

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: TUESDAY, JANUARY 21, 2020

PORTSMOUTH, NH
TIME: 7:00PM [or thereafter]

At 6:15 p.m., an Anticipated Non-Public Session was held regarding McIntyre - RSA 91-A:3 II (I).

Assistant Mayor Splaine moved to come out of Non-Public Session. Seconded by Councilor Kennedy.

On a unanimous roll call vote 9-0, motion passed.

I. WORK SESSION

(There was no work session this evening)

II. CALL TO ORDER

Mayor Becksted called the meeting to order at 7:15 p.m.

III. ROLL CALL

Present: Mayor Becksted, Assistant Mayor Splaine, Councilors McEachern, Whelan, Lazenby, Kennedy, Huda, Tabor and Trace

IV. INVOCATION

Mayor Becksted asked for a moment of silent prayer in memory of Mark Kelliher who recently passed away.

V. PLEDGE OF ALLEGIANCE

Mayor Becksted led in the Pledge of Allegiance to the Flag.

PRESENTATION

1. Presentation of Comprehensive Annual Financial Report (CAFR); the Governance Letter and Management Letter; and the Popular Annual Financial Report (PAFR) – Scott McIntire, Melanson & Heath

Scott McIntire of Melanson & Heath provided a brief review of the Comprehensive Annual Financial Report (CAFR) and reported all books and records were found in good working order and meet general accounting principles. He addressed our Fund Balance Policy and keeping it within 10%. He reported that revenues came in higher than expected. City Manager Conard spoke to the Popular Annual Financial Report (PAFR) and its highlights and urged residents to explore the document, which contains a great deal of information.

Councilor Kennedy inquired as to federal projects and following title 1. Mr. McIntire said we refer that to the single audit. He said we take a sample of the program and would need to get an answer back on the school and special education projects.

City Manager Conard spoke to the highlights of services and that we are the one of two communities to receive the GFOA Award.

VI. ACCEPTANCE OF MINUTES – DECEMBER 16, 2019 AND JANUARY 6, 2020

Councilor Kennedy asked how the new City Councilor's would go about not accepting the December 16, 2019 minutes. City Attorney Sullivan that you are the City Council and would vote on the minutes.

Councilor Lazenby moved to accept the City Council minutes of the December 16, 2019 and January 6, 2020 meetings. Seconded by Councilor Tabor.

Councilor Kennedy moved to separate the minutes to take them up individually for voting purposes. Seconded by Assistant Mayor Splaine. On a 7-2 roll call, motion passed. Assistant Mayor Splaine, Councilors McEachern, Whelan, Kennedy, Huda, Trace and Mayor Becksted voted in favor. Councilors Lazenby and Tabor voted opposed.

Councilor Lazenby moved to approve and accept the City Council minutes of the December 16, 2019 meeting. Seconded by Councilor Tabor. On a roll call vote 6-0 with 3 abstaining motion passed. Assistant Mayor Splaine, Councilors McEachern, Whelan, Lazenby, Tabor and Mayor Becksted voted in favor. Councilors Kennedy, Huda and Trace abstained from voting on this matter.

Councilor Kennedy moved to approve and accept the City Council minutes of the January 6, 2020 meeting. Seconded by Councilor Trace and voted.

VII. RECOGNITIONS AND VOLUNTEER COMMITTEE RERPORTS

There were no Recognitions and Volunteer Committee Reports this evening.

VIII. PUBLIC COMMENT SESSION

Dave Allen, Director of SABR spoke to bike lanes and the pedestrian bridge over the Memorial Bridge. He said that SABR will work with the City on improving the bike lanes. He reported that 70 Middle School kids bike to school each day and it is important to have these bike lanes now and in the future.

Josh Denton asked the City Council to keep the bike lanes. He thanked the Council for their support of the policy network on renewable energy. He addressed food in landfills and how that turns into methane gas and make up more than 3 of the highest gases.

Effie Malley said she is a bike rider and spoke to the Middle Street bike lanes and said the bollards are used for slower speeds. She asked that the City Council consider the data and allow for a longer trial period.

Deb Chag spoke to the traffic on Middle Street which has slowed and is safer. She said the bike lanes alert drivers to slow down and pay attention.

Jonathan Sandberg said he cycles from the Middle to the High School daily. He said the bike lane allows safer driving and that biking allows him to save money. He said the number of students using bicycles has increase with the introduction of bike lanes.

