

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: TUESDAY, JANUARY 19, 2010 TIME: 6:00PM

AGENDA

- 6:00PM – WORK SESSION PORTSMOUTH HOUSING AUTHORITY RE: POTENTIAL PARKING GARAGE LOCATIONS

- I. CALL TO ORDER [7:00PM or thereafter]
- II. ROLL CALL
- III. INVOCATION
- IV. PLEDGE OF ALLEGIANCE

PRESENTATIONS

1. Report Back from Economic Development Commission (EDC) Re: Flags – Josh Cyr, EDC Representative (***Action on this matter recommended to take place at the February 1, 2010 City Council meeting***)
2. Community Child Care Center Update on Activities – Kathryn Edison

V. ACCEPTANCE OF MINUTES – DECEMBER 21, 2009

VI. PUBLIC COMMENT SESSION

VII. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Donation to the New Library Building Fund
 - Phyllis Eldridge - \$1,500.00 (*Fulfills contribution*)***(Sample motion – move to approve and accept the donation to the New Library Building Fund, as listed)***
- B. Acceptance of Donations to the Coalition Legal Fund
 - Town of Carroll - \$1,000.00
 - Town of Newington - \$1,000.00***(Sample motion – move to approve and accept the donations, as listed, to be placed in the Coalition Legal Fund)***
- C. Acceptance of Donation Re: Bench in Memory of Mark “Smitty” Smith
 - Ronald & Carol Smith - \$1,200.00***(Sample motion – move to approve and accept the donation for a bench in memory of Mark “Smitty” Smith, as listed)***
- D. 2010 Coastal Program Grant Application (***Sample motion – move to authorize the City Manager to apply for, accept and expend a \$40,000.00 grant from the NH Department of Environmental Services’ Coastal Program for the purpose of funding a portion of the acquisition costs of the 107-acre Stokel property on Peverly Hill Road/Route 33 for recreation and conservation purposes***)

VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. First reading of Amendments to Chapter 7 – Vehicles, Traffic Parking Omnibus Ordinances
- B. First reading of Chapter 6, Article XIII, Section 6.1307 – Prohibited Conduct – Vendor from Motor Vehicle

IX. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Acceptance of Donations to Portsmouth Fire Department for the Kearsarge restoration project
 - Jack & Pamela Blalock - \$200.00
 - Dos Amigos Burritos, LLC - \$250.00
 - JJFC, Inc. dba Jumpin Jay's Fish Café - \$250.00
 - Northeast Auctions by Ronald Bourgeault, LLC - \$1,000.00

(Anticipated action – move to approve and accept the donations to the Fire Department, as listed)
- B. Acceptance of Donations for Art-Speak
 - Nicholas & Lea Aeschilman - \$25.00
 - Brown & Company - \$50.00
 - Ellen Fineberg - \$150.00
 - Chris Greiner \$40.00
 - Jane James - \$100.00
 - Dana & Shaula Levenson - \$100.00
 - Patricia Lynch & Kent Stephens - \$50.00
 - Marple & James - \$200.00
 - NH Charitable Foundation, Josephine Lamprey Fund - \$250.00
 - Michael Warhurst - \$25.00

(Anticipated action – move to accept and approve the donations to Art-Speak for operations, as presented)
- C. Acceptance of Donation for Art-Speak for Overnight Art
 - Martin Hill Inn - \$200.00

(Anticipated action – move to accept and approve the donation to Art-Speak for Overnight Art, as presented)
- D. Letters from Anna Moskov, Cystic Fibrosis Foundation, requesting permission to hold the Annual Seacoast Safari for CF on Saturday, July 17, 2010 and Sunday, July 18, 2010 and further request the use of Peirce Island as a rest stop for the event
(Anticipated action – move to refer to the City Manager with power)
- E. Letter from Kelly Sicard, Breathe New Hampshire, requesting permission to hold the 25th annual Seacoast Bike Tour on Saturday, May 15, 2010 and Sunday, May 16, 2010
(Anticipated action – move to refer to the City Manager with power)

- F. Letter from Kathie Lynch, Portsmouth Little League, Inc., requesting approval for temporary signage to be located at the Plains and Hislop Park baseball fields during the 2010 baseball season and further permission to maintain signage to the rear of the Plains scoreboard (***Anticipated action – move to refer to the City Manager with power***)

