)

Input	Value
Revaluation fiscal year	FY2030
Assessed value shock in revaluation year	+20.0%

Notes

- Property tax levy is computed as the balancing revenue: expenditures less non-tax revenues, plus overlay and war service credits, less shared revenues.
- Revaluation affects assessed value and the tax rate, not the levy, unless spending or revenue policy changes.

Source: Inputs tab, FY28–FY32 Forecast workbook.

APPENDIX C

Forecast FY2028 – FY2032

Baseline, Conservative, and Optimistic scenario output for fiscal years 2028 through 2032.

Baseline Scenario (overlay $150,000 and war service credits $235,000 held constant)

FY	Non-Tax Revenue	Expenditures	Assessed Value	Levy (calculated)	Tax Rate	Rate w/ Reval
2028	$11,797,821	$21,233,679	$1,725,850,442	$9,820,858	$5.69	$5.69
2029	$12,056,964	$21,545,792	$1,747,423,573	$9,873,828	$5.65	$5.65
2030	$12,322,315	$22,144,087	$1,769,266,367	$10,206,771	$5.77	$4.81
2031	$12,594,032	$22,745,548	$1,791,382,197	$10,536,516	$5.88	$4.90
2032	$12,872,277	$23,188,709	$1,813,774,474	$10,701,432	$5.90	$4.92

Conservative and Optimistic Scenarios

Scenario	FY	Non-Tax Revenue	Expenditures	Assessed Value	Levy (balancing)	Tax Rate	Rate w/ Reval
Conservative	2028	$11,679,843	$21,446,015	$1,725,850,442	$10,151,173	$5.88	$5.88
Conservative	2029	$11,936,394	$21,761,250	$1,738,794,320	$10,209,855	$5.87	$5.87
Conservative	2030	$12,199,092	$22,365,528	$1,751,835,278	$10,551,435	$6.02	$5.02
Conservative	2031	$12,468,092	$22,973,003	$1,764,974,042	$10,889,911	$6.17	$5.14
Conservative	2032	$12,743,554	$23,420,596	$1,778,211,348	$11,062,042	$6.22	$5.18
Optimistic	2028	$11,915,799	$21,127,510	$1,725,850,442	$9,596,711	$5.56	$5.56
Optimistic	2029	$12,177,534	$21,438,063	$1,756,052,825	$9,645,529	$5.49	$5.49
Optimistic	2030	$12,445,538	$22,033,366	$1,786,783,749	$9,972,828	$5.58	$4.65
Optimistic	2031	$12,719,973	$22,631,820	$1,818,052,465	$10,296,848	$5.66	$4.72
Optimistic	2032	$13,001,000	$23,072,765	$1,849,868,383	$10,456,765	$5.65	$4.71

Source: Forecast_FY28_FY32 tab, FY28–FY32 Forecast workbook. Baseline figures derive from the Combined (6) tab, columns DJ–DN (2028–2032). The property tax levy balances expenditures against non-tax revenues, overlay, and war service credits.

TOWN OF NEWMARKET, NEW HAMPSHIRE

Five-Year Budget Forecast

FY2028 – FY2032

PREPARED FOR

Town Council and Budget Committee

Executive Summary

2.17%

Average annual levy increase

FY2028 through FY2032

$10.70M

FY2032 tax levy (Baseline)

$605,000 spread across scenarios

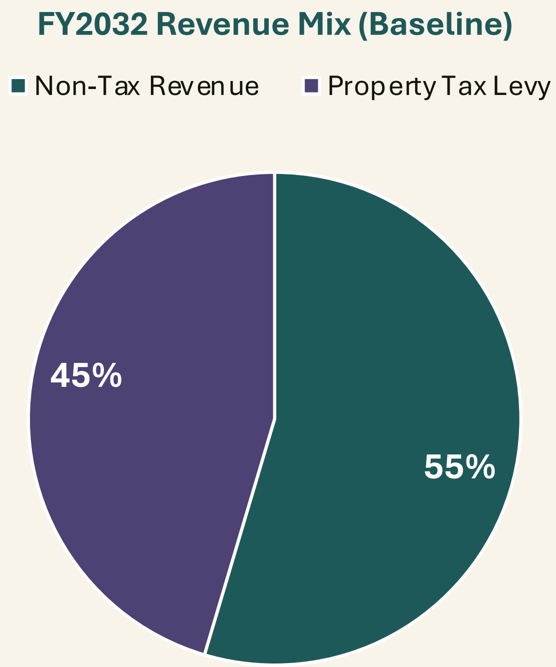
$5.90

FY2032 rate per $1,000

$4.92 after the FY2030 revaluation

Prepared under Section 5.5 of the Town Charter. Across the Baseline, Conservative, and Optimistic scenarios, the model shows sustained budget pressure requiring an average annual levy increase of 2.17%. The FY2030 revaluation materially lowers the projected tax rate but does not reduce the levy requirement.

