

CITY COUNCIL MEETING

MUNICIPAL COMPLEX, EILEEN DONDERO FOLEY COUNCIL CHAMBERS, PORTSMOUTH, NH
DATE: MONDAY, JULY 16, 2012 TIME: 7:00PM

AGENDA

- 6:00PM – ANTICIPATED “NON-MEETING” WITH COUNSEL RE: NEGOTIATIONS AND PERSONNEL MATTERS RSA: 91-A:2, I (b-c)

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

- V. ACCEPTANCE OF MINUTES – JUNE 11, 2012 AND JUNE 25, 2012

- VI. PUBLIC COMMENT SESSION

- VII. PUBLIC HEARINGS
 - A. ORDINANCE AMENDING CHAPTER 10 – ZONING ORDINANCE, ARTICLE 11, SECTION 10.1115 – OFF-STREET PARKING PROVISIONS IN THE DOWNTOWN OVERLAY DISTRICT. THE RECOMMENDED AMENDMENT WOULD MAKE THE FOLLOWING CHANGES TO THE ZONING ORDINANCE:
 - A. CHANGE THE RESIDENTIAL PARKING REQUIREMENT TO 1.5 PARKING SPACES PER DWELLING UNIT
 - B. CHANGE THE HOTEL OR MOTEL PARKING REQUIREMENTS TO REQUIRE .75 PARKING SPACES PER GUEST ROOM
 - C. ELIMINATE OFF-STREET PARKING REQUIREMENT FOR ALL OTHER NONRESIDENTIAL USES
 - D. ELIMINATE THE OPTION TO MAKE A PAYMENT IN LIEU OF PROVIDING REQUIRED OFF-STREET PARKING

 - B. PUBLIC INPUT SESSION ON THE DISPOSITION OF PROPERTY AT 143 DANIEL STREET (CONNIE BEAN CENTER) BY SALE OR LONG-TERM GROUND LEASE

VIII. APPROVAL OF GRANTS/DONATIONS

A. Acceptance of Police Department Grant and Donations:

- New Hampshire Highway Safety for Sobriety Checkpoints Grant - \$9,900.00
- Donation to the Portsmouth Explorer Cadet Academy from Mr. & Mrs. David Brown - \$270.00
- Donation of Magnum Boots for Designated Police Personnel from Magnum Boot Company

(Sample motion – move to approve and accept the Grant and Donations to the Portsmouth Police Department, as presented)

B. *Acceptance of Donations Re: Welcome Home, Iraq Veterans Parade

- William M. Lyons & Janet L. Polasky - \$25.00
- Sarah M. Baker & James W. Holly - \$25.00
- Brendan McNamara Inc., - \$25.00
- Sarah H. Baker & Christopher Rose - \$25.00
- Atinuke Abiola Cahill - \$25.00
- South Street and Vine, LLC - \$25.00
- Fairpoint Communications - \$1,000.00

(Sample motion – move to accept the donations for the Welcome Home, Iraq Veterans Parade, as presented)

IX. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

First Reading Re: Parking Supply and Demand Omnibus Ordinances:

- A. First reading of Ordinance amending Chapter 7, Article I, Section 7.102 – Parking Meter Zones – Increase the rate for parking at all metered spots on City streets and in off-street lots to \$1.50 per hour and increase the maximum time at which an automobile could remain at a metered spot on the street or in a metered lot from two (2) to three (3) hours
- B. First reading of Ordinance amending Chapter 7, Article IV, Section 7.402 – Off-Street Parking Areas – Areas Established, Designated and Described – Allows the City Council to set the fee for parking in the High Hanover Garage either by means of the budget process as is currently done, or by vote of the City Council at any time. (Adoption of the ordinance would set the parking rate in the parking garage at \$0.75 per hour, “except, however, there shall be no fee for the first hour in which any vehicle shall park in the facility”

- C. First reading of Ordinance amending Chapter 7, Article I, Section 7.105 – Parking - Deletion of existing language “All on street metered parking shall be at the rate of \$1.00 per hour for a maximum of two hours. This rate”; remaining language unchanged from existing

(Sample motion – move to consolidate for first reading Parking Supply and Demand Ordinances A thru C and establish a Consolidated public hearing on Ordinances A thru C for the August 6, 2012 City Council meeting)

- D. Second reading of Ordinance amending Chapter 10 – Zoning Ordinance, Article 11, Section 10.1115 - Off-Street Parking Provisions in the Downtown Overlay District. The recommended amendment would make the following changes to the Zoning Ordinance:
- Change the Residential Parking Requirement to 1.5 Parking Spaces per Dwelling Unit
 - Change the Hotel or Motel Parking Requirements to Require .75 Parking Spaces per Guest Room
 - Eliminate Off-Street Parking Requirement for all other Nonresidential Uses
 - Eliminate the Option to make a Payment in Lieu of providing Requirement Off-Street Parking

(Sample motion - move to pass second reading of the proposed Ordinance, as presented, and schedule a third and final reading for the August 6, 2012 City Council meeting)

X. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Letter from Chris Curtis, The Music Hall, requesting permission to hold the Annual Telluride by the Sea Weekend Celebration on Friday, September 14, 2012 – Sunday, September 16, 2012 ***(Anticipated action – move to refer to the City Manager with power)***
- B. Request for License from John Tanner, owner of V2 Strategic Advisors for property located at 51 Islington Street for a projecting sign on a new bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of John Tanner, owner of V2 Strategic Advisors for 1 projecting sign at property located at 51 Islington Street and, further, authorize the City Manager to execute License Agreements for this request)***

Planning Director’s Stipulations:

- ***The licenses shall be approved by the Legal Department as to content and form;***

- ***Any removal or relocation of the projecting signs, for any reason, will 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 signs, 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***

- C. Request for License from Janette Desmond, owner of Kilwin's for property located at 20 Congress Street for a projecting sign on a new bracket (***Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Janette Desmond, owner of Kilwin's for 1 projecting sign at property located at 20 Congress Street and, further, authorize the City Manager to execute License Agreements for this request***)

Planning Director's Stipulations:

- ***The licenses shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting signs, for any reason, will 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 signs, 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. *Acceptance of Donation to the Coalition Legal Fund
- Town of Carroll - \$1,000.00

(Anticipated action – move to approve and accept the donation, as listed, to be placed in the Coalition Legal Fund)

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

- A. Letter from Caitlyn Mosher Ellis, Alzheimer's Association, requesting permission to hold the 2012 Walk to End Alzheimer's on Sunday, September 23rd or Sunday, October 7th

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

Items Which Require Action Under Other Sections of the Agenda

1. First Reading of Proposed Ordinance Amendments:
 - 1.1 First Reading Re: Parking Supply and Demand Omnibus Ordinance
 - A. Section 7.102 – Parking Meter Zones
 - B. Section 7.402 – Areas Established, Designated, and Described
 - C. Section 7.105 – Parking

(Action on this matter should take place under Section IX of the Agenda)
2. Public Hearing/Second Reading of Proposed Resolution and Ordinance Amendments:
 - 2.1 Public Hearing/Second Reading of Proposed Amendments to Chapter 10 – Zoning Ordinance, Article 11, Section 10.1115 - Off-Street Parking Provisions in the Downtown Overlay District. The recommended amendment would make the following changes to the Zoning Ordinance:
 - Change the Residential Parking Requirement to 1.5 Parking Spaces per Dwelling Unit
 - Change the Hotel or Motel Parking Requirements to Require .75 Parking Spaces per Guest Room
 - Eliminate Off-Street Parking Requirement for all other Nonresidential Uses
 - Eliminate the Option to make a Payment in Lieu of providing Requirement Off-Street Parking

(Action on this matter should take place under Section IX of the Agenda)
 - 2.2 Public Input Session Re: Connie Bean Center ***(Action on this matter should take place under XII A.2. of the Agenda)***

City Manager's Items Which Require Action

1. Approval of Proposed Employment Agreement for Police Chief Designee Stephen J. DuBois
2. Sale or Long-Term Ground Lease Re: 143 Daniel Street (Connie Bean Center)
3. Establish Public Hearing on Conditional Layout and Betterment Assessment District in accordance with RSA 231:28-33

4. Request for First Reading to Expand Downtown Overlay District
5. Request to Establish City Council Retreat

Informational Items

1. Events Listing

B. MAYOR SPEAR

1. *Establishment of Blue Ribbon Committee on Parking Garage Site(s) Selection:
 - a) Recommended Location
 - b) Recommended Concept e.g. Multi-Story and/or Deck
 - c) Report Back: No Later than October 1, 2012
 - d) Review in Detail at City Council Retreat
2. Appointments to be Considered:
 - Building Code Board of Appeals**
 - Lisa DeStefano Reappointment to the Building Code Board of Appeals
 - Jeff Landry Reappointment to the Building Code Board of Appeals
 - Recreation Board**
 - Carl F. Diemer Reappointment to the Recreation Board
 - Mayor's Blue Ribbon Committee on Sustainable Practices**
 - Nathan Alger to the Committee on Sustainable Practices
3. Appointments to be Voted:
 - Conservation Commission**
 - Paul Ambrose to the Conservation Commission as an Alternate member
 - Shelley Saunders to the Conservation Commission as an Alternate member
 - Taxi Commission**
 - Aaron Lawson to the Taxi Commission
4. Resignation of Jeff McLean from the Portsmouth Economic Development Loan Program (PEDLP) Effective July 16, 2012

C. ASSISTANT MAYOR LISTER

1. *City Manager's Evaluation Report

D. COUNCILOR COVIELLO

1. Anatomy of Complete Streets

E. COUNCILOR SMITH

1. Report Back Bicycle Rack in Downtown

XIII. MISCELLANEOUS/UNFINISHED BUSINESS

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

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

**Indicates Verbal Report*

INFORMATIONAL ITEMS

1. Notification that the Joint Planning Board and Historic District Commission Work Session Minutes of April 26, 2012 meeting are available on the City's website for your review
2. Notification that the Planning Board Minutes of the May 17, 2012 meeting are available on the City's website for your review
3. Notification that the Zoning Board of Adjustment Minutes of the April 24, 2012 and May 15, 2012 meetings are available on the City's website for your review

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 COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, JUNE 11, 2012

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

I. CALL TO ORDER [7:00PM or thereafter]

Mayor Spear called the meeting to order at 7:10 p.m.

II. ROLL CALL

Present: Mayor Spear, Assistant Mayor Lister, Councilors Coviello, Kennedy, Novelline Clayburgh, Lown, Dwyer, Smith and Thorsen

III. INVOCATION

Mayor Spear asked everyone to join in a moment of Silent Prayer.

IV. PLEDGE OF ALLEGIANCE

Councilor Novelline Clayburgh led the Pledge of Allegiance to the Flag.

V. ACCEPTANCE OF MINUTES – MAY 7, 2012

Councilor Smith moved to approve and accept the minutes of the May 7, 2012 City Council meeting. Seconded by Assistant Mayor Lister. Councilor Thorsen moved to amend page 9 fourth paragraph to read as follows: *Councilor Thorsen stated he deems this to be a voluntary merger.* Seconded and voted. Main motion passed as amended.

VI. PUBLIC COMMENT SESSION

Tom Carroll spoke regarding the continued problems created by the scrap metal business located at The Port. He emptied a bucket of debris onto the podium that he picked up along Market Street from the trucks going into the facility.

George Stamos spoke on lifting restrictions on downtown parking. He said that there is not a need for an additional parking garage in the downtown.

Josh Pierce, SABR President, spoke in support of the installation of bicycle racks in the downtown.

Senator Nancy Stiles thanked the City of Portsmouth for their support and allowing her to serve as our Representative. She reported that with the recent redistricting, she will no longer be a Representative for the City of Portsmouth but would continue to support items of concern for the City.

Mayor Spear thanked Senator Stiles for serving as the City's Representative.

VII. APPROVAL OF GRANTS/DONATIONS

- A. Acceptance of Donation Re: NH Fish & Lobster Festival - \$500.00

Councilor Kennedy moved to accept the donation for the NH Fish & Lobster Festival, as presented. Seconded by Councilor Novelline Clayburgh and voted.

- B. NH Community Planning Grant Application

Councilor Kennedy moved to authorize the City Manager to apply for, accept and expend a \$50,000.00 grant from the New Hampshire Community Planning Grant Program for the purpose of developing local regulations that foster sustainable community development. Seconded by Assistant Mayor Lister and voted.

VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. First Reading of Ordinance amending Chapter 10 – Zoning Ordinance, Article 11, Section 10.1115 - Off-Street Parking Provisions in the Downtown Overlay District

Assistant Mayor Lister moved to pass first reading of the proposed Ordinance amendments, as presented, and schedule second reading and public hearing for the June 25, 2012 City Council meeting. Seconded by Councilor Coviello.

Councilor Kennedy said she would like information on the ordinance change and what it would cost us in parking spots. Deputy City Manager Hayden stated that in downtown you can pay in lieu of parking and we are finding more developers going to the Zoning Board of Adjustment asking for relief from the parking requirements. She reported that funds are not coming into the parking fund because the Zoning Board of Adjustment is granting the relief requested by developers.

Mayor Spear stated at next Monday's Work Session the Council would discuss in depth parking issues and if amendments are needed, they can be made at second reading.

Councilor Kennedy asked where this puts the hotels with the parking. Deputy City Manager Hayden said they would not fall under residential, they would be non-residential. Councilor Kennedy said she would not want the first reading at this time.

Councilor Coviello said that these presentations require a great deal of staff time and approving first reading allows for more information to come forward for a public hearing and second reading.

Councilor Lown said the Planning Board has studied this in great depth and supports this amendment. He said this deserves to be moved to second reading and public hearing.

Councilor Thorsen asked if current buildings, new buildings and conversion of buildings, have the same requirements. Deputy City Manager Hayden stated that some are grandfathered.

Councilor Novelline Clayburgh said she wants to move the process along. She did express concern with point #1. She would like to see more regulation for restaurants. She stated there needs to be a balance between residential, restaurants, and retail spaces. Councilor Novelline Clayburgh suggested conducting a work session to discuss this matter further.

Councilor Dwyer said that these are good issues. She said our boards have not been on the same page on some of these issues. Councilor Dwyer requested that members of the Planning Board, Economic Development Commission, Zoning Board of Adjustment and Parking, Traffic & Safety Committee be invited to attend the June 18, 2012 City Council Work Session regarding Parking Supply and Demand Strategies at 6:30 p.m. City Manager Bohenko said he would extend the invitation to attend the meeting or to watch it via channel 22.

On a roll call 8-1, voted to pass first reading of the proposed Ordinance amendments, as presented, and schedule second reading and public hearing for the June 25, 2012 City Council meeting. Assistant Mayor Lister, Councilors Coviello, Novelline Clayburgh, Lown, Dwyer, Smith, Thorsen and Mayor Spear voted in favor. Councilor Kennedy voted opposed.

IX. CONSENT AGENDA

A MOTION WOULD BE IN ORDER TO ADOPT THE CONSENT AGENDA

- A. Request for Approval of Pole License to install/replace 1 pole located on Constitution Avenue ***(Anticipated action – move to approve the aforementioned Pole License Agreement as recommended by the Public Works Department with the approval conditioned upon amendment of the license to allow for the collection of any lawfully assessed real estate taxes)***
- B. Acceptance of Police Department Donations:
- Donation from Mr. & Mrs. Lamontagne for the Portsmouth Police Explorers - \$200.00
 - Donation from Ms. York for the Portsmouth Police Explorers - \$50.00 ***(Anticipated action – move to approve and accept the donations to the Portsmouth Police Department, as listed)***

- C. *Acceptance of Donations Re: Welcome Home, Iraq Veterans Parade
- Harold Whitehouse - \$25.00
 - The Nancy N. Clayburgh Rev Trust - \$25.00
 - Optima Bank & Trust - \$100.00
 - Daniel K. Poling Chapter 992 VVA - \$100.00
 - The Portsmouth Democratic City Committee - \$100.00
 - William A. and Cynthia M. Duncan - \$500.00
- (Anticipated action – move to accept the donations for the Welcome Home, Iraq Veterans Parade, as presented)***
- D. Letter from David Hallowell requesting permission to hold the 13th Annual Portsmouth Maritime Folk Festival on Saturday, September 29th and Sunday, September 30th ***(Anticipated action – move to refer to the City Manager with power)***
- E. Request for License from Andrea Rossetto, owner of Dolce Freddo Gelato for property located at 90 Fleet Street for a projecting sign on an existing bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Andrea Rossetto, owner of Dolce Freddo Gelato for 1 projecting sign at property located at 90 Fleet Street and, further, authorize the City Manager to execute License Agreements for this request)***
- Planning Director's Stipulations:**
- ***The licenses shall be approved by the Legal Department as to content and form;***
 - ***Any removal or relocation of the projecting signs, for any reason, will 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 signs, 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***
- F. Letter from Virginia Skevington, AIRWalk, requesting permission to hold the second annual fundraising walk on Saturday, October 20, 2012 ***(Anticipated action – move to refer to the City Manager with power)***

Councilor Novelline Clayburgh moved to adopt the Consent Agenda. Seconded by Assistant Mayor Lister.

Councilor Kennedy stated given the construction in the south end and the addition of many events taking place, it has been difficult for residents to get activities done. She said we need to consider the number of walks and runs taking place in the south end.

Motion passed.

X. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

Letter from Robert L. Sutherland, Jr., St. John's Lodge, No. 1, A. & A.M, requesting permission to march from the William Pitt Tavern on Court Street to the Queen Chapel on Sunday, June 24, 2012 at 8:30 a.m. for St. John's Sunday (Not on agenda)

Councilor Smith moved to refer to the City Manager with power. Seconded by Councilor Dwyer and voted.

- A. Letter from Petra & Christopher Barstow requesting permission to replace front steps and retaining walls in front of their property located at 528 Dennett Street

Councilor Lown moved to refer to the Planning Board for report back. Seconded by Assistant Mayor Lister and voted.

XI. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

1. Request to Establish a Work Session Re: Connie Bean Center

City Manager Bohenko stated he would like to hold a Work Session on the Connie Bean Center prior to the June 25, 2012 City Council meeting. He stated that he would like to firm up the City Council's decision as to, do we want a ground lease or an outright sale of the property.

Councilor Kennedy said after the last Work Session on this matter the City Council gave direction that we wanted to move forward with a lease. City Manager Bohenko stated that there was no vote by the City Council and we need a vote to move forward with a ground lease.

Assistant Mayor Lister said a Work Session is a good idea. He asked if there has been interest to come forward with alternatives. City Manager Bohenko said we need to go through a process. He said people have approached us but we want to establish a process at the June 25th City Council meeting. He further stated that we need action from the City Council on what direction you want us to go in.

Councilor Smith moved to establish a Work Session for Monday, June 25, 2012 at 6:00 p.m. regarding the disposal of the Connie Bean Center. Seconded by Assistant Mayor Lister and voted.

2. Report Back Re: Request from Julie Bokart and Jeanne Carter, Fuel Training Studio, for permission to hold outdoor fitness classes on Peirce Island

City Manager Bohenko said that this is a report back on the request to extend outdoor fitness classes at Peirce Island. He said the Recreation Board and the Peirce Island Committee Chair have stated the program has caused no disruptions.

Councilor Coviello moved to grant approval for this request through the rest of the calendar year. Seconded by Councilor Lown.

Councilor Kennedy said she would oppose the motion because she is concerned with setting a precedent.

Motion passed with Councilor Kennedy voting opposed.

B. MAYOR SPEAR

1. *Committee for Evaluation of City Manager

Mayor Spear appointed Assistant Mayor Lister, Councilors Novelline Clayburgh, Lown and Smith to the Committee for the Evaluation of the City Manager. Mayor Spear announced that Assistant Mayor Lister will serve as the Chair of the Committee.

2. *Reports (*Postponed from the May 21st City Council meeting*)

No Reports.

C. COUNCILOR NOVELLINE CLAYBURGH

1. *Report on Elderly Services (*Postponed from the May 21st City Council meeting*)

D. COUNCILOR KENNEDY

1. *Report on Elderly Services – Verbal/Discussion (*Postponed from the May 21st City Council meeting*)

Councilors Novelline Clayburgh and Kennedy provided a status Report on Elderly Services. Discussion followed regarding transportation for the seniors.

Councilor Dwyer stated that people feel that this is being rushed into too fast. She stated that it is rare for this City to move into something like this without more discussion. Councilor Dwyer also stated that we need a way to get people more engaged in the process.

Councilor Kennedy said that people have expressed concerns with the individuals serving on the committee for elderly services. She indicated that Mr. Henson has said that this is a large project and someone will need to take charge of it. Councilor Kennedy said that Mr. Henson also stated that Wentworth Connections would not give money from the sale of Parrott Avenue Place without having a plan in place.

City Manager Bohenko stated based on consensus of the City Council he would work towards interim activities for the senior citizens. He indicated that he has spoke with Recreation Director Wilson on putting something in place within the next 60 days. He said we may need to hire someone part-time to work with Recreation Director Wilson. City Manager Bohenko also indicated that we would work with Community Campus on the lunches for seniors.

Councilor Kennedy said it is important that information is getting out to seniors on activities and what is available to them. City Manager Bohenko said we will use channel 22 to advertise.

Councilor Novelline Clayburgh acknowledged Neil Ouellette of Living Innovations for the activities they are providing for seniors.

E. COUNCILOR COVIELLO

1. Bike Corrals – Letter from Peter Egelston of The Portsmouth Brewery
(Postponed from the May 21st City Council meeting)

Councilor Coviello moved to direct the City Manager to install movable bike corrals in front of 56 Market Street and remove them during winter months. Seconded by Councilor Lown.

Councilor Smith stated he would vote against the motion. He stated that the Parking & Traffic Safety Committee has been looking at the right location for the installation of a bike rack in the downtown but due to the construction it has been difficult. He also indicated that there are safety issues that need to be considered with the installation of a rack.

Councilor Thorsen stated he agrees with the comments made by Councilor Smith.

Councilor Dwyer suggested that perhaps 56 Market Street is not the right location and an amendment might be needed.

Councilor Lown stated that Councilor Smith has raised some good issues. He said that this is something the City needs to take action on and suggested a trial period of 6 months. Councilor Lown said that the City should promote a type of transportation that takes no gas and little space.

Councilor Novelline Clayburgh stated that she is not in favor of the suggested location and feels it is a dangerous spot. She said that the process needs to be followed and that would be through the Parking & Traffic Safety Committee.

Councilor Kennedy said that she agrees with the comments made by Councilor Novelline Clayburgh. She suggested the installation of the upside U corrals, like we have installed along State Street.

Assistant Mayor Lister suggested that this matter go back to the Parking & Traffic Safety Committee with a time certain for report back.

Councilor Coviello moved to amend the motion to refer to the Parking & Traffic Safety Committee for report back at the July 16, 2012 meeting and in the interim to direct the City Manager to purchase a bike corral for installation. Seconded by Councilor Lown.

Councilor Coviello stated that installing the upside U's affects the flow of pedestrians.

Councilor Coviello moved to amend the motion to direct the Parking & Traffic Safety Committee to report back to the City Council at the July 16, 2012 meeting with locations to install bike corrals in a parking area. Seconded by Councilor Lown.

Councilor Smith reiterated that this is a safety issue.

Councilor Kennedy stated that she is not in favor of the motion and said we should use the upside down U corrals. She asked that Parking & Traffic Safety Committee look at the installation of the upside down U corrals.

On a unanimous roll call 9-0, voted to direct the Parking & Traffic Safety Committee to report back to the City Council at the July 16, 2012 meeting with locations to install bike corrals in a parking area.

Councilor Kennedy said that she voted in favor of the motion because she wants the Parking & Traffic Safety Committee to look at all options.

F. COUNCILOR SMITH

1. Parking and Traffic Safety Committee Action Sheet and Minutes of May 10, 2012

Councilor Smith moved to approve and accept the action sheet and minutes of the May 10, 2012 Parking and Traffic Safety meeting. Seconded by Councilor Coviello.

Councilor Smith reported that the Tanner Court item would require an ordinance change for on-street parking.

Motion passed. Councilor Kennedy voted opposed.

G. COUNCILOR THORSEN

1. Historic District Commission Council Representative

Councilor Thorsen stated during the appointment of Council Representatives to various boards and commissions, Councilor Kennedy showed interest in serving on the Historic District Commission, but her schedule prevented her from attending meetings until May. Based on the foregoing, he volunteered to serve until Councilor Kennedy's schedule permitted her to assume the appointment as the Council Representative. Therefore, he indicated that he is resigning from the Historic District Commission.

Councilor Smith moved to accept with regret the resignation of Councilor Thorsen as the City Council Representative to the Historic District Commission. Seconded by Councilor Coviello and voted.

Mayor Spear announced that Councilor Kennedy will serve as the City Council Representative to the Historic District Commission.

H. COUNCILOR COVIELLO AND COUNCILOR DWYER

1. City Council Rule 23 – Committee Nominations (*Postponed from the May 21st City Council meeting*)

Councilors Dwyer and Coviello indicated that a correction was made by City Attorney Sullivan that discussion of nominations would not be appropriate to do in non-meeting. Councilor Dwyer stated before an appointment is brought forward, the City Council should have an open discussion on possible individuals to be appointed.

Councilor Dwyer moved to amend City Council Rule 23 – Committee Nominations, as presented. Seconded by Councilor Coviello.

Councilor Lown said he understands that Councilors Coviello and Dwyer are trying to resolve the issues with Rule 23 and feels that the proposed amendment is sensible.

Councilor Coviello stated that no name would be put forward. The City Council would receive a packet of applications and the Mayor would be part of the discussion. No formal action would take place at the meeting.

Councilor Thorsen said he does not support the rule because it sets up a requirement. He said it is a good idea for the City Council to review a packet of applications of who is seeking to serve.

Councilor Smith said he would not support the motion. He feels that the existing rule works if the process is followed, and the Chair is notified of suggested appointments.

Councilor Kennedy spoke in favor of the comments made by Councilor Smith.

Councilor Novelline Clayburgh stated that it is important for the entire City Council to be involved in the process.

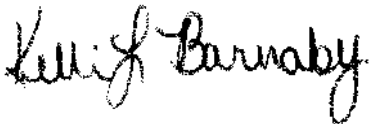
Discussion followed as to process.

On a roll call vote 4-5, motion to amend City Council Rule 23 – Committee Nominations, as presented failed to pass. Councilors Coviello, Lown, Dwyer and Mayor Spear voted in favor. Assistant Mayor Lister, Kennedy, Novelline Clayburgh, Smith and Thorsen voted opposed.

XII. MISCELLANEOUS/UNFINISHED BUSINESS

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

At 9:30 p.m., Councilor Coviello moved to adjourn. Seconded by Councilor Novelline Clayburgh 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, CMC/CNHMC
City Clerk

CITY COUNCIL MEETING

MUNICIPAL COMPLEX
DATE: MONDAY, JUNE 25, 2012

PORTSMOUTH, NH
TIME: 6:00 PM [or thereafter]

At 5:45 p.m., an Anticipated "Non-Meeting" with Counsel was held regarding Negotiations – RSA: 91-A:2, I (b-c).

At 6:00 p.m., a Work Session was held regarding the Sale or Ground Lease of the Connie Bean Center.

I. CALL TO ORDER [7:00PM or thereafter]

Mayor Spear called the meeting to order at 7:40 p.m.

