

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: KELLI L. BARNABY, CITY CLERK

RE: ACTIONS TAKEN BY THE PORTSMOUTH CITY COUNCIL MEETING HELD ON MONDAY, MAY 6, 2019 MEETING, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, MUNICIPAL COMPLEX, ONE JUNKINS AVENUE, PORTSMOUTH, NEW HAMPSHIRE

PRESENT: MAYOR BLALOCK, ASSISTANT MAYOR LAZENBY, COUNCILORS ROBERTS, PEARSON, DWYER, DENTON, PERKINS, RAYNOLDS AND BECKSTED

1. Proclamation – Honoring the Civic Service of Nancy Beck – Mayor Blalock read the Proclamation honoring the civic service and many accomplishments of Nancy Beck.
2. Proclamations – Police Week – Peace Officers’ Memorial Day – May 15, 2019 – Councilor Roberts read the Proclamation declaring the week of May 12th to May 18th as Police Week in Portsmouth and further called upon all citizens of Portsmouth to observe May 15, 2019 as Peace Officers’ Memorial Day. In addition, let us recognize and pay respect to the survivors of our fallen heroes by lowering all City, State and American flags in Portsmouth to half-staff on Wednesday, May 15, 2019. Police Chief Merner and members of the Portsmouth Police Department accepted the Proclamation with thanks and appreciation. Chief Merner announced that the department has earned the highest CALEA Accreditation.
3. Proclamation – Small Business Week – May 5th – May 11th, 2019 – Mayor Blalock read the Proclamation declaring May 5th – May 11th as Small Business Week in Portsmouth. Nicole Gagliardi of The Spice & Tea Exchange of Portsmouth accepted the Proclamation with thanks and appreciation.
4. National Bike Month – Councilor Raynolds read the Proclamation declared May 2019 as Bike Month. Anne Rugg of COAST accepted the Proclamation with thanks and appreciation.
5. 100th Anniversary of Atlantic Heights Neighborhood – Mayor Blalock read the Proclamation wishing Happy 100th Anniversary to the Atlantic Heights. Kevin Lafond accepted the Proclamation with thanks and appreciation and informed the City Council he will be placing the 75th Anniversary and this 100th Anniversary Proclamations on display at the Portsmouth Athenaeum.
6. Presentation – Senior Activity Center Re: Cottage Street Location f/k/a Paul A. Doble Army Reserve Center – Brinn Sullivan, Senior Services Program Supervisor provided a detailed Presentation to the City Council regarding the Future Senior Activity Center.

7. Senior Activity Center – **Voted** to authorize the City Manager to request from the Trustees of the Trust Fund, \$1,525,200.00 from the Daniel Street Trust to be used for senior center construction costs.

Voted to establish a public hearing for May 20th to consider and recommend \$2.5 M bond to be used for senior center construction costs.
8. Acceptance of Minutes – April 15, 2019 – **Voted** to approve and accept the minutes of the April 15, 2019 City Council meeting.
9. Public Dialogue Summary – Assistant Mayor Lazenby gave a brief summary of the topics discussed during Public Dialogue which included; Proposed Downtown street closures, the reuse of the Salvation Army building, City Website printing issues and the budget.
10. Public Hearing and Second Reading of Ordinance amending Chapter 10 – Zoning Map 10.5A21A by changing the property with the address of 15 Middle Street from Civic District to Character District 4 and amending Zoning Map 10.5A21B by changing the height requirement area for the property’s street frontages on Porter Street and Maplewood Avenue to 2-3 stories (40’) – Held a public hearing. A detailed Presentation was provided by Planning Director Walker. **Voted** to pass second reading and schedule third and final reading for the May 20, 2019 City Council meeting. Councilor Becksted voted opposed.
11. First Reading of Ordinance amending Chapter 6, Article II, Section 6.202 – Billiards and Bowling Hours – **Voted** to pass first reading and schedule second reading and a public hearing for the May 20, 2019 City Council meeting.
12. Acceptance of Community Development Block Grant Funds – **Voted** to accept and expend a Community Development Block Grant (CDBG) in the amount of \$526,934.00 from the U.S. Department of Housing and Urban Development.
13. **Voted** to suspend the rules in order to take up Item XI. A.3. – CIP Request Re: New Franklin Elementary School Facility Improvements.
14. CIP Request Re: New Franklin Elementary School Facility Improvements – **Voted** to establish a public hearing on Monday, May 20, 2019 for bonding of Two Million Dollars (\$2,000,000.00) for New Franklin Elementary School Improvements.
15. Consent Agenda – Councilor Roberts removed Item B. 2019 Omnibus Sidewalk Obstruction Renewals from the Consent Agenda in order to take action separately.

- A. Letter from Donna Hepp, Granite State Wheelmen, Inc., requesting permission to hold the 46th annual Seacoast Century Bicycle Ride on Saturday, September 21, 2019 and Sunday, September 22, 2019 **(Anticipated action – move to refer to the City Manager with power)**
- C. Request for License to Install Projecting Sign for Simchik-McGovern III, LLC, Corene McGovern & Michael Simchik owner of The Chamfered Corner for property located at 140 Penhallow 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**
- D. Request for License to Install Projecting Sign for Albert Fleury owner of The Green Room for property located at 41 Vaughan Mall **(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**

Voted to adopt the Consent Agenda, as presented.