How the Budget Is Funded



Non-tax revenue carries just over half the budget

- Non-tax revenues provide roughly 54%–55% of total revenues across the forecast period
- FY2032 non-tax revenue ranges from $12.74M (Conservative) to $13.00M (Optimistic)
- The property tax levy is the balancing item — it absorbs whatever expenditures non-tax revenue does not cover
- Shortfalls in state aid or fees translate directly into levy increases or spending reductions

Key Findings

1. PROPERTY TAX BURDEN

$10.46M – $11.06M

FY2032 levy range; $605,000 separates Conservative from Optimistic

2. ASSESSED VALUE GROWTH

0.75% – 1.75%

Assumed annual growth rate range; a half-point shift moves the FY2032 rate about $0.12

3. EXPENDITURES

$23.07M – $23.42M

FY2032 range; Conservative runs $348,000 above Optimistic

4. NON-TAX REVENUE

$12.74M – $13.00M

FY2032 range; weaker non-tax revenue increases levy reliance

5. FY2030 REVALUATION

16.7% rate cut

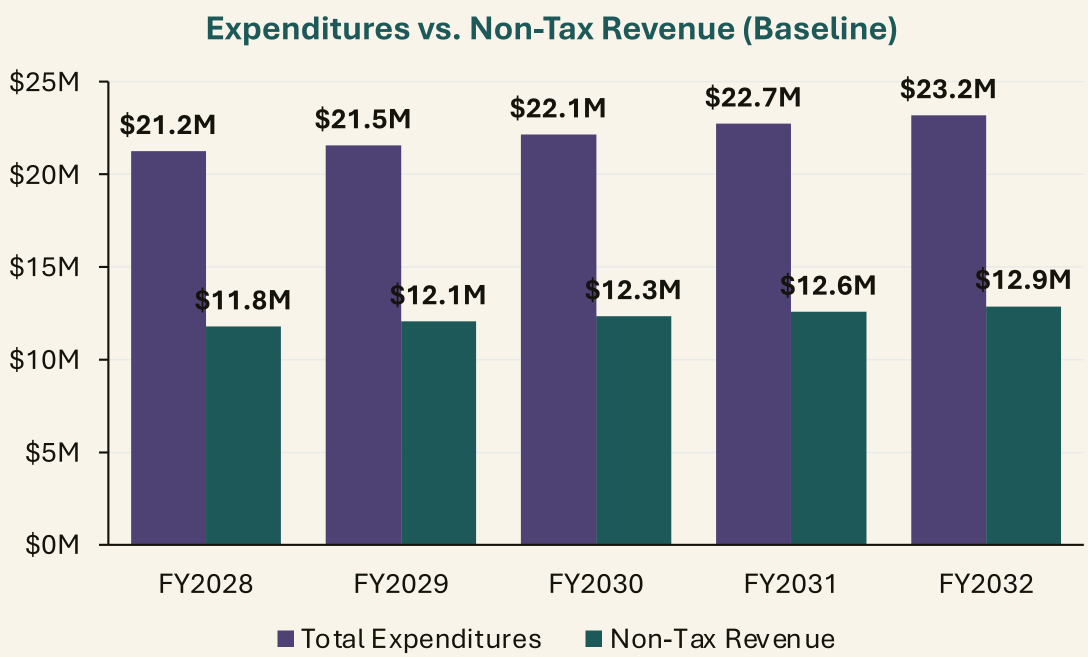
A 20% assessed value increase lowers the rate, not the levy

6. FIVE-YEAR TREND

2.17% per year

Average annual levy growth, roughly 9.0% cumulative FY28–FY32

The Structural Gap



The gap widens every year

Expenditures and non-tax revenues grow at similar rates, but expenditures are far larger in dollar terms. The gap expands each year, and the levy absorbs it.

The baseline rate rises from $5.69 to $5.90 before the FY2030 revaluation lowers it to $4.81, recovering to $4.92 by FY2032.

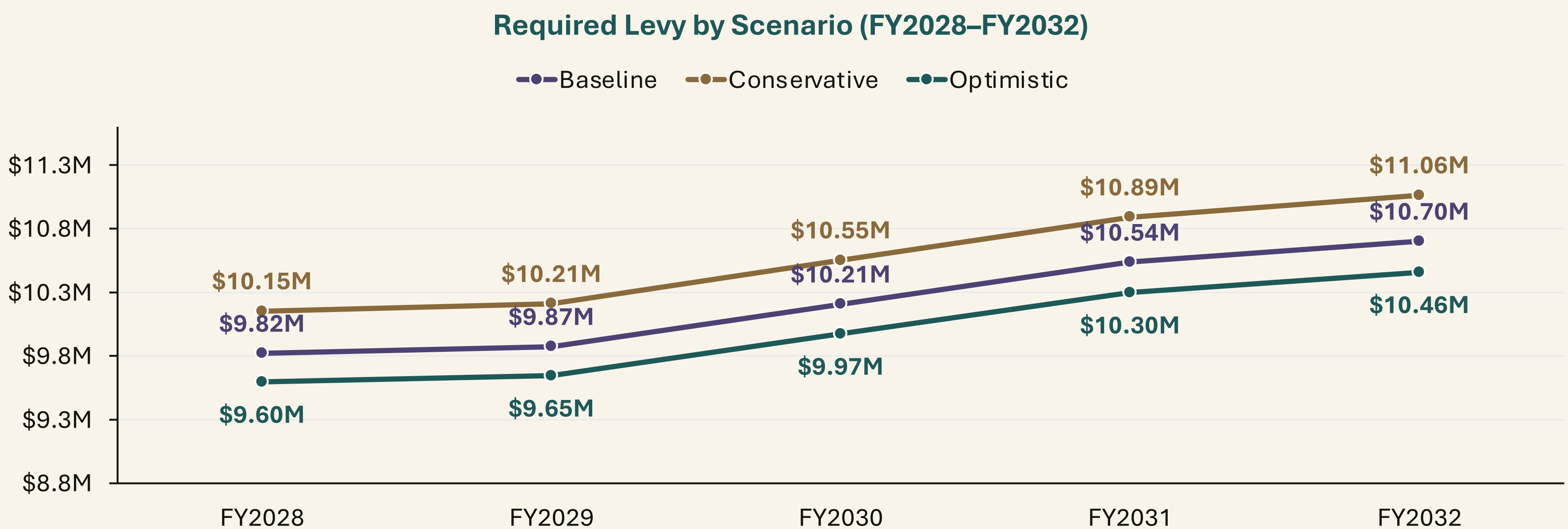
Levy required: $9.82M in FY2028 rising to $10.70M in FY2032