II. ROLL CALL

Present: Mayor Spear, Assistant Mayor Lister, Councilors Coviello, Kennedy, Lown, Dwyer, Smith and Thorsen

Absent: Councilor Novelline Clayburgh

III. INVOCATION

Mayor Spear asked everyone to join in a moment of Silent Prayer.

IV. PLEDGE OF ALLEGIANCE

Councilor Kennedy led the Pledge of Allegiance to the Flag.

PRESENTATION

1. *Art-Speak State of the Arts Report

Robin Albert and Liz Wright provided a presentation on the State of the Arts Report for 2011. Ms. Albert and Ms. Wright extended their thanks to the City for their assistance and support with the arts and culture of the City. A report was provided of various activities which occurred in 2011 and those that will be coming forth in 2012. In closing, Ms. Albert and Ms. Wright reported to the City Council that \$41.5 million dollars was spent in 2011 in the City of Portsmouth for arts and culture.

V. ACCEPTANCE OF MINUTES – MAY 14, 2012 AND MAY 21, 2012

Councilor Smith moved to approve and accept the minutes of the May 14, 2012 and May 21, 2012 City Council meetings. Seconded by Councilor Kennedy and voted.

VI. PUBLIC COMMENT SESSION

Tom Carroll spoke in support of the City joining in the Coalition of Great Bay Area communities filing suit against the State of New Hampshire and the NH Department of Environmental Services, regarding the Great Bay Estuary exposure to unnecessary multimillion-dollar wastewater treatment costs.

Arthur Clough spoke opposed to the new hours of City Hall.

City Manager Bohenko reported that the change in hours of City Hall is a Pilot Program and was a request of the residents and City Council. He said at the end of August the Program would be re-evaluated.

Councilor Dwyer moved to suspend the rules in order to take up Item XII A.4. – Art-Speak Annual State of the Arts Report and Memorandum of Understanding Renewal Request. Seconded by Assistant Mayor Lister and voted.

XII A.4. Art-Speak Annual State of the Arts Report and Memorandum of Understanding Renewal Request

City Manager Bohenko recommended the extension of the Memorandum of Understanding for Art-Speak Annual State of the Arts Report.

Councilor Smith moved to authorize the City Manager to extend the agreement from July 1, 2012 through June 30, 2013. Seconded by Assistant Mayor Lister and voted.

VI. PUBLIC HEARING

A. ORDINANCE AMENDING CHAPTER 10 – ZONING ORDINANCE, ARTICLE 11, SECTION 10.1115 – OFF-STREET PARKING PROVISIONS IN THE DOWNTOWN OVERLAY DISTRICT. THE RECOMMENDED AMENDMENT WOULD MAKE THE FOLLOWING CHANGES TO THE ZONING ORDINANCE:

- ELIMINATE OFF-STREET PARKING REQUIREMENT FOR ALL NONRESIDENTIAL USES
- CHANGE THE RESIDENTIAL PARKING REQUIREMENT TO 1.5 PARKING SPACES PER DWELLING UNIT
- ELIMINATE THE OPTION TO MAKE A PAYMENT IN LIEU OF PROVIDING REQUIRED OFF-STREET PARKING

Mayor Spear read the legal notice, declared the public hearing open and called for speakers.

Doug Bates, Chamber of Commerce President, expressed concern with removing tools from the tool box and that the proposed amendment would do that. He said parking is a concern and small retailers are feeling the pain with the high cost of rents downtown. He urged the City Council to give this ordinance amendment a great deal of thought before any decision is made.

Shaun Rafferty said he agrees with the comments made by Mr. Bates. He stated that parking needs to be considered as a whole. He expressed concern with this change and impact. He said a public hearing would allow residents to ask questions of the City Council. Mr. Rafferty requested another public hearing be held by a non-partial organization such as Portsmouth residents to allow more dialogue.

With no further speakers, Mayor Spear declared the public hearing closed.

VII. APPROVAL OF GRANTS/DONATIONS

- A. *Acceptance of Donation Re: Bench in Memory of Marian Marangelli

Councilor Coviello moved to approve and accept the donation, as presented. Seconded by Councilor Kennedy and voted.

VIII. CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- A. Second reading of Ordinance amending Chapter 10 – Zoning Ordinance, Article 11, Section 10.1115 - Off-Street Parking Provisions in the Downtown Overlay District. The recommended amendment would make the following changes to the Zoning Ordinance:
- Eliminate Off-Street Parking Requirement for all Nonresidential Uses
 - Change the Residential Parking Requirement to 1.5 Parking Spaces per Dwelling Unit
 - Eliminate the Option to make a Payment in Lieu of providing Requirement Off-Street Parking

City Manager Bohenko said at the June 18, 2012 Council Work Session it was discussed to make a change for hotels and their parking requirements. He reported to the City Council that they have provided a change in the table to reflect that change. City Manager Bohenko explained the options available to the City Council. He stated if the amendment is done, it would require another public hearing at the July 16, 2012 City Council meeting.

Councilor Coviello moved to amend the Ordinance as reflected in the table outlined in the City Manager's Comments dated June 21, 2012 to Section 10.1115.21 and schedule a public hearing and second reading at the July 16, 2012 City Council meeting to reflect the amendment. Seconded by Councilor Lown.

Table – Section 10.1115.21

Use	Required Parking Spaces
Restaurant	1 space per 100 square feet GFA
Other ground floor uses	No requirement
Other upper floor uses (residential and nonresidential)	1 space per 1,000 square feet GFA
Residential use (dwelling)	1.5 space per dwelling unit
Hotel or motel	0.75 space per guest room
Other nonresidential use	No requirement

Councilor Dwyer stated that she supports the motion and feels the amendment is a reasonable choice. She said it is important at the July 16, 2012 City Council meeting that we explain how this would affect the other aspects of parking. She said the Council needs to look at how these changes interact with the other parking changes the Council is considering.

Councilor Thorsen said the amendment is an appropriate adjustment. He stated that the City is unique with many functions and that we are a destination community.

Planning Director Taintor reviewed the ordinance with the City Council. Discussion followed regarding hotels and parking.

Councilor Dwyer reported that the Economic Development Commission reviews the occupancy rate of hotels per month and it meets 75% in peak months.

Councilor Kennedy stated that she does not want to see residents having to pay for parking.

Councilor Thorsen asked what constitutes a hotel. Planning Director Taintor stated the number of rooms.

Motion passed.

X. CONSENT AGENDA

Mayor Spear removed Item A – Acceptance of Donations Re: Welcome Home, Iraq Veterans Parade from the Consent Agenda.

- A. *Acceptance of Donations Re: Welcome Home, Iraq Veterans Parade
 - Georgene E. & Jonathan W. Damon - \$25.00
 - Thomas H. Kyle - \$25.00
 - Kelly C. Decourcy - \$25.00
 - Brian E. Engel - \$25.00
 - Sharon Nichols - \$50.00

- AJ Muste Chapter (#62) Veterans for Peace - \$100.00
- Judith E. & Francis H. Breen - \$100.00
- CVMA-NH Chapter 5-1 - \$100.00
- Jennifer L. Zorn - \$100.00
- Veterans for Peace Chapter 9
 General Smedley D. Butler Brigard - \$100.00
- Alfred J. Arcici - \$100.00
- Geno's Chowder & Sandwich Shop, Inc. - \$100.00
- Petersen Engineering, Inc. - \$100.00
- Northeast Credit Union - \$250.00
- Service Credit Union - \$250.00
- 106 Grill, LLC d/b/a/ Moxy - \$300.00
- Dos Amigos Burritos, LLC - \$350.00
- JJFC, Inc. d/b/a Jumpin' Jay's Fish Café - \$350.00
- Piscataqua Savings Bank - \$500.00
- Flatbread Portsmouth - \$558.25

Councilor Smith moved to accept the donations for the Welcome Home, Iraq Veterans Parade, as presented. Seconded by Assistant Mayor Lister.

Assistant Mayor Lister announced that the Parade would be held on July 8, 2012 at 2:00 p.m.

Councilor Smith reported that following the parade there would be mini-tents for a job fair set up at City Hall to assist veterans.

Motion passed.

CONSENT AGENDA

- B. Request for License from Valerie White, owner of Bobbles and Lace for property located at 103 Vaughan Mall for a projecting sign on an existing bracket ***(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Valerie White, owner of Bobbles and Lace for 1 projecting sign at property located at 103 Vaughan Mall and, further, authorize the City Manager to execute License Agreements for this request)***

Planning Director's Stipulations:

- ***The licenses shall be approved by the Legal Department as to content and form;***
- ***Any removal or relocation of the projecting signs, for any reason, will 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 signs, 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**
- C. Request for License from Georgia Hughes, owner of Georgia's Spa Boutique for property located at 90 Fleet Street for a projecting sign on an existing bracket **(Anticipated action – move to accept the recommendation of the Planning Director with the aforementioned stipulations and approve the request of Georgia Hughes, owner of Georgia's Spa Boutique for 1 projecting sign at property located at 90 Fleet Street and, further, authorize the City Manager to execute License Agreements for this request)**

Planning Director's Stipulations:

- **The licenses shall be approved by the Legal Department as to content and form;**
- **Any removal or relocation of the projecting signs, for any reason, will 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 signs, 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**

Councilor Smith moved to adopt the Consent Agenda. Seconded by Assistant Mayor Lister and voted.

Councilor Kennedy requested to remove Item D. - Letter from Caitlyn Mosher Ellis, Alzheimer's Association, requesting permission to hold the annual Walk to End Alzheimer's at Strawberry Banke on Saturday, September 22, 2012 from the Consent Agenda.

- D. Letter from Caitlyn Mosher Ellis, Alzheimer's Association, requesting permission to hold the annual Walk to End Alzheimer's at Strawberry Banke on Saturday, September 22, 2012 **(Anticipated action – move to refer to the City Manager with power)**

Councilor Kennedy stated that there are many concerns with walks in the South End. She stated that there is construction during the week and on the weekends many residents are unable to run errands because of these walks or runs. She requested that this event be moved out of the South End.

City Manager Bohenko stated if the City Council denies the request he would go back to the Alzheimer's Association to have them look at another date and route.

Councilor Thorsen asked if construction would still be occurring during September 22nd. Deputy Public Works Director Allen said the water and sewer project should be completed by August and prior to Labor Day in September.

Assistant Mayor Lister said he would like to approve the request this year but if there are issues the date could be changed. City Manager Bohenko stated once the request is approved the organization would start advertising.

Councilor Kennedy stated if this event is approved, the Council needs to consider blocking streets with signage along the route with a change of direction.

City Manager Bohenko said we have great organizations that we work with to hold events in the community and they do great work. He reported that the Council may see him bring forward recommendations in the future to deny requests in the South End. He also indicated in the future he would try to get organizations to try to work with other routes.

Councilor Smith said he would vote to deny the request. He said it is due to the condition of the streets. He would suggest that they come back with a new route.

On a roll call 3-5, motion to refer to the City Manager with power *failed* to pass. Councilor Coviello, Lown and Dwyer voted in favor. Assistant Mayor Lister, Councilors Kennedy, Smith, Thorsen and Mayor Spear voted opposed. *By action of the City Council the City Manager will inform the Alzheimer's Association that the request has been denied and recommend they choose another date and route for the walk.*

XI. PRESENTATION & CONSIDERATION OF WRITTEN COMMUNICATIONS & PETITIONS

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

XII. REPORTS AND COMMUNICATIONS FROM CITY OFFICIALS

A. CITY MANAGER

1. Conveyance from Service Credit Union to the City of Land for a Connector Road between Land and Longmeadow Roads, and Reciprocal Drainage Easement

City Manager Bohenko explained that this is for a conveyance to the connector road for the Service Credit Union. He also spoke to the request for a reciprocal drainage easement.

Councilor Smith moved to accept the land for the connector road and authorize the City Manager to execute the necessary deeds for the conveyance and easement. Seconded by Councilor Coviello and voted.

2. Sale or Ground Lease of Connie Bean Center

City Manager Bohenko outlined the options available to the City Council and stated that a direction on moving forward is being requested of the Council by the staff. He also noted that a ground lease would take time to create.

Councilor Lown moved to authorize the City Manager to negotiate and execute the sale with appropriate covenant restrictions in the deed. Seconded by Councilor Coviello.

Councilor Lown stated he feels that the advantage goes to a sale from a financial point of view. He addressed finance issues that may stem from residential ground lease. He indicated that the City can retain control just as well with covenants in the deed as it can with a long-term ground lease.

Councilor Coviello asked if this has had a public hearing. City Manager said a public hearing is handled through the Planning Board process.

Discussion followed regarding the differences between a sale and a long-term ground lease as well as what covenants would mean. Assistant City Attorney Woodland stated that covenants can create issues with clear title. She also addressed when you move from a more typical deed you would change the financing of the project.

Councilor Thorsen stated that the City Council needs to decide whether they want to allow residential use of the property. Assistant City Attorney Woodland stated that is a policy decision of the Council.

Councilor Coviello said the City Council needs to make a decision based on historical preservation. He said the land issue in general is a different matter.

Councilor Kennedy stated that she disagrees with the motion. She said the property could change the look of the downtown. She also said that this is not about money.

Mayor Spear asked if the City Manager would come back to the City Council with covenants for approval. City Manager Bohenko said he would come back with the covenants and the vehicle for the sale of the property.

Councilor Dwyer said we have the control to one of the gateways into the City, and it baffles her why would we give that up. She stated she wants the City to have the options without going through eminent domain to control the property.

Councilor Smith said he would oppose the motion. He said we need to know what developers are looking for with this property. He said the Council needs to see what the RFP's show. He said we need to think ahead for future City Councils.

Councilor Thorsen said on the lease side the City Council would have the option but that is not what the motion says.

Councilor Lown moved to amend the motion by adding the requirement of the City Manager to come back before the City Council with any proposed sale. Seconded by Councilor Thorsen.

Councilor Dwyer asked if the Planning Board held a hearing on this matter. City Manager Bohenko stated that a public hearing was not held by the Planning Board. Councilor Dwyer expressed concern with no public hearing on this matter being held and feels that the public should be provided with an opportunity to express their views on the matter.

Mayor Spear said as part of a public hearing we would allow input from the residents on this matter.

Assistant Mayor Lister said it is important for the City Council to preserve the gateway into the City. He said he feels strongly on this matter and the City Council should retain control of the building by a ground lease.

Councilor Coviello said it is inappropriate to have a public hearing on this matter after we vote in covenants. He suggested tabling this matter.

Councilor Lown said the City Council is not talking about keeping the Connie Bean Center. He said it is a non-revenue making building and the question is whether we dispose of the building via lease or sale.

Councilor Dwyer stated her interest is in controlling the land and not the building. She stated we want to control the area.

Councilor Thorsen said we used the Connie Bean Center as a basis for the building of the new Recreation Facility. He said if a public hearing is held on this matter, we should postpone this vote until we do that.

Councilor Coviello moved to postpone action on this matter and hold a public hearing at the July 16, 2012 City Council meeting on the disposition of 143 Daniel Street (Connie Bean Center) by sale or long-term ground lease. Seconded by Councilor Thorsen and voted.

3. Renewal of Transportation Agreement Re: Mark Wentworth Home d/b/a/
Wentworth Connections

City Manager Bohenko recommended the renewal of the Transportation Agreement by the Council.

Councilor Smith moved to renew the Transportation Agreement, as presented. Seconded by Councilor Coviello.

Councilor Lown asked what the use of the van is. City Manager Bohenko reported that there is a large call for its use. He stated that we may need to add more than 3 days a week operation. City Manager Bohenko said it is a life line for seniors and any demand activated service is expensive at this time. City Manager Bohenko advised the City Council that Wentworth Connections just attained a grant for a new van with the assistance of the City writing the grant.

Councilor Smith asked where the \$125,000.00 of funding comes from. City Manager Bohenko reported it is from parking revenues.

Councilor Coviello said it is less expensive to offer this service and that there is a large need for the service.

Councilor Kennedy said that the seniors do pay as well for the service. She urged the City Council to approve the renewal of the agreement. She also stated that the City should provide more financial support than just the \$125,000.00 for the seniors.

City Manager Bohenko reported, in response to Councilor Lown's question that 141 people have utilized the service. He also advised the City Council that Portsmouth Regional Hospital has provided \$10,000.00 in transportation funding for seniors and that we are one of the only cities that provide this service in surrounding communities.

Motion passed.

5. Request to Establish City Council Retreat

City Manager Bohenko stated that this would establish a City Council Retreat in September.

Councilor Dwyer moved to establish a City Council Retreat on September 22, 2012. Seconded by Councilor Smith.

Councilor Kennedy advised the City Council that September 22nd is the date of the Fishtival and that September is difficult for her. She suggested scheduling something in October.

City Manager Bohenko stated that City Council members wanted a date in September.

Councilor Dwyer withdrew her motion and Councilor Smith his second to the motion.

City Manager Bohenko stated he would come back to the Council with recommended dates for an October Retreat.

6. Report Back Re: Dennett Street

City Manager Bohenko reported that the Planning Board has reviewed the request and is recommending moving forward with the agreements.

Councilor Smith moved to accept the report back from the Planning Board and, further, authorize the City Manager to execute any appropriate agreements. Seconded by Councilor Coviello and voted.

B. MAYOR SPEAR

Mayor Spear read a letter to the City Council from the Lord Mayor of Portsmouth, England that was delivered during a recent visit to the City of Portsmouth by the Lord Deputy Mayor of Portsmouth, England. Mayor Spear also gave the Councilors gifts from Portsmouth, England.

1. *Landscaping at City Hall

Mayor Spear said he has received several messages on the appearance of our buildings, including City Hall. He indicated that he has asked City Manager Bohenko to come back to the Council with suggested improvements to our buildings and City Hall.

2. Appointments to be Considered:

Conservation Commission

- Paul Ambrose to the Conservation Commission as an Alternate member
- Shelley Saunders to the Conservation Commission as an Alternate member

Taxi Commission

- Aaron Lawson to the Taxi Commission

Mayor Spear stated that he wanted to create a broader approach to appointments and therefore, has provided a coversheet with the name of the board or commission being requested along with the application and the current membership listing. He requested that the Council bring forward any concerns or thoughts to him at this meeting. Mayor Spear indicated that these appointments will be brought forward at the next Council meeting to be voted on by the City Council.

The City Council considered the appointments of Paul Ambrose and Shelley Saunders to the Conservation Commission as Alternate members and appointment of Aaron Lawson to the Taxi Commission. These appointments will be voted on by the City Council at the July 16, 2012 meeting.

Councilor Kennedy asked if the references used by the applicants should be from the City. Mayor Spear stated that it is not a requirement. He did indicate that we could change the application to state that Portsmouth residents are preferred when listing references.

Councilor Kennedy asked Mayor Spear if he has spoken with the City Council Representative to the Taxi Commission. Mayor Spear said if the City Council Representative has any concerns they could bring them forward at this meeting. Councilor Lown, City Council Representative to the Taxi Commission indicated that Mr. Lawson seems like a qualified applicant.

C. COUNCILOR SMITH

1. Parking and Traffic Safety Committee Action Sheet and Minutes of June 14, 2012

Councilor Smith moved to approve and accept the action sheet and minutes of the June 14, 2012 Parking and Traffic Safety Committee meeting. Seconded by Assistant Mayor Lister.

Councilor Smith reported that there are no ordinance changes required by the actions taken by the Parking and Traffic Safety Committee.

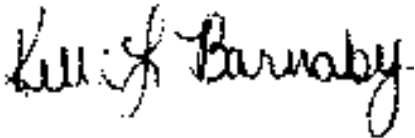
Motion passed. Councilor Kennedy voted opposed.

XIII. MISCELLANEOUS/UNFINISHED BUSINESS

Councilor Kennedy asked Mayor Spear if he had applicants for the Peirce Island Committee to bring forward. Mayor Spear stated that he needs to interview the applicants and will bring names forward at a future Council meeting.

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

At 9:45 p.m., Assistant Mayor Lister moved to adjourn. Seconded by Councilor Coviello and voted.



Kelli L. Barnaby, CMC/CNHMC
City Clerk

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Portsmouth City Council on Monday July 16, 2012 at 7:00 p.m., Eileen Dondero Foley Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on a proposed Ordinance amending Chapter 10 – Zoning Ordinance, Article 11, Section 10.1115 – Off-Street Parking Provisions in the Downtown Overlay District. The recommended amendment would make the following changes to that section of the Zoning Ordinance:

- Change the residential parking requirement to 1.5 parking spaces per dwelling unit
- Change the hotel or motel parking requirements to require .75 parking spaces per guest room
- Eliminate off-street parking requirement for all other nonresidential uses
- Eliminate the option to make a payment in lieu of providing required off-street parking

The changes in required parking spaces to be implemented by amending the table in Section 10.1115.21 to read as follows (deletions from existing language stricken; additions to existing language **bolded**; remaining language unchanged from existing):

Use	Required Parking Spaces
Restaurant	1 space per 100 square feet GFA
Other ground floor uses	No requirement
Other upper floor uses (residential and nonresidential)	1 space per 1,000 square feet GFA
Residential use (dwelling)	1.5 space per dwelling unit
Hotel or motel	0.75 space per guest room
Other nonresidential use	No requirement

The complete Ordinance is available for review in the Office of the City Clerk and Portsmouth Public Library, during regular business hours.

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KELLI L. BARNABY, CMC/CNHMC CITY CLERK

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That the Ordinances of the City of Portsmouth, Chapter 10 – Zoning Ordinance, Article 11, Section 10.1115 – Off-Street Parking Provisions in the Downtown Overlay District, are hereby amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

10.1115 Off-Street Parking Provisions in the Downtown Overlay District

10.1115.10 Purpose

10.1115.11 This Section 10.1115 establishes modified off-street parking standards for lots in the Downtown Overlay District in recognition of the availability of municipal on-street and off-street parking facilities, private shared parking facilities, and public transit, and the pedestrian-oriented pattern of lots and uses.

~~40.1115.12 This section also provides an option for developments to contribute to the cost of developing public parking facilities in lieu of providing a portion of the required off-street parking spaces.~~

10.1115.132 Except as specifically modified by this Section 10.1115, lots in the Downtown Overlay District shall comply with all other provisions of Section 10.1110.

10.1115.20 Number of Required Off-Street Parking Spaces

10.1115.21 The following requirements shall apply in the Downtown Overlay District in lieu of the requirements in Section 10.1112.30:

Use	Required Parking Spaces
Restaurant	1 space per 100 square feet GFA
Other ground floor uses	No requirement
Other upper floor uses (residential and nonresidential)	1 space per 1,000 square feet GFA
Residential use (dwelling)	1.5 space per dwelling unit
Hotel or motel	0.75 space per guest room
Other nonresidential use	No requirement

10.1115.22 The requirements in Section 10.1115.21 shall be applied to all uses on a lot, and not to individual uses.

10.1115.23 For any lot, the number of off-street parking spaces that would be required by applying the ratios in Section 10.1115.21 shall be reduced by 4 spaces. (Therefore, any lot that would be required to

provide 4 or fewer off-street parking spaces shall not be required to provide any spaces.)

~~10.1115.30 — Optional Payment in Lieu of Providing Required Off-Street Parking Spaces~~

~~In the Downtown Overlay District, a property owner may elect to make a payment to the City's Parking Fund, as set forth in Section 10.1115.40, in lieu of providing a portion of the off-street parking spaces that would otherwise be required by this Ordinance.~~

~~10.1115.40 — Amount of Payment in Lieu~~

~~10.1115.41 — The payment in lieu of providing required off-street parking spaces shall be calculated by multiplying the number of required parking spaces not provided by the current fee per space as determined under Sections 10.1115.42 and 10.1115.43.~~

~~10.1115.42 — The fee per space as of January 1, 2010, shall be \$2,000.00.~~

~~10.1115.43 — The fee per space shall be adjusted annually effective on January 1 of each year. The adjustment shall be based on the annual change in the Civil Works Construction Cost Index System (CWCCIS), EM 1110-2-1304, CWBS Feature Code 19 — Buildings, Grounds & Utilities, published by the US Army Corps of Engineers for the most recent twelve-month period preceding the adjustment date, and shall be rounded to the nearest 100 dollars.~~

Annual change, Sep. 2009 — Sep. 2010 = 2.62%

2011 adjustment = \$2,000 x 2.62% = \$52.40

2011 payment per space = \$2,100.00 (rounded)

Annual change, Sep. 2010 — Sep. 2011 = 4.96%

2012 adjustment = \$2,100 x 4.96% = \$104.16

2012 payment per space = \$2,200.00 (rounded)

~~10.1115.50 — Procedure and Administration~~

~~10.1115.51 — A payment in lieu of providing required off-street parking spaces shall be paid to the City prior to the issuance of a building permit or Change of Use Permit.~~

~~10.1115.52 — Payments in lieu of providing off-street parking spaces shall be deposited in a fund for off-street parking facilities within the Downtown Overlay District, under the control of the City Council.~~

~~10.1115.53 — Payments in lieu of providing off-street parking spaces shall be encumbered or otherwise legally bound within six years from the time the payment is received by the City. If not encumbered within that time period the payment shall be returned to the applicant together with any accrued interest.~~

~~10.1115.60 — Application of Provisions~~

~~10.1115.61 — The requirements of this Section 10.1115 shall not apply to any existing uses on a lot, but shall apply to any change or expansion of existing uses that results in an increase in the number of off-street parking spaces required for the lot by Section 10.1115.20, as of the date of application.~~

~~10.1115.62 — If changes in the uses on a lot after the adoption of this Section 10.1115 result a lower parking requirement for the lot, that new requirement shall become the baseline for computing the change in off-street parking requirements resulting from any future proposed uses.~~

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

**HOTEL OCCUPANCY DATA
EXCERPT FROM:**

**GREATER PORTSMOUTH CHAMBER OF COMMERCE
REPORT TO THE
PORTSMOUTH ECONOMIC DEVELOPMENT COMMISSION
PRESENTED 4 MAY 2012**

**Partnership Deliverables for Quarter 4 2011 and Quarter 1 2012:
Chamber Contact: Valerie Rochon, Tourism Manager**


HOTEL OCCUPANCY & ROOMS SOLD



Hotels have reported that they are positive about the bookings they are seeing for the Spring and Summer 2012. While occupancy remains somewhat flat to last year's, the general feeling is that flat is not a bad position in this climate of not-yet-turned-around consumer confidence. The resurgence of longer term stays because of increased activity at the Shipyard will be a boon to the Spring hotel occupancy numbers.

Note: Occupancy figures, reported above, are reported in the aggregate for local properties, and should be regarded as indicative of trends, not as absolute numbers. We should also note that some of the larger properties no longer participate in the occupancy survey, so year-on-year numbers are likely skewed.

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director 
DATE: May 15, 2012
RE: Proposed Amendment to Zoning Ordinance, Section 10.1115 – Off-Street Parking Provisions in the Downtown Overlay District

At its meeting on April 19, 2012, the Planning Board voted unanimously to recommend that the City Council enact the attached zoning amendment regarding off-street parking standards in the Downtown Overlay District. The recommended amendment would make the following changes to the Zoning Ordinance:

- Eliminate off-street parking requirements for all nonresidential uses.

Currently, parcels are required to provide 1 parking space per 100 sq. ft. of restaurant floor area and 1 space per 1,000 sq. ft. of all other upper-floor uses (there is no parking requirement for ground floor uses other than restaurants).

- Change the residential parking requirement to 1.5 parking spaces per dwelling unit.