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Attorney Robert Shaines regarding Parking Impact Fee for property located at 121 Congress Street (***Sample motion – move to refer to the Planning Board for report back***)

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

City Manager's Items Which Require Action Under Other Sections of the Agenda

- 1. Consideration of First Reading of Proposed Ordinance Amendments and Resolutions:
 - 1.1 First Reading of Amendments to Chapter 7 – Vehicles, Traffic Parking Omnibus Ordinances (***Action on this item should take place under Section VIII of the Agenda***)
 - 1.2 First reading of Proposed Ordinance Amendments to Chapter 6, Article XIII, Section 6.1307 – Prohibited Conduct – Vendor from Motor Vehicle (***Action on this item should take place under Section VIII of the Agenda***)

City Manager's Items Which Require Action

- 1. Elderly & Disabled Exemptions
- 2. Proposed Bonding Re: Citywide and School Facilities Improvements
 - a) **Resolution for bond authorization of up to \$1,800,000.00 for FY10 Citywide Improvements: (Pages 81, 112, and 115 of CIP FY10-15)**
 - b) **Resolution for bond authorization of up to \$500,000.00 for School Facilities Improvements: (Page 54 and 55 of CIP FY10-15)**
- 3. Lafayette Road Fire Station Easement and Agreement
- 4. Establish City Council Work Session for January 25, 2010 Re: Continuing Care Retirement Community Zoning Ordinance Amendment
- 5. Establish City Council Work Session Re: Goal Setting

6. Establish City Council Work Session for February 1, 2010 Re: Committee on Sustainable Practices Recommendations
7. Motor Vehicle Municipal Agent

Informational Items

1. Events Listing
2. News Release Re: Community Development Block Grant – funded Public Service Agency Grants
3. 2009 EDC Year In Review
4. Leak Detection/Rain Barrel (ARRA) Grant
5. Rockingham County 2010 Budget Schedule

B. MAYOR FERRINI

1. Ratify City Council Policies
2. *Reports

C. COUNCILOR DWYER

1. *Charter Commission
2. *Proposed City Council Policy Re: Action Plan and Goals for each City Council Committee

XII. MISCELLANEOUS/UNFINISHED BUSINESS

XIII. ADJOURNMENT [AT 10:00PM OR EARLIER]

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

(*Indicates verbal report)

INFORMATIONAL ITEMS

1. Historic District Commission minutes of the November 4, 2009 and December 2, 2009 meetings
2. Planning Board minutes of the November 19, 2009 meeting
3. Site Review Technical Advisory Committee minutes of the December 1, 2009 meeting
4. Zoning Board of Adjustment minutes of the October 20, 2009 meeting
5. Letter from Eva and Jim Powers in support of the services provided at Spinnaker Point Recreation Center

NOTICE TO THE PUBLIC WHO ARE HEARING IMPAIRED: Please contact Dianna Fogarty at 603-610-7270 one-week prior to the meeting for assistance.

**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: January 14, 2010

To: Honorable Mayor Thomas G. Ferrini and City Council Members

From: John P. Bohenko, City Manager

Re: City Manager's Comments on January 19, 2010 City Council Agenda

Work Session:

6:00 p.m.

1. **Portsmouth Housing Authority Re: Potential Parking Garage Locations.** On Tuesday evening, at 6:00 p.m., the City Council will meet in a work session with the Portsmouth Housing Authority to discuss a parking garage location adjacent to the Feaster Apartments. [Attached is a letter](#) from Ruth Griffin regarding this matter, as well [as an aerial map](#). Further, it would be my intent to have staff make a brief presentation regarding other potential garage locations that have been discussed.

Presentation:

1. **Report Back from Economic Development Commission (EDC) Re: Flags.** As you may recall, in October 2009, the City Council referred the matter of flags to the Economic Development Commission (EDC) and requested that the Commission "assist in developing and recommending a policy on flags that project over City property." The EDC established a subcommittee that met three times and undertook the task of reviewing the current sign regulation and policy as well as the administration and enforcement processes involved. The group also reviewed representative photos of authorized and unauthorized flags in the downtown, researched other communities' policies and regulation of flags and gathered input from a representative sample of impacted business owners on the use and effectiveness of flags, signs and sandwich boards.