FY2032 Scenario Comparison

Scenario	Non-Tax Revenue	Total Expenditures	Tax Levy	Rate / $1,000	Rate w/ Reval
Baseline	$12,872,277	$23,188,709	$10,701,432	$5.90	$4.92
Conservative	$12,743,554	$23,420,596	$11,062,042	$6.22	$5.18
Optimistic	$13,001,000	$23,072,765	$10,456,765	$5.65	$4.71

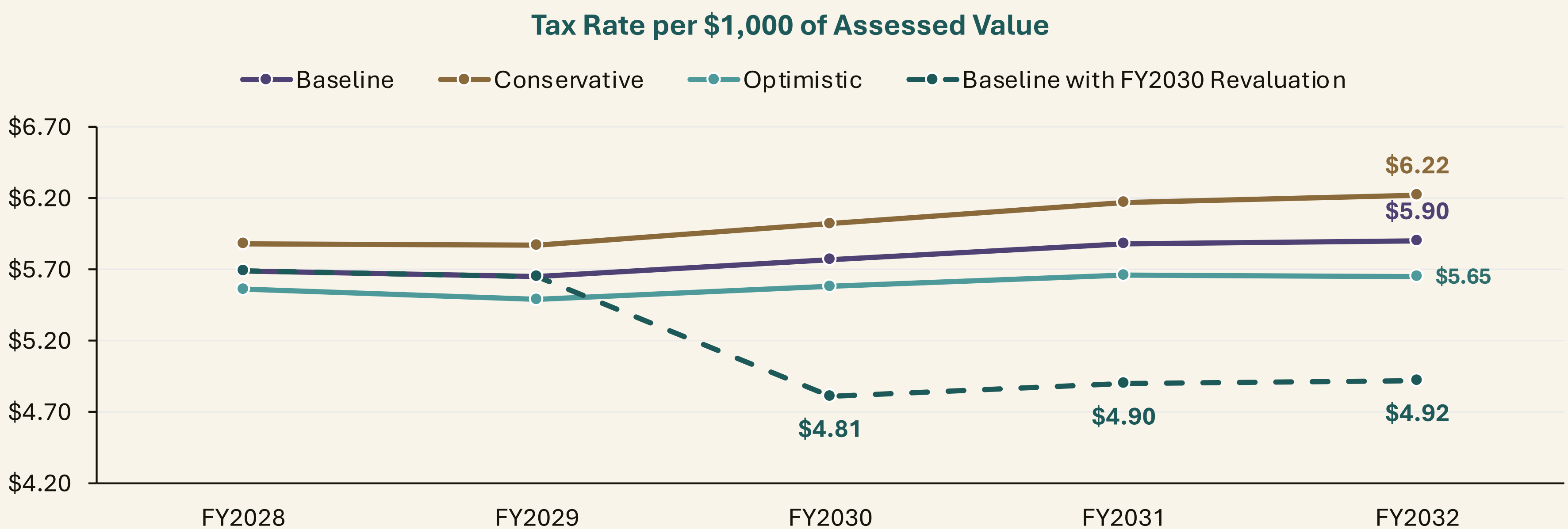
The Conservative and Optimistic scenarios differ by $605,000 in required levy by FY2032 — a direct illustration of how growth assumptions translate into taxpayer burden. Assessed value growth drives the rate; expenditures and non-tax revenue drive the levy.

Property Tax Levy Trend



All three scenarios require the same 2.17% average annual levy growth — roughly 9.0% cumulatively from FY2028 to FY2032. The scenarios differ in level, not in direction.

Tax Rate Outlook



Cumulative rate change FY2028–FY2032: Baseline +3.7%, Conservative +5.8%, Optimistic +1.7%. The dashed line shows the same baseline levy expressed against a revalued tax base.