The current requirement (enacted in 2009) is 1 parking space per 1,000 sq. ft. of floor area for all upper-floor uses (residential uses are not permitted on the ground floor of buildings in the Downtown Overlay District). However, some condominium units being constructed in the downtown are in excess of 2,500 sq. ft., which results in a parking requirement of more than 2 parking spaces per unit. This requirement is excessive, and therefore it is recommended to base the residential parking standard on the number of dwelling units rather than on the floor area of the building.

Note that the Zoning Ordinance exempts the first 4 parking spaces required in the Downtown Overlay District: thus, single-family and two-family uses would not be required to provide any off-street parking.

- Eliminate the option to make a payment in lieu of providing required off-street parking.

Property owners currently have the option to make a payment in lieu of providing off-street parking spaces. The current payment amount is \$2,200 per parking space not provided. The Planning Board recommends that residential development be required to provide parking on site. With the elimination of off-street parking requirements for nonresidential uses, there will be no need to maintain the current in-lieu payment system.

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Input Session will be held by the Portsmouth City Council on Monday July 16, 2012 at 7:00 p.m., Eileen Dondero Foley Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on the Disposition of property at 143 Daniel Street (Connie Bean Center) by sale or long-term ground lease.

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

LEGAL NOTICE

NOTICE IS HEREBY GIVEN that a Public Input Session will be held by the Portsmouth City Council on Monday, July 16, 2012 at 7:00 p.m., Eileen Dondero Foley Council Chambers, Municipal Complex, 1 Junkins Avenue, Portsmouth, NH, on the Disposition of property at 143 Daniel Street (Connie Bean Center) by sale or long-term ground lease.

KELLI L. BARNABY, CMC/CNHMC
CITY CLERK

#12517

11P 6/28

PORTSMOUTH POLICE DEPARTMENT

MEMORANDUM

RECEIVED

JUN 22 2012

CITY MANAGER
PORTSMOUTH, NH

DATE: 20 JUNE, 2012
TO: JOHN P. BOHENKO, CITY MANAGER
FROM: JOHN F. GOLUMB, CHAIRMAN, PORTSMOUTH POLICE COMMISSION
DAVID J. FERLAND, CHIEF OF POLICE
RE: GRANTS & DONATIONS

At the June 20th, monthly Police Commission meeting, the Board of Police Commissioners approved and accepted the following grant and donations:


1. A grant award in the amount of \$9,900 has been received from New Hampshire Highway Safety for sobriety checkpoints in Portsmouth.
2. Donation in the amount of \$270 in support of the Portsmouth Explorer Cadet Academy from Mr. & Mrs. David Brown.
3. Donation of Magnum Boots for designated police personnel from the owner of the Magnum Boot Company.

We submit the information to you pursuant to City Policy Memorandum #94-36, for the City Council's consideration and approval at their next meeting.

Respectfully submitted,



John F. Golumb, Chairman
Board of Police Commissioners



David J. Ferland, Chief of Police

cc: Board of Police Commissioners
Finance Director Judie Belanger
Admin. Captain Frank Warchol
Budget Coordinator Tammie Perez

CONTRACTUAL AGREEMENT FOR HIGHWAY SAFETY PROJECT GRANT

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

Date Received	Project Number
Date Approved	PSP and Task # 12-12, 03

Part I

1. Project Title Portsmouth Sobriety Checkpoints (3)	2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation
--	--

3. Applicant A. Name of Agency DUNS Number 073976706 Portsmouth Police Department	B. Address of Agency 3 Junkins Avenue Portsmouth NH 03801-4511
C. Government Unit (Check One) <input type="checkbox"/> State <input checked="" type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify):	D. Name Address of Governmental Unit City of Portsmouth One Junkins Avenue Portsmouth, NH 03801

4. Contract Duration A. Contract Period Start Date: April 1, 2012 Termination Date: September 15, 2012	Functional Area K8 - 410 Alcohol SAFETEA-LU CFDA# 20.601 Program Title Alcohol Traffic Safety & Drunk Driving Preven Funding Source National Highway Traffic Safety Administratio
--	--

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds					
Cost Category	Total Budget	Federal Budget	Local Budget	State Budget	Other Funds
a. Personnel Services	\$9,900.00	\$9,900.00			
b. Current Expense					
c. Equipment					
d. Indirect Costs Audit					
e. Contractual Services					
f. Other					
Total Estimated Costs Including Non-Federal Share	\$9,900.00	\$9,900.00			

Local Benefit: It is anticipated that the federal share for local benefit will be: <u>100%</u> (<u>\$9,900.00</u>)

****IN THE INTEREST OF PERSONAL AND BUSINESS I.D. SECURITY, WE NO LONGER PHOTOCOPY PERSONAL AND BUSINESS CHECKS TO SHOW GRANTS, DONATIONS, ETC. RECEIVED BY THE DEPARTMENT.**

DONATIONS:

- a. A DONATION OF \$270 IN SUPPORT OF THE PORTSMOUTH EXPLORER CADET ACADEMY FROM MR. & MRS. DAVID BROWN.
- b. DONATION OF MAGNUM BOOTS – A DONATION OF BOOTS FOR DESIGNATED POLICE PERSONNEL FROM THE OWNER OF THE MAGNUM BOOT COMPANY.

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, Article I, Section 7.102 – PARKING METER ZONES of the Ordinances of the City of Portsmouth be amended to read as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

Section 7.102: PARKING METER ZONES

All of those streets, ~~and parts of streets~~ **and off-street parking lots**, the time for parking upon which is limited by any ordinance of the City of Portsmouth, and any ~~street or streets and such part or parts of streets~~ **such areas**, the time for parking upon which may at any time hereafter be limited by any ordinance of the City or any amendment thereto are designated as parking meter zones. Parking at metered spots upon ~~streets or in off-street metered lots~~ shall be at the rate of ~~\$1.00~~ **\$1.50** per hour with the maximum time permitted for parking of ~~two (2)~~ **three (3)** hours, **unless otherwise established by ordinance**. ~~Parking at metered parking lots shall be at the rate of \$1.00 per hour with a maximum time permitted for parking of two (2) hours. (Amended 5/19/97; amended 6/28/04; amended 04/18/2011~~

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

A

ORDINANCE #

THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, Article IV, Section 7.402 – OFF-STREET PARKING AREAS of the Ordinances of the City of Portsmouth be amended as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

Section 7.402: AREAS ESTABLISHED, DESIGNATED, AND DESCRIBED

C. Hanover-Fleet Street Off-Street Parking Area

The Municipal Parking Garage located on Hanover Street shall be known as the High Hanover Parking Garage. The area within the garage shall be designated for off-street parking and shall be striped for that purpose to include spaces for handicapped access and compact cars. Fees ~~for release of the vehicle~~ **for parking in the garage** to be determined in accordance with Chapter 1, Article XVI, **or as may be adopted by vote of the City Council.** (Amended 3/18/2002; amended 08/03/2009)

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

Footnote (not part of ordinance): After the passage of this amendment the Council could adopt a motion as follows:

MOVED: That City Council hereby establishes the parking fee at the High Hanover Parking Facility to be at the rate of \$0.75 per hour, except, however, there shall be no fee for the first hour in which any vehicle shall park in the facility.

B

ORDINANCE #
THE CITY OF PORTSMOUTH ORDAINS

That Chapter 7, Article 1, Section 7.105 – PARKING of the Ordinances of the City of Portsmouth be amended to read as follows (deletions from existing language ~~stricken~~; additions to existing language **bolded**; remaining language unchanged from existing):

Section 7.105 PARKING

B. ~~All on-street metered parking shall be at the rate of \$1.00 per hour for a maximum of two hours. This rate~~ Parking meter fees shall be enforceable Monday through Saturday, from 9:00 a.m. to 7:00 p.m., and Sunday from 12:00 p.m. to 7:00 p.m., holidays excepted. (Amended 10/6/97; amended 6/28/04; amended 04/18/2011; amended 05/02/2011) (Deleted former subsection B in its entirety 10/25/04)

The City Clerk shall properly alphabetize and/or re-number the ordinance as necessary in accordance with this amendment.

All ordinances or parts of ordinances inconsistent herewith are hereby deleted.

This ordinance shall take effect upon its passage.

APPROVED:

Eric Spear, Mayor

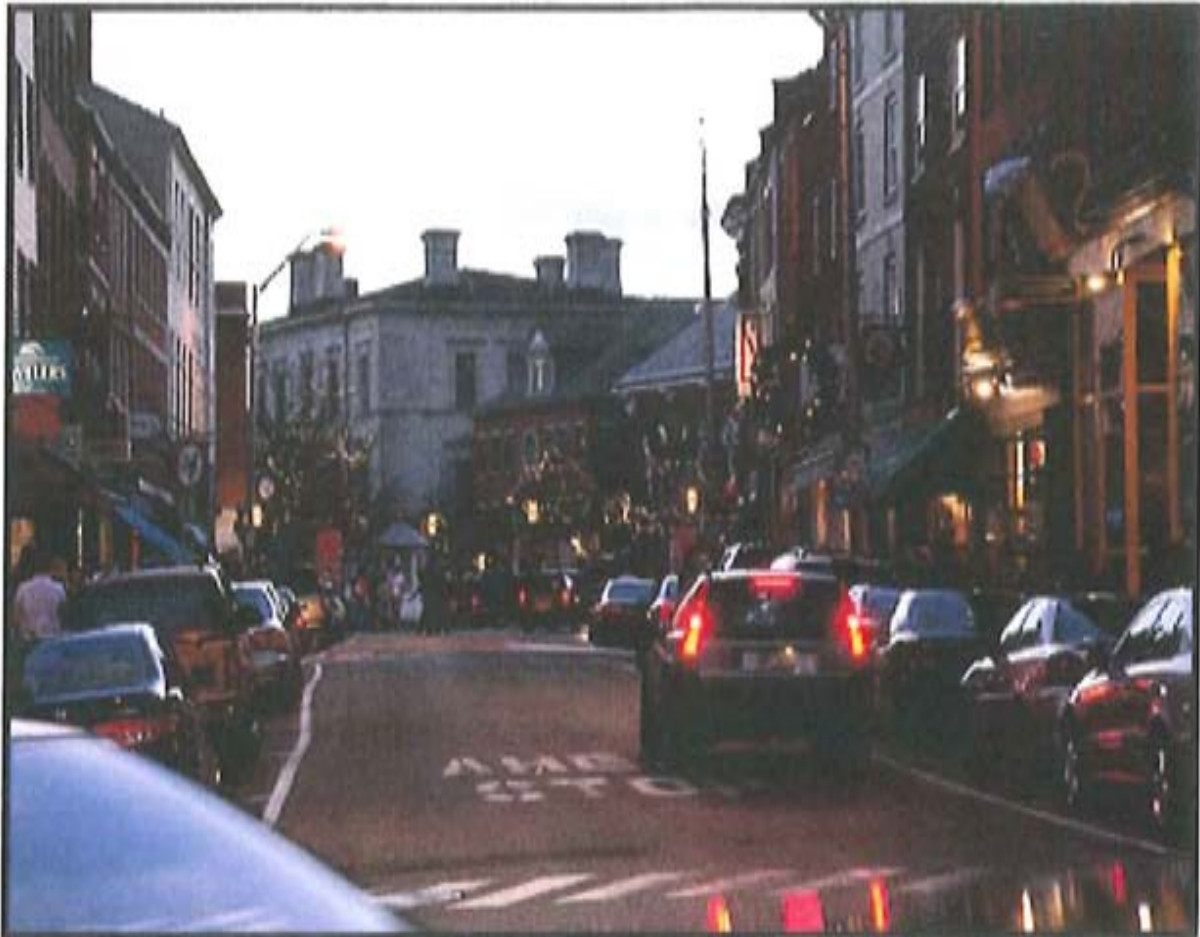
ADOPTED BY COUNCIL:

Kelli L. Barnaby, City Clerk

C

Parking Supply and Demand Strategies

Portsmouth, NH



Final Report

May 2012

Prepared By:

John M. Burke, PE, CAPP

Parking, Transit & Downtown Development Consulting

Introduction

This report includes a series of recommended supply- and demand-side parking strategies for Downtown Portsmouth to address key findings resulting from a comprehensive Parking Supply and Demand Analysis conducted last year. Recommendations were developed in close coordination with City staff, with input from City Boards and Commissions, and in compliance with the City Council's Guiding Parking Principles. They are intended for use in developing a Parking Omnibus that integrates supply side improvements with demand management and land use/zoning strategies to achieve a more balanced parking system that serves the current and future needs of the City.

Background

In 2011, the City retained the consulting firm of Nelson/Nygaard to conduct a downtown parking supply and demand analysis, which was intended for use in determining the need for additional off-street parking to accommodate existing development and future growth. The study was also intended to be used by the City to develop an Omnibus approach to parking that would integrate appropriate supply side improvements with parking demand management and land use/zoning strategies to achieve a more balanced and efficient parking system.

On January 28, 2012, City staff facilitated a Council retreat to review the Nelson/Nygaard study and initiate the Parking Omnibus process. A flowchart of the Parking Omnibus process is attached as Exhibit A. The retreat was followed by a City Council Work Session on March 12th to develop consensus on a set of principles that would be used to guide the process of developing specific improvement strategies within the Omnibus. The Guiding Parking Principles, listed later in this report, were approved by the City Council on March 19th.

On March 22nd, a work session was held with the Planning Board to review the approved Guiding Parking Principles and Nelson/Nygaard Study and discuss proposed Zoning Ordinance revisions integral to the Parking Omnibus approach. These proposed revisions included potential elimination of parking requirements and in-lieu fees for non-residential development downtown.

On April 6th, a joint work session was held with the Economic Development Commission and the Parking and Traffic Safety Committee to review the approved Guiding Parking Principles and Nelson/Nygaard Study. Also discussed were parking pricing and supply issues, as well as demand-based parking strategies used in other communities. A summary of discussion points from the work session are attached as Exhibit B.

On April 19th, the Planning Board voted to recommend that the City Council amend the Zoning Ordinance to change off-street parking provisions in the Downtown Overlay District as follows:

- eliminate parking requirements for all nonresidential uses (current requirements are 1 space per 100 square feet for restaurants and 1 space per 1,000 square feet for other upper-floor nonresidential uses);
- require 1.5 spaces per dwelling unit for residential uses (current requirement is 1 space per 1,000 square feet); and
- eliminate the option to make a payment in lieu of providing required parking for residential uses (currently, property owners may pay \$2,200 per space rather than provide the required parking spaces).

The City Council has scheduled 1st reading of the proposed zoning changes for June 11, 2012.

The next step in the Parking Omnibus process is the development of recommended parking supply and demand management strategies that address deficiencies and opportunities identified through the Parking Supply and Demand Analysis Report for consideration by the City Council at a scheduled work session on June 18, 2012.

Supply and Demand Context

The Nelson/Nygaard study included an estimate of the existing public and private parking supply; collection and analysis of parking utilization data (for an average weekday and weekend day in October 2011) and land use data; and development of a Shared Parking Model to identify observed shortfalls in downtown parking. Key findings related to the downtown supply and demand analysis can be categorized and summarized as follows:

1. There is little to no reserve parking capacity in the downtown core. Even with an exceptional rate of shared public parking (see finding #2 below), Portsmouth currently has very little reserve capacity in its Downtown Overlay District and virtually no reserve capacity within a 5-minute walking area of Market Square. This assessment does not even account for new development on vacant land or redevelopment projects where land use applications have not yet been submitted. Given the time required to develop structured parking, this finding is the primary call for action in this report.
2. Portsmouth is a “Best Practice” when it comes to shared public parking; however, private off-street parking is not well shared and utilized throughout the day. Due to its moderate-to-high density, compact geography, mixed-use development, exceptional walking environment and actively managed parking program, Downtown Portsmouth achieves a high degree of shared public parking between various uses, thereby reducing the total number of parking spaces required downtown. The average downtown public parking space already serves multiple users throughout the day and evening and provides a “park once” environment where residents, employees, and visitors, park and travel between different uses for multiple trip purposes without again accessing their vehicle. Based on its exceptional shared parking rates it was determined that

Portsmouth is able to satisfy the parking demand of existing land use with many fewer parking spaces than predicted by national averages.

However, sharing of private off-street parking does not work nearly as well. Existing private off-street parking is much more single-use driven, often restricted to adjacent business and customer use, which results in parking that is not consistently used throughout the day.

3. Pricing imbalances in the Downtown Core lead to: overuse and underuse of parking areas, drivers hunting for prime spaces, and heavy enforcement of 2-hour time limits. Utilization of parking within the prime spaces emanating from Market Square are consistently at or over capacity at the same time that paid parking in the High-Hanover Parking Facility and in on- and off-street areas located just outside the prime area are underused. In fact, much of the paid parking located just outside of the prime core area is in far less demand than free peripheral parking (ex. Parrott Avenue Lot), which also reflects pricing imbalance.

With a current flat on-street pricing structure of \$1/hour, whether in Market Square or on outer Maplewood Avenue, drivers are drawn to the city center to seek and hunt for prime spaces first. This results in unnecessary traffic congestion and an imbalance in the parking system with areas of overuse and underuse. Significant enforcement of 2-hour time limits in the prime parking area is required given that demand often exceeds capacity and there is little-to-no price differential between the prime core-area parking and less convenient, longer-term, off-street parking.

In the evening, during times of generally strong demand, the City stops charging for on-street parking at 7 p.m., but continues charging at the High-Hanover Parking Facility. Again, a pricing imbalance is created, as well as a disincentive to use the parking facility and underuse of the parking facility most evenings.

4. Remote off-street parking exists, but has limited utility to the downtown. A modest amount of remote, peripheral, off-street public parking exists at the Masonic and South Mill public parking lots within a 10-minute walk of Market Square. These spaces have some utility to the downtown as remote, free, long-term parking, but are located too far from the city center to meet the needs of the vast majority of parking users. The utilization of these spaces is limited by the amount of unrestricted, free parking that already exists in much closer proximity to the downtown core on Parrott Avenue, in the Parrott Avenue lot, and on residential streets.

Guiding Principles for Parking Improvement Strategies

The City Council-approved Guiding Parking Principles listed below were used for evaluating alternative improvement strategies to address the challenges and opportunities presented above.

The final recommended improvement strategies included in the Parking Omnibus must be consistent with these core principles.

GUIDING PARKING PRINCIPLES FOR CENTRAL BUSINESS DISTRICTS

APPROVED BY THE PORTSMOUTH CITY COUNCIL ON MARCH 19, 2012

Parking Supply Solutions versus Parking Management Solutions:

Supply: There are too few spaces. Someone should build more.

Management: We need to optimize use of existing parking resources by changing pricing, time limits and wayfinding approach.

Overall Principles: A balanced mix of retail/restaurant, office, and residential uses is key to downtown vitality.

A downtown parking supply that is convenient, viable and central to downtown destinations is key to the short-term and long-term health of the City's retail, restaurant and office economy.

1. Insuring an adequate supply of parking for retail/restaurant and office users in the downtown is primarily a City responsibility.
2. Parking for new downtown residential development is primarily a private responsibility with residents wanting convenient parking right where they live.
3. We need to plan for future reuse, redevelopment and full occupancy of buildings in the Central Business Districts. If it is too difficult, expensive or unpleasant to find parking, retail/restaurant/cultural destination customers may prefer to visit elsewhere and offices may prefer to locate elsewhere.
4. The City should strive to play a lead role in developing and managing parking facilities:
 - Parking management and supply decisions are interconnected and a comprehensive, unified approach to decision-making is needed.
 - The value of private parking facilities should be recognized as a resource. These resources are not part of the public parking supply under the City's long-term control and opportunities to manage private lots are limited.
5. Address peak parking demand needs in order to avoid perfect Friday/Saturday night storm when residents/customers can't find parking:
 - Manage parking at the garage (for example, flat rate pricing for special events).

- Increase the supply of convenient parking.
6. Parking should support economic development including businesses (office, retail, restaurant) and visitors/customers.
 7. The parking garage should be priced and managed so that it has high occupancy more frequently (improve utilization of what we've got).
 8. The primary reason for parking revenues is to be able to provide an adequate supply of safe, convenient parking. Pricing structures should be simple and easy for customers to understand.
 9. Parking management strategies should recognize that there is a difference between the needs of long-term parkers who may be more likely to use the garage or use parking immediately adjacent to downtown, and short-term parkers running a quick errand.
 10. Price and manage more desirable on street parking spaces to favor users who are highly motivated to use them. Give customers and residents the option to stay and pay.
 11. Information on parking options should be easily accessible to parking users, including through technology options.
 12. Parking planning should take a comprehensive, sustainable and big picture approach by taking a broad range of costs and benefits into account when making decisions.
 13. All parking resources should place value on aesthetics, security, accessibility and user information.
 14. Consider ways to incentivize use of "remote parking"¹.
 15. Surface parking lots should be located at the periphery of the downtown and should not be allowed to create a "dead zone" barrier to comfortable pedestrian movement.
 16. Parking management programs should take into consideration hospitality industry workers.²

¹ For the purposes of this document, "remote parking" is defined as the study area boundary of the January 2012 Nelson Nygaard *Parking Supply and Demand Analysis Final Report*; this includes, for example, the leased Masonic Lot and the South Mill Pond parking lot, which are both beyond the one-quarter mile, 5 minute walking radius from Market Square.

² It should be noted that the parking system currently has 165 free on street spaces (no meters) and 352 free off street spaces (Masonic Lot, South Mill, Parrott Avenue, Prescott Park), for a total of 517 free spaces.

17. Incentives for residents should be provided at the parking garage, but shouldn't compromise best practices.²
18. Parking resources should be provided to support downtown activity (streets are for people as well as cars) and should therefore be designed and located in such a manner that recognizes the following:
 - Parking resources should enhance – not detract from – downtown vitality, walkability and the pedestrian experience;
 - Parking resources should accommodate pedestrians (bump-outs, plazas), bicycles (bike parking) and transit (space to pull over);
 - Parking structures should be incorporated into the commercial streetscape; and
 - The needs of an aging population should be taken into account when it comes to parking.
19. Parking strategies should be revenue neutral.
20. Parking management plans should recognize the short-term parking needs of retail and hospitality industry for loading zones.
21. Encourage public transit and other transportation modes, but recognize strong customer/resident preference for personal vehicle use as well as very limited regional public transit infrastructure.

Recommended Supply and Demand Parking Improvement Strategies

In consideration of the study findings, input received from City Boards and Commissions, and in consultation with City staff, two sets of complementary, phased improvement strategies are provided below. Recommended improvements include both supply- and demand-side measures including strategies related to pricing, policy, program, regulation, and technology. Phase I improvements include five (5) strategies recommended to advance with passage of the Parking Omnibus. Phase II improvements include three (3) additional strategies recommended to advance with the opening of a second public parking facility downtown.

Phase #1 Parking Improvement Strategies

Phase #1, Strategy #1: Increase the price of on-street parking spaces in the Downtown Core that are at or over capacity (85% utilization and above) on an annual basis to achieve more balanced use of the City's overall parking assets and reduce the numbers of drivers hunting and circling for prime parking. *Institute with passage of the Parking Omnibus.*

Active demand-based pricing has only recently been implemented in some U.S. cities to balance parking supply and demand because parking technology has now evolved to a point

where real-time utilization and demand can be measured. Portsmouth also has this capability.³ Demand-based or market-rate pricing places a premium on the spaces that offer the greatest convenience and value to the customer. As pricing increases for these over-utilized spaces, more spaces open up and use of lower-demand spaces increase.

Recommended Action:

- Increase high demand on-street spaces to \$2.00/hour. Hold lower demand on-street and off-street spaces at \$1.00/hour. The projected annual revenue impact of this measure is +\$263,000.
- Increase the rate at the High-Hanover Parking Facility from \$0.75/hour to \$1.00/hour up to a \$15 daily maximum, but implement a “first hour free” program, making the parking facility a first choice and lowest cost paid parking option for visitors. The projected annual revenue impact of this measure is -\$69,000.

The recommended \$0.25/hour rate increase at the parking facility helps offset much of the cost of the first hour free program. The first hour free program has proven to be very popular with customers and effective at increasing parking garage use in other communities.

A map depicting the high-occupancy meter zone in the Downtown Core is provided in Figure 1 below. The yellow shaded streets have an average utilization rate above 85% (considered effective capacity) for the calendar year⁴. These streets would increase in rate from \$1.00/hour to \$2.00/hour under this recommendation. The City would actively monitor use of its entire parking supply in response to the new rates over a 4 to 6 month period and consider any necessary rate adjustments at that time.

It is not surprising that the City’s “gateway” streets to and from Market Square (Market St. - Pleasant St. and Daniel St. - Congress St.) are at effective capacity for the year. It is not uncommon for “Main” Streets in very busy downtowns to exhibit such characteristics since they offer convenience of route and, therefore, carry the majority of traffic into town – exposing their parking spaces to the maximum number of potential customers.

<p>Projected Net Annual Revenue Impact Strategy #1: +\$194,000 This strategy specifically addresses Guiding Principles #7 and #10.</p>

³ The parking access & revenue control system and back-office management software for the High-Hanover Parking Facility and the City’s on-street parking pay stations and management software provide real-time utilization data.

⁴ Market Street just west of Hanover Street was added to the high-occupancy meter zone because its average annual utilization rate was close to the 85% effective capacity rate and it was found to be over 90% utilized for the majority of time periods surveyed during the off-peak season for the Nelson/Nygaard study.