Anne Poubeau – spoke as a proud member of SABR. She said there are 750 members and spoke to the protective bike lanes. She said people want to ride bicycles more and bike lanes have been in use in the US since 2009 and the numbers continue to increase over time.

RW Bogavdus said he supports the bike lanes and the traffic has slowed down but questioned the number of bollards and their locations. He stated perhaps the bike lanes should only be placed on one side of the road.

Marylou McElwian said in 20 years she has been dismayed by the number of variances for wetlands granted. She said Portsmouth is a wet City. She spoke to the levels of rising waters. She said if variances continue to be granted the new ordinance recently adopted will be mute. She asked that City Manager Conard and the City Council speak with the Conservation Commission regarding the number of variances given relating to wetlands.

Steve Gerhertz, SABR, Kittery Point, said he rides from Kittery Point to the City and would like the bike lanes redesigned. He asked that the City involve SABR in the redesigning of the lanes.

Lee Roberts said she supports bicyclists. She said the changes on Middle Street has made it unsafe. She does not see bicyclists using the bike lanes. She would like to see an improvement to the design. She spoke to parked cars having to park in the roadways because of the bike lanes. Ms. Roberts stated that Middle Street is dangerous and parents do not feel safe so their kid's bike on the sidewalks.

Christina Dubin thanked the City Council for renewing the single use plastic policy and composting.

Matthew Glenn spoke in favor of bike lanes and said the lanes are an improvement and the bollards are necessary. He supports the efforts of the City departments with this matter. He spoke to his participation in the Bike and Pedestrian Master Plan and its importance.

CJ Fleck spoke in support of the bike lanes and the members of SABR. He said bikes lanes are most important for safety. He suggested working on making it safer.

Ned Raynolds said making the City more bike and pedestrian friendly is important. It has been part of the Master Plan since 2005. He said the City put the bike lanes in place to make it safer for bicyclists. He said the former City Council passed the Complete Street Policy and said much public input has been given on bicycles. He spoke to traveling on and off of Middle Street daily and said that traffic is slower and the area is safer.

Robert Najar spoke in support of the bike lanes and the need for more bike lanes on Middle Street is important. He said you will see more traffic and more people will want to use bikes in the future.

Ben Gamari spoke in support of the bike lanes on Middle Street. He said he rides his bike often and suggested some form of physical separation from cars and bikes.

Buster Miller said he supports the City and their work on bike lanes.

Senator Martha Fuller Clark spoke to the Lafayette Road sewer extension into Rye. She said Senator Sherman from Rye has indicated an additional engineering report is needed. She asked that you not take any action this evening but continue to slow the work and gather more information for the City Council.

Senator Tom Sherman, Rye, NH, said that the water shed is one of the highest priorities and the most important use is what will be the impact on the City. He spoke to continuing to work with Rye and allow the full report to come to the City. He has worked 6 to 7 years on protecting the water shed.

IX. ORDINANCE AND/OR RESOLUTION

There are no Ordinances and/or Resolutions on the Agenda this evening)

X. MAYOR BECKSTED

1. Board & Commission Assignments for City Council

Councilor Kennedy moved to approve the Board and Commission Assignments for the City Council, as presented. Seconded by Assistant Mayor Splaine and voted.

Assignments:

Chamber of Commerce
Councilor Petra Huda

Councilor Paige Trace

**Economic Development
Commission**

Assistant Mayor Jim Splaine
Councilor Cliff Lazenby

**Parking and Traffic Safety
Committee**

Councilor Peter Whelan

Fees Schedule Study Committee

Councilor Petra Huda
Councilor John Tabor

**Pease Development Authority
Liaison**

Councilor John Tabor

Historic District Commission

Councilor Paige Trace

**Pease Development Authority -
Port Subcommittee**

Councilor Esther Kennedy

**Legislative Delegation -
Subcommittee**

Mayor Rick Becksted
Councilor Deaglan McEachern
Councilor Esther Kennedy

Peirce Island Committee

Councilor Esther Kennedy

Planning Board

Councilor Peter Whelan

Recreation Board

Councilor Deaglan McEachern

Rockingham Planning Commission

Councilor Deaglan McEachern

2. Ratification of Blue Ribbon Committees

Assistant Mayor Splaine moved to Ratify the Mayor's Blue Ribbon Committees, as presented.

