

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, APRIL 16, 2018 TIME: 7:00PM

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. INVOCATION
- IV. PLEDGE OF ALLEGIANCE

- V. ACCEPTANCE OF MINUTES – APRIL 2, 2018

- VI. PUBLIC COMMENT SESSION

- VII. PUBLIC HEARING AND VOTES ON ORDINANCES AND/OR RESOLUTIONS
 - A. PUBLIC HEARING ON RESOLUTION AUTHORIZING BORROWING OF UP TO ONE HUNDRED EIGHT THOUSAND DOLLARS (\$180,000.00) FOR THE ACQUISITION OF A FIRE BOAT
 - PRESENTATION
 - CITY COUNCIL QUESTIONS
 - PUBLIC HEARING SPEAKERS
 - ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS

(Sample motion – move to adopt the Resolution, as presented)

 - B. PUBLIC HEARING ON RESOLUTION AUTHORIZING A BOND ISSUE AND/OR NOTES OF UP TO FIVE MILLION DOLLARS (\$5,000,000.00) FOR COSTS RELATED TO ELEMENTARY SCHOOL FACILITY IMPROVEMENTS
 - PRESENTATION
 - CITY COUNCIL QUESTIONS
 - PUBLIC HEARING SPEAKERS
 - ADDITIONAL COUNCIL QUESTIONS AND DELIBERATIONS

(Sample motion – move to adopt the Resolution, as presented)

VOTES ON ORDINANCE AND/OR RESOLUTIONS

- C. Third and Final Reading of Ordinance Amending Chapter 1, Article IX, Section 1.9 Conflict of Interest/Election Candidate Financial Disclosure – Charter Amendment #1 *(Tabled from the April 2, 2018 City Council meeting)* ***(Sample motion – (1) move to remove from the table and (2) move to pass third and final reading of Ordinance, as presented)***

VIII. APPROVAL OF GRANTS/DONATIONS

(There are no items under this section of the agenda)

IX. CONSENT AGENDA

(ANTICIPATED ACTION - MOVE TO ADOPT CONSENT AGENDA)

- A. Letter from Mike Young and Matt Gladu, Babe Ruth Baseball, requesting permission to place up to 20 outfield signs on the outer perimeter fence facing inwards towards Leary Field ***(Anticipated action – move to refer to the City Manager with power)***
- B. Letter from Allan Scholtz, Portsmouth Professional Firefighters Local 1313, requesting permission to hold 2 boot drives one on Saturday, June 30th and second on Saturday, August 11th from 8:00 a.m. to 4:00 p.m. in Market Square ***(Anticipated action – move to refer to the City Manager with power)***
- C. Request for License to Install Projecting Sign from Brendan Carney, owner of Acupuncture North for property located at 406 Deer Street (400 The Hill) ***(Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the 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 Anthony Thompson, owner of Fatface for property located at 62 Congress Street ***(Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the 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. Request for License to Install Projecting Sign from TD Ameritrade, owner of TD Ameritrade for property located at 226 State Street (***Anticipated action – move to approve the aforementioned Projecting Sign License as recommended by the Planning Director, and further, authorize the 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***

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Email Correspondence (***Sample motion – move to accept and place on file***)
- B. Letter from Jim Splaine regarding Coakley Landfill and Coakley Landfill Group/N.H. Right-to-Know Law

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

City Manager's Items Which Require Action:

1. Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth School District and the Clerical Employees Portsmouth School District
2. Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth Police Commissioners and the Portsmouth Ranking Officers Association
3. Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth Police Commission and the Portsmouth Police Civilian Employees Association
4. Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth Police Commission and Portsmouth Police Patrolman's Union, NEPBA Local #11
5. Request for Approval of Lease Renewal Re: Connect Community Church
6. Proposed Policy Re: Fees for Encumbrances during Private Construction (eg. Sidewalks, Streets, Parking Spaces)

7. Annual Renewal of Boarding House Permits
 - a) 278 Cabot Street
 - b) 350-352 Hanover Street
8. Applications for Sidewalk Cafés providing Alcohol Service
9. Applications for Sidewalk Cafés providing Alcohol Service-private sidewalks
10. Access Easement for Lot 243-26 Off Woodworth Avenue and Swett Avenue
11. License Request Re: 75 Congress Street