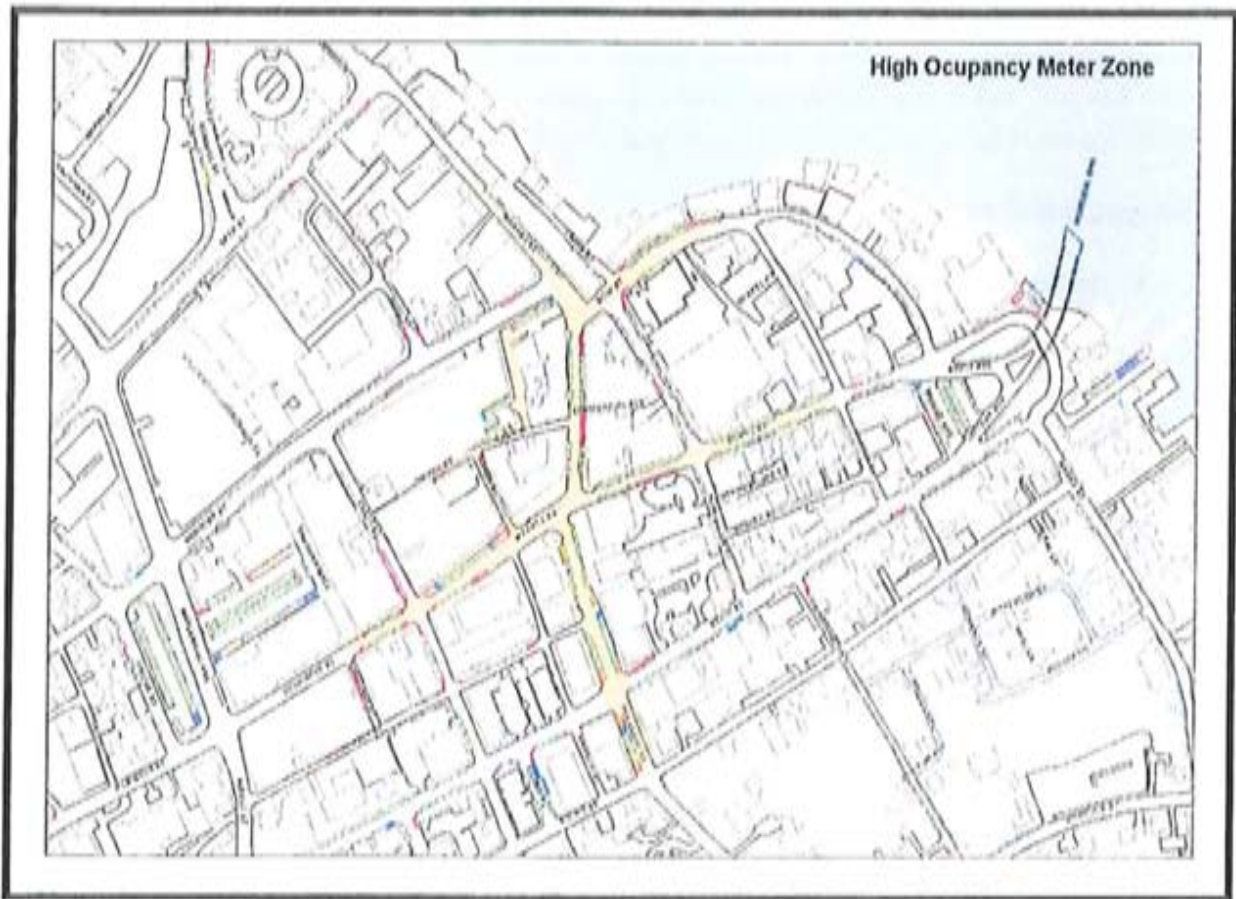


Figure 1

Phase #1, Strategy #2: Increase all 2-hour on-street time limits to 3-hours. *Institute with passage of the Parking Omnibus.*

On-street parking in Downtown Portsmouth is primarily posted 2-hours as it is in most U.S. cities. Many cities with robust restaurant and entertainment sectors want to allow and promote longer parking stays on-street to accommodate customers of such establishments. There is also a general desire to encourage more “trip chaining” under a “park once” concept where, for example, customers who visit to do an errand, then stay for lunch, and after lunch do some shopping – all from a single on-street parking space. Many communities are also seeking ways to reduce the number of time limit parking citations being issued to customers. This is consistent with the input received at the EDC/PTS Work Session on April 6th (see Exhibit B).

A balanced parking pricing scheme with pricing set at or close to market rates makes extending the on-street time limits viable. Employees are less likely to park in the most convenient, high-demand on-street spaces when they are priced appropriately and strong pricing incentives are provided to park in off-street parking facilities.

It is estimated that this recommendation would decrease the nearly 4,000 two-hour time-limit citations issued by the City annually by 75% or 3,000 citations. The projected net annual

revenue impact provided below includes a loss of fine value and some late fees on those 3,000 citations.

Projected Net Annual Revenue Impact Strategy #2: **-\$61,000**

This strategy specifically addresses Guiding Principles #3, #9 and #10.

Phase #1, Strategy #3: Automate the High-Hanover Parking Facility by eliminating cashiering and the current cash-only payment system and replacing it with pay-on-foot, credit-card enabled pay stations. This will enhance customer service, reduce operating costs, and significantly reduce delays associated with exiting the parking facility. *Implement with passage of the Parking Omnibus.*

This recommended improvement, which is included in the City's Capital Improvement Plan (CIP) for FY13-14 (see Exhibit C), is critically important to improving traffic flow and the customer experience in the parking garage. It will substantially reduce delays on exit associated with change making, handling damaged tickets, and people asking directions. Customer service representatives will still be on-hand to assist customers, but most of this assistance will not occur in the exit lane where back-ups occur.

This recommended action along with recommended pricing changes listed earlier, will make the garage a much more attractive option to parking on the street by reducing delays and allowing for credit card payments.

Projected Implementation Cost: **\$300,000**

This strategy specifically addresses Guiding Principles #5 and #8.

Phase #1, Strategy #4: Continue efforts to secure public use of private and institutionally-owned parking lots through lease and shared-lot agreements for the purpose of augmenting the Downtown parking supply. *Institute with passage of the Parking Omnibus.*

The City has secured numerous agreements in the past for public/shared use of lots including the Masonic Hall lot, Assembly of God lot, McIntyre Federal Building lot, and St. John's lot. However, opportunities in the Downtown Overlay District are very limited. Most of the underused private lots identified in the Nelson/Nygaard study are too small, too remote, or simply unavailable. Some are already being used by the public to park on an informal basis after hours.

The City currently maintains an active list of viable lots in the prime parking area to pursue for potential lease/sharing and periodically contacts property owners to determine whether there is interest in such an arrangement. The City also encourages shared parking through valet parking agreements between businesses with constrained parking at night and those with availability.

A map and inventory of private lots downtown is provided below in Figure 2 and Table 1, respectively. Table 1 provides the current status, available spaces, and lease potential for each private lot. Of the 21 private lots shown:

- 8 are open to the public for after hours use on an informal basis – providing a net 176 additional public-use parking spaces to the downtown during these times;
- 2 are used for valet parking, which increases the effective supply of downtown parking;
- 2 of the largest lots (McIntyre and Fairpoint) are unavailable - the first for federal Homeland Security reasons and the second for liability reasons cited by the owner;
- 1 provides 24-hour on-site resident parking;
- 2 lots are not well suited for public parking due to significant wayfinding issues; and
- 2 lots are churches that already have on-site programs and functions that preclude opportunities to provide committed leased public parking.

In short, while the Nelson/Nygaard study broadly identified the potential for public use of private parking lots, the reality is that most facilities are not currently available for public use.

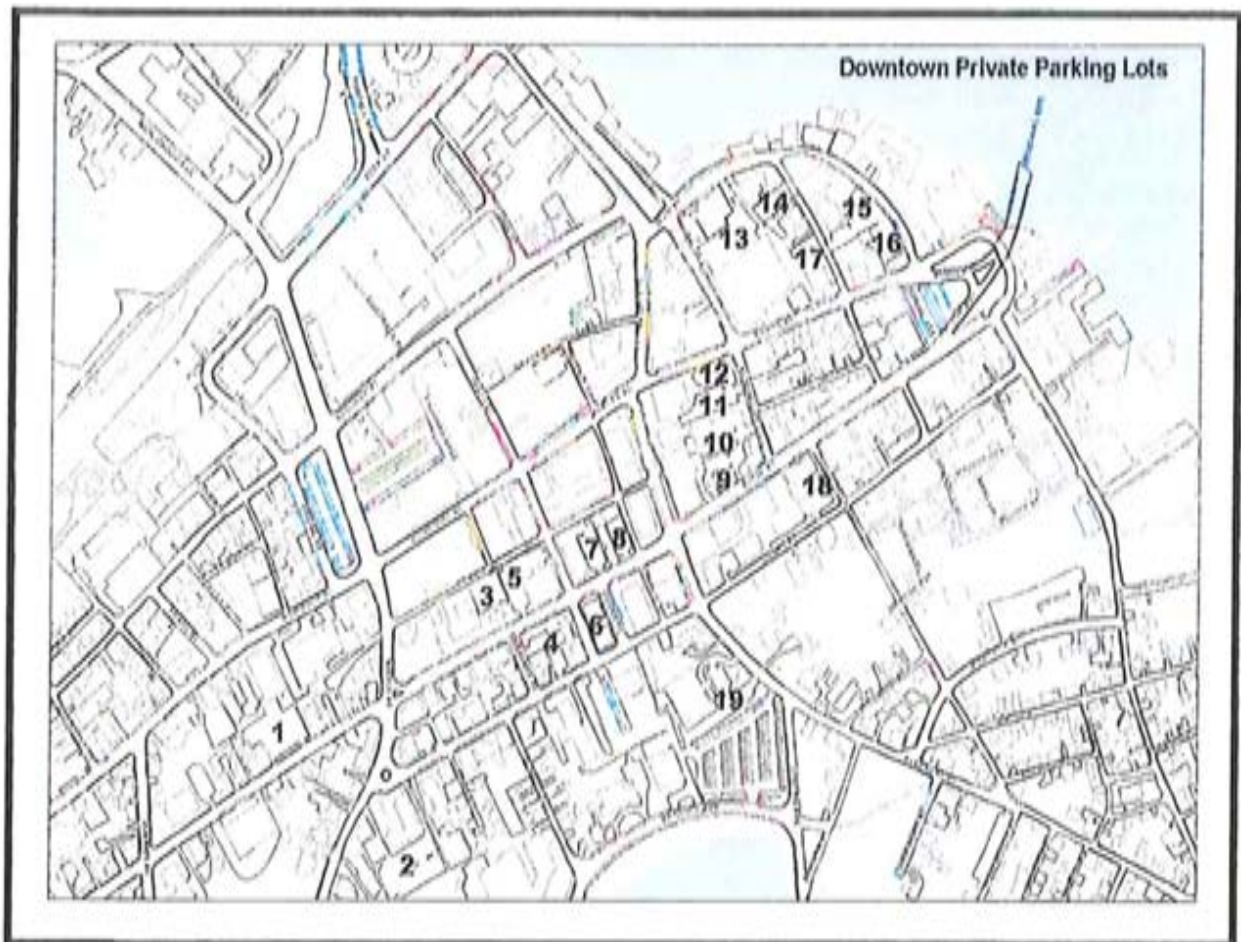


Figure 2

Table 1: Downtown Private Parking Lot Inventory and Lease Potential

Lot #	Parking Lot	Location	# of Spaces Available to Public After Hours	Lease Potential	Notes
1	Fairpoint	State St. w/o Middle		N	Liability concerns
2	Middle St. Baptist Church	Church St.@ Middle		N	Agreement for 17 spaces for library employees
3	Rockingham	Porter @ Chestnut		N	Rockingham resident parking only
4	TD Bank	Between Chestnut and Fleet Street	11		Reserved for bank customers; open to public after hours
5	TD Bank	Porter @ Fleet	32		Reserved for bank customers; open to public after hours
6	TD Bank	Between Fleet and Court Place	26		Reserved for bank customers; open to public after hours
7	People's United Bank	Between Fleet and Church Street	20		Reserved for bank customers; open to public after hours
8	People's United Bank	Between Fleet and Church Street	26		Permit Parking Only; M-F 7 a.m. to 6 p.m.
9	Piscataqua Savings Bank	State St., east of Pleasant	17		Reserved for bank customers; open to public after hours; 2 spaces for ATM
10	Piscataqua Savings Bank	Driveway off State St., east of Pleasant			Assigned parking for local businesses; difficult wayfinding
11	Bank of America	Penahallow @ Daniel	22		Reserved for bank customers; open to public after hours
12	Bank of America (gated lot)	Penahallow @ Daniel		N	Restricted for tenant permit holders only; valet use by Massimo
13	Federal Bldg.	Bow @ Penhallow		N	Homeland Security issues
14	St. John's Church	Chapel @ Bow		N	Permit and church parking only; difficult wayfinding
15	St. John's Church	Chapel @ Daniel		N	Active use by Church; parking by permit or church use only
16	Optima	Bow @ Daniel		N	Reserved for bank customers; leased to Atlantic Parking Services for valet after hours
17	Old City Hall	Chapel @ Daniel		N	Assigned parking for local businesses
18	Temple Israel	State @ Washington		N	Permit and Temple parking only
19	Citizens Bank	Pleasant @ Junkins	22		Reserved for bank customers; open to public after hours; 15 employee spaces leased to Atlantic Parking Services for valet after hours

Projected Annual Revenue Impact: **Determined on a case-by-case basis.**

This strategy specifically addresses Guiding Principle #4.

Phase #1, Strategy #5: Increase supply of structured parking downtown. Initiate planning and design for a new parking garage to add approximately 300 to 350 net new spaces to the Downtown parking supply. *Initiate with passage of the Parking Omnibus.*

As stated earlier, Portsmouth has done very well in sharing its public parking spaces efficiently between various Downtown uses. Over the past 27 years, the City has managed to grow in a compact, mixed-use development pattern while continuing to improve its walking environment without building a second public parking garage.

However, while some opportunities exist largely through pricing to better balance overused and underused spaces downtown, the Nelson/Nygaard study is clear – there is virtually no reserve capacity in the Downtown Core. The High-Hanover Parking Facility is now filling and closing 30 to 40 times/year. As existing vacancies continue to decrease and new development projects already in the pipeline advance, Portsmouth’s parking crunch will become more severe. Again, this assessment does not even consider new development projects not yet in the land use review pipeline.

Other supply-side strategies, such as leasing private lots or better utilizing remote free parking, will have some overall benefit, but these opportunities are very limited and will not replace the need for adding structured parking. Given the amount of time required to plan, design, permit, finance, and construct new structured parking (24 to 36 months), it is recommended that the City move forward now to advance planning and design.

Projected Implementation Cost: **To be Determined.**

This strategy specifically addresses Guiding Principles #1, #3, #6 and #18.

Phase II Parking Improvement Strategies

Phase #2, Strategy #6: Expand and Update Monthly Parking Pass Program. *Implement with the opening of a second public parking garage.*

The existing program and pricing structure of the 24/7, 12-hour weekday and 12-hour nighttime monthly parking pass offered at the High-Hanover Parking Facility has remained unchanged for over 15 years. As discussed earlier, with only one parking facility, the ability to offer multiple parking passes to various user groups at different and overlapping times is very limited.

With the opening of a second public parking facility, the City will still be able to provide the 24-hour Premium Monthly Parking Pass offering unlimited garage access 24-hours/day, 7 days/week; the Business Hours Monthly Parking Pass good Mondays through Fridays during the workday; and the Overnight Monthly Parking Pass geared toward evening employees and neighborhood residents to park evenings and weekends. However, with the added capacity, the

hours for the existing Overnight Pass (7 p.m. to 7 a.m.) could be expanded so the pass would be useful to residents and night-time employees.

The City would also be able to provide discounts on these structured passes to attract certain user groups into the parking facilities, which could include residents, resident seniors, and large employer group rates, as an incentive to retain business and office uses downtown. Once a facility location, size, and opening date is determined, rate structures for the expanded and updated parking pass program should be developed.

This strategy specifically addresses Guiding Principles #3, #5, #6, #7 and #17.

Phase #2, Strategy #7: Extend on-street enforcement and paid parking from 7 p.m. to 9 p.m. (M-Sun.) and roll back morning enforcement and paid parking from 9 a.m. to 10 a.m. (M-Sat.). *Implement with the opening of a second public parking garage.*

In the evening, during times when parking demand is strongest, Portsmouth stops charging for on-street parking at 7 p.m., but continues to charge at the garage. This creates a pricing imbalance, disincentive to use the garage, and underutilization of the garage most evenings. By extending paid parking and enforcement to 9 p.m., the City will increase utilization of off-street facilities, extend walk distances to peripheral parking areas into the evening, and increase revenues to off-set the cost of discounted off-street parking passes for residents.

In the early morning, there is little need for parking enforcement on-street when utilization is very low, therefore delaying enforcement and paid parking until 10 a.m. will have little impact on revenues and should increase a.m. utilization and convenience to overnight parkers.

Implementing this strategy is not recommended prior to the opening of a second public parking garage when a more useful, flexible, discounted resident parking pass can be introduced as described in Strategy #6.

This strategy specifically addresses Guiding Principles #7, #10 and #15.

Phase #2, Strategy #8: Implement a new Downtown Parking Guidance System integrated with a broader Wayfinding Plan to provide customers with:

- efficient directional access to key off-street parking facilities; and
- advance real-time space availability at key off-street parking facilities to increase facility use and reduce traffic congestion.

Implement with the opening of a second public parking garage.

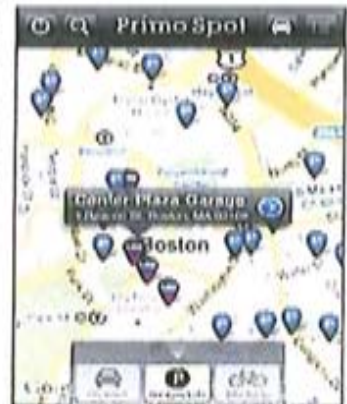
Real-time electronic parking guidance systems for city centers have advanced rapidly in Europe and Asia and are now being implemented in numerous U.S. and Canadian colleges and cities. The idea is to provide advance, real-time, parking facility/space



availability and wayfinding information to the customer via electronic signage to direct them to the closest available off-street facility. Once at the facility, supplemental electronic LCD signs can be provided to direct the customer to the available space or floor more efficiently. Beyond space/facility availability and direction, the parking guidance signs can provide dynamic messaging to the customer related to facility rates, special events, traffic conditions, and other purposes.



The physical parking guidance system could be supplemented by a wireless internet-based system integrated with the City's website and third-party vendor applications for mobile devices (smart phone, GPS, etc.) to provide parking information, including parking facility location, real-time space availability, rates, and hours of operation, to visitors before they reach Downtown. The system could also be integrated with a pay-by-cell phone option. These mobile device parking guidance and payment systems are becoming much more prevalent in the U.S. It is recommended that this system be specified and implemented in conjunction with the second public parking facility.



This strategy specifically addresses Guiding Principle #11.

Impacts on Staffing, Service Contracts, and Operating Budgets

Recommendations #5 through #8 that include a new downtown public parking facility and the complimentary strategies listed will certainly impact current staffing levels, operating budgets, and service contracts. It is therefore recommended that the City review its existing organizational structure, staffing levels, service contracts, and outsourcing opportunities in parallel with the planning and design for a new public parking facility.

EXHIBIT A: PARKING OMNIBUS PROCESS – FLOWCHART

Parking Omnibus Process

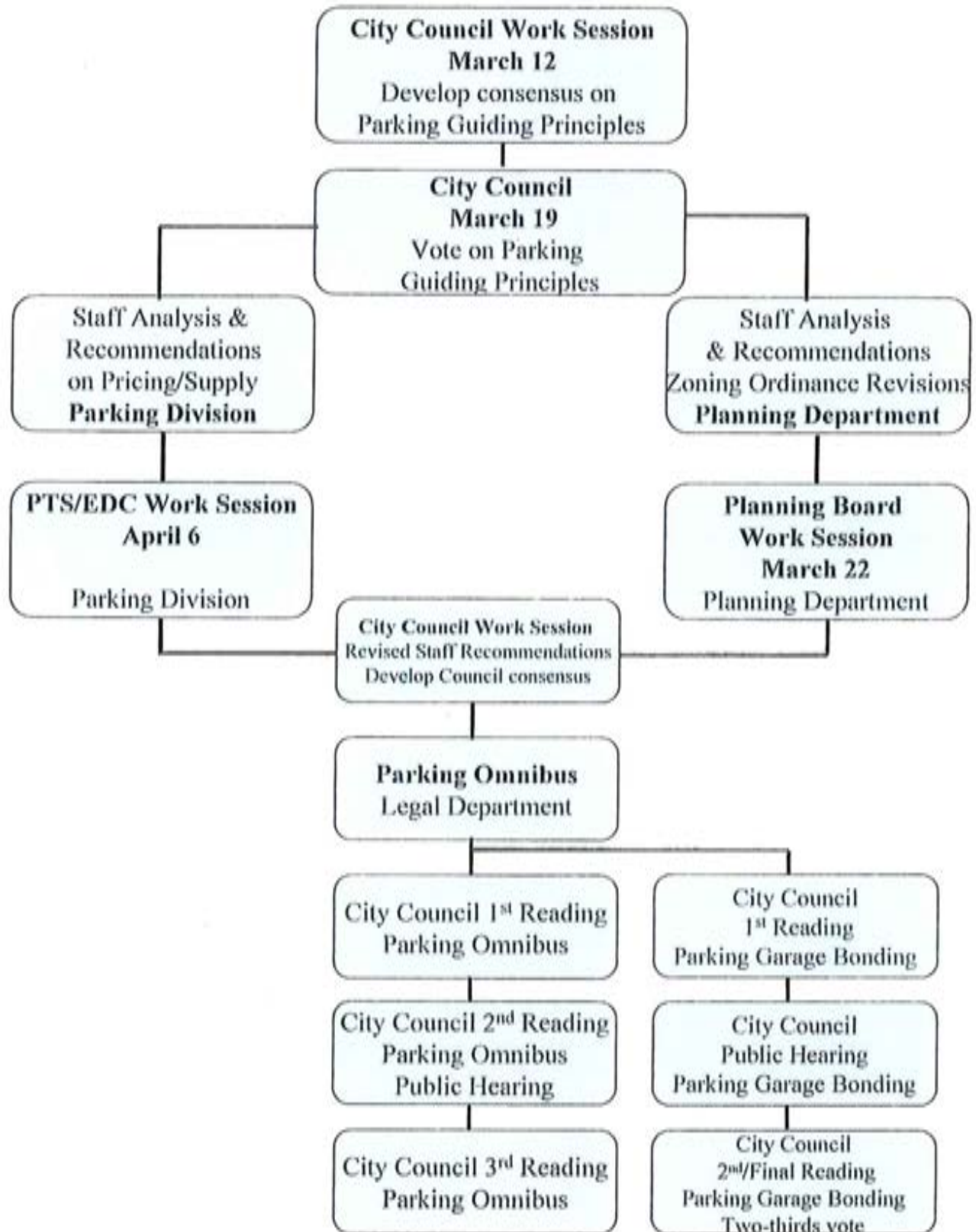


EXHIBIT B: SUMMARY OF DISCUSSION POINTS RAISED DURING 4/6/12 EDC/PTS
WORK SESSION

CITY OF PORTSMOUTH

LEGAL DEPARTMENT

MEMORANDUM

DATE: APRIL 6, 2012

TO: JOHN P. BOHENKO, CITY MANAGER

FROM: J. MICHAEL ANGSTADT, STAFF ATTORNEY

RE: SUMMARY OF DISCUSSION POINTS RAISED DURING 4/6/12 JOINT EDC/PTS WORK SESSION

I. User Groups

- a. Strategies should address resident vs. nonresident/business use of parking facilities, but we don't have data on parking/revenues broken down by resident/nonresident.
- b. Major user group is not residents or tourists, but people from outside Portsmouth who use the downtown as a commerce center (residents or surrounding towns, employees at Pease).
- c. Downtown residents need to be able to count on finding a parking space when they get home in the evening.
- d. Wayfinding is important for frequent visitors. People who are not frequent visitors already use the garage. The hard task is to retrain the frequent visitors so that they use the garage instead of other spaces. Automation- Can the ipark unit link to the garage so that you just drive in/drive out?
- e. Remain sensitive to interrelated parking impacts of various uses (e.g. residential, restaurant, etc.).

II. Pricing

- a. City-wide Price Considerations
 - i. Essential to consider pricing as part of the broader parking omnibus
 - ii. Pricing policies should be sensitive to current disparities between free and paid parking in Portsmouth
 - iii. Pricing should be viewed as a valuable tool to dictate turnover by impacting demand
 - iv. Wayfinding (e.g. signage, wireless aids) will be essential to successful implementation of new pricing schemes
 - v. Imperative to remain sensitive to impacts of pricing policies on residents of both Portsmouth and adjacent communities

- b. **Parking Garage Price Considerations**
 - i. Well-executed garage pricing structure is current best tool to address present City parking issues
 - ii. Consider incentives to stimulate garage use
 - 1. free first hour of parking
 - 2. added value/incentives to residents
 - iii. Continued/expanded availability of flexible pass programs important to encourage utilization
 - iv. Automated payment will simplify payment and drive demand
 - 1. Explore use of EZ-Pass and other in-vehicle technologies
 - v. Garage parking policies provide a useful mechanism with which to:
 - 1. Incentivize office development and other desired downtown uses
 - 2. Address restaurant impacts on broader pricing/zoning policies
 - vi. Consider flat fee (e.g., \$1.00) for parking in garage after 5:00 p.m.

III. Time Limits

- a. **City-wide Time Limit Considerations**
 - i. Time limits and pricing must be comprehensive, interrelated, and complementary
 - ii. May not be necessary/desirable to change time limits at all metered spaces
- b. **Benefits of Extending Time Limits**
 - i. Extended limits would encourage exploration of Portsmouth downtown for longer time periods
 - ii. Extended limits would benefit visitors from contiguous communities
 - iii. Extension of on-street time limits would permit parking consumers to pay more (predilection to pay maximum permitted amount for a space)
- c. **Benefits of Maintaining/Expanding Brief Duration Spaces**
 - i. 15-minute parking spaces valuable to transient consumers and downtown businesses
 - ii. May be desirable to implement 15-minute parking in additional locations (e.g. Ladd St. portion of High/Hanover garage)

IV. Enforcement Hours

- a. Desirable to expand enforcement of on-street parking to 9PM
 - i. Absence of free on-street parking will drive demand for parking garage spaces
 - ii. Addresses the concern that restaurants don't "pay their way"

V. Supply (e.g. new garage)

- a. New garage supply considerations
 - i. Essential to create incentives to park in garages (existing and future)
 - ii. Key to "make locals like" current garage in order to build political support for future garage
 - iii. New garage should be used to incentivize location of businesses/offices downtown
 - iv. New garage will provide more flexibility to create innovative pricing schemes for attracting businesses to CBD
 - v. Think of new supply as a vitality issue-don't necessarily require Worth garage to pay for itself.
 - vi. Worth Lot is ideal spot-should not deliberate further regarding site
- b. Remain cognizant of potential demand impacts of:
 - i. McIntyre Building re-use
 - ii. Connie Bean Center sale/lease
 - iii. Wright Avenue lot
- c. Explore expanded use of private lots:
 - i. through Parking Authority
 - ii. through valet operations (which promote "stacking" and effective use of private lots)
- d. Consider relaxing height limits so that developers can build at higher density with inside parking in certain areas of City (e.g. Islington St.)
- e. Remain sensitive to influence of parking shortage on attracting and retaining businesses in the CBD
- f. Need parking relief at edge of CBD near Discover Portsmouth Center/Portwalk as downtown development progresses in that direction

VI. Overall Concerns

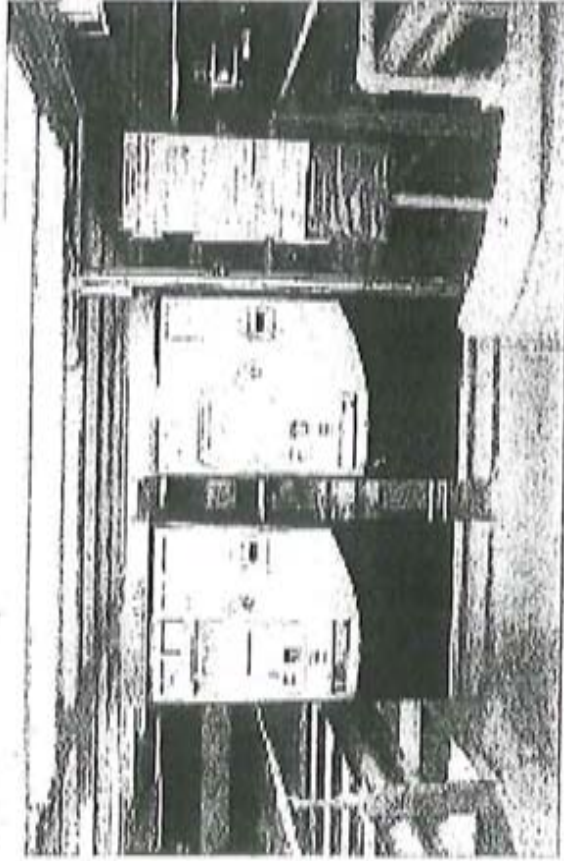
- a. Ongoing inertia regarding future garage development despite present parking shortage during off-season and economic downturn; long lead time to design and construct a garage, and the need is now.
- b. Construction of garage has a long history (including garage siting study, and attempts to develop at Sheraton and Portwalk locations)
- c. A tendency to wait for crisis before acting should not be permitted to hinder development of new parking garage
- d. Cannot lose focus and energy on new garage as there is much work to be done (design, permits, construction) after parking omnibus passes

cc: Cindy Hayden, Deputy City Manager
Steve Parkinson, DPW Director
Jon Frederick, Parking and Transportation Director
Rick Taintor, Planning Director
Nancy Carmer, Economic Development Program Manager
John Burke, Parking Consultant

EXHIBIT C: CAPITAL IMPROVEMENT: INSTALLATION OF PAY-ON-FOOT CREDIT
CARD ENABLED PAY STATIONS AT THE HHPF

TSM-CITY-06: PARKING: Parking Garage Credit Card System

- The High-Hanover Parking Facility only accepts cash. The ability to accept credit and debit cards will greatly enhance customer service, especially for out-of-town visitors.
- Pay-on-foot stations would be placed at all four pedestrian entrances. Customers would pay prior to entering their vehicle using the ticket received upon entering the garage. The pay station produces a receipt ticket that would be inserted into the exit gate column, allowing the vehicle to exit. No transaction would be necessary in the exit lanes, speeding up the process of vehicle egress.