- African Burying Ground Stewardship
- Neighborhood Steering Citywide
- Sister City
- Sustainable Practices
- Vaughan Mall
- Veterans Organizations

3. Appointment to PDA – Erik S. Anderson

Councilor Kennedy moved to appoint Erik S. Anderson as the City's Representative to the Pease Development Authority for a three year term, January 21, 2020 through January 21, 2023. Seconded by Assistant Mayor Splaine.

Councilor Kennedy said she has known Erik Anderson for years and has spoken in the Senate for the fishing industry. He has figured out the monitoring system by the federal government. She said he is the right person for this position.

Assistant Mayor Splaine said he agrees with all comments made by Councilor Kennedy. He said Erik Anderson is committed to this appointment. He said Erik will bring great perspective for the City.

Councilor McEachern said he has no issue with the nomination but feels it is a break from using a City Manager and he has concerns with reporting issues. He said PFAS, Economic Development is increasing a more active government in the Pease Development Authority. He said we need a mechanism in place to make sure that happens.

Councilor Lazenby said as a matter of form this is a different approach of taking. He said people fill out an application and he has not done that and spoke to there not being any input from Mr. Anderson as to why he is interested in taking on the position.

Mayor Becksted passed the gavel to Assistant Mayor Splaine.

Mayor Becksted said he thought long and hard on this appointment. He stated Erik Anderson would like to come up with a mechanism on what is happening at the Pease Development Authority. He said he would like to get Erik appointed because he is the right man for the job.

Motion passed with Councilors McEachern and Lazenby opposed.

4. Appointment of Police Commission Search Blue Ribbon Committee

Mayor Becksted reported that there are 4 applicants for consideration to fill the vacancy on the Police Commission.

Assistant Mayor Splaine said he would not oppose the nomination but is concerned with naming staff in the position of serving on the Blue Ribbon Commission and recommending people that are responsible for granting promotions. He urged Chief Merner and Officer Kranse refrain from voting on matters of selecting a new Commissioner.

5. Appointment to be Considered:
- Joseph O'Neill as an Alternate to the Conservation Commission

The City Council considered the appointment of Joseph O'Neill as an Alternate to the Conservation Commission to be voted on at the February 3, 2020 City Council meeting

XI. CITY COUNCIL MEMBERS

A. ASSISTANT MAYOR SPLAINE

1. Request for Update and Discussion, regarding Bicycle Paths, including Middle Street

Assistant Mayor Splaine suggested we have a work session or presentation in late February or March to provide a status update on where we are going. He said he would like to see more bike lanes. He is pleased we are renovating Market Street Extension because there are many people in his area that support more bike lanes. He stated there are a few adjustments needed that can be done without consultants. Assistant Mayor Splaine said we need to be more serious with signage. He addressed speeds on Woodbury Avenue and would like an update on this matter. He asked Mayor Becksted and City Manager Conard to set aside some time for a presentation.

Councilor Whelan said he is the Chair of Parking & Traffic Safety Committee and would like to get an update in February and restart the conversation in order to come back to the City Council.

Councilor Kennedy said she is pleased with bike lanes and would like to see a session to come up with a plan. She stated she would like the involvement of the Fire and Police Departments in the discussion.

Councilor McEachern said everyone is willing to improve the bike lanes from a safety standpoint and there is an opportunity for more discussion. He said he is pleased that SABR wants to be involved and the main issue is the safety of children.

Councilor Lazenby said he spoke with voters last fall and the number two issue was bike lanes and the need to look at ways to make improvements. He indicated we need to bring this back up and work on this matter and hold a work session in addition to Parking and Traffic Safety looking into this matter. He said he would like City Manager Conard to speak with staff on what a work session would look like.

Councilor Tabor said he bikes in the downtown and to the indoor pool and the bike lanes give him a sense of safety. He stated he would like to receive input to figure out how to do this better.

City Manager Conard said staff had a conversation and there is a healthy dialogue to be had with a report back. She stated she will work to schedule a public informational session.

2. Availability of 24-Hour Extreme-Weather Warming Centers

Assistant Mayor Splaine said he would like to know about the availability of 24 hour warming centers. He asked if we have anything like this or could you help to identify a facility that provides for 24-hour warming center.

City Manager Conard said we have the ability to extend hours at the Library and High School when they are not in use during extreme weather conditions. She also said there are means available outside the City services.