The FY2030 Revaluation

BASELINE

$5.77 → **$4.81**

16.7% rate reduction in FY2030

CONSERVATIVE

$6.02 → **$5.02**

16.7% rate reduction in FY2030

OPTIMISTIC

$5.58 → **$4.65**

16.7% rate reduction in FY2030

A 20% assessed value increase lowers the rate — it does not lower the levy

- Rates rise gradually after revaluation but remain below pre-revaluation projections through FY2032.
- Taxpayer impacts will vary. Properties appreciating more than the town-wide average may still see a tax increase.
- The 20% assumption is illustrative; actual market conditions could produce a different rate impact.

Capital Improvement Program Integration

$1.42M – $1.62M
Committee-recommended town contributions per year

~$684,000
Water and sewer, enterprise-funded — no levy impact

$736,970 – $935,970
Tax-funded town CIP contributions per year

What counts against the levy

- CIP is structured mainly as annual general-fund contributions to capital reserve funds, so FY2026–2032 maps directly to the forecast years.
- Water and sewer projects are funded through enterprise funds; School District facility costs flow through the school budget. Both are excluded.
- Grant-funded shares are excluded — only local reserve contributions affect the forecast.

A planning tool, not a budget

- Under RSA 674:5–674:8 the CIP is advisory: a rolling six- to seven-year schedule of anticipated needs, costs, and priorities. It appropriates nothing.
- FY2029–FY2032 amounts become obligations only if a future council appropriates them.
- Unprogrammed needs, cost escalation, or a decision to bond would change the levy without changing the plan.

Note: In FY27 the NH Department of Revenue Administration required the contribution be removed from the operating budget and placed in a separate warrant article. This forecast does not reflect that change.

Risk Factors

Economic Volatility

A downturn could reduce assessed value growth and non-tax revenues while increasing demand for services.

State Aid Uncertainty

Legislative or fiscal changes could affect state revenue distributions and weaken non-tax revenue assumptions.

Capital Needs

Remaining risk comes from projects not yet programmed, cost escalation, and any decision to bond major projects, which would add debt service.

Revaluation Variance

The 20% revaluation assumption is illustrative; actual market conditions could produce different tax-rate impacts.

Questions?

TOWN OF NEWMARKET, NEW HAMPSHIRE

BY THE NEWMARKET TOWN COUNCIL

ORDINANCE NO. 01 – 2026/2027

AN ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE III OF THE TOWN OF NEWMARKET CODE TO ESTABLISH A HERITAGE COMMISSION PURSUANT TO RSA 674:44-A TO 674:44-D

WHEREAS, the Town of Newmarket is rich in historic, cultural, aesthetic, and community resources, including its historic mill district, downtown, neighborhoods, structures, sites, and other tangible and intangible resources that are valued for their significance within their natural, built, and cultural contexts; and

WHEREAS, RSA 674:44-a authorizes a municipality, in accordance with RSA 673, to establish a heritage commission for the recognition, use, and protection of such resources; and

WHEREAS, RSA 674:44-b grants a heritage commission advisory and review authority to survey and inventory cultural resources, conduct and publish findings and reports to help provide a legal basis for the establishment of districts and ordinances to preserve history and cultural resources, assist the Planning Board in developing and review sections of the master plan which address cultural and historic resources, advising local agencies and boards on matters that may affect cultural or historic resources, coordinate with service organizations and nonprofit groups, hiring consultants, and, with Town Council approval, receive gifts and acquire property interests; and

WHEREAS, RSA 674:44-c authorizes a municipality to maintain a separate and distinct heritage commission, serving in an advisory capacity to the planning board, other local boards, and residents; and

WHEREAS, the Town Council finds that the establishment of a Heritage Commission will advance the preservation, appreciation, and responsible stewardship of the Town's heritage resources for the benefit of present and future residents.

NOW, THEREFORE, THE TOWN OF NEWMARKET ORDAINS:

Purpose
The purpose of this Ordinance is to establish a Heritage Commission for the proper recognition, use, and protection of the Town's historic, cultural, aesthetic, and community resources, and to provide for its membership, organization, authority, and funding pursuant to RSA 674:44-a through 674:44-d.

Amendment
Chapter 2 Administration, Article III of the Code of the Town of Newmarket is hereby amended by adding the following division:

<u>**Division 4 – Heritage Commission**</u>

A. Statutory authority and establishment.

Pursuant to RSA 674:44-a and in accordance with RSA 673, there is hereby established a Heritage Commission for the Town of Newmarket, hereinafter referred to as the "Commission."

B. Purpose.

The Commission is established for the proper recognition, use, and protection of resources, tangible or intangible, primarily man-made, that are valued for their historic, cultural, aesthetic, or community significance within their natural, built, or cultural contexts.

C. Membership.

The Commission shall consist of seven (7) voting members. These shall include one (1) member of the Town Council, who shall serve as an ex officio member with voting privileges and be appointed by the Town Council Chair, and one (1) member of the Planning Board, who shall serve as an ex officio member with voting privileges and be appointed by the Planning Board. The remaining members shall be residents of the Town of Newmarket. The Commission may also have up to two (2) alternate members, appointed in the same manner as regular members, and the Town Manager may appoint a Town staff member to serve as a nonvoting liaison to the Commission. All members and alternates, other than the Town Council member and the Planning Board member, shall be appointed by the Town Council in accordance with RSA 673:2. Whenever a regular member is absent or disqualifies himself or herself, the Chair of the Commission shall designate an alternate member, if one is present, to act in the regular member's place, in accordance with RSA 673:11. Members of the Commission shall be subject to the provisions of Section 2-74, et seq. of the Town Code.