City Manager's Informational Items:

1. Events Listing
2. Presentation Re: Foundry Garage
3. Presentation Re: Senior Transportation
4. Cost to Bury Overhead Utilities Along Islington Street Corridor
5. Public Hearing of FY19 Budget – May 2, 2018 at 6:30 p.m.
6. Report Back Re: City Ordinance - Taxi Enforcement

B. MAYOR BLALOCK

1. Resignation of Jennifer Zorn from the Economic Development Commission
2. Appointment to be Considered:
 - Appointment of Katelyn Kwoka to the Economic Development Commission
3. Appointments to be Voted:
 - Reappointment of Adrienne Harrison to the Conservation Commission
 - Appointment of Thaddeus Jankowski to the Conservation Commission as a Regular Member
 - Reappointment of Carl Diemer to the Recreation Board
 - Reappointment of Kathryn Lynch to the Recreation Board

C. ASSISTANT MAYOR LAZENBY

1. *Report Back Re: EPA Meeting regarding Coakley Landfill

D. COUNCILOR ROBERTS

1. Policy Re: Public Use of City Hall

E. COUNCILOR PEARSON

1. *Public Art at Foundry Place

F. COUNCILOR DWYER

1. Legislative Process Policy Proposals (NHMA Advocacy)
2. *Informational Re: McIntyre Meeting on April 24, 2018 at 6:30 p.m. for Stage 3 Public Input

G. COUNCILOR DENTON

1. Volkswagen Settlement Update

H. COUNCILOR PERKINS

1. *Referral to EDC – explore ways to streamline land use permitting, through case management or otherwise*

XII. MISCELLANEOUS/UNFINISHED BUSINESS


XIII. ADJOURNMENT

**KELLI L. BARNABY, MMC, CMC, CNHMC
CITY CLERK**

**Indicates Verbal Report*

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: April 12, 2018
To: Honorable Mayor Jack Blalock and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on April 16, 2018 City Council Agenda

Votes on Ordinances and/or Resolutions:

1. ***Public Hearings:***

- 1.1 **Request to Establish a Public Hearing Re: Proposed Resolution Authorizing Borrowing of up to One Hundred Eighty Thousand Dollars (\$180,000) through the issue of bonds, notes or the Execution of a Lease for the Acquisition of One Fire Boat.** As a result of the April 2nd City Council meeting, I am bringing back for a public hearing the [attached](#) request from Fire Chief Steve Achilles regarding a proposed Resolution Authorizing Borrowing of up to One Hundred Eighty Thousand Dollars (\$180,000) through the issuance of bonds, notes or the Execution of a Lease for the Acquisition of One Fire Boat.

Fire Chief Steve Achilles will make a presentation prior to the public hearing.

I recommend the City Council move to adopt the Resolution, as presented. Two-thirds vote is required.

- 1.2 **Request to Establish a Public Hearing Re: Proposed Bonding of up to Five Million (\$5,000,000) Dollars for Costs Related to Elementary School Facility Improvements.** As a result of the April 2nd City Council meeting, I am bringing back for public hearing the [attached request](#) from Superintendent Stephen Zdravec regarding the authorization to bond up to Five Million (\$5,000,000) Dollars for Costs Related to Elementary School Facility Improvements ([see attached letter](#)). This item has been identified in the FY2019 Capital Improvement Plan.

Superintendent Zadavec would like to receive authorization on this expenditure by the beginning of May in order to assure that materials can be ordered prior to the closure of school. This would allow for the construction improvements to be done during the summer months while the students are on break. This is similar to the way Phase I of the Dondero Project took place and has seemed to work out very well.

School Business Administrator Steve Bartlett will make a presentation prior to the public hearing.

I recommend the City Council move to adopt the Resolution, as presented. Two-thirds vote is required.

2. ***Third and Final Reading of Proposed Ordinances.***

- 2.1 **Third and Final Reading of Ordinance to Implement Charter Amendment (Postponed from the April 2, 2018 City Council Meeting).** As you will recall, at the March 19th City Council meeting, the Council voted to table third and final reading of the [attached proposed Ordinance amendment](#) regarding Article IX, Section 1.901 Conflict of Interest/ Election Candidate Financial Disclosure as amended, and further, to bring the Ordinance back for third and final reading at this evening's meeting.