Assistant Mayor Splaine said he would like information out on this matter and the extension of hours at the High School and Library in times of need. He stated the Police Department tries to double check the safety of homeless but we need more than that service.

Councilor Kennedy asked what other resources like Cross Roads are available.

3. Status and Update of Synthetic Playing Fields, and consideration of Potential Environmental Impact

Assistant Mayor Splaine said he would like a work session on playing fields and their impact in March. He said Mindi Messmer and Ted Jankowski could be involved in the session. He asked the status of the bidding process on the fields. He said he would like Mayor Becksted and City Manager Conard to schedule a work session.

At 9:00 p.m., Mayor Becksted declared a brief recess. At 9:10 p.m., Mayor Becksted called the meeting back to order.

B. COUNCILOR WHELAN

1. Parking and Traffic Safety Committee Action Sheet and Minutes of the December 5, 2019 meeting

Councilor Whelan moved to approve and accept the action sheet and minutes of the December 5, 2019 Parking & Traffic Safety Committee meeting. Seconded by Councilor McEachern.

Councilor Kennedy said she never votes to approve the Parking & Traffic Safety Committee minutes and explained her reasoning.

Councilor Lazenby said he would like City Attorney Sullivan to speak on the matter of moving items forward.

City Attorney Sullivan said the minutes are different from others, the ordinance sees the Parking and Traffic Safety Committee accepts and recommends any changes to regulations for up to 1 year. He said the reason it was done was to go through the three readings process was difficult to make changes, to see if a change works, and if this process works well.

Motion passed. Councilor Kennedy voted opposed and Councilor Trace abstained.

2. McIntyre

Councilor Whelan said we had a Non-Public Session, and back in July a petition of over 600 signatures was presented. He said the proposed project fills most of the open space and stated we need to fish or cut bait.

C. COUNCILOR KENNEDY

1. Various Questions

Councilor Kennedy said she has 21 questions from residents from all over that were asked of her and she would like answers. She said she would like to know where we are at in various projects, how the residents can get involved. She requested the responses by the end of February.

City Manager Conard said she would provide answers to the questions.

XII. APPROVAL OF GRANTS/DONATIONS

- A. Portsmouth Police Department Grant:
- US Department of Justice – Bullet Proof Vest Grant - \$5,103.76

Assistant Mayor Splaine moved to approve and accept the grant to the Portsmouth Police Department, as presented. Seconded by Councilor Whelan and voted.

- B. Portsmouth Fire Department Charitable Donation 2019 from Kimi E. Iguchi - \$1,000.00

Councilor Kennedy moved to accept the donation to the Portsmouth Fire Department, as presented. Seconded by Councilor Whelan and voted.

XIII. CITY MANAGER'S ITEMS WHICH REQUIRE ACTION

A. CITY MANAGER CONARD

1. Request for Public Hearing Re: Elderly and Disabled Exemptions

City Manager Conard said we need to have a public hearing on February 3rd. She reviewed the exemptions off of the assessed values. She indicated the increase is 1.6% and the income levels are adjusted. She indicated that any adjustments approved would be for assessments as of April 1, 2020 for Tax Year 2020 (FY21).

Councilor Kennedy would like to have a presentation on the exemption and asked how many people take advantage of exemption. She also asked if we are meeting the needs to support people in staying in their homes.

Councilor Whelan asked if there is information regarding the exemptions on the tax bill. Assessor Lentz said that the information is located on the back of the tax bills.

Councilor Tabor would like to know the last time we looked at the tiers for exemptions. Assessor Lentz said it was in 2016. Councilor Tabor said he would like more conversations on this matter.

Councilor Kennedy moved to schedule a public hearing for the February 3, 2020 City Council meeting. Seconded by Councilor Whelan.

Assistant Mayor Splaine said he has a conflict because he is eligible to receive the elderly exemption but does not plan to apply for it in the next two years. He indicated he would be abstaining this evening and at the final vote on February 3, 2020.

Motion passed. Assistant Mayor Splaine abstained.

2. Easement for St. Patrick's School Property, 355 Banfield Road

City Manager Conard reported on March 16, 2017, the Planning Board granted Site Plan Review approval for the construction of a 200-student private elementary school. (St. Patrick's Academy) for property located at 355 (315) Banfield Road. She said the site plan approval required that the applicant provide a water line access easement to the City for the purpose of maintenance and inspection of water infrastructure.