CF	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Totals 13-18	6 FY's Funding	Totals
Fed/State	0%						\$0	\$0	\$0
Bond/Lease	0%						\$0	\$0	\$0
Other	0%						\$0	\$0	\$0
Revenues	100%	\$200,000	\$190,000				\$390,000	\$0	\$390,000
PPP	0%								
Totals		\$200,000	\$190,000	\$0	\$0	\$0	\$390,000	\$0	\$390,000
Commence FY: 2013	Quarter:		Priority:	1	Impact On Operating Budget:				

TSM-CITY-07: PARKING: Parking Facility – Downtown Location

This project identifies a 440 space parking facility in the downtown and assumes a construction cost of \$25,000 per space.

A downtown *Parking Supply and Demand Analysis* is currently being conducted for the downtown to determine whether there is a need for the City to provide additional off-street parking to accommodate existing development and future growth. The study will also assess and identify alternative approaches to ensuring an adequate parking supply.

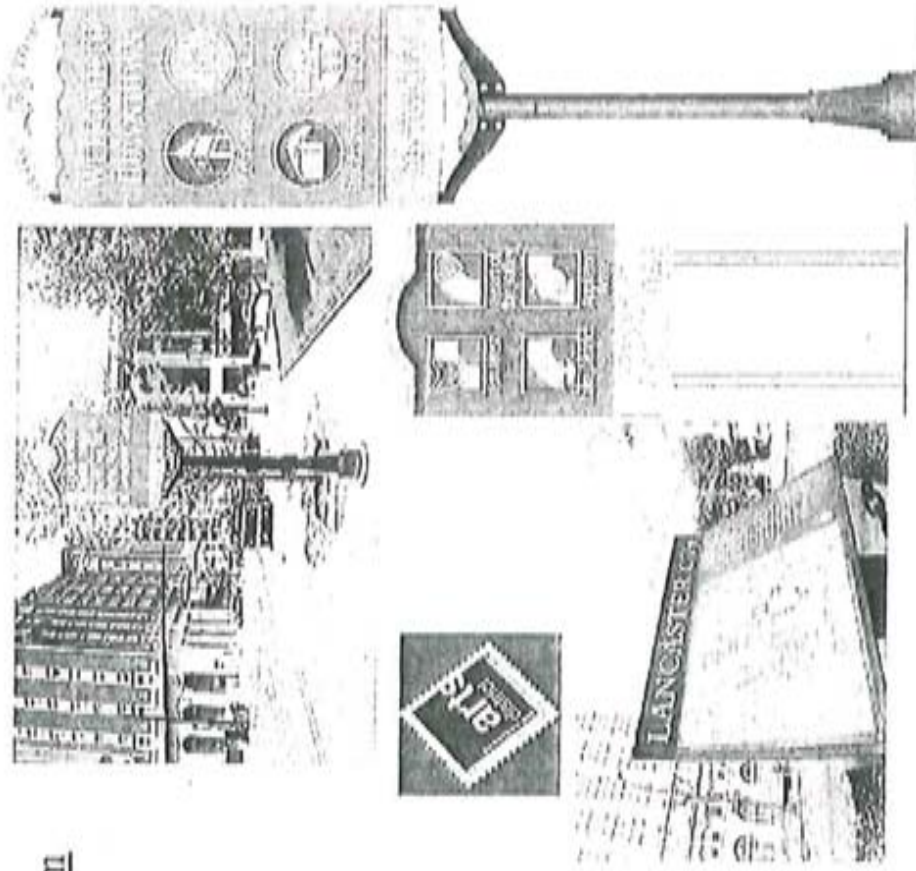


GF	0%	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Totals 13-18	6 FY's Funding	Totals
Fed/State	0%							\$0	\$0	\$0
Bond/Lesse	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenues-Bond	100%	\$11,000,000						\$11,000,000	\$0	\$11,000,000
PPP	0%							\$0	\$0	\$0
Totals		\$11,000,000	\$0	\$0	\$0	\$0	\$0	\$11,000,000	\$0	\$11,000,000
Commence FY:	2013	Quartr.	1st	Priority:				Project On Operating Budget	Negligible	\$0

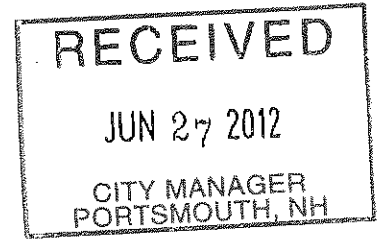
TSM-City-08: BIKE/PED: Wayfinding System

The City has been working on a Wayfinding System standard for several years, starting with the United Way of Greater Seacoast in 1999 requesting permission to install their signs at entrances to the City. The purpose of the Wayfinding System is to have a system that will incorporate directional, informational and pedestrian signage in an orderly and structured manner.

This project would design the Wayfinding program by determining the current sign inventory and research Wayfinding programs in other communities.



GF	FY 12		FY 14	FY 15	FY 15	FY 17	FY 18	Totals 13-18	6 PY's Funding	Totals
	100%		\$100,000	\$100,000	\$75,000			\$275,000	\$205,000	\$480,000
Fed/State	0%							\$0	\$0	\$0
Bond/Lease	0%							\$0	\$0	\$0
Other	0%							\$0	\$0	\$0
Revenue	0%							\$0	\$0	\$0
PPP	0%							\$0	\$0	\$0
Totals		\$0	\$100,000	\$100,000	\$75,000	\$0	\$0	\$275,000	\$205,000	\$480,000
Commenice FY: 2014		Quarac	1st	Priority:		Impact On Operating Budget	Negligible			



June 26, 2012

John Bohenko
City Manager
City of Portsmouth
1 Junkins Avenue
Portsmouth, NH. 03801

Dear Mr. Bohenko,

As you know, The Music Hall's Annual Telluride by the Sea Weekend Celebration of Film is fast approaching. This year it falls on the weekend of September 14-16. In past years we have closed Chestnut Street from Congress to Porter Streets during the weekend and hung a banner across the Congress Street end of Chestnut at the start of the month. We would like to request permission to do this again, placing barricades at either end beginning at 12-noon on Friday, September 14. Per usual I have requested permission in writing from all of our neighbors. I will keep these on file should you need to see them.

The event itself is a showing of the films presented at the Telluride Film Festival in Telluride, Colorado, which is held yearly. We once again will be showing movies in the hall itself in addition to setting up stanchions outside for audience control.

In addition we are planning to have live music entertainment on the street outside on Friday night, as we have done in past years.

If you have any questions or concerns, please do not hesitate to contact me.

Thank you,

Chris Curtis
Programming Coordinator
The Music Hall
603.766.2199
ccurtis@themusichall.org

M E M O R A N D U M

TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT*
DATE: July 10, 2012
RE: City Council Referral – Projecting Sign
Address: 51 Islington Street
Business Name: V2 Strategic Advisors
Business Owner: John Tanner

Permission is being sought to install a projecting sign on a new bracket, as follows:

Sign dimensions: 36" x 24"
Sign area: 6.0 sq. ft.
Height from sidewalk to bottom of sign: 10'0"
Maximum protrusion from building: 42 in.

The proposed sign complies with zoning requirements. If a license is granted by the City Council, no other municipal approvals are needed. Therefore, I recommend approval of a revocable municipal license, subject to the following conditions:

1. The license shall be approved by the Legal Department as to content and form;
2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
3. 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.

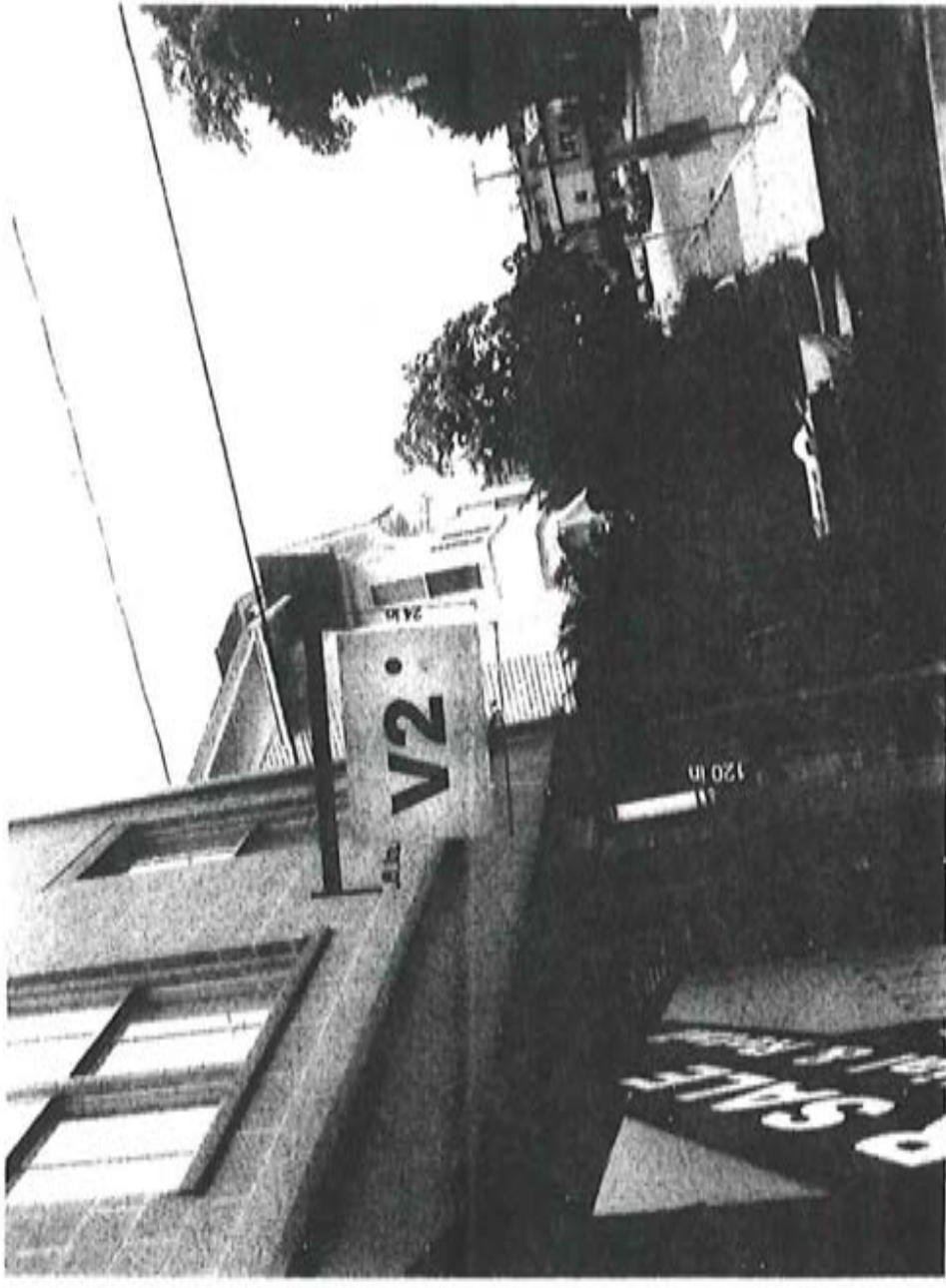
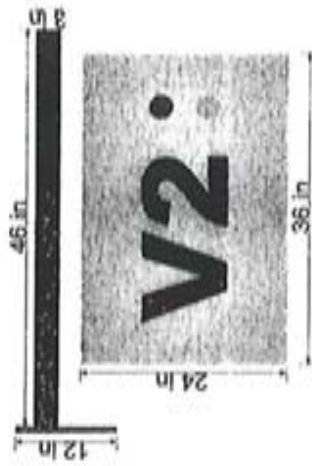


Request for Projecting Sign License 51 Islington Street

Map produced by Planning Department 7-9-2012

V 2
51 Islington Street
1 Projecting Sign





Background Color: HP Int Other: $\frac{16}{3} = 5'$ Projection = 3'-6"

sidewalk width = 16'

REVISION:

All orders under \$250 include 1 revision only. All orders over \$250 include 3 revisions only. Additional revisions will be charged at \$25 per revision.

7/02/12

I understand this Order Form is the final production order and replaces all previous drawings, notes and verbal instructions to this job. I have carefully reviewed this form and verify that it contains all necessary specifications and represents my order exactly. I authorize fabrication according to this approval.

SIGNATURE: _____

Date: _____

RETURN SIGNED TO: service@portsmouthsignco.com

Qty: _____ SS/DS: _____ Materials: _____

PORTSMOUTH
[SIGN]
COMPANY

Phone: 603-436-0047
email: service@portsmouthsignco.com

All designs and custom artwork remain the property of Portsmouth Sign Company until the order is complete and paid in full.

NOTE: Designs are NOT actual size

M E M O R A N D U M

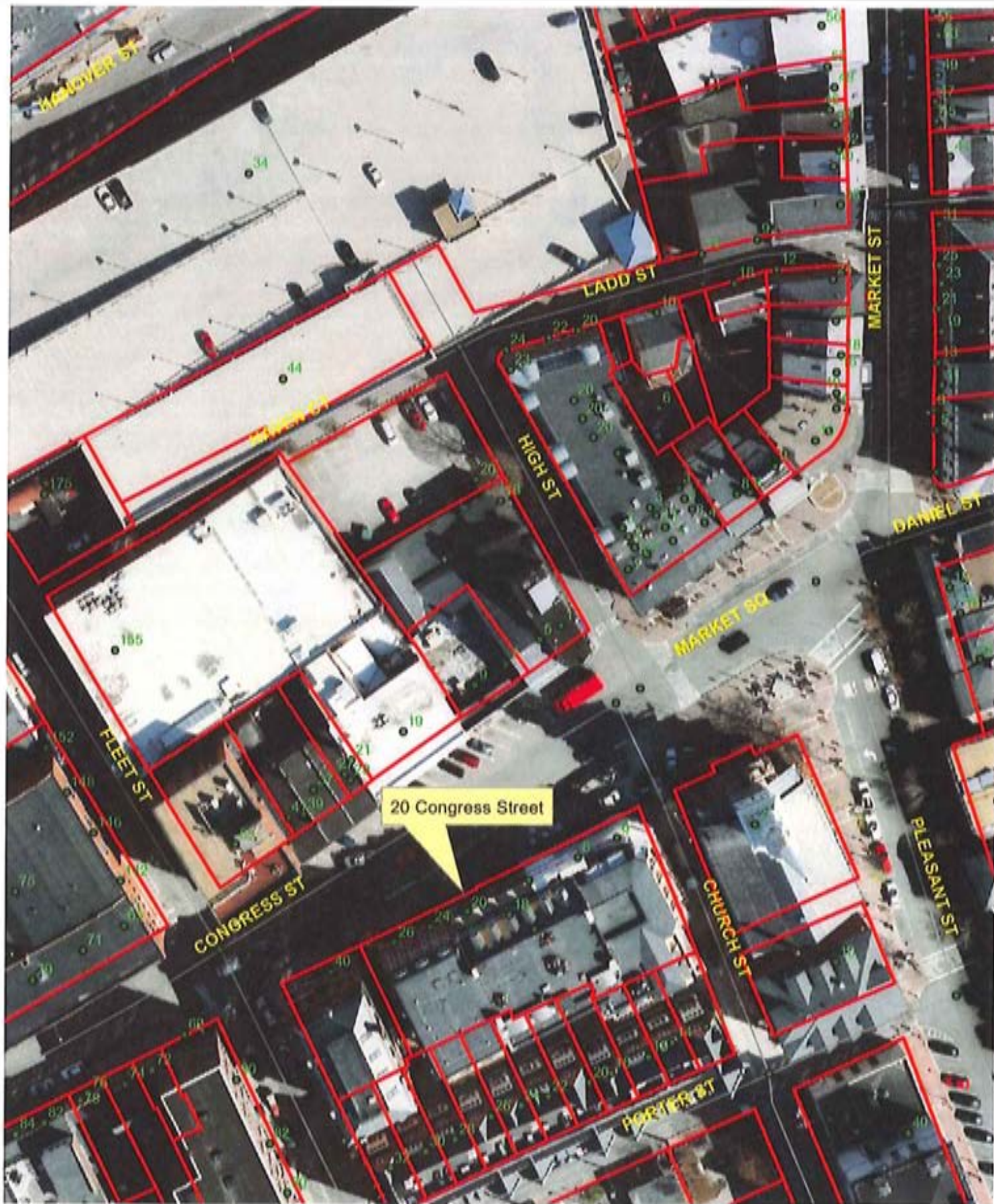
TO: John P. Bohenko, City Manager
FROM: Rick Taintor, Planning Director *RT.*
DATE: July 10, 2012
RE: City Council Referral – Projecting Sign
Address: 20 Congress Street
Business Name: Kilwins
Business Owner: Janette Desmond

Permission is being sought to install a projecting sign on a new bracket, as follows:

Sign dimensions: 28" x 31"
Sign area: 6.0 sq. ft.
Height from sidewalk to bottom of sign: 9'0"
Maximum protrusion from building: 36 in.

The proposed sign complies with zoning requirements. If a license is granted by the City Council, no other municipal approvals are needed. Therefore, I recommend approval of a revocable municipal license, subject to the following conditions:

1. The license shall be approved by the Legal Department as to content and form;
2. Any removal or relocation of the projecting sign, for any reason, shall be done at no cost to the City; and
3. 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.



20 Congress Street



Request for Projecting Sign License 20 Congress Street

Kilwin's
20 Congress Street
1 Projecting Sign



www.alz.org/MANH

New Hampshire

Five Bedford Farms Drive
Suite 101
Bedford, NH 03110

603 806 6500 p
603 806 8803 f



alzheimer's  association

**Massachusetts/
New Hampshire Chapter**
311 Arsenal Street
Watervorn, MA 02472

617 868 6718 p
617 868 6720 f

**Southeastern Mass
Cape Cod & the Islands**
Village South Plaza
473 South Street West
Raynham, MA 02767

508 880 0055 p
508 880 0056 f

Central Mass
128 Providence Street
Worcester, MA 01694

508 799 2386 p
508 799 2653 f

Western Mass
264 Cottage Street
Springfield, MA 01104

413 787 1113 p
413 787 1109 f

July 7, 2012

**The Honorable Eric Spear, Mayor of Portsmouth
and Members of the Portsmouth City Council
1 Junkins Avenue
Portsmouth, NH 03801**

Dear Mayor Spear and Members of the City Council,

On behalf of the Alzheimer's Association, I would like to re submit for the Agenda two proposed alternate dates for the 2012 Walk to End Alzheimer's. We understand the stress that such events can have on the surrounding community and assure you that the Alzheimer's Association is cognizant of your concerns.

After meeting with City Manager John Bohenko on July 2nd, and reviewing possible new dates for the Walk, we respectfully request that the City Council review our request to hold the Walk to End Alzheimer's on the morning of Sunday, September 23rd at Strawberry Banke or alternatively, the morning of Sunday, October 7th (which, being the holiday weekend I'm afraid we will lose some participants).

We are expecting approximately 350 participants at this, our premier fundraising and awareness event for the Alzheimer's Association in the Seacoast area. In addition, approximately 40 combined volunteers and staff. Our Walk is not only a fundraiser that supports the critical free services that we offer to the people of New Hampshire, but a chance for families to connect and support each other while dealing with this horrible disease.

The timeline for the day is as follows: Set up would begin at approximately 6:00 AM, registration for walkers would begin at 8:30 AM and the Walk would begin at 10:00 AM. Post-Walk clean up should be complete at approximately 2:00 pm. The Walk will take place on the sidewalks through the city to minimize the impact on traffic. We understand what it means to be a good neighbor in the community and will be mindful of the residents in the city of Portsmouth.

We offer 2 routes (outlined on the submitted maps). The 2.74 mile route and the 1.34 mile route that we have proposed both leave and return to Strawberry Banke. The route heads up Congress Street in hopes of benefitting area businesses as well as providing visibility to our cause. We would be interested in putting in a "water stop" table for our Walkers, perhaps at the top of Congress Street at the intersection of Middle Street.

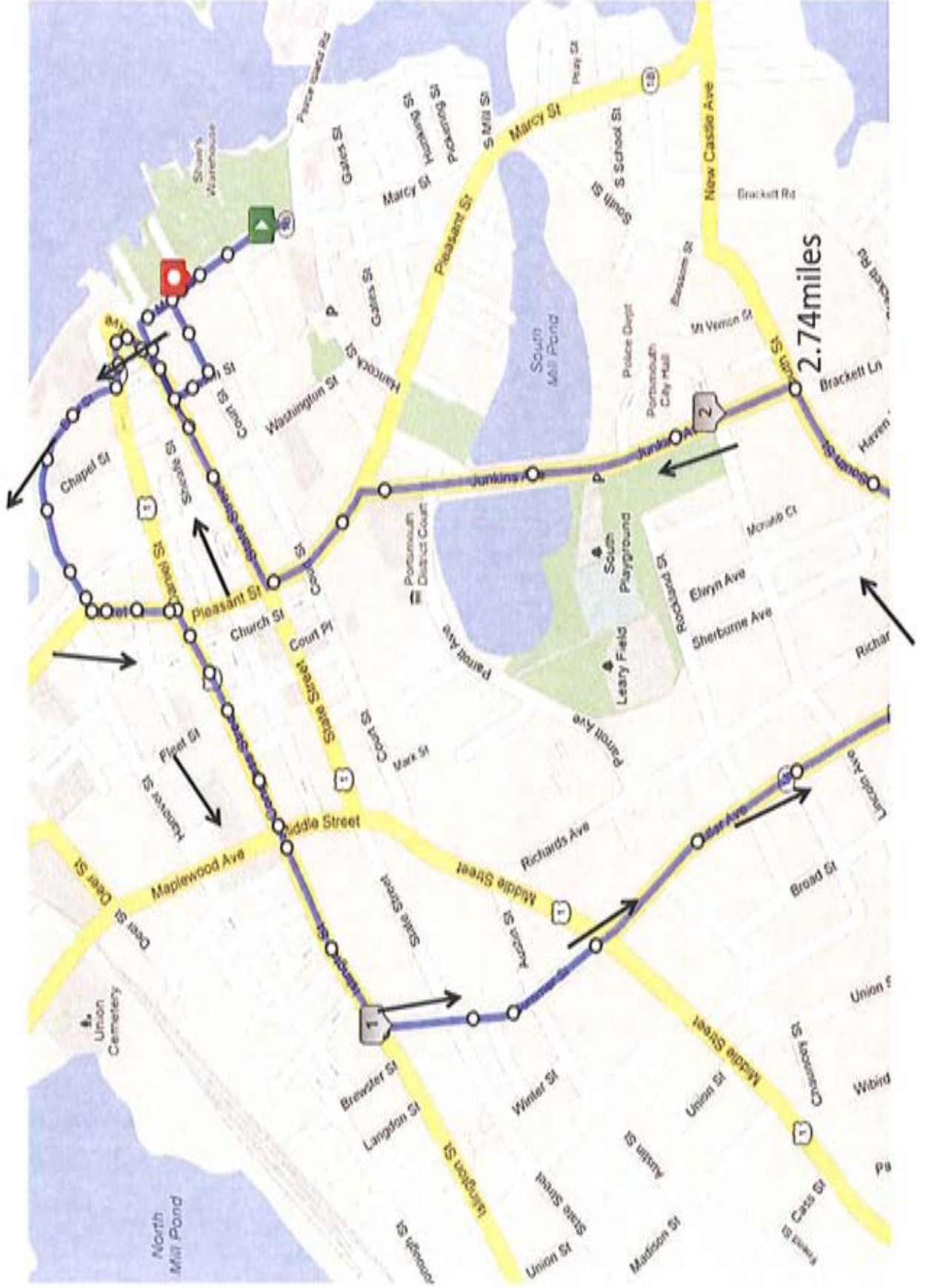
We look forward to working with you. Please feel free to reach out with any questions.

Sincerely,

Caitlyn Mosher Ellis
Development Officer


the compassion to care, the leadership to conquer

Walk to End Alzheimer's - Proposed Route 2.74 mile



**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

Office of the City Manager

Date: July 12, 2012
To: Honorable Mayor Eric Spear and City Council Members
From: John P. Bohenko, City Manager 
Re: City Manager's Comments on July 16, 2012 City Council Agenda

6:00 p.m. – Non-meeting with counsel.

For details on this matter, please refer to the confidential envelope inserted in the inside pocket of your binder.

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Acceptance of Grants/Donations:

1. **Acceptance of Police Department Grant and Donations.** Attached under Section VIII of the Agenda is a memorandum, dated June 20, 2012, from John F. Golumb, Chairman of the Portsmouth Police Commissioners, and Police Chief David J. Ferland, requesting that the City Council approve the following grant and donations:
 - a. A grant award in the amount of \$9,900 has been received from New Hampshire Highway Safety for sobriety checkpoints in Portsmouth.
 - b. Donation in the amount of \$270 in support of the Portsmouth Explorer Cadet Academy from Mr. & Mrs. David Brown.
 - c. Donation of Magnum Boots for designated police personnel from the owner of the Magnum Boot Company

The Police Commission is submitting this information pursuant to City Policy Memorandum #94-36 for City Council approval and acceptance.

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

Items Which Require Action Under Other Sections of the Agenda:

1. **First Reading of Proposed Ordinance Amendments:**

1.1 **First Reading Re: Parking Supply and Demand Omnibus Ordinances.** As you know, at the City Council's June 18th work session, John Burke, PE, CAPP made a presentation regarding recommended Parking Supply and Demand Strategies (see attached report *Parking Supply and Demand Strategies*, May 2012). Based on the Council's discussion, I directed staff to prepare the **attached changes** to the parking ordinances for first reading. In summary, those changes are as follows:

- Increase all 2-hour time limits on-street to 3 hours.

Annual projected revenue impact: -\$61,000

- Increase the price of all on-street parking to \$1.50 per hour.

Annual projected revenue impact: +\$458,950

- Maintain High Hanover Parking Facility at \$0.75 per hour and initiate 1st hour free program.

