

TO: NANCY COLBERT PUFF, ACTING CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON MONDAY, SEPTEMBER 18, 2017 MEETING, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

PRESENT: MAYOR BLALOCK, ASSISTANT MAYOR SPLAINE, COUNCILORS PERKINS (VIA CONFERENCE CALL), DWYER, LOWN PEARSON, SPEAR AND DENTON

ABSENT: COUNCILOR CYR

1. At 6:00 p.m. the Public Dialogue Session was held.
2. Presentations – Impact Fees – Planning Director Walker provided a brief Presentation regarding Impact Fees in New Hampshire. She reported that 82 municipalities have an Impact Fee Ordinance and that the amounts vary significantly by: local demographics and market, cost, quality, scale of facilities built, amount of capacity-related investment, facility standards per unit of development, number of fee categories and when they were last updated. She announced that Impact Fee Principles are authorized by NH RSA 674:21, V.
3. Revaluation Impact Analysis & Estimated Tax Rate – Finance Director Belanger provided a Presentation regarding the Revaluation and Estimated Tax Rate. She reported to the City Council that Steve Traub has done the City's 2010, 2015 and 2017 revaluation of commercial properties and ranks top among the commercial appraisers. Finance Director Belanger explained that the median assessment ratio must stay within 90% - 110%, this is a ratio of the property's assessed valuation to its market value. She further stated the City's valuation for FY17 was at 86.6% and due to us being below the recommended assessment ratio a statistical revaluation was conducted. She indicated the tax rate after the revaluation would be \$15.36 which is down from \$17.47.
4. Acceptance of Minutes – *There are no minutes on for acceptance this evening.*
5. Public Dialogue Summary – Each City Councilor explained the topics of discussion during the Public Dialogue. The discussions were relative to Assessments, Elderly Exemption, Off Shore Wind Development, Combined Sewer Overflows, North Cemetery and Toxic-Free Weed Control.
6. Public Hearing and Votes on Ordinances and/or Resolutions – Public Hearing/Adoption of Resolution amending the Elderly Exemption Limit from Property Tax Based on Assessed Value for Qualifying Taxpayers:

Age 65-74	\$125,000.00, Increase of \$5,000.00
Age 75-79	\$175,000.00 Increase of \$15,000.00
Age 80+	\$225,000.00 Increase of \$25,000.00

A Presentation was given by Assessor Lentz followed by City Council Questions. Public Hearing was held with 4 speakers. On a roll call 7-1, **voted** to postpone final action on this Resolution until the October 2, 2017 City Council meeting. Assistant Mayor Splaine, Councilors Perkins, Dwyer, Lown, Pearson, Denton and Mayor Blalock voted in favor. Councilor Spear voted opposed.

Assistant Mayor Splaine requested a report back to the City Council from Acting City Manager Colbert Puff and City Attorney Sullivan regarding the tax lien hardship process and the use of fund balance relative to the elderly exemption at the October 2, 2017 meeting.

7. On a unanimous roll call 8-0, **voted** to suspend the rules in order to take up Item XI. C.1. – Revisiting North Cemetery Wall Placement.
8. Revisiting North Cemetery Wall Placement – On a unanimous roll call 8-0, **voted** to ask City staff to continue discussions with Richard Boisvert and make a preliminary report back to the City Council for possible approaches and options available to the City.
9. Acceptance of Donation to the Coalition Legal Fund – Town of Rye - \$5,000.00 – On a unanimous roll call 8-0, voted to approve and accept the donation, as listed to be placed in the Coalition Legal Fund.
10. Consent Agenda – On a unanimous roll call 8-0, **voted** to adopt the Consent Agenda.
 - A. Letter from Kaity Stanton, Big Brothers Big Sisters of New Hampshire, requesting permission to close Pleasant Street on Saturday, June 16, 2018 from 3:00 p.m. – 6:00 p.m. for the Annual Stiletto Sprint (Rain Date Sunday, June 17, 2018) (**Anticipated action – move to refer to the Acting City Manager with power**)
 - B. Request for License to Install Projecting Sign from Joe Kelly owner of Joe's Pizza for property located at 124 Congress Street (**Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the Acting City Manager to execute the License Agreement for this request**)

Planning Director's Stipulations:

• ***The license shall be approved by the Legal Department as to content and form;***

• ***Any removal or relocation of projecting sign, for any reason, shall be done at no cost to the City; and***

• ***Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works***

- C. Request for License to Install Projecting Sign from John Murdock owner of Marketplace Home Mortgage for property located at 77 Hanover Street **(Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the Acting City Manager to execute the License Agreement for this request)**

Planning Director's Stipulations:

• **The license shall be approved by the Legal Department as to content and form;**