I recommend the City Council move from the table and vote to pass third and final reading regarding the Ordinance, as amended.

Consent Agenda:

1. **Request for License to Install Projecting Signs.** [Attached under Section IX of the Agenda](#) are requests for two projecting sign licenses (see [attached memorandums from Juliet Walker, Planning Director](#)):

- TD Ameritrade, owner of TD Ameritrade for property located at 226 State Street
- Anthony Thompson, owner of Fatface for property located at 62 Congress Street
- Brendan Carney, owner of Acupuncture North for property located at 406 Deer Street (400The Hill)

I recommend the City Council move to approve the aforementioned Projecting Sign Licenses as recommended by the Planning Director and, further, authorize the City Manager to execute the License Agreements for these requests. Action on this item should take place under Section IX of the Agenda.

City Manager's Items Which Require Action:

1. **Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth School District and the Clerical Employees Portsmouth School District.** The Portsmouth School District and the Clerical Employees Portsmouth School District have voted in favor of a one-year extension of the current collective bargaining Agreement. Under this extension, the terms of the current collective bargaining agreement would remain in place until June 30, 2019.

For your information and to facilitate discussion regarding this matter, [attached please find the following documents:](#)

1. A letter from Thomas Closson, City Negotiator, recommending the one-year extension.
2. Cost Analysis for the one-year extension.
3. A Memorandum of Agreement.
4. The Clerical Employees Portsmouth School District contract showing the insertions and deletions to implement the Tentative Agreement, if approved.

Also, the Working Agreement is posted on the City's Website at: <http://files.cityofportsmouth.com/files/hr/pace15-19draft.pdf>

I recommend the City Council move to accept the proposed One-Year Agreement between the Portsmouth School District and the Clerical Employees Portsmouth School District, as presented.

2. **Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth Police Commissioners and the Portsmouth Ranking Officers Association.** The Portsmouth Police Commission and Ranking Officers Association have voted in favor of a one-year extension of the current collective bargaining Agreement. Under this extension, the terms of the current collective bargaining agreement would remain in place until June 30, 2019.

For your information and to facilitate discussion regarding this matter, [attached please find the following documents:](#)

1. A letter from Thomas Closson, City Negotiator, recommending the one-year extension.
2. Cost Analysis for the one-year extension.
3. The Portsmouth Police Ranking Officers Association contract showing the insertions and deletions to implement the Tentative Agreement, if approved.

Also, the Working Agreement is posted on the City's Website at:

<http://files.cityofportsmouth.com/files/hr/rankingofficersassociation-exp6-30-19draft.pdf>

I recommend the City Council move to accept the proposed One-Year Agreement between the Portsmouth Police Commission and the Portsmouth Ranking Officers Association, as presented.

3. **Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth Police Commission and the Portsmouth Police Civilian Employees Association.** The Portsmouth Police Commission and Portsmouth Police Civilian Employees Association have voted in favor of a one-year extension of the current collective bargaining Agreement. Under this extension, the terms of the current collective bargaining agreement would remain in place until June 30, 2019.

For your information and to facilitate discussion regarding this matter, [attached please find the following documents:](#)

1. A letter from Thomas Closson, City Negotiator, recommending the one-year extension.
2. Cost Analysis for the one-year extension.
3. The Portsmouth Police Civilian Employee Association contract showing the insertions and deletions to implement the Tentative Agreement, if approved.

Also, the Working Agreement are posted on the City's Website at: <http://files.cityofportsmouth.com/files/hr/polciv14-19draft.pdf>

I recommend the City Council move to accept the proposed One-Year Agreement between the Portsmouth Police Commission and the Portsmouth Police Civilian Employees Association, as presented.

4. **Request for Approval of a One-Year Extension of the Current Collective Bargaining Agreement between the Portsmouth Police Commission and Portsmouth Police Patrolman's Union, NEPBA Local #11.** The Portsmouth Police Commission and Portsmouth Police Patrolman's Union, NEPBA Local #11 have voted in favor of a one-year extension of the current collective bargaining Agreement. Under this extension, the terms of the current collective bargaining agreement would remain in place until June 30, 2019.