D. Terms; vacancies; removal.

Terms. Members and alternates shall be appointed to terms of three (3) years, in accordance with RSA 673:5. Original appointments may be made for staggered terms of one (1), two (2), and three (3) years so that the terms of all members do not expire in the same year. The Town Council member shall serve for that member's current term of office. Each member shall serve until a successor is appointed and qualified.

Vacancies. A vacancy occurring other than by expiration of a term shall be filled for the unexpired term in the same manner as the original appointment, in accordance with RSA 673:12.

Removal. After a public hearing, if requested, a member may be removed by the appointing authority upon written findings of inefficiency, neglect of duty, or malfeasance in office, in accordance with RSA 673:13. The written reasons for removal shall be filed with the Town Clerk.

E. Organization; rules; records.

The Commission shall elect a Chair and such other officers as it deems necessary from among its members and shall adopt rules of procedure for the conduct of its business consistent with RSA 91-A and this section. The Commission shall keep accurate records of its meetings and actions and shall file an annual report of its activities with the Town Council, which shall be included in the Town's annual report.

F. Authority and duties.

The Commission shall have the advisory and review authority set forth in RSA 674:44-b and shall, among other things:

(1) Survey and inventory all cultural and historic resources of the Town;

(2) Conduct research and publish its findings, including reports to inform the Town Council, the Town Manager, and the public about the establishment of districts and ordinances to preserve history and cultural resources;

(3) Assist the Planning Board, as requested, in the development and review of those sections of the Master Plan that address cultural and historic resources;

(4) Advise, upon request, local agencies and other local boards in their review of requests on matters affecting or potentially affecting cultural and historic resources, including advising the Town Council on the historic or cultural value of qualifying structures pursuant to RSA 79-E:4;

(5) Coordinate its activities with appropriate service organizations and nonprofit groups;

(6) Publicize its activities;

(7) Hire consultants and contractors as needed, within the limits of funds available to the Commission;

(8) Receive gifts of money and property, both real and personal, in the name of the Town, subject to the approval of the Town Council, such gifts to be managed and controlled by the Commission for its proper purposes;

(9) Acquire, in the name of the Town and subject to the approval of the Town Council, by gift, purchase, grant, bequest, devise, lease, or otherwise, a fee or lesser interest, development rights, covenant, or other contractual right as may be necessary to acquire, maintain, improve, protect, limit the future use of, or otherwise conserve and properly use the cultural resources of the Town, and manage and control the same; provided, however, that neither the Town nor the Commission shall have the right to condemn property for these purposes.

(10) Hold such meetings and hearings as are necessary to carry out its duties.

G. Heritage fund; appropriations.

The Town may appropriate money as deemed necessary to carry out the purposes of the Commission. Any such appropriation, and any gifts of money received pursuant to RSA 674:44-b, shall be placed in a Heritage Fund and allowed to accumulate from year to year and shall not lapse. The Town Treasurer shall have custody of the Heritage Fund pursuant to RSA 41:29 and shall pay out the same only upon order of the Commission. The disbursement of heritage funds shall be authorized by a majority of the Commission. Prior to the use of such funds for the purchase of any interest in real property, the Commission shall hold a public hearing with notice in accordance with RSA 675:7. All such funds shall be administered consistent with RSA 674:44-d and the Town's purchasing and accounting procedures.

H. Separate and distinct commission.

The Commission is established as a separate and distinct heritage commission pursuant to RSA 674:44-c. The Commission shall serve in an advisory capacity to the Planning Board, the Town Council, other local boards, and residents, and shall not assume the composition or duties of a historic district commission unless and until separately authorized by the local legislative body in accordance with RSA 674:44-b, III.

Repeal

This ordinance shall repeal any previously adopted ordinances, rules, or regulations inconsistent herewith. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Takes Effect

This ordinance shall take effect upon passage and publication of notice as required by RSA 47:18.

Sponsored by

Councilor Sonke Dornblut

First Reading:	*July 15, 2026*
Second Reading/Public Hearing:	*August 19, 2026*
Final Action by Council:	*August 19, 2026*

VOTING RECORD Date of Vote:	YES	NO	ABSTAIN
Councilor Scott Blackstone			
Councilor Katanna Conley			
Councilor Sonke Dornblut			
Councilor Justin Glazebrook			
Councilor Stella McShera			
Vice-chair Joseph LaMattina			
Chair Brian Ward			
Total Votes:			
Ordinance: Does | Does Not pass.			