Annual projected revenue impact: -\$343,750

TOTAL NET ANNUAL PROJECTED REVENUE IMPACT: \$ 54,200

Pursuant to the direction of the City Council at its work session of June 18, 2012, attached are three ordinances proposed for first reading. The City Attorney has labeled the ordinances A thru C for organizational purposes. A synopsis of what each of the ordinances seeks to accomplish is as follows:

A. Section 7.102 PARKING METER ZONES

If adopted this ordinance would increase the rate for parking at all metered spots on City streets and in off-street lots to \$1.50 per hour and increase the maximum time at which an automobile could remain at a metered spot on the street or in a metered lot from two (2) to three (3) hours, except for areas where ordinances expressly state otherwise (eg. four (4) hour areas).

B. Section 7.402 AREAS ESTABLISHED, DESIGNATED, AND DESCRIBED

If adopted this ordinance would allow the City Council to set the fee for parking in the High Hanover Garage either by means of the budget process

as is currently done, or by vote of the City Council at any time. As a footnote to this ordinance there is a motion which could be passed by the Council subsequent to the adoption of the ordinance which would set the parking rate in the parking garage at \$0.75 per hour, “except, however, there shall be no fee for the first hour in which any vehicle shall park in the facility”

C. 7.105 PARKING

Because current City ordinances list the on-street parking rate and time limit in two different locations it is proposed that regardless of whether the Council selects any of the alternatives listed above or takes no action regarding meter rates, one of the ordinances listing fees and times be deleted from the ordinance book. The purpose of this is to avoid duplication, confusion and the possibility in the future that the City might have inconsistent ordinances. This ordinance if adopted would delete one of the places in which fees and time limits are listed, for that purpose.

The Council also discussed opportunities to improve walkability and wayfinding with regard to parking resources. Over the past 15 years, the City has worked diligently to improve the walkability of all areas of the City through substantial capital investments in street and sidewalk improvements. The Central Business District (CBD) has been a major recipient of funding through a combination of Federal/State grant programs and the City’s Capital Improvement Plan. This has resulted in extensive rehabilitation projects, within this area, that have culminated in 85% of the streets and sidewalks being completed or in process.

The Nelson/Nygaard study indicated that if walkability was improved to the parking supply areas on the fringe of the CBD, utilization could potentially improve. These areas include the South Mill Pond parking area, Wright Avenue Parking Lot as well as the Maplewood Avenue Corridor. Of these areas, the Wright Avenue Parking Lot is being rebuilt as part of the Memorial Bridge Replacement Project and the rehabilitation of the Daniel Street sidewalks, from the Wright Avenue Lot to Market Square, are currently funded in the FY13 capital improvement plan. The State Street sidewalks have recently been reconstructed, as part of the sewer separation work, providing a desirable walking connection to the Wright Avenue Lot from Pleasant Street. This work includes substantial sidewalk improvements, pedestrian crossing upgrades and pedestrian scale street lighting.

The two remaining areas – Maplewood Avenue corridor and South Mill Pond parking area - require further study to determine what types of improvements are needed to connect them to the CBD to improve pedestrian connections, create a more pedestrian friendly experience and ultimately lead to higher utilization. These improvements would include sidewalk surface material, intersection improvements, lighting, landscaping as well as traffic calming and safety

techniques. Design funding will be programmed in the FY14 Capital Plan which will allow the City to determine construction estimates and implementation in succeeding years.

In conjunction with the above noted improvements will be the implementation of a unified Wayfinding system that is currently funded in the City's Capital Plan. This will incorporate directional, informational and pedestrian signage in an orderly and structured manner allowing for more convenient access to the City's parking supply.

I would recommend the City Council move to consolidate for first reading Parking Supply and Demand Ordinances A thru C and to establish a consolidated public hearing on Ordinances A thru C for the August 6th City Council meeting. Action on this matter should take place under Section IX of the Agenda.

2. Public Hearing/Second Reading of Proposed Ordinance Amendments:

2.1 Public Hearing/Second Reading of Proposed Amendments to Chapter 10 - Zoning Ordinance, Article II, Section 10.1115 - Off-Street Parking Provisions in the Downtown Overlay District. As a result of the June 25, 2012 City Council meeting, under Section VII of the Agenda, I am bringing back for public hearing and second reading the attached proposed amendment to the Zoning Ordinance for off-street parking provisions in the Downtown Overlay District. Also, attached is a memorandum from Rick Taintor, Planning Director, outlining the proposed amendments to the Zoning Ordinance, Section 10.1115 – Off-Street Parking Provisions in the Downtown Overlay District. The recommended amendments would make the following changes to the Zoning Ordinance:

- Change the residential parking requirement to 1.5 parking spaces per dwelling unit.
- Change the hotel or motel parking requirements to require .75 parking spaces per guest room.
- Eliminate off-street parking requirements for all nonresidential uses.
- Eliminate the option to make a payment in lieu of providing required off-street parking.

Attached are hotel occupancy statistics that Councilor Dwyer asked for at the last meeting.

I would recommend the City Council move to pass second reading of the proposed Ordinance, as presented, and schedule third and final reading for the August 6th City Council meeting. Action on this matter should take place under Section IX of the Agenda.

- 2.2 **Public Input Session Re: Connie Bean Center.** As requested by the City Council on Monday evening the City Council will conduct a public input session regarding the sale or long-term ground lease at 143 Daniel Street (Connie Bean Center). Nick Cracknell from the Planning Department will be doing a brief presentation regarding this matter prior to the public input session.

Action on this matter will be requested subsequent to the public hearing under the City Manager's Items Which Require Action.

Consent Agenda:

1. **Acceptance of Donations Re: Welcome Home, Iraq Veterans Parade.** The City has received the following donations totaling \$1,150.00 to support the Welcome Home, Iraq Veterans Parade:

➤ William M. Lyons & Janet L. Polasky	\$ 25.00
➤ Sarah M. & James W. Holly	\$ 25.00
➤ Brendan McNamara Inc	\$ 25.00
➤ Sarah H. Baker & Christopher Rose	\$ 25.00
➤ Atinuke Abiola Cahill	\$ 25.00
➤ South Street and Vine, LLC	\$ 25.00
➤ FairPoint	\$1,000.00

I would recommend the City Council move to accept the donations for the Welcome Home, Iraq Veterans Parade, as presented. Action on this matter should take place under Section X of the Agenda.

2. **Request for Licenses to install Projecting Signs.** Attached under Section X of the Agenda are the following requests for projecting sign licenses (see attached memorandums from Rick Taintor, Planning Director):

- John Tanner, owner of V2 Strategic Advisors for property located at 51 Islington Street
- Janette Desmond, owner of Kilwins for property located at 20 Congress Street

I would 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 License Agreements for these requests. Action on this matter should take place under Section X of the Agenda.

3. **Acceptance of Donation to the Coalition Legal Fund.** Attached is a copy of a check from the Town of Carroll 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 the City Council move to approve and accept the donation, as listed, to be placed in the Coalition Legal Fund. Action on this matter should take place under Section X of the Agenda.

City Manager's Items Which Require Action:

1. **Approval of Proposed Employment Agreement for Police Chief Designee Stephen J. DuBois.** The Portsmouth Police Commission has reached an agreement (see attached) with Steve Dubois to serve as the Police Chief. The contract is for a five (5) year term, with a starting salary of Grade 28, Step B which is \$106,308 on the Non-Union Salary Schedule. He will be eligible for the 10 year rolling average each July 1st through the term of his contract, as well as, step increases (unless the Employee has already reached the top step of the Wage/Salary Schedule). He will follow the terms and conditions of the Professional Management Association contract for all benefits except the following:

- He shall be provided with an automobile for use in the performance of his duties. Recognizing that the Police Chief is on-call at all times, it is understood that the automobile may also be used for personal business.
- As a result of an administrative error, during his tenure as Deputy Police Chief, the Employee was inadvertently not provided with fourteen (14) days of paid leave that he was otherwise entitled. In an effort to rectify this administrative error, the Employee has been provided with fourteen (14) days of supplemental paid leave. As of September 1, 2012, the Employee will have used up at least four (4) days of this supplemental paid leave. As part of this Agreement, any remaining days of this supplemental paid leave, not to exceed ten (10) days, will be cashed out at the Employee's regular base rate of compensation as Deputy Police Chief, and will be paid to the Employee, in the Employee's first full paycheck in September 2012. This is a one-time accommodation, to correct an administrative error.

I would recommend that the City Council approve the Employment Agreement between Stephen J. DuBois and the Portsmouth Board of Police Commissioners for a 5-year term commencing on September 1, 2012 and ending on August 31, 2017.

2. **Sale or Long-term Ground Lease Re: 143 Daniel Street (Connie Bean Center).** Subsequent to the public input session, I am requesting that the City Council vote to either proceed with the sale or long-term ground lease of 143 Daniel Street (Connie Bean Center).

Therefore, the City Council has the following two options:

- 1) Authorize the City Manager to sell the Connie Bean Center with the appropriate historical covenants or,*
- 2) Authorize the City Manager to negotiate and execute a long-term ground lease.*

3. **Establish Public Hearing on Conditional Layout and Betterment Assessment District in accordance with RSA 231:28-33.** Commerce Way LLC, the petitioner for the Commerce Way Conditional Road Layout and Betterment Assessment, has requested that the City schedule a public hearing for August 20, 2012 in accordance with the process described in RSA 231:28-33. (see attached statute).

You will recall from the March 19, 2012 presentation that the process is a mechanism allowed by state statutes RSA 231:28 *Conditional Layout for Existing Private Rights of Way* and RSA 231:29 *Betterment Assessments Against Abutters and Those Served*, whereby the cost of improvements to a private roadway is financed by a general obligation bond issued by the city and repaid by assessments on the private property owners served by the road (in this case, the building owners along Commerce Way). Abutters served by the road will pay 100% of the bond and road improvement costs (see attached Commerce Way proposed plan). Security for the bond repayment is in the form of liens against the abutting properties which have the same status as a property tax lien. To date, the following procedural steps have been accomplished in accordance with the referenced statute:

March 12, 2012	Commerce Way LLC submits Petition for Conditional Layout
March 19, 2012	City Council accepts Petition and refers to Planning Board for recommendation
April 19, 2012	Planning Board reviews Petition and makes recommendation to City Council to proceed with Conditional Road Layout
May 7, 2012	City Council accepts Planning Board recommendation and votes to proceed with Petition with contingencies

The next step in the process is to schedule a public hearing on the Conditional Layout and Betterment Assessment with a 14 day notice to abutters and to benefitting property owners. At the public hearing, the Public Works Director, assisted by Commerce Way LLC's engineers (Tighe and Bond) would provide a detailed presentation including estimated costs of the road improvements.

Following the public hearing, there is a ten day period in which abutters may object to the process.

If a majority of abutters object to the Conditional Road Layout and Betterment Assessment, the process is abandoned. If a majority of abutters do not object, the City Council accepts the Petition and moves forward with the standard process to issue a general obligation bond (repayment of the bond will be made by the property owners served by the improvements). After this step is completed, the City proceeds with solicitation of bids and the construction of the proposed road improvements. At an appropriate time, the road will be conveyed by deed to the City and will become a city street.

I would recommend the City Council move to proceed with the Conditional Road Layout and Betterment Assessment process and establish a public hearing on August 20, 2012 in accordance with RSA 231:28-33.

4. **Request for First Reading to Expand Downtown Overlay District.** The Downtown Overlay District (DOD) is an overlay district that is applied to most of the Central Business A (CBA) and Central Business B (CBB) zoning districts. The purpose of the overlay district is to promote the economic vitality of the downtown core by ensuring continuity of pedestrian-oriented businesses along streets. To this end, the Zoning Ordinance contains special regulations regarding ground-floor uses and parking standards in the DOD:

- In the DOD the ground floors of buildings are primarily limited to nonresidential uses such as retail stores, restaurants and offices. Secondary uses allowed at ground level include access to upper-floor residential uses and accessory off-street parking.
- Off-street parking requirements in the DOD are lower than in other areas of the City.

One area of the Central Business B district that is not currently included within the Downtown Overlay District is shown on the two attached maps. This area includes:

- State Street from Penhallow and Washington Streets to the Memorial Bridge,
- the south side of Daniel Street from Penhallow Street to the Memorial Bridge,
- the north side of Court Street from Washington Street to Marcy Street,
- the east sides of Penhallow and Washington Streets between Daniel and State Streets,
- Chapel Street between Daniel and State Streets, and
- Sheafe and Atkinson Streets and Custom House Court.

Extending the DOD to this area will help ensure the continuity of ground-floor, pedestrian-oriented businesses as the area redevelops over time.

At its meeting on June 21, 2012, the Planning Board voted unanimously to recommend that the Downtown Overlay District be extended as described above and as shown on the attached maps.

I would recommend the City Council move to authorize the City Manager to bring back for first reading the proposed ordinance amendment at the August 6, 2012 City Council meeting, as presented.

5. **Request to Establish City Council Retreat.** I am requesting that the City Council schedule a Retreat on either Saturday, October 20, 2012; Saturday, October 27, 2012; or Saturday, November 10, 2012. The retreat will be held in the Levenson Room, and it will start at 8:30 a.m. and end at 3:00 p.m.

I would recommend the City Council move to establish a City Council Retreat, as requested.

Informational Items:

1. **Events Listing.** For your information, attached is a copy of the Events Listing updated after the last City Council meeting on June 25, 2012. In addition, this now can be found on the City's website.

EMPLOYMENT AGREEMENT

Stephen J. DuBois and the Portsmouth Board of Police Commissioners
September 1, 2012 to August 31, 2017

1. Preamble

This Agreement is entered into between the Board of Police Commissioners, City of Portsmouth, New Hampshire (hereinafter called "Commission/Board") and Stephen J. DuBois (hereinafter called "Employee"). This Agreement is null and void unless approved by the Portsmouth City Council.

2. Employment and Term

The Commission/Board agrees to employ the Employee and the Employee agrees to accept employment in the position of Police Chief for a 5-year term commencing on September 1, 2012 and ending on the August 31, 2017. The Commission/Board and the Employee acknowledge that this is a full-time, year-round position including extensive obligations in the evenings and on week-ends. The Employee agrees to devote all of his professional efforts to the successful fulfillment of his responsibilities to the Commission/Board and the City as Police Chief.

3. Salary

Effective September 1, 2012, the Employee shall receive a salary of one hundred six thousand three hundred and eight dollars (\$106,308.00) per annum, payable in no fewer than twenty-four installments and subject to such deductions as may be authorized or as may be required by law. See grade 28, step B of City's Wage/Salary Schedule for Non-Union Employees. The Employee shall not be entitled to any salary enhancements except as specifically provided herein.

COLA ADJUSTMENTS. On July 1, 2013 and on each July 1st thereafter during the term of the Agreement, a COLA adjustment percentage increase shall be computed which shall not be less than 2% nor more than 5%. The COLA Adjustment percentage shall be determined by taking the 10 year average of the CPI-U for the Boston-Brockton-Nashua—MA-NH-ME-CT all items index as computed by the Bureau of Labor Statistics of the US Department of Labor for the most recent 10 calendar years preceding the July 1 adjustment. BLS's calendar year for this index is November through November (it is not published on a December to December basis). The reference base is 1982-1983 equals 100 until BLS updates the reference base at which time the parties agree to adopt the official reference base as used by BLS.

STEP INCREMENTS. On July 1, 2013 and on each July 1st thereafter during the term of the Agreement (unless the Employee has already reached the top step of the Wage/Salary Schedule), the Employee is eligible to move up one (1) step on the Schedule.

4. Certification

The Employee shall be required to hold for the life of this Agreement a valid certificate, properly registered and issued by the State of New Hampshire, as follows: New Hampshire Certified Police Officer.

5. Termination for Cause

This Agreement may be terminated by the Commission/Board at any time for cause, i.e., failure on the part of the Employee to comply with any term or condition of this Agreement, the laws, rules and regulations of the State of New Hampshire, or the rules and regulations of the Commission/Board, or the City of Portsmouth; or malfeasance, misfeasance, nonfeasance, or insubordination in carrying out the responsibilities of the position as specified in the Municipal Charter of the City of Portsmouth or as directed by the Commission/Board.

Termination for Cause shall take place only following written notification specifying the reasons for termination. Unless the Employee submits to the Commission/Board, within twenty (20) days of receipt of such notification, a written request for a hearing before the Commission/Board, the Agreement shall be considered terminated as of the date which falls thirty (30) days after the Employee's receipt of notification. If the Employee requests a hearing, the Commission/Board shall hold this hearing within twenty (20) days after receipt of such request. The Commission/Board shall render a written decision to the Employee within ten (10) days of the hearing. In the event of a Termination for Cause, the Employee shall receive no severance and no further compensation beyond the last day worked. Nothing in this section is intended to diminish the Employee's rights under RSA 105-2a.

6. Termination with Severance Payment

If at any time the Commission/Board in its discretion shall so determine, the Commission/Board may, without cause and with or without prior notice, relieve the Employee of his duties under this Agreement. In such event, the Employee shall be entitled to severance benefits. Such severance benefits shall be twelve (12) month's salary or the balance of the contract, whichever is less. As is set forth above in Section 5, if the termination is for cause, the Employee shall not be entitled to severance benefits. Severance benefits shall not be paid upon the voluntary resignation of the Employee. Nothing in this section is intended to diminish the Employee's rights under RSA 105-2a.

7. Termination by Mutual Consent/Voluntary Resignation

This Agreement may be terminated at any time by mutual consent of the Commission/Board and the Employee or by voluntary resignation of the Employee. In the event the Employee voluntarily resigns before the expiration of the term of this Agreement or any renewal thereof, the Employee shall give the Commission/Board sixty (60) days written notice in advance of such resignation. In the event of voluntary resignation, the Employee shall not be eligible for severance benefits

pursuant to Section 6 of this Agreement.

8. Severance Constitutes Release

The acceptance by the Employee of the severance benefits provided under this Agreement shall constitute a full and complete release of any other rights, claims, or causes of action whether in law, equity or otherwise, that the Employee may have against the Commission/Board, the City of Portsmouth, and the employees, elected or appointed officials, officers, agents, representatives and attorneys of such entities.

9. Benefits

Except as otherwise provided herein, the Employee's fringe benefits shall be established by the collective bargaining agreement between the City of Portsmouth and the Professional Management Association. The exceptions shall be described in detail in Section 10 below.

10. Exception to Benefits in Section 9

In addition to the compensation enumerated above, the Employee shall also be entitled to the following:

- a. The Police Chief shall be provided with a suitable automobile for use in the performance of his duties under this Agreement. Recognizing that the Police Chief is on-call at all times, it is understood that the automobile may also be used for personal business.
- b. As a result of an administrative error, during his tenure as Deputy Police Chief the Employee was inadvertently not provided with fourteen (14) days of paid leave that he was otherwise entitled. In an effort to rectify this administrative error, the Employee has been provided with fourteen (14) days of supplemental paid leave. As of September 1, 2012, the Employee will have used up at least four (4) days of this supplemental paid leave. As part of this Agreement, any remaining days of this supplemental paid leave, not to exceed ten (10) days, will be cashed out at the Employee's regular base rate of compensation as Deputy Police Chief, and will be paid to the Employee, less ordinary and regular withholdings, in the Employee's first full paycheck in September 2012. This is a one-time accommodation, to correct an administrative error.

The parties below acknowledge that this Agreement is subject to the approval of the Portsmouth City Council without which approval this Agreement is without force and effect.

For the Commission/Board:

Employee:

Date: _____

Date: _____

Approved by the Portsmouth City Council:

Date

Certified by the City Clerk:

City Clerk

TITLE XX TRANSPORTATION

CHAPTER 231 CITIES, TOWNS AND VILLAGE DISTRICT HIGHWAYS

Laying Out Highways

Section 231:28

231:28 Conditional Layout for Existing Private Rights-of-Way or Class VI Highways. –

Whenever, pursuant to the provisions of this chapter, the selectmen receive a petition to lay out roads over existing private rights-of-way or to lay out a class V highway over an existing class VI highway and such private right-of-way or class VI highway does not conform to construction standards and requirements currently in effect in the town, the selectmen may conditionally lay out roads upon compliance with betterment assessments as provided in this section and in RSA 231:29-33. Prior to commencement of conditional layout, however, a public hearing shall be held, written notice of which shall be given by the appropriate governing board to all owners of property abutting or served by the private right-of-way or class VI highway, at least 14 days before the hearing, at which hearing details of the proposed construction, reconstruction or repairs, and the estimated costs thereof shall be presented by the selectmen. Conditional layout proceedings may commence 10 days following the public hearing unless within that period a petition not to conditionally lay out said thoroughfare signed by a majority of the owners of property abutting or served by the existing private right-of-way or class VI highway is received by the selectmen. If a highway is so laid out, the selectmen may construct, reconstruct, repair or cause to be constructed, reconstructed or repaired such highways, streets, roads, or traveled ways to conform in every way with the highway or street construction standards and regulations previously established by the town. The betterment assessments shall be assessed under the provisions of RSA 231:29.

Source. RSA 234:23-a. 1979, 166:1. 1981, 87:1. 1989, 134:1, eff. July 16, 1989.

Section 231:29

231:29 Betterment Assessments Against Abutters and Those Served. – The cost of constructing, reconstructing or repairing such highways, streets, roads or traveled ways shall be assessed by the selectmen against the owners of property abutting or served by such facilities in an amount not exceeding the entire cost of constructing, reconstructing or repairing the same, and the amount so assessed upon each such owner shall be reasonable and proportional to the benefits accruing to the land served. Said assessments may be payable in one year or payment may be prorated over a period not to exceed 10 years, in the discretion of the appropriate governing board. All such assessments thus made shall be valid and binding upon the owners of land so abutting or served by these betterments.

Source. RSA 234:23-b. 1979, 166:1. 1981, 87:1, eff. April 20, 1981.

Section 231:30

231:30 Liens for Assessments. – All assessments made under the provisions of RSA 231:29 shall create a lien upon the lands on account of which they are made, which shall continue following the assessment until fully discharged in accordance with the terms set by each governing board or in compliance with any court judgment. Such assessments shall be subject to interest and such other charges as are applicable to the collection of delinquent taxes.

Source. RSA 234:23-c. 1979, 166:1. 1981, 87:1. 2001, 158:34, eff. July 5, 2001.

Section 231:31

231:31 Collection of Assessments. – Betterment assessments authorized under RSA 231:29 shall be committed to the collector of tax with a warrant under the hands and seal of the appropriate governing board requiring him to collect them; and he shall have the same rights, authority and remedies and be subject to the same liabilities in relation thereto as in the collection of taxes.

Source. RSA 234:23-d. 1979, 166:1. 1981, 87:1, eff. April 20, 1981.

Section 231:32

231:32 Abatement and Appeal of Betterment Assessments. –

I. Any person aggrieved by a betterment assessment made pursuant to RSA 231:29 may, within 2 months of the notice of tax date and not afterwards, apply in writing to the selectmen or assessors for an abatement of the betterment assessment.

II. Upon receipt of an application under paragraph I, the selectmen or assessors shall review the application and shall grant or deny the application in writing within 6 months after the notice of tax date.

III. (a) If the selectmen or assessors neglect or refuse to abate the betterment assessment, any person aggrieved may either:

(1) Appeal in writing to the board of tax and land appeals, upon payment of a \$65 filing fee; or

(2) Petition the superior court in the county where the property is located.

(b) The appeal to either the board of tax and land appeals or superior court shall be filed within 8 months of the notice of tax date and not afterwards.

IV. For purposes of this section, "notice of tax date" means the date the taxing jurisdiction mails the betterment assessment tax bill.

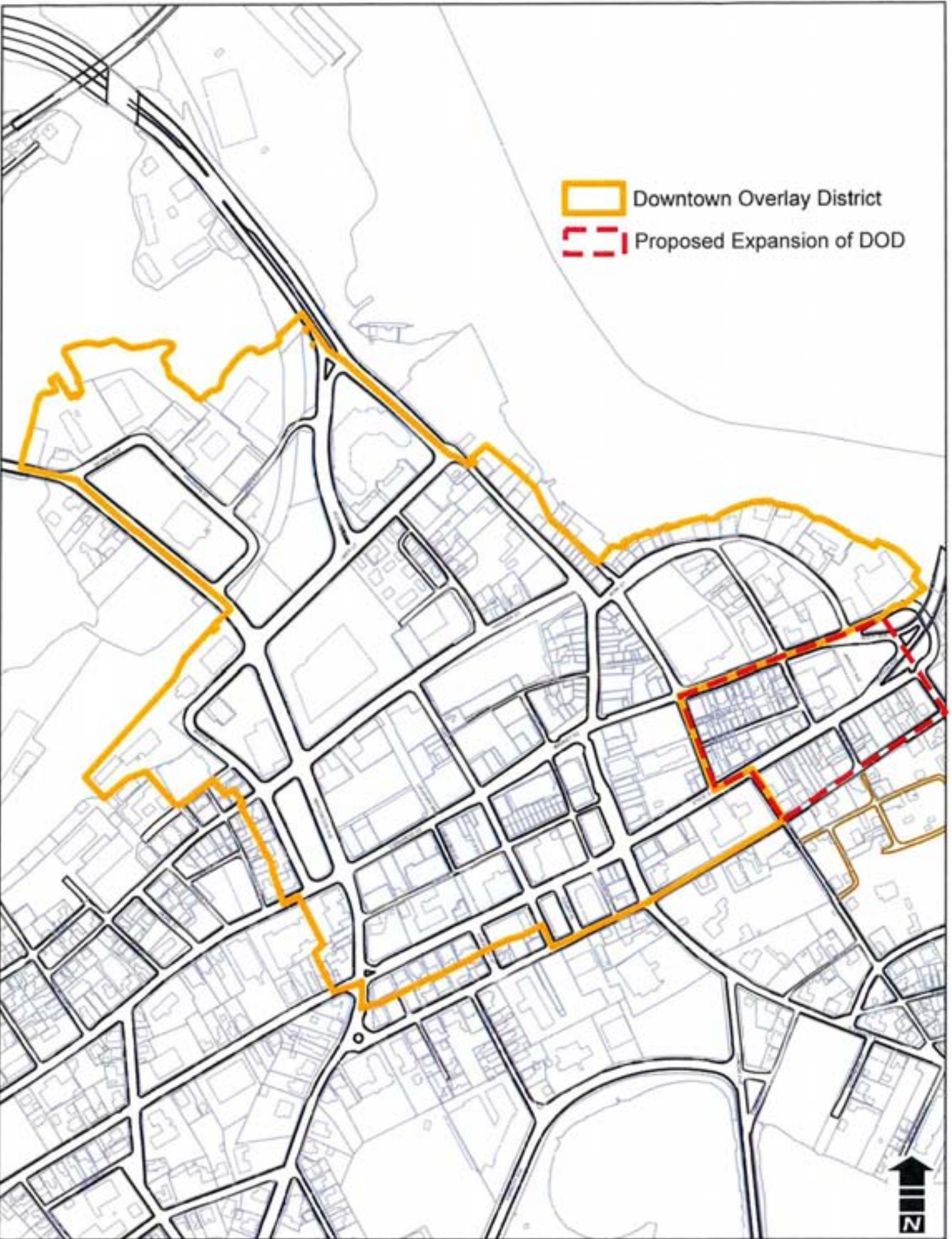
V. Each betterment assessment tax bill shall require a separate abatement request and appeal.

Source. RSA 234:23-e. 1979, 166:1. 1981, 87:1. 2001, 158:35, eff. July 5, 2001.