For your information and to facilitate discussion regarding this matter, [attached please find the following documents:](#)

1. A letter from Thomas Closson, City Negotiator, recommending the one-year extension.
2. Cost Analysis for the one-year extension.
3. The Portsmouth Police Patrolman's Union, NEPBA Local #11 contract showing the insertions and deletions to implement the Tentative Agreement, if approved.

Also, the Working Agreement are posted on the City's Website at: <http://files.cityofportsmouth.com/files/hr/DraftPolicecontractexp6-19draft.pdf>

I recommend the City Council move to accept the proposed One-Year Agreement between the Portsmouth Police Patrolman's Union, NEPBA Local #11, as presented.

5. **Request for Approval of Lease Renewal Re: Connect Community Church.** The original 3-year agreement between the City and the Connect Community Church, 200 Chase Drive, Portsmouth NH, governing the City's lease of 124 spaces in the parking lot located at that location is set to expire May 1, 2018.

Communication with church representative Pastor Chad Lynn reveals the church's desire to extend this agreement for a period of 6 months, from May 1, 2018 through October 31, 2018.

The church sites as reasoning for the 6-month renewal term the fact that zoning changes have allowed the church to explore development opportunities at that location. With the church in discussions to develop a portion of the Lot, the church seeks to keep its options open with respect to the City's use of the lot.

Attached please see the applicable addendum drawn by City of Portsmouth Legal Department Attorney Jane Ferrini.

I am recommending the City Council move to approve the Lease Renewal, as presented, and further, authorize the City Manager to execute the document.

6. **Proposed Policy Re: Fees for Encumbrances for City Property during Private Construction (eg. Sidewalks, Streets, Parking Spaces).** Attached is a proposed Policy regarding a License Fee for the Encumbrance of City Property. This policy would establish a mechanism for assessing fees related to the temporary encumbrances on City property for private construction projects. The proposed fees would compensate the City for the public inconvenience for disruptions in use of public property and for the loss of parking inventory for a period of more than 30 working days. Any encumbrances for less than 30 working days currently require an encumbrance permit and a \$50 permit fee as well as a daily rate for use of metered parking spaces.

I recommend that the City Council move to adopt this proposal as a City Council policy.

7. **Annual Renewal of Boarding House Permits.** As you are aware, annually, the City Council considers and takes action on the renewal of Boarding House Permits. The City currently has two active Boarding Houses, one at 278 Cabot Street and another at 350-352 Hanover Street.

- a) **278 Cabot Street.** Pursuant to Article VIII: Boarding Houses, Section 9.804: Permit Renewal, I have **attached a draft Permit** for the boarding house located at 278 Cabot Street. This facility was inspected on April 9, 2018 by the Code Enforcement Officer and Health Officer and recommended for the reissue of the permit.

I recommend that the City Council move to approve the Boarding House permit for 278 Cabot Street for a one year permit to expire April 16, 2019.

- b) **350-352 Hanover Street.** Pursuant to Article VIII: Boarding Houses, Section 9.804: Permit Renewal, I have **attached a draft Permit** for the boarding house located at 350-352 Hanover Street. This facility was inspected on April 9, 2018 by the Code Enforcement Officer and Health Officer and recommended for reissue of the permit.

I recommend that the City Council move to approve the Boarding House permit for 350-352 Hanover Street for a one year permit to expire April 16, 2019.

8. **Applications for Sidewalk Cafés providing Alcohol Service.** In 2012, the City Council adopted City Council Policy 2012-02 titled “Policy Regarding Use of City Property for Sidewalk Café’s providing Alcohol Service” (a copy of this Policy is under City Council Policies on your iPad and in your City Council Binder). This Policy allows restaurants to apply for an Area Service Agreement to occupy a defined portion of City sidewalk space for the purpose of creating a sidewalk café with the ability to serve alcohol. It also outlines the criteria for both the application and the operations of the sidewalk cafés and calls for a 6 month term, typically running from mid-April through mid-October.

Last year four Area Service Agreements were issued for public sidewalk occupancy. To date, we have received applications for Popovers, Ri-Ra Irish Pub, The District, Fezziwig’s Food & Fountain and Raleigh Wine Bar & Market. City staff representatives from Police, Fire, Public Works, Building Inspection, Health, and Code Enforcement have reviewed those applications of and found the applications complete and recommend issuance of the Area Service Agreements in accordance with City Council Policy 2012-02.