Approved: ____

Brian Ward, Chair Town Council

A True Copy Attest: ____

Terri Littlefield, Town Clerk

TOWN OF
NEWMARKET
NEW HAMPSHIRE

STAFF REPORT

DATE: Wednesday, September 2, 2026

TITLE: Ordinance No. 01-2026/2027 - Amending Chapt 2 Art III Establish Heritage Comm

PREPARED BY:

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

BACKGROUND: Newmarket holds a range of historic, cultural, and aesthetic resources — including the historic mill district, downtown, and surrounding neighborhoods — that are not currently supported by a dedicated advisory body. RSA 674:44-a authorizes municipalities to establish a heritage commission, in accordance with RSA 673, for the recognition, use, and protection of such resources. RSA 674:44-b defines the advisory and review authority available to that commission, and RSA 674:44-c permits the Town to maintain the Commission as separate and distinct from a historic district commission. The proposed ordinance creates this body and sets its membership, organization, authority, and funding.

DISCUSSION: The ordinance adds a new Division 4 – Heritage Commission to Chapter 2, Article III of the Town Code. Key provisions:
Membership. Seven voting members: one Town Council member (ex officio, appointed by the Council Chair) and one Planning Board member (ex officio, appointed by the Planning Board), with the remaining five as Town residents. Up to two alternates are permitted, plus a nonvoting Town staff liaison appointed by the Town Manager. All members except the Council and Planning Board designees are appointed by the Town Council under RSA 673:2.

Terms. Three-year terms under RSA 673:5, with staggered original appointments (1-, 2-, and 3-year terms) so terms do not all expire in the same year. Vacancies are filled for the unexpired term under RSA 673:12; removal requires written findings of inefficiency, neglect, or malfeasance under RSA 673:13, filed with the Town Clerk.

Organization. The Commission elects its own Chair, adopts rules of procedure consistent with RSA 91-A (Right-to-Know), keeps meeting records, and files an annual report with the Town Council for inclusion in the Town's annual report.

Heritage Fund. Appropriations and gifts are held in a non-lapsing Heritage Fund, in the Treasurer's custody per RSA 41:29, disbursed only on Commission order by majority vote.

Any use of funds to purchase a real property interest requires a public hearing with notice under RSA 675:7. Fund administration follows RSA 674:44-d and the Town's standard purchasing and accounting procedures.

Status relative to a historic district commission. The Commission is established as a separate and distinct body under RSA 674:44-c. It serves only in an advisory capacity to the Planning Board, Council, other boards, and residents, and does not take on historic district commission powers unless the Council separately authorizes that expansion under RSA 674:44-b, III.

FISCAL IMPACT: Adopting the ordinance carries no immediate budget impact. It establishes the legal framework for a Heritage Fund that would hold future appropriations and gifts; any appropriation to the Fund would come through the normal annual budget process and separate Council action. Any future real property acquisition using Fund money would require its own public hearing and Council approval before disbursement.

RECOMMENDATION:

DOCUMENTS ATTACHED: None

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2026/2027 - 05
Water/Sewer Truck 3

WHEREAS: The Water and Sewer Department Truck number 3 needs to be replaced; and

WHEREAS: The Departments funds for the truck replacement are in their Capital Reserve Funds; and

WHEREAS: The Department has received a State Bid quote from Grappone Ford for a Ford 250 pick-up for the sum of $43,174.00.

NOW, THEREFORE, BE IT RESOLVED BY NEWMARKET TOWN COUNCIL THAT:

The Newmarket Town Council authorizes the withdrawal of $21,587 from each of the Water and Sewer Capital Reserves for a Ford 250 pick-up. In addition, the Town Council authorizes the purchase of a Ford 250 pick-up for the sum of $43,174.00.

SPONSORED BY CHAIR WARD BY REQUEST

First Reading:	*August 19, 2026*
Second Reading:	*September 2, 2026*
Approval:	*September 2, 2026*

VOTING RECORD Date of Vote:	YES	NO	ABSTAIN
Councilor Glazebrook			
Councilor Conley			
Councilor Dornblut			
Councilor McShera			
Councilor Blackstone			
Vice-chair LaMattina			
Chair Ward			
Total Votes:			
Resolution: Does | Does Not pass.			

Approved: ____
Brian Ward, Chair Town Council

A True Copy Attest: ____
Terri Littlefield, Town Clerk

TOWN OF
NEWMARKET
NEW HAMPSHIRE

STAFF REPORT

DATE: Wednesday, September 2, 2026

TITLE: Resolution # 2026/2027 - 05 Truck Replacement # 3

PREPARED BY: Susan Landale, Administrative Assistant

TOWN MANAGER'S COMMENTS - RECOMMENDATION:

BACKGROUND: Truck number 3 is a 2014 Ford 250 pickup that is used by the Water and Sewer Departments for plowing, general maintenance, and to respond to water and sewer emergencies. Lafogg Auto and Truck has inspected truck number 3, and have recommended the truck be replaced.
I have received a quote from Grappone Ford to replace the truck for the sum of $43,174. The funds for this truck will come out of the Water and Sewer Capital Reserves.

DISCUSSION: Does the Town approve the replacement of Truck 3?

FISCAL IMPACT: $21,587 would be withdrawn from each of the Water and Sewer Capital Reserves for a total of $43,174.00 to purchase the Ford 250 pickup.

RECOMMENDATION: I recommend the Town Council approve the Water and Sewer Department to Replace Truck 3 with Water and Sewer Capital Reserve Funds. I recommend the Town Council approve the purchase of a new ford pick-up for the sum of $43,174.00.

