

TO: JOHN P. BOHENKO, CITY MANAGER  
FROM: VALERIE A. FRENCH, DEPUTY CITYCLERK  
RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL AT MEETING HELD ON TUESDAY, JANUARY 22, 2019, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE  
PRESENT: MAYOR BLALOCK, ASSISTANT MAYOR LAZENBY, COUNCLORS ROBERTS, PEARSON, DWYER, DENTON, PERKINS, RAYNOLDS AND BECKSTED

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- At 6:00 p.m. a Non-Public meeting was held Re: Negotiations in Accordance with RSA 91-A:3, II (a)
- 1. Suspension of Rules– **Voted on an 9-0 roll call** to move up the following items on the Agenda following Public Comment Session:
  - XI.E.1 – Update from McIntyre Subcommittee
  - XI.C.1 – Parking and Traffic Safety Committee Action Sheet and Minutes of January 10, 2019
  - XI.A.5 – Presentation and Action Re: Neighborhood Parking Pilot Program
  - XI.B.1 – Recommendation for Appointment of Stefany Shaheen Re: Police Commission Vacancy
  - CM Info Item 1 – Report Back Re: Short-Term Rental Regulations in Portsmouth
  - CM Info Item 2 – Report Back Re: Student Letter on Reusable Bags
- 2. Presentation – Comprehensive Annual Financial Report (CAFR) – Scott McIntire of Melanson Heath gave a brief overview of the Comprehensive Annual Financial Report. Finance Director Belanger gave a brief presentation demonstrating the interactive Popular Annual Financial Report (PAFR) posted to the city web site.
- 3. Acceptance of Minutes – December 17, 2018 – **Voted** to approve and accept the minutes of December 17, 2018.
- 4. Public Comment Session – There were 27 speakers: Beth Margeson (Prescott Park); Jen Keefe, Dan Umbro, Larry Cataldo, Mary Beth Herbert, Michael Barker, Robin Lurie-Meyerkopf, Peter Whelan, Gino Francavilla, Kirsten Cunningham, Joanne Foster, Claudette Barker, Nicole LaPierre, Jeff Keefe, Paul Mannle, Zach Slater and Ben St. Jean (Parking Pilot Program); Roy Helsel (City Environment); Erik Anderson, Contracts; Pat Bagley, Paige Trace (Sign Ordinance); Stefany Shaheen, Mark Brighton, Madison Lightfoot (Police Commission); Jonathan Sandberg (Hampton Branch Rail Trail); Esther Kennedy (Questions); Lee Roberts (McIntyre)
- 5. Update from McIntyre Subcommittee – Councilors Dwyer, Roberts and Perkins gave a brief update to the status of the project including 3-D and physical models of the design to be on display and other information to be provided as the public has requested.

6. Presentation and Action Re: Neighborhood Parking Pilot Program – A brief presentation was given by Parking Manager Fletcher in which he also addressed questions presented during the Public Comment Session. Amendment suggestions were offered by several Councilors and will be brought back for consideration. **On a 7-2 roll call, voted to table.** Councilor Perkins and Mayor Blalock voted opposed.
7. Recess/Reconvened: 9:30 p.m. – 9:40 p.m.
8. Parking and Traffic Safety Committee Action Sheet and Minutes of the January 10, 2019 meeting – **Voted** to approve Parking and Traffic Safety Committee Action Sheet and Minutes, *excluding Item #7 (Action Sheet) and #VIII.A of the minutes regarding Neighborhood Parking Program.*
9. Recommendation for Appointment of Stefany Shaheen Re: Police Commission Vacancy – **Voted on a 7-1 roll call** to appoint Stefany Shaheen to fill the Police Commission Vacancy until December 31, 2019. Councilor Denton voted opposed. Councilor Becksted abstained.
10. City Manager Item #1 – Report Back Re: Short-Term Rental Regulations in Portsmouth  
– No questions
11. City Manager Item #2 – Report Back Re: Student Letter on Reusable Bags – No questions
12. Public Hearing – Cable Television Renewal Franchise Agreement – Deputy City Attorney Woodland reviewed the proposed contract changes. A public hearing was held with one speaker, Bill Humphries. Action on this item will take place at the February 4, 2019 City Council meeting.
13. Public Hearing and Second Reading – Zoning Ordinance amending Chapter 10, Article 11, Site Development Standards, Section 10.1110 – Off Street Parking - Planning Director Walker gave a brief presentation. A public hearing was held with 3 speakers; Elizabeth Bratter; Esther Kennedy and Paige Trace. **Motion to postpone FAILED** on a 0-9 roll call vote. **Voted on an 8-1 roll call to pass** second reading as amended and schedule a third and final reading for the February 4, 2019 City Council meeting to amend the Article 11 – Site Development Standards, Section 10.1110 – Off-Street Parking as presented in the document titled “Proposed Off-Street Parking Amendments” dated January 16, 2019. Councilor Becksted voted opposed.
14. Suspend the Rules to continue meeting past 10:00 p.m. – **Voted** to suspend the rules to continue meeting past 10:00 p.m.
15. Public Hearing and Second Reading – Zoning Ordinance Amendment Chapter 10 – Article 2 – Administration and Enforcement be amended by inserting a New Section 10.240 as presented on the Document Titled “Proposed Amendments to the Portsmouth Zoning Ordinance: Section 10.240 – Conditional Use Permits”, Dated November 19, 2018 – A public hearing was held with no speakers. **Voted 8-1 to pass** second reading and schedule third and final reading for the February 4, 2019 City Council meeting to amend the Portsmouth Zoning Ordinance, Article 2 – Administration and Enforcement,

by inserting a new Section 10.420 as presented on the document titled “Proposed Amendments to the Portsmouth Zoning Ordinance: Section 10.240 – Conditional Use Permits – dated November 19, 2018. Councilor Becksted voted opposed.