Based on their review of this matter, the EDC subcommittee developed a policy recommendation that was endorsed by the full EDC at its December 4, 2009 meeting. [Attached is memo](#) from the EDC to the City Council that includes the recommendation regarding flags. Josh Cyr from the EDC will make a brief presentation on Tuesday evening regarding this matter.

I would recommend the City Council move that any action on this matter take place at the February 1, 2010 City Council meeting.

Acceptance of Grants/Donations:

1. **Acceptance of Donation to the New Library Building Fund.** The New Library Capital Campaign Committee has received a donation in the amount of \$1,500.00 from Phyllis Eldridge. This fulfills her pledge.

I would recommend that the City Council approve and accept the donation to the New Library Building Fund, as listed. Action on this matter should take place under Section VII of the Agenda.

2. **Acceptance of Donations to the Coalition Legal Fund.** [Attached are copies of checks](#) from the Town of Carroll in the amount of \$1,000.00 and the Town of Newington in the amount of \$1,000.00 donating funds to the Coalition Legal Fund, which will be utilized to continue our fight to eliminate the statewide property tax.

I would recommend that the City Council move to approve and accept the donations, as listed, to be placed in the Coalition Legal Fund. Action on this matter should take place under Section VII of the Agenda.

3. **Acceptance of Donation Re: Bench in Memory of Mark “Smitty” Smith.** The City received a donation in the amount of \$1,200.00 from Ronald F. & Carol M. Smith, to support the purchase and installation of a bench with a memorial plaque for Mark “Smitty” Smith.

I would recommend that the City Council approve and accept the donation for a bench in memory of Mark “Smitty” Smith, as listed. Action on this matter should take place under Section VII of the Agenda.

4. **2010 Coastal Program Grant Application.** As you may know, the City is interested in pursuing the opportunity to purchase a 107-acre parcel located on Peverly Hill Road/Route 33 for recreation and conservation use. [Attached is a copy of an aerial map.](#) This parcel, owned by the Stokels, is located adjacent to the Great Bog conservation land owned by the City as well as conservation land owned by The Nature Conservancy. Coastal Program grant funds are available on a competitive basis through the NH Coastal Program to support land acquisition projects such as this, as well as other projects consistent with Coastal Program objectives. This is a 50/50 grant match program, with

local matching dollars available in the Conservation Fund. The City may apply for up to \$40,000 in funding from the NH Coastal Program for this project.

Any decision regarding acquisition of this land would be made by the City Council at a later date, however, this grant application allows the opportunity to leverage local funds in the event the City ultimately acquires this property.

In order to submit a grant application to the NH Coastal Program, evidence of City Council authority to apply for, accept and expend these funds must be shown.

I would recommend the City Council move to authorize the City Manager to apply for, accept and expend a \$40,000 grant from the NH Department of Environmental Services' Coastal Program for the purpose of funding a portion of the acquisition cost of the 107-acre Stokel property on Peaverly Hill Road/Route 33 for recreation and conservation purposes. Action on this matter should take place under Section VII of the Agenda.

Items Which Require Action Under Other Sections of the Agenda:

1. Consideration of First Reading of Proposed Ordinance Amendments and Resolutions:

1.1 **First Reading of Amendments to Chapter 7 – Vehicles, Traffic Parking Omnibus Ordinances.** On March 20, 2000 the City Council adopted Ordinance #4-2000 under Chapter 7, Article 1, Section 7.103 of the Parking Ordinance, which authorized the Parking Committee to modify city parking regulations as appropriate. This Ordinance revision has made the City more responsive to the changing parking needs of the downtown.

Before this procedure was approved, it required three readings of the City Council to simply change a parking space from a 2-hour time restriction to a 15-minute one. The process from when a request was received to when the sign was changed often took 3 months or longer to complete.

Under this procedure, the process is streamlined. The Parking Committee takes formal action, presents the action to the City Council in the form of monthly meeting minutes, and implements the action only after the City Council adopts the meeting minutes. The public hearing process is still accomplished, but only after the action has been in place for one year, or less, as the Council deems appropriate. This way, the Council and the public have the benefit of seeing how the recommended parking change worked before formally adopting it.

This procedure also benefits the City by fostering a continuing dialogue and analysis of downtown parking issues. The Parking Committee meets monthly to monitor on-street and off-street parking utilization data and operations. The recommended actions that result from these meetings are made in the context of a comprehensive review of current parking conditions.