The fee for the use of the public “Area” subject to the Area Service Agreement is \$10.00 per square foot, with a minimum season’s fee of \$2,000 and no proration of the fee. The Agreements may be suspended at the sole discretion of the City on an administrative basis and revoked in their entirety by vote of the City Council. Hours of operation are until 10:30 p.m. Monday through Saturday and until 10:00 p.m. on Sunday, with no smoking allowed in the “Area” at any time. Use of the “Area” may be precluded, modified or made subject to special conditions to accommodate municipal events. The sidewalk café Area will be separated from the public pedestrian space by black decorative metal fence. Please

note that the “Areas” to be used, along with table-chair layouts, are [attachments to each Agreement](#).

The table below includes applications received to date along with the areas and associated fees:

Establishment	Location	Area (s.f.)	Fee	Tables	#of Chairs
Popovers	8 Congress St	723	\$7,230	11	42
Ri Ra Irish Pub	22 Market Square	508	\$5,080	7	48
The District	103 Congress	500	\$5,000	17	35
Fezziwig’s Food & Fountain	112 State Street	120	\$2,000	3	8
Raleigh Wine Bar & Market	67 State Street	445	\$4,450	9	30

City staff have reviewed all applications and are recommending each be approved as presented.

I recommend the City Council move to authorize the City Manager to enter into Area Service Agreements with Popovers on the Square, Ri Ra Irish Pub, The District, Fezziwig’s Food and Fountain, and Raleigh Wine Bar and Market, for outdoor Alcohol service on City land for the 2018 season subject to City Council Policy No. 2012-02.

9. **Applications for Sidewalk Cafes providing Alcohol Service-Private Sidewalks.** The City has received three applications for sidewalk cafes that are proposed for private sidewalks that run along Portwalk Place. While these proposed locations are completely contained on private property, they are adjacent to the sidewalk area that the City has an easement over. The operation of these areas requires review for health and life-safety compliance and it was therefore determined that the City should review and issue a license for the operation. Because the operation occurs on private property and not on City property, as the other Sidewalk Café licenses, there is no associated fee with this action.

The table below includes applications received to date along with the areas and table and chair counts:

Establishment	Location	Area (s.f.)	Tables	# of Chairs
British Beer Company	2 Portwalk Place	882	9	24
The BRGR Bar	34 Portwalk Place	480	9	30
Row 34	5 Portwalk Place	290	6	18

City staff have reviewed all applications and are recommending each be approved as presented.

I recommend the City Council move to authorize the City Manager to enter into Area Service Agreements with British Beer Company, The BRGR Bar, and Row 34 for outdoor alcohol service on City land for the 2018 season subject to City operating conditions contained in City Council Policy No. 2012-02.

10. **Access Easement for Lot 243-26 Off Woodworth Avenue and Swett Avenue.** On September 21, 2017, the Planning Board approved an application from David Calkins of 409 Franklin Pierce Highway, LLC, requesting Subdivision (Lot Line Revision) Approval for properties located off Woodworth Ave and Swett Ave and including the paper street portion of Moffat Street. The application proposed to consolidate and reconfigure lot lines to create two lots where four existed.

As approved, the lot line revision plan includes one access easement on Lot 243-26 to benefit the City to allow snow storage on private property and to provide for a turn-around for City vehicles to safely maneuver into and out of the Swett Avenue when performing snowplowing, trash/recycling pick-up, fire and rescue operations, and other related similar municipal operations. [See attached Access Easement Deed and Plan.](#)

All of the foregoing has been approved by the Planning Board and is recommended by the Planning and Legal Departments.

If the City Council is in agreement with the recommendation, an appropriate motion would be:

Move that the City Manager be authorized to negotiate, execute, deliver and record the deeds regarding Lot 243-6 as presented.