DOCUMENTS ATTACHED:
1. newmarket.27.PICKUP.updated

Preview Order N714 - F2B 4x4 Reg Cab SRW: Order Summary Time of Preview: 07/14/2026 16:47:31 Receipt: 7/14/2026

Dealership Name: Grappone Ford **Sales Code :** F11300

Dealer Rep.	Nicholas Berner	**Type**	Fleet	**Vehicle Line**	Superduty	**Order Code**	N714
Customer Name	Newmarket	**Priority Code**	J3	**Model Year**	2027	**Price Level**	715

DESCRIPTION	**MSRP**	**DESCRIPTION**	**MSRP**
F250 4X4 STYLESIDE PICKUP/142	$48775	SNOW PLOW PREP PACKAGE	$350
142 INCH WHEELBASE	$0	.350 AMP ALTERNATOR	$0
TOTAL BASE VEHICLE	$48775	SPARE TIRE AND WHEEL	$0
OXFORD WHITE	$0	TRAILER BRAKE CONTROLLER	$300
VINYL 40/20/40 SEATS	$0	ROOF CLEARANCE LIGHTS	$150
MEDIUM DARK SLATE	$0	JACK	$0
PREFERRED EQUIPMENT PKG.600A	$0	UPFITTER SWITCHES	$250
.XL TRIM	$0	PRICE CONCESSION INDICATOR	$0
.AIR CONDITIONING -- CFC FREE	$0	REMARKS TRAILER	$0
.AM/FM STEREO MP3/CLK	$0	DUAL BATTERY	$210
.7.3L DEVCT NA PFI V8 ENGINE	$0	CONN PKG:1 YR INCL W/FORD APP	$0
.10-SPEED AUTO TORQSHIFT-G	$0	SECURITY PACKAGE: 1 YR INCL	$0
LT245/75R17E BSW ALL-TERRAIN	$165	SPECIAL DEALER ACCOUNT ADJUSTM	$0
3.73 ELECTRONIC-LOCKING AXLE	$430	SPECIAL FLEET ACCOUNT CREDIT	$0
JOB #1 ORDER	$0	FUEL CHARGE	$0
FORD FLEET SPECIAL ADJUSTMENT	$0	NET INVOICE FLEET OPTION (B4A)	$0
FRONT LICENSE PLATE BRACKET	$0	PRICED DORA	$0
10000# GVWR PACKAGE	$0	ADVERTISING ASSESSMENT	$0
50 STATE EMISSIONS	$0	DESTINATION & DELIVERY	$2795
PRO POWER ONBOARD - 400W	$225		

PRICE INCLUDES ALL DISCOUNTS
AND INCENTIVES AS OF 7.21.26=$43,174
QUOTE VALID 9/28

	MSRP
TOTAL BASE AND OPTIONS	$53650
DISCOUNTS	NA
TOTAL	$~~53650~~

ORDERING FIN: QE415 **END USER FIN:** QE415

INCENTIVES	DISCOUNTS:
Acc. Code ID :10 Contract/Ref # :13-088V Bid Date :05/07/26State : NH	$-5300.00

TOWN OF NEWMARKET, NEW HAMPSHIRE
By the Newmarket Town Council

Resolution #2026/2027 - 05
Water/Sewer Truck 3

WHEREAS: The Water and Sewer Department Truck number 3 needs to be replaced; and

WHEREAS: The Departments funds for the truck replacement are in their Capital Reserve Funds; and

WHEREAS: The Department has received a State Bid quote from Grappone Ford for a Ford 250 pick-up for the sum of $43,174.00.

NOW, THEREFORE, BE IT RESOLVED BY NEWMARKET TOWN COUNCIL THAT:

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SPONSORED BY CHAIR WARD BY REQUEST

First Reading: *August 19, 2026*

Second Reading: *September 2, 2026*

Approval: *September 2, 2026*

VOTING RECORD Date of Vote:	YES	NO	ABSTAIN
Councilor Glazebrook			
Councilor Conley			
Councilor Dornblut			
Councilor McShera			
Councilor Blackstone			
Vice-chair LaMattina			
Chair Ward			
Total Votes:			
Resolution: Does | Does Not pass.			

Approved: ____
Brian Ward, Chair Town Council

A True Copy Attest: ____
Terri Littlefield, Town Clerk

TOWN OF
NEWMARKET
NEW HAMPSHIRE

STAFF REPORT

DATE: Wednesday, September 2, 2026

TITLE: Resolution # 2026/2027 - 05 Truck Replacement # 3

PREPARED BY: Susan Landale, Administrative Assistant

TOWN MANAGER'S COMMENTS - RECOMMENDATION:
I recommend passage of this resolution.

BACKGROUND: Truck number 3 is a 2014 Ford 250 pickup that is used by the Water and Sewer Departments for plowing, general maintenance, and to respond to water and sewer emergencies. Lafogg Auto and Truck has inspected truck number 3, and have recommended the truck be replaced.
I have received a quote from Grappone Ford to replace the truck for the sum of $43,174. The funds for this truck will come out of the Water and Sewer Capital Reserves.

DISCUSSION: Does the Town approve the replacement of Truck 3?