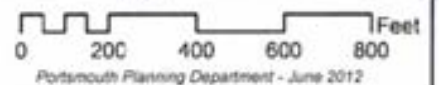
Section 231:33

231:33 Repair and Maintenance. – After the betterments authorized by RSA 231:28 have been completed by a town, the highway agent or other duly authorized official under the direction of the selectmen shall have charge of all further repair and maintenance of such highways, streets, roads and traveled ways, and such highways shall be maintained, repaired and reconstructed by the town in which they are located without further assessment of the owners of property abutting or served by said facilities.

Source. RSA 234:23-f. 1979, 166:1. 1981, 87:1, eff. April 20, 1981.





Downtown Overlay District





Downtown Overlay District
Proposed Expansion

 Downtown Overlay District
 Proposed Expansion of DOD



 Feet
0 50 100 150 200

Run: 7/11/12
8:15AM

Event Listing by Date

Page: 1

Starting Date: 1/ 1/2012

Ending Date: 12/31/2012

Start End	Type Description	Location	Requestor	Vote Date
1/ 1/2012 1/ 1/2012	ROAD RACE	Little Harbour School	Great Bay Services	4/ 4/2011
Stu Simon is the contact for this event - 436-2014. This event begins at 11:00 a.m.				
2/13/2012 2/13/2012	CONCERT	Chestnut Street	African Burying Ground Committ	12/19/2011
Vernis Jackson is the contact for this event.				
3/11/2012 3/11/2012	ROAD RACE	Pease Tradeport	St. Paddy's 5 Miler	3/15/2012
Todd Hanson is the contact for this event. He can be reached at 436-2551. This event starts at 10:30 a.m.				
3/25/2012 3/25/2012	ROAD RACE	Portsmouth High School	Eastern States 20 Mile	1/17/2012
Donald Allison is the contact for this event. This event begins at Portsmouth High School to Route 1A South. The event begins at 11:00 a.m.				
4/14/2012 4/14/2012	ROAD RACE	Baptist Church - Miller Avenue	St. John's Lodge - Out of Hibe	2/ 6/2012
Robert Sutherland, Jr. is the contact for this event. This event begins and ends at the Baptist Church on Miller Avenue. Race starts at 9:00 a.m.				
4/14/2012 4/14/2012	WALK	Little Harbour School	National Multiple Sclerosis So	12/19/2011
Heidi R. Roy, Development Manager is the contact for this event. This event begins and ends at Little Harbour School, from 10:00 a.m. to 2:00 p.m.				
4/15/2012 4/15/2012	ROAD RACE	Pease Tradeport	Sexual Assault Support Service	2/ 6/2012
Olivia Kopri is the contact for this event. This event begins at approximately 11:00 a.m. This event starts and finishes at Martin's Point Health Care.				
4/15/2012 4/15/2012	WALK	City Hall	Walk for Faith	12/19/2011
Randy Eaton is the contact of this event. The event beings at City Hall and ends at Prescott Park, starting at 1:00 p.m.				
5/ 6/2012 1/ 3/2012	BIKE TOUR	Little Harbour School	American Lung Association	12/19/2011
Kathryn M. Libby is the contact for this event. This event begins at 7:00 a.m. and ends at approximately 4:00 p.m.				
5/ 6/2012 5/ 6/2012	FESTIVAL	Downtown Portsmouth	Pro Portsmouth - Children's Da	1/18/2012
Barbara Massar is the contact for this event. This event begins at Noon until 4:00 p.m.				
5/ 6/2012 5/ 6/2012	WALK	Lower Parking Lot of City Hall	AIDS Response Seacoast	1/17/2012
Barbara Kautz is the contact for this event (207-363-5833). This event begins at 10:00 a.m. and the walk starts at 2:00 p.m. and ends around 5:00 p.m.				
5/12/2012 5/12/2012	ROAD RACE	Pease Tradeport	Portsmouth High School ECO Clu	2/21/2012
Kimberly McGlinchey and Deirdre Barrett are the ECO Club Advisors and they are the contacts for this event. The time of this event is 1:00 p.m. to 3:00 p.m.				

Run: 7/11/12
8:15AM

Event Listing by Date

Page: 2

Starting Date: 1/ 1/2012

Ending Date: 12/31/2012

Start End	Type Description	Location	Requestor	Vote Date
5/12/2012 5/12/2012	ROAD RACE Deborah Peretz is the contact for this event. This event begins at 9:00 a.m.	Strawberry Banke	Susan G. Komen for the Cure	10/ 3/2011
5/19/2012 5/20/2012	BIKE TOUR Kelly Sicard is the contact for this event. Tel. (603)669-2411 ex. 120	Pease International Tradeport	Breathe New Hampshire	3/ 5/2012
5/19/2012 5/19/2012	ROAD RACE Doug Bates is the contact for this event. This event is part of the Greater Portsmouth Chamber of Commerce Road Race series. This event begins and ends at the YMCA on Peverly Hill Road. **This event has been canceled.	YMCA - Peverly Hill Road	GPCC - YMCA - CANCELED	12/19/2011
5/20/2012 5/20/2012	MARCH Contact Mylene Hollick. Starting and Finishing at Little Harbour Elementary School from 9:00 a.m. to 1:00 p.m.	Little Harbour School	Seacoast March for Babies	5/ 7/2012
5/27/2012 5/27/2012	ROAD RACE Jeanine Sylvester is the contact for this event. This event begins at 11:00 a.m.	Redhook Ale Brewery	Runner's Alley	2/ 6/2012
6/ 9/2012 6/ 9/2012	FESTIVAL Barbara Massar is the contact for this event. This event begins at 9:00 a.m. to 4:00 p.m.	Downtown Portsmouth	Pro Portsmouth - Market Square	1/17/2012
6/ 9/2012 6/ 9/2012	ROAD RACE Barbara Massar is the contact for this event. This is the Market Square Day Road Race that starts at 9:00 a.m. in Market Square.	Starts in Market Square	Pro Portsmouth - Market Square	2/17/2012
6/23/2012 6/23/2012	FESTIVAL This is a Summer in the Street Music Series. It begins at 5:00 p.m. to 9:30 p.m.	Downtown - Pleasant Street/State and Square	Pro Portsmouth - summer in the	1/17/2012
6/24/2012 6/24/2012	MARCH This event begins at 8:30 a.m. - the route from the William Pitt Tavern on Court Street to Atkinson Street down State Street then up Chapel Street to the Church. Robert Sutherland, Jr. is the contact for this event - 436-1095.	Masonic Lodge - Miller Avenue	St. John's Lodge	6/11/2012
6/30/2012 6/30/2012	FESTIVAL Barbara Massar is the contact for this event. This is Summer in the Streets event beginning at 5:00 p.m. to 9:00 p.m.	Downtown - Pleasant Street/State and Square	Pro Portsmouth - Summer in the	1/17/2012
7/ 3/2012 7/ 3/2012	FIREWORKS Fireworks begin at 9:15 p.m.	Leary Field	City of Portsmouth	/ /

Event Listing by Date

Starting Date: 1/ 1/2012

Ending Date: 12/31/2012

Start End	Type Description	Location	Requestor	Vote Date
7/ 7/2012 7/ 7/2012	FESTIVAL Barbara Massar is the contact for this event. This is a part of the Summer in the Streets series that begins at 5:00 p.m. and ends at 9:30 p.m.	Downtown - Pleasant Street/State and Square	Pro Portsmouth - Summer in the	1/17/2012
7/ 7/2012 7/ 7/2012	ROAD RACE Doug Bates is the contact for this event. This event is part of the Road Race Series. It begins and ends at Little Harbour School at 9:00 a.m.	Little Harbour School	GPCC - Harbour Trail	12/19/2011
7/ 8/2012 7/ 8/2012	PARADE Contacts: Peter Somssich and Josh Denton Begins from City Hall lower lot area at 2:00 p.m. and proceed through downtown.	Begins at City Hall lower lot area and proceeds th	Welcome Home, Iraq Veterans Pa	3/19/2012
7/14/2012 7/14/2012	FESTIVAL Barbara Massar is the contact for this event. This event is part of the Summer in Street Series. It begins at 5:00 to 9:30 p.m.	Downtown - Pleasant Street/State and Square	Pro Portsmouth - Summer in the	1/18/2012
7/14/2012 7/14/2012	FUND Contact:: Mark Herrholz, Secretary, Portsmouth Professional Fire Fighters	Market Square	Portsmouth Professional Firefi Boot Drive for MDA 8:00 a.m. to 5:00 p.m.	5/21/2012
7/15/2012 7/15/2012	ROAD RACE Brenda M. Blonigen is the contact of this event. Her cell number is (603) 475-4080	Pease Tradeport - Great Bay Community College	The Minuteman Fund	3/ 5/2012
7/21/2012 7/21/2012	FESTIVAL Barbara Massar is the contact for this event. This event is part of the Summer in the Streets begins at 5:00 p.m. to 9:30 p.m.	Downtown - Pleasant Street - between State Street	Pro Portsmouth - Summer in the	1/17/2012
7/28/2012 7/28/2012	FESTIVAL Barbara Massar is the contact for this event. This event is part of the Summer in the Streets series that begins at 5:00 p.m. and ends at 9:30 p.m.	Downtown - Pleasant Street - between State Street	Pro Portsmouth - Summer in the	1/17/2012
7/28/2012 7/28/2012	RACE Contact Alyssa Aldrich Close Chestnut Street on Saturday, July 28, 2012 from 4:00 p.m. to 6:00 p.m. (Rain date of Saturday, August 4, 2012)	Chestnut Street	Big Brothers Big Sisters of th	5/ 7/2012
8/ 2/2012 8/ 2/2012	ROAD RACE Doug Bates is the contact for this event. This event is part of the Road Race series. It begins and ends at Peirce Island at 6:00 p.m.	Peirce Island	GPCC - Portsmouth Rotary Club	12/19/2011
8/ 4/2012 8/ 4/2012	FESTIVAL Barbara Massar is the contact for this event. This event is part of the Summer in the Street series which begins at 5:00 p.m. and ends at 9:30 p.m.	(Raindate)Downtown - Pleasant Street/State and Squ	Pro Portsmouth - Summer in the	1/17/2012
8/ 8/2012 8/ 8/2012	FESTIVAL Doug Bates is the contact for this event. This is the 2012 Greater Portsmouth Chamber of Commerce Annual Dinner "Celebrating Portsmouth Business".	Pleasant Street from State to Congress Street	Greater Portsmouth Chamber of	2/17/2012

Event Listing by Date

Starting Date: 1/ 1/2012

Ending Date: 12/31/2012

Start End	Type Description	Location	Requestor	Vote Date
8/18/2012 8/18/2012	BIKE TOUR Heidi R. Roy, Development Manager is the contact for this event. Her contact number: 623-3502. The race enters Portsmouth on Ocean Road to Banfield Road to a left on Peverly Hill Road, Right onto Middle Road, bear right onto South Street, right onto Marcy Street, left on Route 1B south, across into New Castle follow thru New Castle, left onto Sagamore Road to rotary, around rotary to Route 1A south to Odiome State Park	Thru South End	National Multiple Sclerosis So	4/ 2/2012
8/18/2012 8/18/2012	FUND Contact: Mark Herrholz, Secretary, Portsmouth Professional Firefighters - Boot Drive for MDA 8:00 a.m. to 5:00 p.m.	Market Square	Portsmouth Professional Firefi	5/21/2012
9/ 9/2012 9/ 9/2012	BIKE TOUR Susanne Delaney or Catherine Keenan are the contacts for this event. This event begins and ends at Market Square.	Downtown	Portsmouth Criterium	12/ 6/2011
9/15/2012 9/15/2012	ROAD RACE Doug Bates is the contact for this event. This event is part of the Road Race series - it begins at 9:00 a.m.	Little Harbour School	GPCC - BreastCancerStories.org	12/19/2011
9/15/2012 9/16/2012	TOUR Caroline Amport (686-4338) and Nancy Pollard are the contacts for this event. This event begins on Saturday, September 15th from 9:00 a.m. to 1:00 p.m. and Sunday, September 16th - 11:00 a.m. to 3:00 p.m.	South End	Friends of the South End	2/ 6/2012
9/22/2012 9/22/2012	FUND	Prescott Park	New Hampshire Fish and Lobster	/ /
9/29/2012 9/30/2012	FESTIVAL Maritime Folk Festival on September 29th and September 30th - On September 29th.	Portsmouth - downtown area - Pending Approval	Maritime Folk Festival	6/11/2012
9/29/2012 9/29/2012	ROAD RACE Karen Butz Webb is the contact for this event. This event begins and ends at Portsmouth High School. the course starts at Portsmouth High School, left onto South Street, right onto Middle Street, bear right to Court Street, right onto Marcy Street back to South and finishing at the PHS.	Portsmouth High School	Project Safety	2/21/2012
9/29/2012 9/29/2012	WALK Ken La Valley is the contact for this event - 603-862-4343. Registration for this event begins at 8:00 a.m. and the walk duration is 10:00 a.m. to Noon. The walk would begin and end on Peirce Island near the outdoor pool. Walkers would make a 2.6 mile loop starting from Peirce Island to Marcy Street, continuing onto South Street, Miller Avenue, Middle Street, State Street and finishing at Peirce Island.	Peirce Island	American Foundation for Suicid	4/ 2/2012
10/13/2012 10/13/2012	ROAD RACE Doug Bates is the contact for this event. This event is the for the Community Child Care and it is part of the Road Race series. This event begins at 9:00 a.m.	Little Harbour School	GPCC - Community Child Care	12/19/2011
11/11/2012 11/11/2012	ROAD RACE Jay Diener, Co-Race Director is the contact for this event. This race begins and ends at Portsmouth High School.	Portsmouth High School	Seacoast Half Maranthon	3/20/2012

Run: 7/11/12
8:15AM

Event Listing by Date

Page: 5

Starting Date: 1/ 1/2012

Ending Date: 12/31/2012

Start End	Type Description	Location	Requestor	Vote Date
11/22/2012 11/22/2012	ROAD RACE Doug Bates is the contact for this event. This event is part of the Road Race Series. The event begins at 8:30 a.m.	Prescott Park	GPCC - Seacoast Rotary Club -	12/19/2011

Board/Commission Reappointment APPLICATIONS

TO BE CONSIDERED:

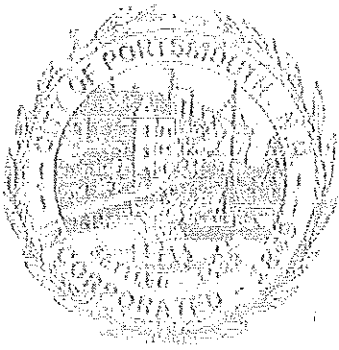
- Carl Diemer reappointment as a regular member to the Recreation Board (New term to expire 04/01/2015)

RECREATION BOARD		
City Manager, Ex-Officio		Term Exp.
Cali-Pitts, Jacqueline	110 Ledgewood Dr, A8	4/1/2014
DelValle, Eduardo	166 Buckminster Way	4/1/2015
Diemer, Carl, Chair	337 Aldrich Rd.	4/1/2012
Henley, Todd	76 Suzanne Dr.	4/1/2013
LaPage, Kent, School Board Liaison	45 Melbourne St.	12/31/2013
Novelline Clayburgh, Nancy, Council Liaison	405 FW Hartford Dr.	12/31/2013
Siegel, Kathy Birse	230 Eastwood Dr.	4/1/2014
Sirmaian, Kory	1133 Woodbury Ave.	4/1/2013
Syracusa, Elaine	28 Harrison Ave.	4/1/2014

TO BE CONSIDERED:

- Jeff Landry reappointment as a regular member to the Building Code Board of Appeals (New term to expire 04/01/2017)
- Lisa Destefano reappointment as a regular member to the Building Code Board of Appeals (New term to expire 04/01/2017)

BUILDING CODE BOARD OF APPEALS		Term Exp
Destefano, Lisa	23 High St.	7/1/2012
Landry, Jeffrey G.	72 Nathaniel Dr.	7/1/2012
McCarthy, Stephen	1253 South St.	7/1/2013
Moulton, Dennis (Alternate)	190 Hillside Dr.	7/1/2013
Nadeau, Gary	138 Rockland St.	7/1/2015
Rheame, David	18 McDonough St.	7/1/2012
Vacancy, (Alternate)		



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information
Please submit resume' along with this application

JUN 28 2012

Mayor
O.R. 99

Committee: BUILDING CODE BO OF APPEALS Renewing applicant

Name: LISA DE STEFANO Telephone: 603.498.3050 cell

Could you be contacted at work? YES/ NO - If so, telephone # 603 - 431.8701

Street address: ONE HARBOUR PLACE, 4G, PORTSMOUTH

Mailing address (if different): 23 HIGH ST PORTS

Email address (for clerk's office communication): LDESTEFANO@DESTEFANOARELLIPEPS.COM

How long have you been a resident of Portsmouth? 42 yrs

Occupational background:

ARCHITECT

Would you be able to commit to attending all meetings? YES/ NO

Reasons for wishing to continue serving: I enjoy giving
to THE COMMUNITY, AND WITH MY BACKGROUND
I CAN SERVE THIS BOARD EFFECTIVELY

OVER
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Please list any organizations, groups, or other committees you are involved in:

EDC, Chamber of Commerce, Board of
Wentworth Douglas Hospital, Clipper
Foundation, Pisc. Savings Board of Trustees,
St. John Int. University Board, American Institute
of Architects,

Please list two character references not related to you or city staff members:

1) John Bowen, 96 Chestnut St, 427-5500
Name, address, telephone number

2) Evelynne Eaton, TD Bank, State St, 433-4320
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: 

Date: 6/27/12

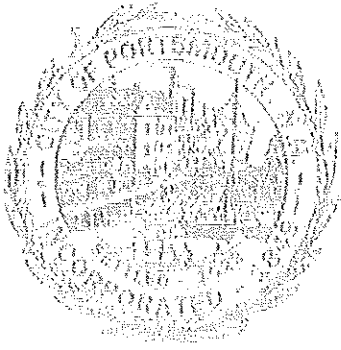
CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 7-1-2017

Annual Number of Meetings: 0 Number of Meetings Absent: 0
2009, 2010, 2011

Date of Original Appointment: 6/23/97

Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information
Please submit resume' along with this application

Committee: Building Code Board of Appeals

JUN 25 2012
Renewing applicant *Mayor S.F. 9FT Scanned*

Name: Jeff Landry Telephone: 603 436-1931

Could you be contacted at work? YES NO - If so, telephone # 603-828-4076

Street address: 72 Nathaniel Dr Portsmouth NH

Mailing address (if different): 72 Nathaniel Dr Portsmouth NH

Email address (for clerk's office communication): jglandry@comcast.net

How long have you been a resident of Portsmouth? 53

Occupational background:

Woodworker leader, Portsmouth Navy Yard, former
realestate, small construction business owner
30+ years as a tradesman

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to continue serving: want to be available if
city needs it

Please list any organizations, groups, or other committees you are involved in:

Elks, Foster Parent, JP, notary,

Please list two character references not related to you or city staff members:

- 1) John Ricci, Taft Rd Portsmouth NH 436-3021
Name, address, telephone number
- 2) Dick Holt, F.W. Hartford, Portsmouth NH 436-3099
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

- 1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
- 2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
- 3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
- 4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting;
- 5. Application will be kept on file for one year from date of receipt.

Signature: Jeffrey B. B... Date: 6/25/12

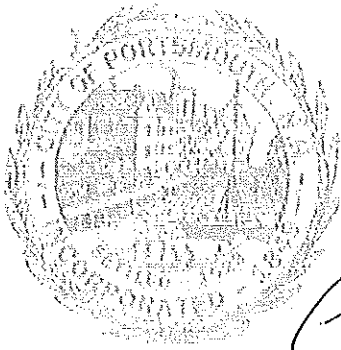
CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 07-01-2017

Annual Number of Meetings: Ø Number of Meetings Absent: N/A
2009, 2010, 2011

Date of Original Appointment: 11/19/2007

Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

CFD

Instructions: Please print or type and complete all information
Please submit resume' along with this application

Committee: RECREATION BOARD Renewing applicant scanned

Name: CARL F. DIEMER Telephone: (603)-431-2195

Could you be contacted at work? YES/ NO - If so, telephone # (603)-427-4517

Street address: 337 ALDEICH ROAD, PORTSMOUTH NH 05801

Mailing address (if different): SAME

Email address (for clerk's office communication): CDIEMER337@COMCHST.NET

How long have you been a resident of Portsmouth? 31 YEARS

Occupational background:

AUTOMOTIVE BUSINESS CONSULTING TO AUTO MANUFACTURERS
AND LARGE DEALER GROUPS. BUSINESS IMPROVEMENT
DESIGN AND IMPLEMENTATION

Would you be able to commit to attending all meetings? YES/ NO

Reasons for wishing to continue serving: I HAVE ALWAYS ENJOYED VOLUNTEERING
ON THE RECREATION BOARD BECAUSE OF ITS SCOPE OF RESPONSIBILITY
TO THE COMMUNITY TO PROVIDE A COMPREHENSIVE PROGRAM
OF RECREATIONAL ACTIVITIES AND ORGANIZED SPORTS PROGRAMMING
FOR ALL AGES TO ENJOY. THE ACTIVITIES PROVIDE PHYSICAL FITNESS
AND PROMOTE GOOD HEALTH TO ALL COMMUNITY MEMBERS.

OVER
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Please list any organizations, groups, or other committees you are involved in:

PORTSMOUTH MUSIC CLUB, PHS
BSA TROOP 164, NORTH CHURCH, PORTSMOUTH

Please list two character references not related to you or city staff members:

- 1) TOM FERRINI, 64 TAFT RD, PORTSMOUTH, NH
Name, address, telephone number
- 2) KEVIN ECKHART, 264 WALKER BUNGALOW, PORTSMOUTH NH
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

- 1. This reappointment application is for consideration and does not mean you will necessarily be reappointed to this Board/Commission; and
- 2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
- 3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
- 4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
- 5. Application will be kept on file for one year from date of receipt.

Signature: Carl F. Diemer Date: 4/1/12

CITY CLERK INFORMATION ONLY:

New Term Expiration Date: 4-1-2015
Annual Number of Meetings: 7 Number of Meetings Absent: 2
Date of Original Appointment: 11-27-2000

Please submit application to: City Clerk's Office, 1 Junkins Avenue, Portsmouth, NH 03801

Mayor's Blue Ribbon Committee on Sustainable Practices APPLICATIONS

TO BE CONSIDERED:

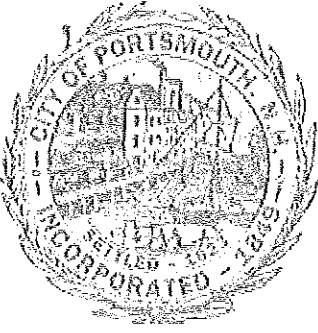
- Nathan Alger as a regular member

INFORMATIONAL:

- Andrew (Drew) Stadterman

SUSTAINABLE PRACTICES, BLUE RIBBON COMMITTEE	Appointed
Blaisdell, Betsy	12/5/2011
Britz, Peter, Ex-Officio	7/15/2010
Cohen, Bert, Chair	3/6/2006
Cook, Robert	4/16/2012
Ellis, Patrick, School Board Rep.	1/17/2012
Epler, Gary	3/6/2006
Kennedy, Esther, Council Rep.	2/6/2012
Lown, Brad, Council Rep.	2/6/2012
Maher, Skye	3/6/2006
Martin, Drew	9/14/2009
Vacancy	

EAG



CITY OF PORTSMOUTH, N.H. BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

APR 10 2012

Committee: Sustainable Practices Blue Ribbon Committee

Initial applicant - second

Name: Nathan Alger Telephone: 860-888-3870 (cell)

Could you be contacted at work? YES NO If so, telephone # 603-430-9080

Street address: 122 Mill Pond Way #3, Portsmouth, NH 03801

Mailing address (if different): _____

Email address (for clerk's office communication): natealger@hotmail.com

How long have you been a resident of Portsmouth? 5 years

Occupational background:

Financial Planner & Asset Manager at Ameriprise Financial
currently, former: Field VP, Branch Manager at Ameriprise
here in Portsmouth 2007-2011.

Please list experience you have in respect to this Board/Commission:

None.

OVER
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Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO (will attend April 26th mtg to do so)

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: Sustainable practices and recycling to make the town and community I live and work in is a passion of mine. I'd like to be involved in helping to increase awareness and implementation of sustainable practices here in Portsmouth.

Please list any organizations, groups, or other committees you are involved in:

Big Brothers & Big Sisters - Board of Directors ; Big Brother
Financial Planning Association of Northern New England - member/former Board Member
American Legion
Disabled American Veterans

Please list two character references not related to you or city staff members:

- 1) Janet Silvester, 40 Pleasant St, Portsmouth, Great Island Realty Cell: 603-237-9869
Name, address, telephone number
- 2) Marty Lapham, 498 Central Rd, Rye, NH 978-502-5808
Name, address, telephone number

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature:  Date: 04-12-2012

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Nathan Alger

122 Mill Pond Way, Portsmouth, NH, 03801

(c) 860-888-3870 (w) 603-319-3138

natealger@hotmail.com

Experience:

Ameriprise Financial: Portsmouth, NH-Field Vice President-Associate Manager-Senior Financial Advisor-Associate Vice President-April-2007—Present

- Responsible for 20+ Financial Advisors and Staff, with multi-million dollar revenues and general office culture and profit and loss statement
- Awards: President's Recognition Award-Quality of Advice, Mercury Award, 1st Year Top Achiever Award, Outstanding Leader Award, Circle of Success 2007,2008
- Work with hundreds of clients giving advice on cash management, fixed income, insurance protection, retirement assets, estate planning, individual securities, mutual funds, annuities, and the clients overall financial situation.

Ameriprise Financial: Hartford, CT-Financial Advisor-District Manager November 2002 – April 2007

- Grew district in the office from 3 to 18 over the course of 2 years, and recognized as top 1 % of District Manager's in country
- Set up and ran sponsorship with UConn Sales Excellence Program

United States Army (82nd Airborne)/CT Army National Guard July 1997 – April 2008

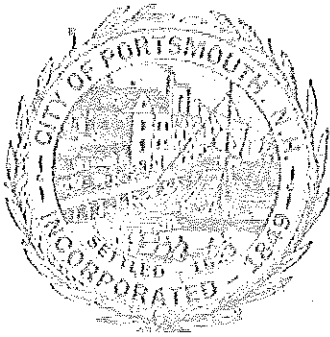
- Awards: Army Commendation Medal, Army Achievement Medal (4), Good Conduct Medal, Certificate of Achievement (6), Letter of Commendation (3)
- Schools: Basic Training, Advanced Individual Training (Air Defense/Infantry), Airborne School, Air Assault School, Total Army Instructor's Training Course, Small Group Instructor's Training Course

Organizations:

- Volunteer: Habitat for Humanity, Big Brothers and Big Sisters, Juvenile Diabetes Research Foundation
- Chairman of the Board-Sante Center for Natural Healing
- Board Member-Financial Planning Association of Northern New England
- Board Member-Seacoast Big Brothers and Big Sisters

Education/Designations:

- University of Connecticut, B.S. Accounting
- Chartered Retirement Planning Counselor, CRPC, 2006



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

APR 0 6 2012

Committee: Sustainable Practices

Initial applicant

Name: Andrew (Drew) Stadterman Telephone: 603-957-1015

Could you be contacted at work? YES NO If so, telephone # 603-970-3616

Street address: 401 State Street Unit M504

Mailing address (if different): _____

Email address (for clerk's office communication): andrew.stadterman@gmail.com

How long have you been a resident of Portsmouth? 2.5 years

Occupational background:

2008 - Present - Statistical Analyst - Liberty Mutual - Dover, NH

Please list experience you have in respect to this Board/Commission:

No direct experience with Sustainable practices, but provided the opportunity would educate myself on current and future practices.