• **Any removal or relocation of projecting sign, for any reason, shall be done at no cost to the City; and**

• **Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works**

- D. Request for License to Install Projecting Sign from Diane Crespo owner of Diane Crespo Fine Art Gallery for property located at 92 Pleasant Street **(Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the Acting City Manager to execute the License Agreement for this request)**

Planning Director's Stipulations:

• **The license shall be approved by the Legal Department as to content and form;**

• **Any removal or relocation of projecting sign, for any reason, shall be done at no cost to the City; and**

• **Any disturbance of a sidewalk, street or other public infrastructure resulting from the installation, relocation or removal of the projecting sign, for any reason shall be restored at no cost to the City and shall be subject to review and acceptance by the Department of Public Works**

- E. Letter from Laurie Mantegari, Scarecrows of the Port Committee, requesting permission to place scarecrows in designated locations throughout the Downtown Area **(Sample motion – move to refer to the Acting City Manager with power)**

11. Request for Ratification of an Intergovernmental Agreement between the New Hampshire Division of Homeland Security and Emergency Management and the Community of Portsmouth, New Hampshire – On a unanimous roll call 8-0, **voted** to ratify the Intergovernmental Agreements, as submitted.

12. Request to Authorization to Accept Utility Easement Re: 4 Sylvester Street – On a unanimous roll call 8-0, **voted** to authorize the Acting City Manager to accept a required utility easement from Gary and Aerial Sillanpaa of 4 Sylvester Street and to release the existing easement on the property.

13. City Appointments to Cancer Cluster and Drinking Water Commissions – On a unanimous roll call 8-0, **voted** to appoint Health Officer Kim McNamara to serve as a member of the Commission to Investigate the Seacoast Cancer Cluster on behalf of the City of Portsmouth.

On a unanimous roll call 8-0, **voted** to appoint Deputy Public Works Director Brian Goetz to serve as a member of the Commission to Study Long-Term Goals and Requirements for Drinking Water in the Seacoast Area on behalf of the City of Portsmouth.

14. 299 Vaughan Street – On a unanimous roll call 8-0, **voted** that the Acting City Manager be authorized to execute, accept and make any necessary changes to the documents presented to the Council on this Agenda related to 299 Vaughan Street in substantial conformance to the form and substance of the documents as provided.

15. Report Back Re: Toxic-Free Weed Control Resolution – On a 7-1 roll call, **voted** the approval of the Resolution. Assistant Mayor Splaine, Councilors Perkins, Dwyer, Lown, Pearson, Denton and Mayor Blalock voted in favor. Councilor Spear voted opposed.

16. City Manager's Informational Item 2 – Memorial Bridge Lighting Policy – Assistant Mayor Splaine requested to add Portsmouth Pride Day to the list of lighting requests.

17. Appointment to be Considered – Reappointment of Ronald Zolla to the Economic Development Commission – The City Council considered the reappointment of Ronald Zolla to the Economic Development Commission which will be voted on at the October 2, 2017 City Council meeting.

18. Appointments to be Voted – On a unanimous roll call 8-0, voted to appoint Richard Katz to the Library Board of Trustees until October 1, 2020, reappointment of Stephanie Hausman to the Library Board of Trustees until October 1, 2020, reappointment of Sarah Lachance to the Economic Development Commission until October 1, 2021.

On a unanimous roll call 8-0, **voted** to reappoint Donald Margeson to the Library Board of Trustees until October 1, 2020.

19. Resignation of John Mayer from the Historic District Commission – On a unanimous roll call 8-0, voted to accept with regret the resignation of John Mayer from the Historic District Commission.

20. Parking and Traffic Safety Committee Meeting of September 7, 2017 – On a unanimous roll call 8-0, **voted** to approve and accept the minutes of the September 7, 2017 Parking and Traffic Safety Committee meeting.

Councilor Spear requested that the bike corral program be expanded to install additional corrals in the City.

21. Fire Department Study Committee – Councilor Spear withdrew this item from the Agenda.
22. Offshore Wind Development Resolution – Councilor Denton advised the City Council that this is a Draft Resolution which will be brought back for action at the October 2, 2017 City Council meeting.

Councilor Dwyer requested to amend the 7th paragraph of the Resolution to add and/or between Maine and Massachusetts so it would read Maine and/or Massachusetts.

23. Miscellaneous/Unfinished Business – Assistant Mayor Splaine requested that the City Attorney report back at a future meeting regarding the kind of Homestead Exemption the residents would like to see in the City.
24. Adjournment – At 9:50 p.m., on a unanimous roll call 8-0, **voted** to adjourn.

Respectfully submitted by:

Kelli L. Barnaby, MMC, CMC, CNHMC
City Clerk