FISCAL IMPACT: $21,587 would be withdrawn from each of the Water and Sewer Capital Reserves for a total of $43,174.00 to purchase the Ford 250 pickup.

RECOMMENDATION: I recommend the Town Council approve the Water and Sewer Department to Replace Truck 3 with Water and Sewer Capital Reserve Funds. I recommend the Town Council approve the purchase of a new ford pick-up for the sum of $43,174.00.

DOCUMENTS ATTACHED:
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.XL TRIM	$0	PRICE CONCESSION INDICATOR	$0
.AIR CONDITIONING -- CFC FREE	$0	REMARKS TRAILER	$0
.AM/FM STEREO MP3/CLK	$0	DUAL BATTERY	$210
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3.73 ELECTRONIC-LOCKING AXLE	$430	SPECIAL FLEET ACCOUNT CREDIT	$0
JOB #1 ORDER	$0	FUEL CHARGE	$0
FORD FLEET SPECIAL ADJUSTMENT	$0	NET INVOICE FLEET OPTION (B4A)	$0
FRONT LICENSE PLATE BRACKET	$0	PRICED DORA	$0
10000# GVWR PACKAGE	$0	ADVERTISING ASSESSMENT	$0
50 STATE EMISSIONS	$0	DESTINATION & DELIVERY	$2795
PRO POWER ONBOARD - 400W	$225		

PRICE INCLUDES ALL DISCOUNTS
AND INCENTIVES AS OF 7.21.26=$43,174
QUOTE VALID 9/28

	MSRP
TOTAL BASE AND OPTIONS	$53650
DISCOUNTS	NA
TOTAL	$~~53650~~

ORDERING FIN: QE415 **END USER FIN:** QE415

INCENTIVES	DISCOUNTS:
Acc. Code ID :10 Contract/Ref # :13-088V Bid Date :05/07/26State : NH	$-5300.00

TOWN OF NEWMARKET, NEW HAMPSHIRE

BY THE NEWMARKET TOWN COUNCIL

ORDINANCE NO. 02 – 2026/2027

AN ORDINANCE AMENDING CHAPTER 10 OF THE CODE OF THE TOWN OF NEWMARKET, NEW HAMPSHIRE; ELECTIONS - ALLOWING THE LIMITED PLACEMENT OF POLITICAL SIGNS ON DESIGNATED TOWN-OWNED PROPERTY

THE TOWN OF NEWMARKET ORDAINS:

1. Purpose

The purpose of this ordinance is to amend Chapter 10 to do the following:

- Allow political signs on designated Town-owned property for a limited period before and after specified voting sessions.
- Establish uniform size, placement, safety, removal, and enforcement requirements for those signs.

2. Amendment

Chapter 10 is hereby amended by adding the following:

Amendments are in **bold.** Deletions are ~~struck through~~.

Chapter 10

ELECTIONS

Sec. 10-6. Political signs on designated Town-owned property.

(a) Authorization and designated property. Political signs may be placed on Town-owned property only in areas designated for that purpose by the Town Manager or the Town Manager's designee and only in accordance with this section. Any designation shall be administered in a content-neutral manner and shall provide equal access without regard to candidate, political party, or viewpoint.

(b) Permitted period. Political signs may be placed in a designated area beginning three weeks before any of the following:

(1) A New Hampshire state or federal primary election;

(2) A New Hampshire general election; or

(3) **A Town of Newmarket voting session, including Town Meeting ballot voting, a special election, or another official municipal voting event.**

(c) **Removal deadline. Each political sign placed under this section shall be removed no later than five days after the conclusion of the applicable voting session.**

(d) **Maximum dimensions. A political sign placed under this section shall not exceed 24 inches in width or 20 inches in height.**

(e) **Placement and compliance. Each political sign shall:**

(1) Be placed so that it does not obstruct a sidewalk, roadway, sightline, or access to a Town facility;

(2) Be installed and maintained without damage to Town property, landscaping, or utilities; and

(3) Comply with RSA chapter 664 and all other applicable federal, state, and local laws governing political advertising and signs.

(f) **Removal by Town. Town staff may remove any political sign that:**

(1) Violates a size, timing, or placement requirement of this section;

(2) Creates a safety hazard or interferes with municipal operations; or

(3) Remains on Town-owned property after the removal deadline in subsection (c).

(g) **No endorsement. Permission to place a political sign on designated Town-owned property does not constitute endorsement by the Town of any candidate, political party, position, petition, resolution, referendum, or ballot measure.**

(h) Effective date. This ordinance shall take effect fourteen (14) days after passage and publication of notice as required by RSA 47:18.

Introduced by Councilor Joe LaMattina.

First Reading	*September 2, 2026*
Second Reading/Public Hearing	*September 16, 2026*
Final Action by Council	*September 16, 2026*

VOTING RECORD Date of Vote:	YES	NO	ABSTAIN
Councilor Glazebrook			
Councilor Conley			
Councilor Dornblut			
Councilor McShera			
Councilor Blackstone			
Vice Chair LaMattina			
Chair Ward			
Total Votes:			
Ordinance: Does | Does Not pass.			

Approved: ______________________________
Brian Ward, Chair Newmarket Council

A True Copy Attest: ______________________________
Terri Littlefield, Town Clerk