Councilor Lazenby moved to grant authority for the City Manager to accept the Easement Deed in a form similar to those in the City Manager Comments of January 15, 2020. Seconded by Councilor Kennedy and voted.

3. Senior Activity Center (125 Cottage Street) – Easement to Eversource for Electrical Service

City Manager Conard advised the City Council that work is currently underway to convert the former Doble Center at 125 Cottage Street to the new Senior Center. She indicated the City and Eversource determined that the best way to provide electricity to the new Center is to install a new electrical service from an Eversource pole located along the western property line abutting 185 Cottage Street. She spoke to the need to install a new panel on the City's building which requires the City to grant Eversource an easement. City Manager Conard reported that the Planning Board recommended granting this easement at its September 19, 2019 meeting.

Councilor Kennedy moved to authorize the City Manager to negotiate and grant an easement to Eversource for electrical service over municipal property located at 125 Cottage Street, Portsmouth (Tax Map 174 Lots 15 and 16). Seconded by Councilor Trace and voted.

4. Report Back Re: Lafayette Road Sewer Extension Into Rye

City Manager Conard said she heard from Senator Martha Fuller Clark and Senator Sherman of Rye on this matter. She indicated two principal benefits for the City have been put forward: (1) the protection of the Berry's Brook Watershed and (2) expansion of the rate base (increased revenue) at the cost of private developers. She said it is worth noting that the City has an ongoing, cooperative relationship with the Town of Rye on drinking water issues. She indicated additional engineering is underway and we want to learn more and make an informed decision.

Councilor Kennedy moved to table until the engineering report comes forward and that any meeting that takes place on this include the entire City Council. Seconded by Councilor Trace.

Councilor Lazenby asked when the report will come back on this matter.

City Engineer Desmarais said the engineers will need two to three months to complete the work. Attorney Phoenix said he has been involved to get this sewer extension into Rye. He said the pump station is the report needed. He spoke to a meeting late last summer with Rye Selectman on this matter and advised the Council that there is no expense to the City of Portsmouth or the Town of Rye. He stated they raised \$1.2million over the \$2.7 million needed. Attorney Phoenix said they may lose the major private contributor, which is why this matter needs to move forward.

Councilor Kennedy said she would like to amend the motion to have a report back in 3 months.

Deputy City Attorney Woodland spoke to their being an engineering review aspect with the Inter-municipal Agreement, which indicates the well project is a condition on an engineering study and all the downstream infrastructure that was already anticipated in December was reviewed by the Attorney General's office. She stated that we do not have an amount for the additional engineering study and design, which we may have an amount in three week,s on how we move forward and get the study but it may take 3 months. Deputy City Attorney Woodland said we need to get more information before moving forward.

Councilor Trace asked City Engineer Desmarais how soon he thinks the new plant will be up and operational. City Engineer Desmarais said we need to be up and running by April. Councilor Trace asked how soon we will be able to meet the requirement of 8. City Engineer Desmarais said we are going to treat lower than the 8 levels and we could meet 3. Councilor Trace asked how long before we know the system can handle extra gallons. City Engineer Desmarais said we have a performance guarantee.

Councilor Trace asked about our drinking water being part of this request in the future. Attorney Phoenix said there is talk in the future, but he is not aware of this being on the table currently.

Discussion followed relative to the project and its impacts.

Councilor Kennedy moved that the City move forward to look at all avenues of this project with a report back to the City Council on their findings, with a date to be determined. Seconded by Councilor Trace.

Mayor Becksted passed the gavel to Assistant Mayor Splaine.

Mayor Becksted said he would like the City Council to come up with a comfort level and bring forward a resolution.

Assistant Mayor Splaine returned the gavel to Mayor Becksted.

Assistant Mayor Splaine said he would like to empower Mayor Becksted to meet with City staff and two or three other City Councilors to be involved.

Motion passed.

5. Request for a Water Services Access Easement to be Granted to the City of Portsmouth for Property Located on Fox Point Road in Newington, NH

City Manager Conard spoke to a request from Joseph and Paula Akerley to provide water service to a new residential lot in Newington, NH. She stated the new lot will be subdivided from an existing lot located at 325 Fox Point Road in Newington. She advised the Council the property owner would be required to provide an access easement so that the City could access the private water infrastructure to turn on and off water service and conduct any necessary inspections. City Manager Conard said the easement would be conveyed to the City by the intended new owners of the residential lot, Robert and Amanda Murphy.