16. 2019 Omnibus Sidewalk Obstruction Renewals (See attached list) – **Voted** to approve and accept the 2019 Omnibus Sidewalk Obstruction Renewals. Councilor Roberts requested that City Manager Bohenko look into making the placement of flowers an exemption to the Sidewalk Obstruction License. Councilor Raynolds requested that there be limitations developed to ensure that it is for the beautification of the City.
17. Parking of Mopeds (Not of agenda) – Councilor Raynolds suggested staff develop parking requirements and designate parking spaces for mopeds.
18. Email Correspondence – **Voted** to accept and place on file.
19. Letter from Margaret L. Riffe regarding Carey Cottage – **Voted** to accept and place on file.
20. Letter from Debra Oliver, The Clip Joint Barbershop thanking the City Council for reconsidering date of the Pedestrian Zone Events – **Voted** to accept and place on file.
21. Approval of AFSCME Local A-1386 Re: Collective Bargaining Agreement – **Voted** to approve the tentative three year collective bargaining agreement with the Portsmouth City Employees – Local A-1386 (to expire on June 30, 2022).

Councilor Denton requested to inquire if the unions would be willing to swap out the Columbus Day Holiday with Election Day.

22. Proposed Longmeadow Road Extension Project – **Voted** to authorize the City Manager to negotiate, execute, deliver and record an necessary documents required to complete the extension of Longmeadow Road in accordance with the plans approved by the Planning Board; and further, that the City Manager be authorized to negotiate, discharge and extinguish any outstanding easements and covenants that may interfere with the extension of Longmeadow Road.
23. Request to Establish a Work Session for May 20, 2019 Re: Update on Coakley Landfill – **Voted** to schedule a work session for a report back presentation regarding Coakley Landfill at the May 20, 2019 City Council meeting at 6:00 p.m.
24. Source Water Protection Project Re: Acquisition of 3.11 Undeveloped Proposed adjacent to the Greenland Well – **Voted** to approve the following:
 - Authorize the City Manager to execute a Purchase and Sale Agreement for the subject parcel for the total of \$220,000.00, with the understanding that reimbursement for up to \$90,000.00 from the New Hampshire Drinking Water & Groundwater Trust Fund will be requested;

- Establish a public hearing for May 20, 2019 to fund the purchase of land through a use of water enterprise fund net position;
 - Enter into a Grant Agreement with the State of New Hampshire's Drinking Water and Groundwater Trust Fund to receive up to \$90,000.00 to partially reimburse costs of the purchase; and
 - Refer this matter to the Planning Board for a report back
25. 150 Route 1 Bypass Water Access Easement – **Voted** to accept an access easement to 150 Route 1 Bypass, as presented.
 26. Appointments to be Considered – The City Council considered the appointment/reappointments listed below which will be acted upon at the May 20, 2019 City Council meeting.
 - Jeffrey Mattson as an Alternate to the Building Code Board of Appeals
 - Margot Doering at an Alternate to the Historic District Commission
 - Reagan Ruedig to the Historic District Commission
 - Jonathan Wyckoff to the Historic District Commission
 - Kory Sirmaian to the Recreation Board
 27. Appointment to be Voted – Reappointment Robert Capone to the Cable Television & Communications Commission – **Voted** to reappoint Robert Capone to the Cable Television & Communications Commission until April 1, 2022.
 28. Resignation of Kelly Weinstein from the Citywide Neighborhood Committee – **Voted** to accept with regret the resignation of Kelly Weinstein and express our thanks and appreciation for her service to the City.
 29. The City Manager Search Subcommittee Report / RFP – **Voted** to approve the RFP for executive recruitment consulting services related to the search for a City Manager.
 30. Bike Ride with the Mayor – May 8th at Noon – Mayor Blalock invited individuals to join him, City Officials and staff on a bicycle tour of recent and planned bicycle and pedestrian improvements on Wednesday, May 8th leaving from City Hall at Noon.
 31. McIntyre Subcommittee Request to Establish Work Session with Financial Consultant – **Voted** to establish a Work Session on Wednesday, May 15, 2019 regarding the McIntyre Project Financial Plan and combine the Monday, May 13, 2019 General Government Budget Work Session with the Water & Sewer Departments Budget.

32. Letter regarding The Society for the Protection of New Hampshire Forests – **Voted** to send a letter to Jane Difley, President/Forester of The Society for the Protection of New Hampshire Forests regarding the Proposed Demolition of Carey Cottage.
33. Proposed Rule Change – Rule 7 Order of Business – **Voted** the City Council to vote on May 20, 2019 on proposed change to Rule 7 of the Revised Rules and Order of the Portsmouth City Council and if amended it take effect on June 17, 2019.
34. Our Working Port and Renewable Energy in New Hampshire – Councilor Raynolds reported that a large cargo ship is in port carrying large components of wind turbines that are going to Antrim, New Hampshire.
35. Adjournment – At 9:30 p.m., **voted** to adjourn.

Respectfully submitted by:

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