16. First Reading of Proposed Ordinance amending Chapter 10, Article 4, Section 10.421.10 – District Location and Boundaries of the Zoning Ordinance and Portsmouth Zoning Map be amended by rezoning the property located at 290 Gosling Road at Assessor’s Tax Map 213, Lot 1 from Waterfront Industrial (WI) to Office Research (OR) District – Voted to pass first reading and schedule a second reading and public hearing for the February 4, 2019 City Council meeting on the request of 290 Gosling Rd., LLC the property with the address of 290 Gosling Road (Map 213, Lot 1) be re-zoned from the Waterfront Industrial (WI) to Office Research (OR).
17. Third and Final Reading of Amendments to Chapter 10 - Zoning Ordinance be amended by deleting the existing Article 12 – Signs, and inserting in its place a new Article 12 – Signs as presented in the Document Titled “Proposed Amendments to the Portsmouth Zoning Ordinance: Article 12 - Signs, dated September 25, 2018 (tabled indefinitely at the December 17, 2018 City Council meeting) – **Voted 8-1** to suspend the rules to take item off of the table. Councilor Becksted voted opposed. **Voted** to suspend the rules to allow amendment at third reading. **Voted** to amend the ordinance as presented. **Voted** to postpone third reading as amended to the February 4, 2019 City Council meeting.
18. Consent Agenda – **Voted** to adopt the Consent Agenda.
  - A. Letter from Lindsay Gilbert, Cystic Fibrosis Foundation, requesting permission to hold the CF Cycle for Life for the 2019 summer season on Saturday, July 13, 2019 (**Anticipated action – move to refer to the City Manager with power**)
  - B. Letter from Kathie Lynch, Portsmouth Little League, requesting permission to affix signage in the form of banners to be attached to fences surrounding the outfield and foul lines at Plains and Hislop fields, also; requesting permission to affix the banners to the fences from April 13 [Field Clean-up Day] through the end of October, and; maintain signage to the rear of the Plains scoreboard (**Anticipated action – move to refer to the City Manager with power**)
  - C. Letter from Caroline Piper, Friends of the South End, requesting permission to hold the annual Fairy House Tour event on Saturday, September 21, 2019 and Sunday, September 22, 2019 from 10:00 a.m. – 3:00 p.m. (**Anticipated action – move to refer to the City Manager with power**)
19. Council e-mail correspondence – **Voted** to accept and place on file.
20. Letter from Elizabeth Bratter regarding contractors or any builder to appear before the Planning Board to request a Conditional Use Permit regarding parking within their project, also not to include bike share services as a form to reduce the need for parking – **Voted** to accept and place on file.

21. City Manager Consent Agenda - Items 1 and 3 were requested to be removed, Item 5 previously voted. **Voted** to adopt remaining items #2 and #4.
2. Request for Public Hearing Re: Elderly and Disabled Exemptions (**Anticipated action – move to schedule a public hearing for the February 4, 2019 City Council meeting**)
4. Request for First Reading Re: Accessory Dwelling Units and Garden Cottages (**Anticipated action – move to schedule a first reading for the February 4, 2019 City Council meeting to amend the Zoning Ordinance by deleting existing Sections 10.814 – Accessory Dwelling Units and 10.815 – Garden Cottages and inserting in their place the new sections 10.814 and 10.815 as presented in the document titled “Proposed Amendments to the Portsmouth Zoning Ordinance: Sections 10.814 – Accessory Dwelling Units and 10.815 – Garden Cottages” dated January 16, 2019 and amending related terms in Article 15 – Definitions, Section 10.1530 – Terms of General Applicability**)
22. Approval of Proposed Employment Agreement for Deputy City Manager Nancy Colbert Puff – **Voted on an 8-1 roll call** to approve a 5-year Employment Agreement with Deputy City Manager Nancy Colbert Puff. Councilor Becksted voted opposed.
23. NH DOT Hampton Branch Trail Management Agreement – **Voted** to authorize the City Manager to negotiate and execute a Trail Management Agreement with NHDOT for the Portsmouth portion of the Hampton Branch Rail Trail (NH Seacoast Greenway) that is covered by the Hampton-Portsmouth CMAQ project.
24. Appointment to be Considered – Nathalie Morison, current alternate, was considered for appointment as a regular member to the Conservation Commission to be voted at the February 4, 2019 Council meeting.
25. Appointment to be Voted – **Voted** to appoint Heinz K. Sauk-Schubert as an alternate member to the Historic District Commission with term to expire June 1, 2021.
26. Request for approval Re: Service of Alcohol for the Worth Lot Demonstration Project – **Voted** 8-1 to approve sale of wine and beer for a one-day event to be held in summer 2019 at the Worth Lot. Councilor Becksted voted opposed.
27. Draft Letter Re: Portsmouth City Council Supports HB 102 – **Voted** 8-1 to allow Councilor Denton to present drafted letter at the HB102 hearing. Councilor Becksted voted opposed. (Letter should note the opposition of Councilor Becksted.)
28. Adjournment – at 11:25 p.m. voted to adjourn.

Respectfully submitted by:

Valerie A. French, CNHMC  
Deputy City Clerk