Councilor Lazenby moved to grant authority for the City Manager to accept an Easement Deed from Robert and Amanda Murphy of Newington for access to water infrastructure. Seconded by Councilor Whelan and voted.

XIV. CONSENT AGENDA

- A. Letter from Emily Rivera, National Multiple Sclerosis Society, requesting permission to hold the 2020 Walk MS: Portsmouth on Saturday, April 25, 2020 from 10:00 a.m. to 2:00 p.m. (***Anticipated action – move to refer to the City Manager with power***)
- B. Letter from Lindsay Gilbert, Cystic Fibrosis Foundation, requesting permission to hold the CF Cycle for Life on Saturday, July 11, 2020 (***Anticipated action – move to refer to the City Manager with power***)
- C. Request for License to Install Projecting Sign for Christopher Erikson owner of Aland Realty Group for property located at 175 Market 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 Michelle Racine, owner of Portsmouth Buddhist Center, Inc. for property located at 175 High 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. *Acceptance of Donation to the Coalition Fund
- Town of Sugar Hill - \$500.00
- (Anticipated action – move to approve and accept the donation, as listed, to be placed in the Coalition Fund)**
- F. Letter from Becky Kates, Krempels Center, requesting permission to hold the 23rd Annual Runner's Alley/Cisco Brewers Portsmouth Memorial Day 5K on Sunday, May 24, 2020 at 11:00 a.m. **(Anticipated action – move to refer to the City Manager with power)**
- G. Letter from Kathie Lynch, President of Portsmouth Little League, Inc., requesting permission to place temporary signs at the Plains and Hislop Park baseball fields during the 2020 baseball season as well as maintain signage to the rear of the Plains scoreboard **(Anticipated action – move to refer to the City Manager with power)**

Councilor Kennedy requested to remove Item A. – Letter from Emily Rivera, National Multiple Sclerosis Society, requesting permission to hold the 2020 Walk MS: Portsmouth on Saturday, April 25, 2020 from 10:00 a.m. to 2:00 p.m. **(Anticipated action – move to refer to the City Manager with power)** and Item B. - Letter from Lindsay Gilbert, Cystic Fibrosis Foundation, requesting permission to hold the CF Cycle for Life on Saturday, July 11, 2020 **(Anticipated action – move to refer to the City Manager with power)** from the Consent Agenda.

Councilor Lazenby moved to adopt the Consent Agenda. Seconded by Councilor Trace.

Councilor Kennedy said she would like to see some of the events moved to other areas besides the South End.

Assistant Mayor Splaine said he agrees with Councilor Kennedy. He stated that Market Street Extension is a wonderful area with the renovations and that could be an alternative location.

Motion passed.

XV. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

A. Email Correspondence

Councilor Kennedy moved to accept and place on file. Seconded by Councilor Huda and voted.

B. Letter from Josh Denton regarding Renewable Energy Committee Final Report

Councilor Lazenby moved to refer the letter to the City Manager with authority to act. Seconded by Assistant Mayor Splaine.

Councilor Tabor said he would like to emphasize recommendation #52 to relook at fire codes on solar panels.

Assistant Mayor Splaine said allowing the City Manager to act supports the City as sustainable and environmentally responsible. He stated he would like to meet with Josh Denton in a work session with the committee and hear a presentation in April. He feels we can get more recommendations and they require further action.

Councilor Lazenby said we could refer some things back to the Renewable and Sustainable Committee for a good resource.

Motion passed.

XVII. MISCELLANEOUS BUSINESS INCLUDING BUSINESS REMAINING UNFINISHED AT PREVIOUS MEETING

Councilor Lazenby said the Economic Development Commission (EDC) on January 10th spoke about interest in providing services on options for the McIntyre process. The EDC was interested in providing research and he feels it would be of value to take the EDC up on its offer.

Councilor Lazenby requested information on the frequency of the issuance of wetland variances and how much of an issue this may be.

Councilor Kennedy requested that the EDC review what they're doing to assist small businesses.

XVIII. ADJOURNMENT

At 10:15 p.m., Assistant Mayor Splaine moved to adjourn. Seconded by Councilor Kennedy and voted.

A handwritten signature in black ink that reads "Kelli L. Barnaby". The signature is written in a cursive, flowing style.

KELLI L. BARNABY, MMC/CNHMC
CITY CLERK