11. **License Request Re: 75 Congress Street.** Michael de la Cruz owns the Franklin Block at the corner of Fleet and Congress Streets. Mr. de la Cruz obtained HDC approval to install windows along Fleet Street and to otherwise maintain and improve the facade. [Attached is an excerpt from the approved plans.](#) In order to accomplish the work, shoring for the building must be erected and remain in place during the course of the work. The shoring and the scaffolding to accomplish the work will impact the sidewalk along Fleet Street and a small portion of the roadway. [See attached view of Fleet Street, the red and the green markings showing the incursions of shoring and scaffolding onto the sidewalk and roadway.](#) There will also be intermittent closures of Fleet Street for very limited periods of time. Mr. de la Cruz may intermittently require several parking spaces along Fleet Street for loading and unloading and when that is the case he will be required to pay for them at the standard daily rate.

Representatives from public works, fire and police met recently with Mr. de la Cruz to outline the locations of jersey barriers and signage and to otherwise coordinate pedestrian and traffic impacts. Police details will be required for any street closure and notice to the fire department. With the details worked out, an encumbrance and flagging permit has recently been issued to allow preliminary work to commence while the development of a license is pending.

The license will extend until June 1, 2018 (June 9 is Market Square Day). Recognizing that there can be unanticipated changes in the work schedule, the license will be drafted so as to give the City Manager authority to extend the license for good cause shown and with such additional conditions as may be warranted.

I recommend the City Council move to authorize the City Manager to negotiate and enter into a license with Michael de la Cruz to facilitate work at the Franklin Block Building, 75 Congress Street.

Informational Items:

1. **Events Listing.** For your information, [attached is a copy of the updated Events Listing showing events from this date forward through 2018.](#) In addition, this can be found on the City's website.
2. **Presentation Re: Foundry Garage.** On Monday evening, David Allen, Project Manager for the Foundry Garage, will give an update to the City Council regarding this matter.
3. **Presentation Re: Senior Transportation.** City staff is working with COAST to take over operation of the City's Senior Transportation, which will provide demand response shared ride services for eligible seniors and persons with disabilities. COAST has provided a proposed scope of services to commence administration and operation of this service by October 1. The service will maintain the existing services currently provided by Wentworth Senior Living, but will also expand the hours and days of operations as well as adding a volunteer driver program to assist with non-emergency medical transportation. The aim of this program is to increase mobility options for Portsmouth residents while maintaining a reasonable cost through efficient use of resources and shared ride services. Senior Services Supervisor Brinn Sullivan will make a presentation to the City Council regarding senior transportation.
4. **Cost to Bury Overhead Utilities Along Islington Street Corridor.** As part of the Islington Street corridor improvement project, the City's consultants evaluated the feasibility and approximate cost of relocating overhead utility lines (electric, telephone, cable, fire alarm, etc.) under the roadway from Maplewood Avenue to Spinney Road. The design consultant estimated the magnitude of cost for burying overhead utilities along the entire Islington Street corridor would be \$5M to \$8M.

Since the initial estimate was completed, the project has been broken into two phases, the first phase from the Route 1 By-pass to Dover Street and the second phase from Dover

Street to Maplewood Avenue. Due to the cost and schedule impact, the first phase of the project did not include the undergrounding of overhead utilities. However, the City Council requested staff to continue to explore the possibility of burying utilities on the second phase (see attached figure for extent of second phase).

The utility design will include a considerable amount of coordination and investigation for each property that is currently connected to the overhead utilities. The majority of the design effort would be performed to identify conduit and equipment corridors, secure easements and/or land acquisitions where necessary to locate transformers and control cabinets, develop opinions of costs, and coordinate work, meetings and document preparation with each utility company.

Prior to being able to complete our design effort, Eversource needs to provide the City with their preliminary schematics of conduits, transformers, control cabinets, and installation of conductors and other similar items. To complete their work, Eversource requires \$30,000. The cost for this effort will be covered by FY18 contingency funds.

5. **Public Hearing of FY19 Budget – May 2, 2018 at 6:30 p.m.** Just a reminder that the City Council will be holding a Public Hearing on Monday, May 2, 2018 at 6:30 p.m., regarding the FY19 Budget. See attached City Council schedule with budget meetings and work sessions highlighted.
6. **Report Back Re: Taxi Enforcement.** At the April 2nd City Council Public Dialogue Session, Mayor Blalock indicated that the City Council would be provided with a report back at the April 16th City Council meeting regarding taxi enforcement. See attached memorandum from Lieutenant Michael Maloney of the Portsmouth Police Department.