Attached under Section VIII of the Agenda are numerous proposed changes to Chapter 7, Vehicles, Traffic Parking Omnibus Ordinances as recommended by the Parking Committee. This year the omnibus consists of two ordinances. The first makes a series of amendments to parking provisions. The second, lengthier ordinance, amends the parking meter sections of the ordinances to accommodate such modern technologies such as pay and display. Attached are diagrams showing the changes to the ordinance.

If the City Council moves to schedule a public hearing, prior to the public hearing there will be a detailed PowerPoint presentation on the proposed changes.

I would recommend that the City Council move to pass first reading for the proposed changes to Chapter 7 of the Vehicles, Traffic Parking Omnibus Ordinances, as recommended by the Parking Committee, and schedule a public hearing and second reading at the February 1, 2010 City Council meeting. Action on this item should take place under Section VIII of the Agenda.

1.2 **First Reading of Proposed Ordinance Amendments to Chapter 6, Article XIII, Section 6.1307 – Prohibited Conduct – Vendor from Motor Vehicle.**

Attached please find a proposed ordinance to amend Chapter 6, Article XIII, Section 6.1307 – Prohibited Conduct – Vendor from Motor Vehicle, as recommended by the Parking Committee and the Vending Committee. By way of summary, this ordinance change would:

- prohibit vending from municipal parking spaces;
- allow the Parking Committee to designate up to three locations for vending; and
- set up a process by which the opportunity to use designated “vending locations” would be placed out to bid.

As you know, mobile vendors may presently vend from parking spaces, limited only by the duration of the established limit for the particular parking space (for example, a two-hour limit for a metered space). Under the present ordinance, multiple mobile vendors could set up in any of the downtown areas. (Fresh Local, an existing mobile food vendor, has voluntarily limited its vending location to a specific location on State Street.) The City has in the last six months seen an increasing number of applications for canteen trucks/mobile vendors. Should there be an increase in vending from parking spaces, the municipal purpose of maintaining such spaces to supply parking for the benefit of local businesses and residents would be undermined.

Both the Vending Committee and the Parking Committee have been looking at this issue of vending from municipal parking spaces for over a year. In September of 2009, the two committees met and on the evening of September 30 they held a public hearing. In November, the two committees met jointly again,

with the Parking Committee finalizing its recommendations at its December 10, 2009 meeting.

I would recommend the City Council move to schedule first reading of the proposed ordinance amendments to Chapter 6, Article XIII for February 1, 2010. Action on this item should take place under Section VIII of the Agenda.

Consent Agenda:

1. **Acceptance of Donations to Portsmouth Fire Department.** The Portsmouth Fire Department has received the following donations for the Kearsarge restoration project:

- Jack & Pamela Blalock for \$200.00
- Dos Amigos Burritos, LLC for \$250.00
- JJFC, Inc. dba Jumpin Jay's Fish Cafe for \$250.00
- Northeast Auctions by Ronald Bourgeault LLC for \$1,000.00

I would recommend that the City Council approve and accept the donations to the Fire Department, as listed. Action on this matter should take place under Section IX of the Agenda.

2. **Acceptance of Donations for Art-Speak.** Art-Speak requests that the following unrestricted donations, totaling \$990.00 be accepted by the City Council for Art-Speak's operations. These funds are donations resulting from Art-Speak's Annual Appeal letter.

- | | |
|--|-------|
| ➤ Nicholas & Lea Aeschilman | \$25 |
| ➤ Brown & Company | \$50 |
| ➤ Ellen Fineberg | \$150 |
| ➤ Chris Greiner | \$ 40 |
| ➤ Jane James | \$100 |
| ➤ Dana & Shaula Levenson | \$100 |
| ➤ Patricia Lynch & Kent Stephens | \$50 |
| ➤ Marple & James | \$200 |
| ➤ NH Charitable Foundation, Josephine Lamprey Fund | \$250 |
| ➤ Michael Warhurst | \$ 25 |

I would recommend the City Council move to accept and approve the donations to Art-Speak for operations, as presented. Action on this matter should take place under Section IX of the Agenda.

3. **Acceptance of Donation for Art-Speak for Overnight Art.** Art-Speak requests that a donation in the amount of \$200.00 from Martin Hill Inn to sponsor Overnight Art be accepted by the City Council.

I would recommend the City Council move to accept and approve the donation to Art-Speak for Overnight Art, as presented. Action on this matter should take place under Section IX of the Agenda.