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: I wish to serve on this
Committee because it will provide me the
opportunity to work with city to make
Portsmouth a "green" city as well as working
to save the town money through sustainable
practices.

Please list any organizations, groups, or other committees you are involved in:

- Big Brothers Big Sisters Greater Seacoast
- Mentor
- Board Member YPUM

Please list two character references not related to you or city staff members:

- 1) Doug Mulford 208 Broad St. Apt. 2 Portsmouth, NH 603-501-9944
Name, address, telephone number
- 2) Dr. James Rochefort 269 Lafayette Rd. Apt. 12 Portsmouth
Name, address, telephone number
NH
603-990-6404

BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

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3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
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5. Application will be kept on file for one year from date of receipt.

Signature: [Signature] Date: 4/3/12

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes X No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Andrew Stadterman

401 State St.
Unit M504
Portsmouth, NH 03801
603-957-1015
Andrew.Stadterman@Gmail.com

Objective

To obtain a position on the Sustainable Practices Blue Ribbon Committee for the City of Portsmouth, NH. My current knowledge of sustainable practices as well as business background would make an ideal candidate to work with the Mayor and City Council to move Portsmouth to be greener and utilize these sustainable practices to save the city money.

Education

2003 – 2008 **University of Vermont, Burlington, VT** - B.S. Business Administration – MIS Concentration

Work Experience

Liberty Mutual Group, Dover, NH- Commercial Markets Regulatory Reporting - Statistical Analyst

09/2009 – Current

- Build on roles, skills, and knowledge obtained in Associate Statistical Analyst position
- Lead project for the development of a yearly report of multiple departments' insurance premium, written in the State of New York. This report is used by Corporate Taxation to provide the New York State Insurance Department the yearly premium written by county.
- Facilitated Regulatory Reporting's transition to Microsoft Office 2010. This role included organizing the testing of the new software with department specific programs, conveyance of prevalent information to the users, as well as support through the transition phase.
- Perform routine reconciliations of company insurance data filed to bureaus against company financial statements
- Define and maintain bureau conversion and reporting specifications according to bureau statistical plans
- Research, document, develop test plans, and communicate instructions to IT when complex changes to statistical plans are received from a statistical agent or internal customer
- Collaborate with various departments to gather data needed to analyze new requirements or requests for changes in statistical data needed to maintain integrity of company's coding structure.

Liberty Mutual Group, Dover, NH- Commercial Markets Regulatory Reporting - Associate Statistical Analyst

08/2008 – 09/2009

- Assist in the design, development, testing and implementation of new and revised systems that provide financial information and statistical data for accurate premium/loss data for bureaus, insurance regulators, customers and Business Units.
- Utilize advanced software knowledge to create and implement systems to streamline business processes
- Analyze current business methods for opportunities to increase efficiency
- Responsible for time sensitive insurance filings for internal and external customers

College Internships

Aegis Capital Corp., New York, NY - Internship

06/2007 – 08/2007, 12/2007 – 01/2008

State Street Corporation, North Quincy, MA - Office of the CIO Internship Program - Business Analyst Intern

06/2006 – 08/2006, 12/2006 – 01/2007

Oppenheimer & Co. Incorporated, New York, NY - Internship

06/2005 – 08/2005

Computer Skills

Proficient in Microsoft Word, Excel, Outlook, Access, PowerPoint, Visio, SQL, JCL with a strong knowledge of Microsoft Project, Java, C++, HTML, Corporate Procurement Systems

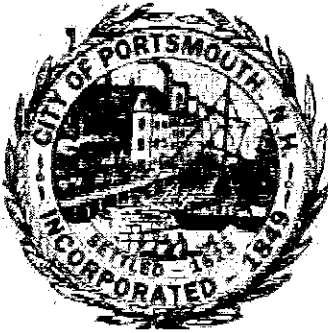
Achievements

- Board Member of the Big Brothers Big Sisters of the Greater Seacoast - Young Philanthropists for Mentoring
- Boy Scouts of America Eagle Scout – 01/2003
- AICPCU Program in General Insurance – 06/2010
- Active in the Pan Mass Challenge Fundraiser for the Jimmy Fund
- Mentor in the Big Brothers Big Sisters of the Seacoast organization
- Boy Scouts of America Philmont High Adventure Backpacking Crew Leader – 08/2002

PETER BRITZ

610-7215

SEP 16 2011



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

ead

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

Committee: CONSERVATION COMMISSION

Initial applicant

Name: PAUL J. AMBROSE Telephone: 603-677-2769

Could you be contacted at work? YES/NO If so, telephone # 603-677-2769

Street address: 133 ISLINGTON ST. #4

Mailing address (if different): _____

Email address (for clerk's office communication): ambrose.paul@gmail.com

How long have you been a resident of Portsmouth? 6 YEARS

Occupational background:

PRESIDENT OF AMBROSE MARINE CONST
MARINE CONST. PROJECTS & ENV. CONSULTING
IN THE LAKES REGION. EDUCATIONAL &
PROFESSIONAL EXPERIENCE IN ACCOUNTING, MGMT,
& TAX

Please list experience you have in respect to this Board/Commission:

OVER
➔

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO

Would you be able to commit to attending all meetings? YES/NO

Reasons for wishing to serve: TO GET INVOLVED WITH LOCAL GOVERNMENT

Please list any organizations, groups, or other committees you are involved in:

Please list two character references not related to you or city staff members:

1) LEE MATTSO N P.O. BOX 1596 MEREDITH, NH 03253
Name, address, telephone number 603.279.9956

2) ERIC BRADLEY 242 STATE ST. PORTSMOUTH, NH 03801
Name, address, telephone number 603.591.8582

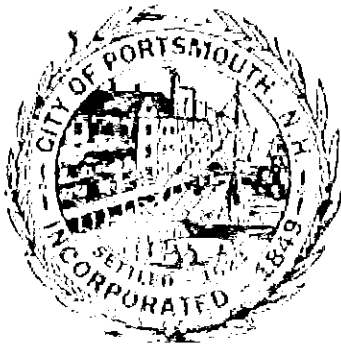
BY SUBMITTING THIS APPLICATION YOU UNDERSTAND THAT:

1. This application is for consideration and does not mean you will necessarily be appointed to this Board/Commission; and
2. The Mayor will review your application, may contact you, check your references, and determine any potential conflict of interests; and
3. This application may be forwarded to the City Council for consideration at the Mayor's discretion; and
4. If this application is forwarded to the City Council, they may consider the application and vote on it at the next scheduled meeting.
5. Application will be kept on file for one year from date of receipt.

Signature: [Signature] Date: 7-25-11

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801



received

5/17/12

**CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS**

APPOINTMENT APPLICATION *ea\$*

*Instructions: Please print or type and complete all information.
Please submit resume' along with this application.*

Committee: Land Conservation Board

Initial applicant ✓

Name: Shelley Saunders Telephone: 603-812-3335

Could you be contacted at work? YES/NO If so, telephone # yes 812-3335

Street address: 15 Oak St Portsmouth NH 03801

Mailing address (if different): _____

Email address (for clerk's office communication): lylapeach@comcast.net

How long have you been a resident of Portsmouth? 17 years

Occupational background:

Sales-See Resume

Please list experience you have in respect to this Board/Commission:

OVER

Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES/NO No

Would you be able to commit to attending all meetings? YES/NO Yes

Reasons for wishing to serve: Get involved in Land Conservation
and preservation in the city of Portsmouth NH

Please list any organizations, groups, or other committees you are involved in:

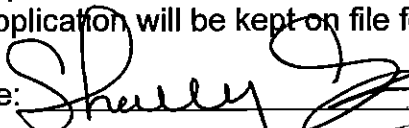
Please list two character references not related to you or city staff members:

1) Alyson Mahler Portsmouth NH 603-969-6963
Name, address, telephone number

2) Brenna Cavanaugh Portsmouth NH 603-501-9920
Name, address, telephone number

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Signature:  Date: 5-15-12

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No X

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Shelley Saunders

15 Oak Street, Portsmouth, New Hampshire 03801
603-957-8880 ssaunders11@myfairpoint.net

Dedicated, enthusiastic, and goal-oriented professional, interested in pursuing advancement within the consumer products industry, to continue the promotion of skills, knowledge, and leadership in consumer product sales and marketing. Demonstrate strong record of success in meeting and exceeding sales objectives by applying effective professional sales techniques; as well as by developing strategies and solutions that generate revenue growth.

Core competencies include:

- ♦ Relationship-building skills with customers, team members, and high-level personnel; with established reputation in successful account dealings through persuasive communication and strong deal-closing abilities
- ♦ Excellent verbal and interpersonal skills; works well as individual producer or team member to achieve sales objectives
- ♦ High motivation with dynamic background, wine supplier and key account manager, as well as in-depth negotiating experience across multiple channels.

<i>Key Account Management</i>	<i>Budget Development and Management</i>	<i>National Accounts, ad activity</i>
<i>Inventory Control</i>	<i>Communication and Interpersonal Skills</i>	<i>Chain Grocery Buyer calls</i>
<i>Control and Sales Analysis</i>	<i>Pricing and Incentive writing</i>	<i>Technically proficient</i>

PROFESSIONAL EXPERIENCE-NEW

Snyders-Lance Inc-July 2011 to Current

Field Sales Manager, Mass Accounts NH ME VT

Wal-Mart/Target's/Military

-Manage Michaud Distributors and their 7 District Manager

-Manager all Wal-Mart/Target/Military business, from promotions, maintaining pricing and helping Michaud sales force sell in secondary and mandatory displays

7/12/11 to Present

NEWMAN WINE & SPIRITS ▪ West Conshohocken, PA

Regional Sales Manager-New England and NY

2010-2011

- ♦ Assumed full responsibility in defining strategies and developing business plans for New England and New York
- ♦ Demonstrated exceptional performance in exceeding company objectives with an average of more than 500 cases of wine sold per month (from a previous cold territory)
- ♦ Executed expertise in developing, initiating, and managing key account programs, resulting to profit increases
- ♦ Vastly contributed in producing the first-ever sale of Newman Wines in Maine through a partnership with Hannaford Grocery

FOSTERS WINE ESTATES ▪ Napa, CA

Regional Sales Manager—NH, ME, VT

2006-2010

- ♦ Utilized outstanding managerial skills in overseeing 3 states and 6 distributors with more than 125,000 cases of wine generated per year
- ♦ Acquired 2,100 cases of wine sold into Whole Foods in Portland, Maine in 12 month time frame, that established new revenue streams
- ♦ Produced and increased 45% sales in the chain grocery sector by partnering with Hannaford Grocery, Shaw's Grocery, Price Choppers and Market Basket NH grocery stores.

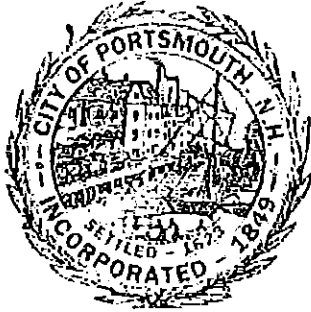
BAREFOOT WINERY ▪ Santa Rosa, CA

New England Regional Sales Manager

2000-2005

- ♦ Gained recognition as the top-selling salesperson of Barefoot Reserve wines for five years in a row

Eal



CITY OF PORTSMOUTH, N.H.
BOARDS AND COMMISSIONS

APPOINTMENT APPLICATION

Instructions: Please print or type and complete all information.
Please submit resume' along with this application.

APR 3 0 2012
Initial applicant ✓

Committee: Taxi Commission

Name: Aaron Lawson Telephone: 914-319-9546

Could you be contacted at work? YES NO If so, telephone # _____

Street address: 37 Franklin Street, Portsmouth, NH 03801

Mailing address (if different): P.O. Box 71, Portsmouth, NH 03802

Email address (for clerk's office communication): aaron.m.lawson@gmail.com

How long have you been a resident of Portsmouth? May 2011

Occupational background:

When I moved to the Seacoast in August of 2009 I began employment at The Provident Bank as a Teller until August of 2010. During the Summer of 2010 I began working at The Portsmouth Brewery as Office Manager where I am currently employed.

Please list experience you have in respect to this Board/Commission:

As office manager at the Brewery, part of my job is to act as a human resources liaison; allowing me to maintain company, state, and federal policy for employees.

As part of the Taxi Commission's task is to ensure all rules and regulations are enforced, I think that my experience in problem solving through understanding all the given circumstances can also be applied in accomplishing this task.



Have you contacted the chair of the Board/Commission to determine the time commitment involved? YES NO

Would you be able to commit to attending all meetings? YES NO

Reasons for wishing to serve: I love Portsmouth, and I have always seen service as gratitude in action. In addition, I personally believe in carrying out the responsibility of participating in local government. Finally, I would like to see Portsmouth continue to be safe and accessible for residents, local workers, and seasonal visitors to participate in local business and community activities through our taxi services.

Please list any organizations, groups, or other committees you are involved in:

While enrolled in college I pledged with the community service fraternity Alpha Phi Omega. Currently, I am taking the experience acquired there and applying it in spearheading a Brewery Philanthropy program that will serve as a venue for staff and patrons to work together in creating and participating in local community service activities.

Please list two character references not related to you or city staff members:

1) Anne Lapointe, Portsmouth, NH, 603-431-1144
Name, address, telephone number

2) Crystal Paradis, Portsmouth, NH, 603-205-1561
Name, address, telephone number

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5. Application will be kept on file for one year from date of receipt.

Signature:  Date: 4/29/12

If you do not receive the appointment you are requesting, would you be interested in serving on another board or commission? Yes No

Please submit application to the City Clerks Office, 1 Junkins Avenue, Portsmouth, NH 03801

Jeff McLean

T 603.817.1172

July 16, 2012

Attn: City of Portsmouth Mayor and City Council

Dear City of Portsmouth Mayor and City Council:

Please accept my letter of resignation from the Portsmouth Economic Development Loan Program Board effective 16 July 2012. I have recently embarked upon a new and exciting professional employment opportunity that requires my full attention. It has been a great honor and privilege to serve on the board of the Portsmouth Economic Development Loan Program since my initial appointment on 14 September 2009, and I look forward to serving the great City of Portsmouth again in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "JH ML", written in a cursive style.

Jeff McLean

COMPLETE STREETS

Because complete streets contemplate the context through which the thoroughfare passes, all streets in the city should be complete streets. Some streets have a higher priority for certain modes of transportation than others but they all can have the elements of complete streets.

Create Private Realm



Sidewalks



Small Curb Radii



Pedestrian Refuge



Planting Strips



Crosswalks



Street Trees



Vehicle Lanes



Street Lighting



Bike Lanes



Street Furniture



Transit Shelters



On-Street Parking



For more information about complete streets see the City of Burlington Transportation Plan (Street Design Guidelines)



pedestrian is king...

MAKE THE BIKE QUEEN

Burlington has already done a lot to improve the bikeability of the City. Improving existing, and adding additional bicycle facilities will make biking an even more attractive and viable mode of transportation in the City.

more of THIS



1. functional bike parking

Cyclists must have safe and convenient places to store their bicycles at a trip's end. One of the most user-friendly designs is the "u-shaped" bicycle rack, though locally-made options that maintain a high level of function should be encouraged.



2. end-of-trip facilities

Easily identifiable bike shops, repair stations, cafes, and other businesses that cater to the needs of hungry and thirsty bikers will do much to build the City's reputation as a bike-friendly destination. Burlington already has some incredible end of trip facilities, most notably, Maglianero, with its cool bike art and showers. These kinds of highly functional end-of-trip facilities, combined with incentivized programs and other "soft" improvements, will continue to build on Burlington's bikeability.



4. car parking to bike parking

An easy and inexpensive way to accommodate a large amount of bike parking without cluttering the sidewalk is to convert more parallel vehicular parking spots around downtown into spaces for bike parking. The City will need to carefully select locations where the loss of a valuable vehicular space is justified by high use from cyclists, to maintain support among retailers and positive momentum for the program. Racks should be locally-designed when feasible, while maintaining a high level of function for users.





PLUS some of this

3. secure bike storage

There is currently no secure bike storage in Burlington. A public / private partnership could be created between local non-profits and the City to fund and install secure, covered bike storage in proximity to the multi-modal center for commuters who come into downtown via transit. Secure bike storage should also be available at the waterfront for those who access the City via the bike trail and for use during events. Secure storage could be something as simple as a covered bike locker or a more elaborate bike station that includes a repair station, showers, lockers, changing rooms, rentals, and even cafe space.

5. bikeways

There are a variety of bikeways that accommodate users with different experience levels, including trails, bike lanes, sharrows, and riding in unmarked vehicular lanes. A cycle track is another bikeway type that is gaining popularity in the U.S. as more information becomes available about the increased safety and comfort they provide for the recreational cyclists, including kids and the elderly. See the following pages for more information on bikeway options for urban streets.



6. bike share

Creating a "Bikeshare Burlington" smart bike program would further encourage the use of bikes by locating short term rental (or in some cases free) bikes in docking stations around the city. The most common locations for the bike kiosks are in long-term parking lots, parking garages, in parking spaces, and carved out of the edges of public parks. For small cities, there must be a critical number of people who will use the bikes and a significant expenditure of resources to construct and roll out the bike kiosks as part of large-scale launch. With UVM and a bikeshare company as a key partners, this program could see wide success in Burlington.



Hire a bicycle planning professional to prepare a Citywide bicycle plan.



Department of Planning & Zoning

BIKEWAYS

The City of Burlington would benefit from developing a city-wide bicycle plan to identify how to best retrofit urban streets to more safely accommodate bicycle travel. A highly customized and nuanced approach will ensure that the appropriate treatment is used on each street within the network, so that all users can enjoy a safe and direct route to their destination. Making cycling as convenient, safe, and enjoyable as possible will position Burlington to minimize reliance on the car and move toward a more sustainable biking future.

In addition to bikeways, the City will need to continue to provide high quality bike parking, end-of-trip facilities, and an interesting streetscape. The following are three urban bikeways that could be appropriate within Burlington.

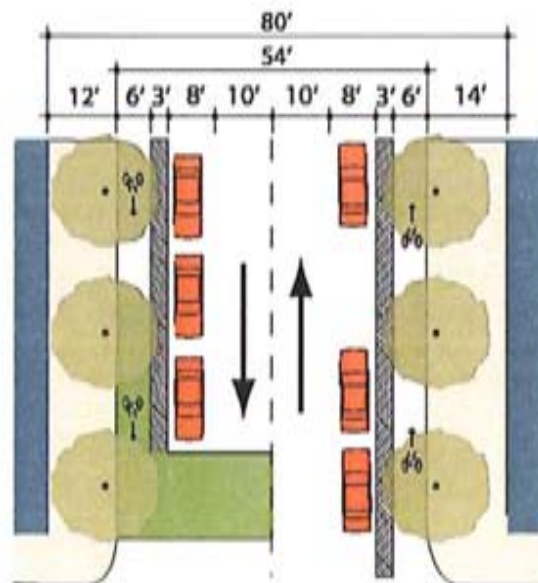
for the
novice biker

CYCLE TRACK

A cycle track is reserved for bicycle travel and is protected from moving traffic by a physical barrier such as pavement markings or coloring, bollards, curbs/medians or a combination of these elements.



A cycle track is an exclusive bicycle facility that combines the user experience of a separated path with the on-street infrastructure of a conventional bike lane. Cycle tracks are separated from vehicle travel lanes, parking lanes and sidewalks with a physical barrier. A buffer strip can also be integrated to protect cyclists from car doors. Cycle tracks can be either one-way or two-way and be on one or both sides of a street. Unlike a more standard bike lane, this design physically protects cyclist from vehicular traffic, which has the benefit of greatly improving the rider comfort. Cycle tracks have been shown to increase the number of cyclists by over 15%, especially among older populations and families who would not normally use an urban bike lane and to decrease accident rates. Because cyclists are not riding directly in view of drivers, intersections must be carefully designed to ensure safe mixing of cyclists and drivers in advance of turning movements.



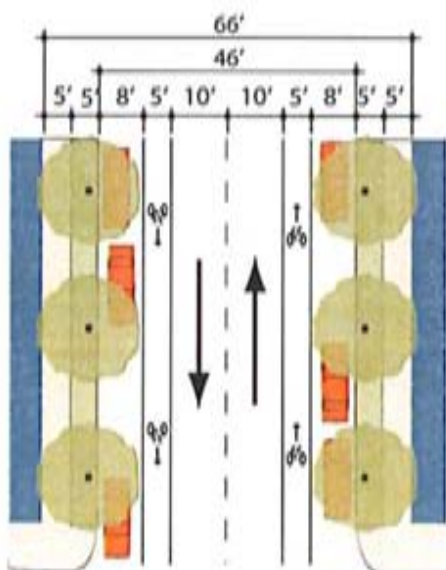
for the confident biker

BICYCLE LANE

A bike lane is reserved for bicycle travel within a vehicular thoroughfare. The bicycle lane is separated from vehicular travel lanes by a painted line.



A bicycle lane is portion of the roadway that has been dedicated for the exclusive use of bicycles. Bike lanes are typically located between the parking lane and the travel lane, moving in the same direction as vehicular traffic. They can be either one-way or two-way and be on one or both sides of a street. Studies have shown that a simple white line is effective in channelizing both motorists and bicyclists. Existing streets with more than 44 feet of pavement width can be re-stripped to include bike lanes.



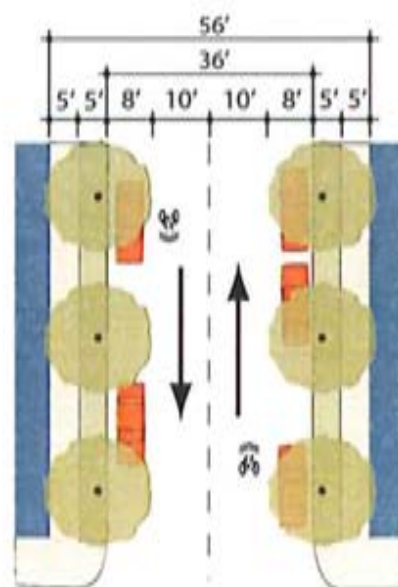
for the experienced biker

SHARROW

A sharrow is a pavement marking applied to a thoroughfare too narrow to accommodate a bicycle lane or cycle track, or on thoroughfares with slow vehicular target speeds.



A sharrow refers to the condition where cars and cyclists share the travel lane. Sharrows are typically marked by a bicycle symbol with chevron, making it clear to drivers that the travel lanes is a shared space. Unlike a bike lane, a sharrow does not require additional lane width, which keeps vehicular speeds in check. Sharrows are a good solution for streets that are too narrow for conventional bike lanes or cycle tracks. They also have the benefit of being relatively inexpensive to install.



**CITY OF PORTSMOUTH
PORTSMOUTH, NH 03801**

DATE: July 12, 2012
TO: Honorable Mayor Eric Spear and City Council Members
FROM: Kenneth Smith, Chairman, Parking Traffic & Safety Committee ~~7/12~~
RE: Report Back Bicycle Rack in Downtown

On Thursday, July 12th, the Parking & Traffic Safety Committee ("PTSC")) met and discussed the letter from Peter Egelston of the Portsmouth Brewery regarding a request to install a bicycle rack in a parking space in front of the Portsmouth Brewery on Market Street. There was a motion made to adopt the request. Much discussion took place and the motion failed on a 4 to 3 vote. Immediately following that vote, a motion was made to install a bike corral in the parking lot at the corner of Hanover and Market Street.

In addition, as part of that motion, there was a recommendation to place a bike rack in front of Izzy's Ice Cream at the corner of Bow and Ceres Street. That motion passed unanimously.

If you have any questions, I would be more than happy to answer them on Monday evening.

C.: John P. Bohenko, City Manager



THE PORTSMOUTH BREWERY

56 MARKET STREET

PORTSMOUTH

NH 03801

USA

PH (603) 431-1115

FX (603) 431-3610

www.portsmouthbrewery.com

info@portsmouthbrewery.com

Monday, May 21, 2012

To Mayor Spear and members of the Portsmouth City Council
Re: Installation of Bicycle Parking Facilities in Downtown Portsmouth

Good afternoon:

It is my understanding that the Council is considering the installation of bicycle racks in public locations in downtown Portsmouth. I am writing today to express my support for this project. As a downtown business owner occupying the same address for over twenty-one years, I have seen a dramatic increase in bicycle use, both among my employees and among the general population. However, the options for safe, secure places to park bicycles has not kept up with this increased use.

A few years ago, tired of having my building's back fire escape blocked by bikes locked to its rails, I spent \$400 on a small, heavy-duty bike rack and placed it in an unused space off the alley behind the Brewery, beside the municipal garage, where it has been used heavily ever since. My plan was to take the rack in during the winter months, but I quickly saw that it was being used year-round, so I left it there permanently. I'm sure most people assume it was put there by the city, since it sits on city property, but it was just my way of providing an amenity for the public that wasn't being offered otherwise, and my fire escape is no longer blocked.

The question has arisen as to whether the city should sacrifice a parking space for the placement of a "bike corral." To give up space that can accommodate a single automobile in order to accommodate a dozen or more bikes seems like pretty simple math to me, even when the lost revenue (\$3,600 a year at most, by my reckoning) is factored in. I do support this plan. In fact, I'd be happy to see one on Market Street right in front of the Brewery. (Speaking selfishly, I believe the novelty of it would attract more attention to my storefront, something I'm always happy to see.)

Alternately, placing a bike stall where parked cars now create problematic sight lines would serve a dual purpose, improving visibility and safety for pedestrians and cars alike. There are numerous locations downtown where this is true, but the intersection where Ladd Street enters into Market comes to my mind, since I use it daily. The visibility is terrible, due to parked cars blocking the view. Replacing a parked automobile with parked bikes there would improve the visibility at that intersection dramatically.

I am on record as supporting the construction of a new downtown parking garage, but I am also a strong advocate of encouraging the use of alternative forms of transportation. Creating more safe, secure parking spaces for bicycles downtown would be a high-profile way for the City to show that non-automotive forms of transportation are valued in our community and would encourage their increased use.

Regards,

Peter Egelston
Proprietor
The Portsmouth Brewery

MEMORANDUM

TO: John P. Bohenko, City Manager
FROM: Jane Shouse, Planning Department (JMS)
SUBJECT: Planning Board Minutes
DATE: June 25, 2012

Please be advised that the approved minutes from the April 26, 2012 Joint Planning Board and Historic District Commission Work Session are now available on the City's website for your review.

MEMORANDUM

TO: John P. Bohenko, City Manager

FROM: Jane Shouse, Planning Department

SUBJECT: Planning Board Minutes

DATE: June 25, 2012

Please be advised that the approved minutes from the May 17, 2012 Planning Board meeting are now available on the City's website for your review.

MEMORANDUM

TO: John Bohenko, City Manager
FROM: Mary E. Koepenick, Planning Department
SUBJECT: Board of Adjustment Minutes
DATE: June 28, 2012

MES/lor

The approved Minutes of the following Board of Adjustment meetings are now available for review on the City's website:

April 24, 2012

May 15, 2012