City Manager's Items Which Require Action:

1. **Elderly & Disabled Exemptions.** Annually, the City of Portsmouth reviews income and asset levels for both the Elderly and Disabled Exemptions pursuant to RSA 72:39-b and RSA 72:37-b and makes recommendations as to these levels.

Last year, the City Council adopted resolutions #9-2009 and #10-2009 which increased the income and asset levels for both the elderly and disabled exemptions by 3% from the previous year. The current elderly and disabled exemption income levels are \$32,589 for a single taxpayer, \$40,201 for married taxpayers, and an asset limit of \$108,634.

If qualified, for elderly taxpayers, the exemption off the assessed value of the property is as follows:

- Age 65 to 74 \$125,000
- Age 75-79 \$175,000
- Age 80 + \$225,000

If qualified, for disabled taxpayers, the exemption off the assessed value of the property is \$100,000.

This year the November to November CPI of the Boston-Brockton-Nashua November consumer price index (CPI) is 1.82%. There will be no increase in Social Security benefits payable in January 2010, nor will there be an increase in SSI payments.

If the City Council wishes to adjust the income and asset levels for both the elderly and disabled taxpayers by the November to November CPI of 1.82%, this would increase the limits (rounded up) as follows:

- Single \$ 33,182 (increase of \$593)
- Married \$ 40,933 (increase of \$732)
- Asset Limit \$110,611 (increase of \$1,977)

This adjustment would be for assessments as of April 1, 2010 for the 2010 tax year or FY11.

The Assessor's office mails a notification annually to all elderly and disabled persons who currently receive this exemption to update their applications. All new applicants must submit an application and required documentation by April 15th of each year.

If the City Council wishes to make any adjustments in these exemptions, it would require an amendment to the [attached proposed](#) resolutions as well as first reading, a public hearing and a majority vote of the City Council. It would be my suggestion that the City Council adjust these exemptions by the November to November CPI of 1.82% including asset limitations. I have [attached for your information the tax impact](#) of the elderly and disabled exemptions for FY10.

I would recommend the City Council move to authorize the City Manager to bring back for first reading at the February 1, 2010 City Council meeting the proposed resolutions as presented. (This requires a public hearing and two readings with a majority vote.)

2. **Proposed Bonding Re: Citywide and School Facilities Improvements.** As you may be aware, within the FY10 Capital Improvement Plan, there are projects that require bonding authorization from the City Council in order for the projects to take place. The following list identifies two separate resolutions.

a) **Resolution for bond authorization of up to \$1,800,000 for FY10 Citywide Improvements.**

- Municipal Complex Boiler Replacement - \$400,000: *(page 81 of CIP FY10-15)* The existing boilers at the Municipal Complex were installed in the early 1960's and are well past their expected life cycle. Each boiler was designed to run originally on bunker oil and was converted to natural gas sometime before the City took over the facility. This project will replace these boilers with more energy efficient and properly sized units for today's use. There are energy credits from the utility companies available for this work which will offset the installation cost.
- Route 1A/Sagamore Creek Bridge Replacement - \$1,000,000: *(page 112 of CIP FY10-15)* The bridge is now well past its intended 50 year design life and is currently posted for a 6 ton load limit. The City conducted a bridge assessment that revealed moderate to severe deterioration in certain bridge components. Some interim work is required to the superstructure in advance of replacement. Design is now underway with construction scheduled to begin November 2010.
- McDonough Street Area Improvements - \$400,000: *(page 115 of CIP FY10-15)* This project is at the request of the Islington Creek Neighborhood Association to have new sidewalks and traffic calming measures installed throughout the McDonough Street area. This project will enhance safety for the residents and others who travel through this area on foot, by bicycle and motor vehicle. The work will include water,

sewer, storm drainage, paving, curbing and associated landscaping constructed in a phased approach starting in FY 10.

- b) **Resolution for bond authorization of up to \$500,000 for FY10 for School Facilities Improvements:** *(Page 54 and 55 of CIP FY10-15)* This project funds the School Department's bi-annual Facility Capital Improvements. Scheduled work includes replacing the bleachers at the Athletic Complex and replacing the remaining pitched roof at the Dondero School.

I would recommend that the City Council move the following motions:

- 1) *Authorize the City Manager to bring back for first reading a Bond Resolution for Citywide Improvements in the amount up to \$1,800,000 at the February 1, 2010 Council Meeting.*
- 2) *Authorize the City Manager to bring back for first reading a Bond Resolution for School Facilities Improvements in the amount of up to \$500,000 at the February 1, 2010 City Council meeting.*

Please note that Bonding Resolutions require two readings and a public hearing and two-thirds vote of the City Council.

3. **Lafayette Road Fire Station Easement and Agreement.** As a precondition to the issuance of a driveway permit allowing the City to access Lafayette Road from its new fire station, the New Hampshire Department of Transportation (NHDOT) is requiring that the City:

1. Issue an easement to the State to accommodate future widening of Route 1 and sidewalk construction; and
2. Execute a maintenance agreement under which the City assumes responsibility and liability for maintenance of the Route 1 sidewalk in front of the fire station.

[Attached](#) please find drafts of each document. NHDOT has yet to approve these drafts, but staff believes the documents are in substantially the form which will be approved by NHDOT.

I would recommend the City Council move to authorize the City Manager to negotiate and execute an easement and a maintenance agreement with the New Hampshire Department of Transportation in substantial conformance with those provided.

4. **Establish City Council Work Session for January 25, 2010 Re: Continuing Care Retirement Community Zoning Ordinance Amendment.** As you know, the City Council did not adopt the Continuing Care Retirement Community (CCRC) provisions that were part of the revised Zoning Ordinance recommended to the Council last year by the Planning Board. However, it was the consensus of the Council at the December 21, 2009 meeting to hold a joint work session with the Planning Board regarding this matter.

I would recommend the Council vote to establish a joint Work Session with the Planning Board on January 25, 2010 at 6:30 p.m. for the purpose of discussing the Continuing Care Retirement Community (CCRC) zoning provisions.

5. **Establish City Council Work Session Re: Goal Setting.** The Mayor has requested that the City Council establish a work session regarding goal setting for FY 2010 and it would be scheduled from 11:30 a.m. to 5:30 p.m. at the Library in the Levenson Room. The proposed dates are February 5th, 12th or 19th. Lunch will also be served.

Motion to establish a City Council work session regarding goal setting on _____.

6. **Establish City Council Work Session for February 1, 2010 Re: Committee on Sustainable Practices Recommendations.** The Committee on Sustainable Practices wishes to initiate a discussion with the City Council regarding two recommendations they have been reviewing and discussing over the last several months with regard to solid waste. The first concerns establishing a zero waste policy for events sponsored by the City and the second is a pay-as-you-throw system of trash collection. The Committee on Sustainable Practices would like to provide the Council with an overview of both these items, followed by discussion.

I would recommend the Council vote to establish a Work Session on February 1, 2010 at 6:15 p.m. for the purpose of discussing the recommendations of the Committee on Sustainable Practices.

7. **Motor Vehicle Municipal Agent.** As you are aware, Kristin Regis has been named the City's Revenue Administrator, and in accordance with the [attached RSA 261:74-a](#), the City Council must approve the appointment of a Motor Vehicle Municipal Agent.

Therefore, I am recommending the City Council appoint Kristin Regis, as the Motor Vehicle Municipal Agent, for the City of Portsmouth. Upon this appointment, I will have the City Clerk prepare a letter and submit the application on behalf of Ms. Regis, notifying the State of New Hampshire as such.

Informational Items:

1. **Events Listing.** For your information, [attached is a copy of the Events Listing](#) updated after the last City Council meeting on December 21, 2009.

2. **News Release Re: Community Development Block Grant funded Public Service Agency Grants.** Attached for your information is a copy of a news release regarding the announcement of the availability of Community Development Block Grant (CDBG) Public Service Agency grants.
3. **2009 EDC Year in Review.** Attached for your review are informational copies of the following reports:
 - 1) The 2009 EDC Action Plan Year in Review Report with descriptions of accomplishments, as well as a list of presentations and City Council referrals to the Commission in 2009.
 - 2) A short list of guiding principles for economic development.
4. **Leak Detection/Rain Barrel (ARRA) Grant.** For your information, attached is a memorandum from David Allen, Deputy Public Works Director, regarding the leak detection and rain barrel grant through the American Recovery and Reinvestment Act (ARRA).
5. **Rockingham County 2010 Budget Schedule.** As requested by City Council members, be advised of the attached notice from Rockingham County regarding the 2010 Budget schedule.